

VILLAGE PRESIDENT
Ray Danford

VILLAGE CLERK
Jerry Menard

VILLAGE TRUSTEES
Rita Baker
Seth Speiser
Charlie Mattern
Ray Matchett, Jr.
Steve Smith
Mike Blaies

VILLAGE OF FREEBURG

FREEBURG MUNICIPAL CENTER
14 SOUTHGATE CENTER, FREEBURG, IL 62243
PHONE: (618) 539-5545 • FAX: (618) 539-5590
Web Site: www.freeburg.com

VILLAGE ADMINISTRATOR
Dennis Herzing

VILLAGE TREASURER
Bryan A. Vogel

PUBLIC WORKS DIRECTOR
Ronald Dintelmann

POLICE CHIEF
Melvin E. Woodruff, Jr.

VILLAGE ATTORNEY
Weilmuenster Law Group, P.C

February 13, 2012

NOTICE

MEETING OF THE PUBLIC WORKS COMMITTEE Trash/Water/Sewer (Mattern/Speiser/Matchett)

A Public Works Committee Meeting of the Village of Freeburg will be held at the Municipal Center, Executive Board Room, on **Wednesday, February 15, 2012, at 5:30 p.m.**

PUBLIC WORKS COMMITTEE MEETING AGENDA

- I. Items To Be Reviewed
 - A. Old Business
 1. Approval of November 16, 2011 minutes
 2. Sewer Project
 3. DCEO Grant for Shed
 4. Sewer Problem areas
 5. Sewer connection at 700 N. State
 6. East Tower repairs
 - B. New Business
 1. Repair to Truck Box
 2. Resident reimbursement request
 - C. General Concerns
 - D. Public Participation
 - E. Adjourn

At said Committee Meeting, the Village Board of Trustees may vote on whether or not to hold an Executive Session to discuss potential litigation, [5 ILCS, 120/2 - (c)(11)]; the selection of a person to fill a public office [5 ILCS, 120/2 - (c) (3)] personnel [5 ILCS, 120/2 - (c) (1) a.]; or real estate transactions [5 ILCS, 120/2 - (c) (5)].

VILLAGE BOARD OF TRUSTEES MEETINGS ARE HELD ON THE FIRST AND THIRD MONDAY OF EVERY MONTH

VILLAGE PRESIDENT
Ray Danford

VILLAGE CLERK
Jerry Menard

VILLAGE TRUSTEES
Rita Baker
Seth Speiser
Charlie Mattern
Ray Matchett, Jr.
Steve Smith
Mike Blaies

VILLAGE OF FREEBURG

FREEBURG MUNICIPAL CENTER
14 SOUTHGATE CENTER, FREEBURG, IL 62243
PHONE: (618) 539-5545 • FAX: (618) 539-5590
Web Site: www.freeburg.com

VILLAGE ADMINISTRATOR
Dennis Herzing

VILLAGE TREASURER
Bryan A. Vogel

PUBLIC WORKS DIRECTOR
Ronald Dintelmann

POLICE CHIEF
Melvin E. Woodruff, Jr.

VILLAGE ATTORNEY
Weilmuenster Law Group, P.C

PUBLIC WORKS COMMITTEE MEETING
Trash/Water/Sewer
(Mattern/Speiser/Matchett)
Wednesday, February 15, 2012 at 5:30 p.m.

The Public Works Committee Meeting was called to order at 5:33 p.m. on Wednesday, February 15, 2012, by Chairman Charlie Mattern. Members present were Chairman Charlie Mattern, Trustee Seth Speiser, Trustee Ray Matchett, Trustee Mike Blaies, Assistant Public Works Director John Tolan and Office Manager Julie Polson. Guest present: Janet Baechle.

A. OLD BUSINESS:

1. Approval of November 16, 2011 minutes: Trustee Seth Speiser motioned to approve the November 16, 2011 minutes and Trustee Ray Matchett seconded the motion. All voting aye, the motion carried.
2. Sewer Project: We have not heard anything from EPA on the resubmittal of our application. Julie said Dennis would like the committee to review the proposed easement from Fred Helms including of the conditions contained within the easement. Chairman Mattern asked that the matter be tabled until the next committee meeting.
3. DCEO Grant for Shed: A copy of the letter from DCEO was included in the packet approving the grant's change in scope to use the funds for the sewer repair on Elizabeth Drive. Julie passed around a letter received yesterday from DCEO advising we have received a \$100,000 grant from them. John said projects that he would like to see considered for this grant include the sewer line that runs to the lagoon, miscellaneous water line repairs, W. Apple by Kaiser/Becker. John will put a list together.
4. Sewer problem areas: See above.
5. Sewer connection at 700 N. State: John said this is done and can be taken off the agenda.
6. East Tower Reparis: John said the tower repair is done and also said we need to start budgeting for painting the towers. Both need to be done within the next 3 - 5 years. It will cost approximately \$70,000 to get the east tower done.

B. NEW BUSINESS:

1. Repair to Truck Box: John said the water truck box is rusting and in really bad shape. Burr Oak is quoting a price of \$5500 - \$8000 to repair the box. John can have the box replaced at an approximately cost of \$10,000. The truck has 65,000 miles and is in pretty good shape. The committee recommended the box be replaced.
2. Resident reimbursement request: Trustee Matchett said Terry Marquardt had 3 sewer backups. The Village had the line televised and it was full of roots. We cleaned the line and

Water/Sewer Committee Meeting
Wednesday, February 15, 2012
Page 1 of 2

treated it with root killer and Terry hasn't had any problems since. Terry is requesting reimbursement of the \$500 Servpro bill. The insurance company adjuster said if we pay the bill, we are extending a goodwill gesture and does not show any admission of guilt. Seth said the Village did that for him years back when he had a backup.

Trustee Seth Speiser motioned to recommend to the full Board the Village reimburse Terry Marquardt \$500.00 for his sewer backup and Trustee Ray Matchett seconded the motion. All voting aye, the motion carried.

C. **GENERAL CONCERNS:** None.

D. **PUBLIC PARTICIPATION:** None.

E. **ADJOURN:** *Trustee Seth Speiser motioned to adjourn at 6:00 p.m. and Trustee Ray Matchett seconded the motion. All voting aye, the motion carried.*



Julie Polson,
Office Manager

VILLAGE PRESIDENT
Ray Danford

VILLAGE CLERK
Jerry Menard

VILLAGE TRUSTEES
Rita Baker
Seth Speiser
Charlie Mattern
Ray Matchett, Jr.
Steve Smith
Mike Blaies

VILLAGE OF FREEBURG

FREEBURG MUNICIPAL CENTER
14 SOUTHGATE CENTER, FREEBURG, IL 62243
PHONE: (618) 539-5545 • FAX: (618) 539-5590
Web Site: www.freeburg.com

VILLAGE ADMINISTRATOR
Dennis Herzing

VILLAGE TREASURER
Bryan A. Vogel

PUBLIC WORKS DIRECTOR
Ronald Dintelmann

POLICE CHIEF
Melvin E. Woodruff, Jr.

VILLAGE ATTORNEY
Weilmuenster Law Group, P.C

PUBLIC WORKS COMMITTEE MEETING Trash/Water/Sewer (Mattern/Speiser/Matchett)

Wednesday, November 16, 2011 at 5:30 p.m.

The Public Works Committee Meeting was called to order at 5:33 p.m. on Wednesday, November 16, 2011, by Chairman Charlie Mattern. Members present were Chairman Charlie Mattern, Trustee Seth Speiser, Trustee Ray Matchett, Trustee Mike Blaies, Village Administrator Dennis Herzing, Assistant Public Works Director John Tolan and Office Manager Julie Polson.

A. OLD BUSINESS:

1. Approval of October 19, 2011 minutes: *Trustee Seth Speiser motioned to approve the October 19, 2011 minutes and Trustee Ray Matchett seconded the motion. All voting aye, the motion carried.*
2. Sewer Project: We have not heard anything from EPA on the resubmittal of our application. Dennis met with Herschel Parrish to review our easement request. Herschel doesn't see a problem with it but would like to review it with his sons. Dennis has not heard anything from Swyears or Fred Helms. Dennis said Fred is sitting on the easement request because of the lawsuit with his father. We are asking Fred for a 20' easement adjoining to our existing easement all the way across his field from behind Swyears to West Street.
3. DCEO Grant for Shed: This discussion pertains to #5 as well. Dennis talked to the grant department contact and they are fine with us changing the scope of the grant to repair the sewer. We have approximately \$32,000 left over. The repair will cost about \$15,000 and another \$30,000 to line it. We received estimates from Korte-Luitjohan, Hanks Excavating and Haier Plumbing for the sewer repair on Elizabeth Drive.

Trustee Ray Matchett motioned to the full Board we use the remaining \$32,000 in grant money for the sewer repair in the easement behind 206 Elizabeth Drive and Trustee Seth Speiser seconded the motion. All voting aye, the motion carried.

4. Low water pressure problem areas: Nothing new. Item can be taken off the agenda.
5. Sewer problem areas: We will leave this item on the agenda since we have not been able to televise the area along the highway between Adele and where it turns to go into the lagoon. Bids were received for the repair work behind 206 Elizabeth Drive from Korte-Luitjohan in the amount of \$14,750; Hanks Excavating in the amount of \$15,000 and Haier Plumbing in the amount of \$26,000. Dennis said Korte bid it the way we wanted the work done and felt, overall, Korte's bid was the best proposal. John agreed and said Korte's bid included more pipe and also the work that we wanted to be done.

Water/Sewer Committee Meeting
Wednesday, November 16, 2011
Page 1 of 2

Trustee Seth Speiser motioned to recommend to the full Board Korte-Luitjohan's bid in the amount of \$14,750 for the sewer repair behind 206 Elizabeth Drive be approved and Trustee Ray Matchett seconded the motion. All voting aye, the motion carried.

6. Fire Department Dispatching: Nothing new. Item can be taken off the agenda.
7. Sewer connection at 700 N. State: Charlie said the equipment will be here next week. Dennis said we sent Crawford a letter advising we would waive the sewer tap fees and hasn't heard anything from him but assumes he will agree to that. John brought up the patio that Reifschneiders wants and said they requested the patio be extended over our easement. Dennis said we originally agreed to let them build the patio right up to the easement but have since wanted to extend it over onto the easement and we said no.

B. NEW BUSINESS: Seth brought up the culvert out by Huelsman's home on Countryside Lane. John said he met Harryman out there and the bottom of the culvert is rusted out. It is not failing or collapsed at the moment. John said this will be a big project, probably MFT, and we need to start budgeting for it now. He will keep an eye on it.

John said the east tower is leaking. There is a 10 - 15 foot crack by the standpipe at the seam. He has contacted Diversified Coatings who did the recent repair on the towers and will work with them on this. John confirmed this should have been addressed in that previous repair work done to the tower.

C. GENERAL CONCERNS: None.

D. PUBLIC PARTICIPATION: None.

E. ADJOURN: Trustee Seth Speiser motioned to adjourn at 5:57 p.m. and Trustee Ray Matchett seconded the motion. All voting aye, the motion carried.



Julie Polson,
Office Manager

TEMPORARY CONSTRUCTION EASEMENT

GRANTOR, FREDERICK D. HELMS

County of St. Clair, State of Illinois, in consideration of the mutual promises and obligations set forth herein, does hereby convey, grant and quit claim to the GRANTEE, VILLAGE OF FREEBURG, a municipality, a temporary utility construction easement thirty (30) feet in width for the purposes of constructing, a sewer line owned and operated by GRANTEE, said sewer line to be located under and across the GRANTEE'S adjacent twenty (20) foot side permanent utility on land owned by the GRANTOR in St. Clair County, Illinois. The easement is granted over the following described real estate, to-wit:

SEE LEGAL DESCRIPTIONS ATTACHED AND MADE A PART HEREOF

The Grantee and Grantor agree to the following conditions and provisions.

1. GRANTEE agrees to pay GRANTOR the sum of \$7,500.00 as and for consideration of the Temporary Construction Easement granted herein. Said sum shall be paid upon the execution of this Temporary Construction Easement by the GRANTOR and GRANTEE.
2. GRANTEE agrees to pay GRANTOR crop damage in the amount of \$900.00 per acre for any crop physically damaged during GRANTEE's construction activities. GRANTEE agrees to pay GRANTOR soil structure and fertilization damages in the amount of \$450.00 per acre for land physically disturbed during GRANTEE's construction activities. GRANTEE shall return the property to its original condition after construction is completed and shall be responsible for actual direct damages occurring on the property as a result of the construction, operation, maintenance or repair of the utility. All payments to be made hereunder, shall be tendered by the GRANTEE to the GRANTOR within fifteen (15) days of the completion of the sewer line. In the event payment is not tendered within said fifteen (15) days, the GRANTOR directs and authorizes the Third Party Escrow Agent to disburse to GRANTOR all sums due for crop damage, soil structure and fertilization damages more particularly set forth herein.
4. The parties anticipate that the sewer line will be installed through an existing farm drainage tile line.

GRANTEE agrees to repair any damaged tile lines to their original working condition within twenty-four (24) hours of said damages. In the event the damaged tile lines are not repaired within the twenty-four (24) hour time frame, the GRANTEE shall be assessed and pay to GRANTOR \$300.00 per day until the repairs are completed.
5. That an escrow fund shall be established by the GRANTEE at the time of the execution of the Temporary Construction Easement herein wherein the sum of \$ 4455⁰⁰ shall be held by a Third Party Escrow Agent as agreed between the parties at the time of the execution of the Temporary Construction Easement.
6. This temporary construction easement shall expire within twelve (12) months of the date of execution of the agreement herein and if construction is not completed within said twelve (12) month period of time, there will be a per diem rate assessed in the amount of \$300.00 per day for each and every day thereafter said twelve (12) month period of time until construction is completed.
7. In the event of any controversy, claim or dispute relating to this instrument or the breach thereof, the prevailing party shall be entitled to recover from the losing party reasonable expenses, attorney's fees and costs.

8. GRANTEE agrees that any installation of manholes installed for the purpose of establishing a sewer line on property that is currently being cropped and/or farmed, will have a 3 foot cover and said manholes are to be buried with 3 foot of topsoil at said GRANTEE'S expense.

Dated this ____ day of _____, 2011.

Frederick D. Helms (SEAL)

STATE OF ILLINOIS)
) SS.
COUNTY OF ST. CLAIR)

I, the undersigned, a Notary Public in and for said County in the State aforesaid, DO HEREBY CERTIFY that **Frederick D. Helms** personally known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person, and acknowledged that he signed, sealed and delivered said instrument as his free and voluntary act for the uses and purposes therein set forth, including the release and waiver of the right of homestead.

Give under my hand and notarial seal, this ____ day of _____, 2011.

Notary Public

ACCEPTED this ____ day of _____, 2011.

Raymond Danford – Village President

RETURN TO:
VILLAGE OF FREEBURG
14 SOUTHGATE CENTER
FREEBURG, ILLINOIS 62243
(618) 539-5545



RHUTASEL and ASSOCIATES, INC.
CONSULTING ENGINEERS • LAND SURVEYORS

VILLAGE OF FREEBURG
Northern Trunk Sewer Extension
Proposed 30' wide Temporary Construction Easement No. 1
To be obtained from Frederick D. Heims
Parcel No. 14-19.0-200-002
February 7, 2011

EASEMENT NO. 1

A temporary construction easement thirty (30.00) feet in width across part of Outlot "A" of "Reichert Tracts Assessment Plat, being part of Sections 18 and 19, Township 1 South, Range 7 West, also officially known as County Clerk Assessment Plat No. 133", reference being had to the plat thereof recorded in the Recorder's Office of St. Clair County, Illinois, in Book of Assessment Plats 1 (Lands North 1) on page 23, more particularly described as follows:

Commencing at a stone at the southwest corner of the west half of the northeast quarter of said Section 19, being the southwest corner of said Outlot "A"; thence on an assumed bearing of South 89 degrees 26 minutes 59 seconds East on the south line of Outlot "A", a distance of 20.00 feet to the point of beginning of the easement herein described; thence North 00 degrees 16 minutes 03 seconds West, parallel with the west line of Outlot "A", a distance of 148.21 feet to a point lying 20.00 feet east of the southeast corner of the east half of the northwest quarter of said Section 19; thence North 00 degrees 20 minutes 26 seconds East, parallel with the west line of Outlot "A", a distance of 197.83 feet to a point; thence North 63 degrees 19 minutes 00 seconds East, a distance of 33.68 feet to a point; thence South 00 degrees 20 minutes 26 seconds West, parallel with the west line of Outlot "A", a distance of 212.97 feet to a point lying 50.00 feet east of the southeast corner of the east half of the northwest quarter of said Section 19; thence South 00 degrees 16 minutes 03 seconds East, parallel with the west line of Outlot "A", a distance of 148.48 feet to a point on the south line of Outlot "A"; thence North 89 degrees 26 minutes 59 seconds West on said south line, a distance of 30.00 feet to the point of beginning.

This temporary construction easement shall expire sixty (60) days after the completion of the installation of a sanitary sewer pipeline and its appurtenances.

Reply To:

4 Industrial Drive, P.O. Box 97
Freeburg, Illinois 62243-0097
Phone: (618) 539-3178
Fax: (618) 539-3174
E-mail: raai.freeburg@rhutasel.net

www.rhutasel.net

201 South Locust Street
Centralia, Illinois 62801-3508
Phone: (618) 532-1992
Fax: (618) 532-1993
E-mail: raai.centralia@rhutasel.net



RHUTASEL and ASSOCIATES, INC.
CONSULTING ENGINEERS • LAND SURVEYORS

VILLAGE OF FREEBURG
Northern Trunk Sewer Extension
Proposed 30' wide Temporary Construction Easement No. 2
To be obtained from Frederick D. Helms
Parcel No. 14-19.0-200-002
February 7, 2011

EASEMENT NO. 2

A temporary construction easement thirty (30.00) feet in width across part of Outlot "A" of "Reichert Tracts Assessment Plat, being part of Sections 18 and 19, Township 1 South, Range 7 West, also officially known as County Clerk Assessment Plat No. 133", reference being had to the plat thereof recorded in the Recorder's Office of St. Clair County, Illinois, in Book of Assessment Plats 1 (Lands North 1) on page 23, more particularly described as follows:

Commencing at a stone at the southwest corner of the west half of the northeast quarter of said Section 19, being the southwest corner of said Outlot "A"; thence on an assumed bearing of North 00 degrees 16 minutes 03 seconds West on the west line of Outlot "A", a distance of 148.03 feet to the southeast corner of the east half of the northwest quarter of said Section 19; thence North 00 degrees 20 minutes 26 seconds East on the west line of Outlot "A", a distance of 204.57 feet to the point of beginning of the easement herein described; thence North 63 degrees 19 minutes 00 seconds East, a distance of 168.60 feet to a point; thence North 60 degrees 28 minutes 00 seconds East, a distance of 683.74 feet to a point lying 50.00 feet westerly of the westerly line of the Illinois Central Railroad right-of-way when measured perpendicular from said right-of-way line; thence northerly, parallel with said westerly right-of-way line, on a curve to the left having a radius of 2684.93 feet, an arc distance of 30.97 feet (chord = North 15 degrees 08 minutes 29 seconds West, 30.97 feet) to a point; thence South 60 degrees 28 minutes 00 seconds West, a distance of 690.70 feet to a point; thence South 63 degrees 19 minutes 00 seconds West, a distance of 152.55 feet to a point on the west line of Outlot "A"; thence South 00 degrees 20 minutes 26 seconds West on said west line, a distance of 33.68 feet to the point of beginning.

This temporary construction easement shall expire sixty (60) days after the completion of the installation of a sanitary sewer pipeline and its appurtenances.

Reply To:

4 Industrial Drive, P.O. Box 97
Freeburg, Illinois 62243-0097
Phone: (618) 539-3178
Fax: (618) 539-3174
E-mail: raai.freeburg@rhutasel.net

www.rhutasel.net

201 South Locust Street
Centralia, Illinois 62801-3508
Phone: (618) 532-1992
Fax: (618) 532-1993
E-mail: raai.centralia@rhutasel.net



RHUTASEL and ASSOCIATES, INC.
CONSULTING ENGINEERS • LAND SURVEYORS

VILLAGE OF FREEBURG
Northern Trunk Gravity Sewer
Proposed 30' wide Temporary Construction Easement No. 3
To be obtained from Frederick D. Helms
Parcel No. 14-19.0-200-002
February 7, 2011

EASEMENT NO. 3

A temporary construction easement thirty (30.00) feet in width across part of Outlot "A" of "Reichert Tracts Assessment Plat, being part of Sections 18 and 19, Township 1 South, Range 7 West, also officially known as County Clerk Assessment Plat No. 133", reference being had to the plat thereof recorded in the Recorder's Office of St. Clair County, Illinois, in Book of Assessment Plats 1 (Lands North 1) on page 23, more particularly described as follows:

Commencing at the most northerly corner of said Outlot "A", being the intersection of the southwesterly line of the Illinois Central Railroad Right-of-Way with the west line of the west half of the northeast quarter of said Section 19; thence south on the west line of the west half of the northeast quarter of Section 19, a distance of 40.4 feet to a point lying 20.00 feet southwesterly of the southwesterly line of the Illinois Central Railroad right-of-way when measured perpendicular from said right-of-way line, being the point of beginning of the easement herein described; thence southeasterly, parallel with the southwesterly line of the Illinois Central Railroad right-of-way, a distance of 1715 feet, more or less, to a point on the northerly line of Easement No. 1 as described in the PERMANENT UTILITY EASEMENT document dated March 8, 2004 and recorded in said Recorder's Office as Document No. A01829110 (Book 4000, pages 1115 - 1120); thence southwesterly on said northerly line a distance of 30.8 feet, more or less, to a point lying 50.00 feet southwesterly of the southwesterly line of the Illinois Central Railroad right-of-way when measured perpendicular from said right-of-way line; thence northwesterly, parallel with said southwesterly right-of-way line, a distance of 1659 feet, more or less, to a point on the west line of said Outlot "A", being the west line of the west half of the northeast quarter of Section 19; thence north on said west line, a distance of 60.6 feet, more or less, to the point of beginning.

This temporary construction easement shall expire sixty (60) days after the completion of the installation of a sanitary sewer pipeline and its appurtenances.

Reply To:

4 Industrial Drive, P.O. Box 97
Freeburg, Illinois 62243-0097
Phone: (618) 539-3178
Fax: (618) 539-3174
E-mail: raai.freeburg@rhutasel.net

www.rhutasel.net

201 South Locust Street
Centralia, Illinois 62801-3508
Phone: (618) 532-1992
Fax: (618) 532-1993
E-mail: raai.centralia@rhutasel.net



Pat Quinn
Governor

Warren Ribley
Director

December 26, 2011

Honorable Raymond Danford
Village President
VILLAGE OF FREEBURG
14 SOUTHGATE CTR
Freeburg, IL 62243-1541

Re: Grant No. 10-203511

Dear Mr. Danford:

Enclosed is your fully executed copy of the modification/waiver to the above referenced grant agreement (the "Agreement"). Please retain this copy in your files for reference during the administration of the grant and for future audit and monitoring purposes.

Please be advised that the requested modification/waiver was approved based on information provided by your agency/organization. Pursuant to Section 5.4A of the Agreement, you are hereby reminded that during the time period specified in Section 5.4A: (i) the Grantee is required to maintain books, records and supporting documents related to all disbursements of funds provided under the Agreement, including those which are the subject of the modification/waiver; and (ii) the Grantee's failure to maintain and provide such records during a subsequent monitoring or audit conducted in accordance with Section 5.4A or other applicable provisions of the Agreement, shall establish a presumption in favor of the Department for the recovery of funds for which adequate documentation is not available.

Should you have any questions regarding the modification/waiver, please contact your DCEO Grant Manager.

Sincerely,

WARREN RIBLEY
Director

cc: DCEO Grant Manager

Internet Address <http://www.commerce.state.il.us>

506 East Monroe - ATTH Accounting
Springfield, Illinois 62701-1643

James P. Thompson Center
100 West Randolph Street, Suite 3-400
Chicago, Illinois 60601-3219

2309 West Main, Suite 118
Marion, Illinois 62959-1180

217/782-7500
TDD.800/785-6056

312/814-7179
TDD.800/785-6056

618/997-4394
TDD.800/785-6056

1/9/12

Village of Freeburg

Estimate to Repair Truck Box

IT is hard to know exact amount of Damage and decay of existing Box with out emptying Box and checking sub structure. Some damage may not appear till Box is removed. Old material must be completely removed in order to get clean edge to weld. and seal, AS such this is a guesstimate.

Labor \$4700.00

Material \$800.00 - Total \$5500.

As we get into it Damage could be less, AS a time and material job price would be according to it. But if main floor Damage is revealed price could go up, to a point not worth Repair of Box.

Thanks
 Craig DeGrupe
 Burr Oak Metalworks



Illinois Department of Commerce & Economic Opportunity

Pat Quinn, Governor • Warren Ribley, Director

TO: Dennis Herzing
Village of Freeburg

FROM: Duane Brusnighan, DCEO Grant Management Program

DATE: February 14, 2012

RE: Grant Appropriation

Project No.: SR120142
Amount: \$100,000
Purpose: for all costs associated with infrastructure improvements, roads, sewer and water improvements, and/or sidewalks
Funding Source: Bond Fund

Please be advised that the Department of Commerce and Economic Opportunity has been given the responsibility of administering the above mentioned grant. In order for us to begin the process, you are being asked to complete the enclosed survey form. The information supplied on this form will allow us to develop a formal Grant Agreement (legal document).

Once the Grant Agreement process is completed and all documents are in order, we will begin the payment process. **Be aware that there is no set timeline for grant recipients to receive their funds; however, processing time is largely determined by the accuracy of the information contained in the survey response.** Also, please be aware that if the Grantee has failed to comply with the requirements of any prior grant issued to it by the State, the Department may require that the Grantee cure such deficiencies before the current grant request may be finalized. **The Department's provision of this survey form does not serve as a guarantee of future funding availability.**

Please note that the first page of the survey provides some important points to keep in mind while filling out the survey. If you have questions, feel free to contact me at 217-782-5327.

Completed surveys may be mailed to:

DCEO
Duane Brusnighan
500 E. Monroe St.
Springfield, Illinois 62701
Fax: 217-557-9883

www.ildceo.net