

VILLAGE PRESIDENT
Seth Speiser

VILLAGE CLERK
Jerry Menard

VILLAGE TRUSTEES
Mathew Trout
Dean Pruett
Lisa Meehling
Ray Matchett, Jr.
Mike Blaies
Denise Albers

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
Tony Funderburg

VILLAGE TREASURER
Bryan A. Vogel

PUBLIC WORKS DIRECTOR
John Tolan

POLICE CHIEF
Stanley Donald

VILLAGE ATTORNEY
Weilmuenster & Keck, P.C.

June 13, 2016

NOTICE

MEETING OF THE PUBLIC WORKS COMMITTEE Trash/Water/Sewer (Pruett/Albers/Blaies/Matchett)

A Public Works Committee Meeting of the Village of Freeburg will be held at the Municipal Center, Executive Board Room, on **Wednesday, June 15, 2016, at 5:45 p.m.**

PUBLIC WORKS COMMITTEE MEETING AGENDA

- I. Items To Be Reviewed
 - A. Old Business
 1. Approval of May 11, 2016 Minutes
 2. Sewer Project
 3. Sewer issues
 4. FSH Minutes
 5. New Truck
 6. Radio Read Meters
 7. SAVE Water Tower Leak
 8. Leaf Pickup Program
 - B. New Business
 1. TTHM Sampling
 - 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)]; or real estate transactions [5 ILCS, 120/2 - (c)(5)].

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PUBLIC WORKS COMMITTEE MEETING
Trash/Water/Sewer
(Pruett/Albers/Blaies/Matchett)
May 11, 2016 at 5:30 p.m.

VILLAGE ADMINISTRATOR
Tony Funderburg

VILLAGE TREASURER
Bryan A. Vogel

PUBLIC WORKS DIRECTOR
John Tolan

POLICE CHIEF
Stanley Donald

VILLAGE ATTORNEY
Weilmuenster & Keck, P.C.

The Public Works Committee Meeting was called to order at 5:30 p.m. on Wednesday, May 11, 2016, by Chairman Dean Pruet. Members present were Chairman Dean Pruet, Trustee Denise Albers, Trustee Mike Blaies, Trustee Ray Matchett, Mayor Seth Speiser, Village Clerk Jerry Menard (absent), Trustee Lisa Meehling, Trustee Matt Trout, Public Works Director John Tolan, Village Administrator Tony Funderburg (absent) and Office Manager Julie Polson.

A. OLD BUSINESS:

1. Approval of April 13,, 2016 minutes: *Trustee Ray Matchett motioned to approve the April 13, 2016 minutes and Trustee Denise Albers seconded the motion. All voting yea, the motion carried.*
2. Sewer project: Mayor Speiser believes things will fall into place within the next couple of weeks.
3. Sewer issues: Public Works Director John Tolan advised we don't have issues any at this time.
4. FSH Minutes: John said things are pretty quiet. They have been working on the interconnects.
5. New Truck: John thought we were close to picking it up. We did have some add- ins being installed which delayed it.
6. Radio Read Meters: John advised we received the first shipment of warrantied meters. He spoke to a salesman who deals with Itron, who advised that both Illinois American and Missouri American are having the same issue. He said they are getting their labor reimbursed, so John advised we will be making a phone call.
7. SAVE Water Tower Leak: John stated we have the VFDs, so now Shane and the Electric Dept., will get them installed. WDM Automation will come in and do the programming on it. Tony has the contract from Aquastore to fix the tower. They want 40 days lead time, it needs to be drained, cleaned and aired out. Trustee Albers had some issues with their contract. John will ask Tony to check further into the builder's risk insurance and also when the title should transfer.
8. Leaf Pickup Program: John advised the machine is ordered.

John said we have received the operating permit for the water line on Countryside Lane. We are ready for the water services from the recent annexations, and we will advise those residents.

B. NEW BUSINESS: John stated we held our annual Fire Department meeting, and everything went well. We removed the nonworking fire hydrants at Dewey/Mill, Apple/Cherry and Edison/White. We had a good conversation about future development. We discussed a new tower at Save Site, and advised we should look into doing some pressure testing without the East tower on. One of John's plans is to get the nursing home on the FSH line. He would get them on a 6 or 8 inch line and that will provide better water flow, take out the old hydrants and replace with one good one. The Fire Department is on board with that. We have another round of tthm sampling to be done on 5/18.

C. GENERAL CONCERNS: None.

D. PUBLIC PARTICIPATION: None.

E. ADJOURN: *Trustee Ray Matchett motioned to adjourn the meeting at 5:40 p.m. and Trustee Mike Blaies seconded the motion. All voting aye, the motion carried.*



Julie Polson,
Office Manager

ORDINANCE NO. 1598

AN ORDINANCE AMENDING SEWER RATES

BE IT ORDAINED BY THE VILLAGE PRESIDENT AND VILLAGE BOARD OF TRUSTEES OF THE VILLAGE OF FREEBURG, ST. CLAIR COUNTY, ILLINOIS, THAT:

WHEREAS, the Village Board desires to effect changes to its existing Code Section listed below.

Section 1. That CHAPTER 38, ARTICLE IV WASTEWATER SYSTEM, SECTION 38-4-79(D), Summary of Sewer Charge, is hereby amended to read as follows:

Sewer rates shall be as follows:

Rates effective for bills due on August 7, 2015:

- | | |
|------------------------------|---------------------------|
| 1. Rate for Inside Village. | |
| First 1,000 gallons | \$10.00 minimum per month |
| Over 1,000 gallons | \$5.20 per 1,000 gallons |
| 2. Rate for Outside Village. | |
| First 1,000 gallons | \$12.50 minimum per month |
| Over 1,000 gallons | \$5.20 per 1,000 gallons |

Section 3. This Ordinance shall be in full force and effect immediately after its passage, approval and recordation according to law.

PASSED BY THE VILLAGE BOARD OF THE VILLAGE OF FREEBURG, ILLINOIS,
ST. CLAIR COUNTY, AND APPROVED BY THE VILLAGE PRESIDENT
THIS _____ DAY OF _____, 2016.

Vote Recorded:

Ayes _____

Nays _____

Absent _____

Abstain _____

ORDINANCE NO. 1598 cont.

Vote Recorded by:

Jerry Menard
Village Clerk

Approved by the Village President of the Village of Freeburg, St. Clair County, Illinois,

this _____ day of _____, 2016.

Seth Speiser
Village President

ATTEST:

Jerry Menard, Village Clerk

Approval as to Legal Form: _____
Village Attorney

F.S.H. WATER COMMISSION
TUESDAY, APRIL 26, 2016

1. CALL TO ORDER. The meeting of F.S.H. Water Commission was called to order by President Ken Vielweber in the Village of Freeburg at 7:34 PM with the following present: Ken Vielweber, Joel Boeving, John Tolan, Larry Rhutasel and Bryan Vogel. Gary Wittenauer arrived at 7:37 PM.
2. MINUTES. Joel Boeving motioned and John Tolan seconded to approve the March 22nd minutes. Motion carried. (3-0)
3. APRIL MEETING AND HEARING DATE. Next meeting and hearing date will be May 24th, 7:30 PM.
4. GUESTS. None.
5. CORRESPONDENCE & REPORTS.
 - A. SLM Minutes from April meeting were not available but it was reported that the storage tank painting project is going as planned.
 - B. IEPA water testing is going well.
6. TREASURER'S REPORT. Treasurer's report, claims and bills for March were presented. A motion to approve the bills presented reports was made by Joel Boeving, seconded by John Tolan. Motion carried by roll call vote. (3-0)
7. INVESTMENTS. As of 04/26/16:

Bank	Amount	Rate	Term	Maturity	Payments	Cert. #
Citizens Bank	\$250,000.00	3.00%	84 MO	09/10/17	Quarterly	11977641
Citizens Bank	\$150,000.00	3.5%	84 MO	10/17/16	Monthly	11977639
Citizens Bank	\$100,000.00	2.97%	84 MO	08/06/17	Monthly	11977640
Citizens Bank	\$150,000.00	2.12%	60 MO	03/20/21	Quarterly	11977644
Citizens Bank	\$300,000.00	1.75%	84 MO	09/06/20	Quarterly	11977643
Money Market	\$526,731.87	1.25%	N/A		Monthly	11977602
8. ENGINEER'S REPORT.
 - A. Larry Rhutasel reported that permits should be arriving soon. Illinois American permits are in and they were sent at the same time.
 - B. Larry also stated that bidding is ready for advertisement.
9. HYDRO SERVICES, INC. Larry Rhutasel reported that it was another quiet month with no issues.
10. COMMISSIONER'S COMMENTS.
 - A. Vielweber: Ken noted that Gary and Joel's appointments are up at Hecker and Smithton.
 - B. Boeving: Joel questioned if F.S.H. needed to do anything more to complete the transfers of the extensions to Smithton and Freeburg. Larry will look into this.
 - C. Tolan: Nothing
 - D. Wittenauer: Nothing
11. ADJOURN. Joel Boeving motioned and John Tolan seconded to adjourn at 7:45 PM; motion. (4-0). The meeting was adjourned until May 24, 7:30 PM.

Bryan A. Vogel / Clerk

Ken Vielweber / Chairman

SLM Water Commission

April 20, 2016

Commissioners met at plant office April 20, 2016 those present: Don Mueller, Mike Jones, Ron Renth & Gerald Daugherty, Joel Boeving, Andrew Brockhahn, Dean Zurliene , Attorney Tom Benedick, Gina Stambaugh- Clerk, Plant Manager Rick Schmitt. Absent: none. Chairman Don Mueller called meeting to order at 7pm.

Chairman called for corrections or approval of March meeting, which were emailed to Commissioners. Moved by Ron Renth to accept, second by Mike Jones, motion passed.

Treasure's report: Water Fund \$22,575.95; Operation & Maintenance \$28,751.40; Money Market Bond & Interest \$143,133.32; Money Market Surplus Account \$12,772.79. Moved by Mike Jones to accept, second by Joel Boeving, motion passed.

Bills were presented. Moved by Gerald Daugherty to allow all bills presented, second by Dean Zurliene, motion passed.

OLD BUSINESS

Linck Land Report –The recorded easement that Rick Schmitt found is correct. Linck does not have a copy, Attorney Tom Benedick will mail copy to Linck. SLM & Linck are still interested in ground swap, splitting the cost of surveying with Linck. Before next month's meeting the property will be surveyed.

Tom Benedick reported that a letter has been drafted for the new waterline easements. The board agreed to have Tom send the letter to the 10 owners/18 properties that have not signed yet.

Gina Stambaugh & Manager Rick Schmitt have received Visa company credit cards through FCB bank with a \$5000 limit.

NEW BUSINESS

Curry & Associates has inspected 2 elevated towers. Tank #1 at MidAmerica needs power washing & painting on outside of tank soon & full interior within 6-8 years. Tank #2 looks good, in 3-5 years tank will need drained down & power washed to remove sediment.

Rick Schmitt's Manager's report:

-2 Million gallon tank interior painting project has started this week. Rick brought old paint samples. Should be completed second week in May.

-Annual Hach renewal on maintenance is due June 6, \$7032 (increasing around \$100)

-Wednesday April 27th, Rick Schmitt, Doug Feldt & Keith Richards will be attending an allergy class in Greenville.

-Hydrant was replaced on Summerfield Road.

-Carbon feeder up & running.

- Monthly testing is up to date & all reports are available.

-Lead & Copper testing will be done in June.

Economic Interest Statements are due by May 1.

Erie Insurance Work Comp audit created a credit.

Gina questioned how to pay for water tank refinishing when job is complete. Gerald Daugherty will let her know at next month's meeting.

Joel Boeving made a motion and second by Mike Jones to end meeting at 7:35pm, motion passed. The next meeting will be Wednesday May 18, 2016 at 7pm.

Gina Stambaugh, Clerk



PDC Laboratories, Inc.

PROFESSIONAL • DEPENDABLE • COMMITTED

June 02, 2016

John Tolan
Freeburg, City of
14 South Gate Center
Freeburg, IL 62243

Dear John Tolan:

Please find enclosed the analytical results for the sample(s) the laboratory received on **5/20/16 7:30 am** and logged in under work order **6053211**. All testing is performed according to our current TNI certifications unless otherwise noted. This report cannot be reproduced, except in full, without the written permission of PDC Laboratories, Inc.

If you have any questions regarding your report, please contact your project manager. Quality and timely data is of the utmost importance to us.

PDC Laboratories, Inc. appreciates the opportunity to provide you with analytical expertise. We are always trying to improve our customer service and we welcome you to contact the Vice President, John LaPayne with any feedback you have about your experience with our laboratory.

Sincerely,

A handwritten signature in cursive script that reads "Julia Rada".

Julia Rada
Drinking Water Project Manager
(309) 692-9688 x1724
jrada@pdclab.com





ANALYTICAL RESULTS

Sample: 6053211-01
Name: S2HH1 - 412 W HIGH ST
Reg ID: IL1630600

Sampled: 05/18/16 12:51
Received: 05/20/16 07:30
Matrix: Drinking Water - Regular Sample

Table with 9 columns: Parameter, Result, Unit, Qual, MCL, Prepared, Analyzed, Analyst, Method. Includes sections for Haloacetic Acids (HAAs) - PIA, THMs - PIA, and Volatile Organics - PIA Total.

Sample: 6053211-02
Name: S2HT1 - 3001 SAVE RD
Reg ID: IL1630600

Sampled: 05/18/16 14:13
Received: 05/20/16 07:30
Matrix: Drinking Water - Regular Sample

Table with 9 columns: Parameter, Result, Unit, Qual, MCL, Prepared, Analyzed, Analyst, Method. Includes sections for Haloacetic Acids (HAAs) - PIA, THMs - PIA, and Volatile Organics - PIA Total.



NOTES

Specific method revisions used for analysis are available upon request.

** Result exceeds SDWA MCL

Certifications

PIA - Peoria, IL

TNI Accreditation for Drinking Water, Wastewater, Hazardous and Solid Wastes Fields of Testing through IL EPA Lab No. 100230

Illinois Department of Public Health Bacteriological Analysis in Drinking Water Approved Laboratory Registry No. 17553

Missouri Department of Natural Resources Certificate of Approval for Microbiological Laboratory Service No. 870

Drinking Water Certifications: Iowa (240); Kansas (E-10338); Missouri (870)

Wastewater Certifications: Arkansas (88-0677); Iowa (240); Kansas (E-10338)

Hazardous/Solid Waste Certifications: Arkansas (88-0677); Iowa (240); Kansas (E-10338)

SPMO - Springfield, MO

USEPA DMR-QA Program

STL - St. Louis, MO

TNI Accreditation for Wastewater, Hazardous and Solid Wastes Fields of Testing through KS Lab No. E-10389

Illinois Department of Public Health Bacteriological Analysis in Drinking Water Approved Laboratory Registry No. 171050

Drinking Water Certifications: Missouri (1050)

Missouri Department of Natural Resources

* Not a TNI accredited analyte

Julia Rada

Certified by: Julia Rada, Drinking Water Project Manager





PDC Laboratories, INC
2231 W Altorfer Drive
Peoria, IL 61615

Phone: 309.692.9688
Fax: 309.692.9689

Chain of Custody Record

Page ___ of ___

State where samples collected Illinois

IL1630600

FREEBURG

14 South Gate Center

Freeburg IL 62243

Phone Number: 618-410-8224

e-mail: JICIEAN.HAO@pdc1.com

PO#:

Sampler Signature: [Signature]

Sampler Name (Please Print): Jesse Cao

Date/Time Collected: 5-18-16 / 12:51

Date/Time Collected: 5-18-16 / 2:13

6053211-2 MS

Sample During: May 2016

S2HH1	412 W HIGH ST	Bottle Count	4
S2HT1	THM_HAA 3001 SAVE RD THM_HAA	Bottle Count	4

Turn-Around Time Requested (circle one): NORMAL RUSH Date Results Needed:

Relinquished By: (Signature) <u>[Signature]</u>	Date: <u>5/18/16</u>	Received By: (Signature)	Date: <u>5/18/16</u>	The sample temperature will be measured upon receipt at the lab. By initialing the area you request that the lab notify you, before proceeding with analysis, if the sample temperature is outside of the range of 0.1-6.0 C. By not initializing this area you allow the lab to proceed with analytical testing regardless of the sample temperature.
	Time: <u>5:06 PM</u>	(Signature)		
Relinquished By: (Signature)	Date:	Received By: (Signature)	Date:	SAMPLE TEMPERATURE UPON RECEIPT CHILL PROCESS STARTED PRIOR TO RECEIPT SAMPLE(S) RECEIVED ON ICE PROPER BOTTLES RECEIVED IN GOOD CONDITION BOTTLES FILLED WITH ADEQUATE VOLUME SAMPLES RECEIVED WITHIN HOLD TIME(S) (EXCLUDES TYPICAL FIELD PARAMETERS) DATE AND TIME TAKEN FROM SAMPLE BOTTLE
	Time:	(Signature)	Time:	
Relinquished By: (Signature)	Date:	Received By: (Signature)	Date:	PDC
	Time:	(Signature)	Time:	



PDC Laboratories, Inc.

PROFESSIONAL • DEPENDABLE • COMMITTED

June 02, 2016

John Tolan
Freeburg, City of
14 South Gate Center
Freeburg, IL 62243

Dear John Tolan:

Please find enclosed the analytical results for the sample(s) the laboratory received on **5/20/16 7:30 am** and logged in under work order **6053220**. All testing is performed according to our current TNI certifications unless otherwise noted. This report cannot be reproduced, except in full, without the written permission of PDC Laboratories, Inc.

If you have any questions regarding your report, please contact your project manager. Quality and timely data is of the utmost importance to us.

PDC Laboratories, Inc. appreciates the opportunity to provide you with analytical expertise. We are always trying to improve our customer service and we welcome you to contact the Vice President, John LaPayne with any feedback you have about your experience with our laboratory.

Sincerely,

A handwritten signature in cursive script that reads 'Julia Rada'.

Julia Rada
Drinking Water Project Manager
(309) 692-9688 x1724
jrada@pdclab.com





ANALYTICAL RESULTS

Sample: 6053220-01
Name: ENTRY POINT
Alias: FREEBURG
Reg ID: IL1630600

Sampled: 05/18/16 13:21
Received: 05/20/16 07:30
Matrix: Drinking Water - Regular Sample

Parameter	Result	Unit	Qual	MCL	Prepared	Analyzed	Analyst	Method
<u>Haloacetic Acids (HAAs) - PIA</u>								
Dibromoacetic Acid	< 1.00	ug/L			05/26/16 08:18	05/31/16 23:44	JMT	EPA 552.2
Dichloroacetic Acid	28.6	ug/L			05/26/16 08:18	05/31/16 23:44	JMT	EPA 552.2
Monobromoacetic Acid	3.76	ug/L	A1		05/26/16 08:18	05/31/16 23:44	JMT	EPA 552.2
Monochloroacetic Acid	< 3.00	ug/L			05/26/16 08:18	05/31/16 23:44	JMT	EPA 552.2
Trichloroacetic Acid	16.1	ug/L			05/26/16 08:18	05/31/16 23:44	JMT	EPA 552.2
<u>Haloacetic Acids (HAAs) - PIA Total</u>								
HAAs-Total	48.5	ug/L		60 ug/L	05/25/16 00:00	05/31/16 23:44	JMT	[CALC]
<u>THMs - PIA</u>								
Bromodichloromethane	7.01	ug/L			05/25/16 00:00	05/25/16 15:24	JJI	EPA 524.2
Bromoform	< 0.500	ug/L			05/25/16 00:00	05/25/16 15:24	JJI	EPA 524.2
Chloroform	25.1	ug/L			05/25/16 00:00	05/25/16 15:24	JJI	EPA 524.2
Dibromochloromethane	1.13	ug/L			05/25/16 00:00	05/25/16 15:24	JJI	EPA 524.2
<u>Volatile Organics - PIA Total</u>								
THMs-Total	33.3	ug/L		80 ug/L	05/25/16 00:00	05/25/16 15:24	JJI	[CALC]



NOTES

Specific method revisions used for analysis are available upon request.

** Result exceeds SDWA MCL

Certifications

PIA - Peoria, IL

TNI Accreditation for Drinking Water, Wastewater, Hazardous and Solid Wastes Fields of Testing through IL EPA Lab No. 100230

Illinois Department of Public Health Bacteriological Analysis in Drinking Water Approved Laboratory Registry No. 17553

Missouri Department of Natural Resources Certificate of Approval for Microbiological Laboratory Service No. 870

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Wastewater Certifications: Arkansas (88-0677); Iowa (240); Kansas (E-10338)

Hazardous/Solid Waste Certifications: Arkansas (88-0677); Iowa (240); Kansas (E-10338)

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Illinois Department of Public Health Bacteriological Analysis in Drinking Water Approved Laboratory Registry No. 171050

Drinking Water Certifications: Missouri (1050)

Missouri Department of Natural Resources

* Not a TNI accredited analyte

Qualifiers

- A1 The presence of this analyte was confirmed using a second column but there was a disparity (> 40% Relative Percent Difference) between the two sets of results with no apparent chromatographic anomalies. The lower of the two results was reported.

Julia Rada

Certified by: Julia Rada, Drinking Water Project Manager



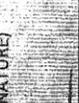
PDC Laboratories, Inc.
 2231 W. Altorfer Dr
 Peoria, IL 61615

CHAIN OF CUSTODY RECORD

State where samples were collected IL

Phone: (800) 752-6651
 Fax: (309) 692-9689
 www.pdcclab.com

ALL HIGHLIGHTED AREAS MUST BE COMPLETED BY CLIENT (PLEASE PRINT)

1 CLIENT FREEBURG WATER		P.O. NUMBER IL1630600		PROJECT NAME IL1630600		DATE SHIPPED 		3 ANALYSIS REQUESTED 		WORK ORDER (FOR LAB USE ONLY) 4	
ADDRESS 14 Southgate Center		PHONE 618-410-8224		EMAIL JTCLEANN@pdc.com		MEANS SHIPPED 		LOGIN #: 60532201		LOGGED BY: AS	
CITY Freeburg		STATE IL		ZIP 62243		MATRIX TYPES: WW - WASTE WATER DW - DRINKING WATER GW - GROUND WATER WWSL - SLUDGE NAS - SOLID LGHT - LEACHATE OTHER:		PROJECT: 		PROJ MGR: 	
CONTACT PERSON John Tolan		SAMPLER'S SIGNATURE 		SAMPLER'S SIGNATURE 		MATRIX TYPE DW		BOTTLE COUNT 4		REMARKS EMAIL COPY TO MARY REED DUE: Nov, Feb, May, Aug	
2 SAMPLE DESCRIPTION AS YOU WANT TO REPORT ENTRY POINT		DATE COLLECTED 5-19-12		TIME COLLECTED 1:21		SAMPLE TYPE DW		MATRIX TYPE DW		BOTTLE COUNT 4	
5 TURNAROUND TIME REQUESTED (RUSH TAT IS SUBJECT TO APPROVAL AND SURCHARGE)		<input checked="" type="checkbox"/> NORMAL		<input type="checkbox"/> RUSH		DATE RESULTS NEEDED 		6 The sample temperature will be measured upon receipt at the lab. By initialing this area, you request that we notify you before proceeding with analysis if the sample temperature is outside of the range of 0-16°C. By not initialing this area, you allow the lab to proceed with analytical testing regardless of the sample temperature.		COMMENTS (FOR LAB USE ONLY)	
7 RELINQUISHED BY (SIGNATURE) 		DATE 5/19/12		TIME 5:45 AM		RECEIVED BY (SIGNATURE) 		DATE 		TIME 	
RELINQUISHED BY (SIGNATURE)		DATE		TIME		RECEIVED BY (SIGNATURE)		DATE		TIME	
RELINQUISHED BY (SIGNATURE)		DATE		TIME		RECEIVED BY (SIGNATURE)		DATE		TIME	
8 SAMPLE TEMPERATURE UPON RECEIPT CHILL PROCESS STARTED PRIOR TO RECEIPT SAMPLE(S) RECEIVED ON ICE PROPER BOTTLES RECEIVED IN GOOD CONDITION BOTTLES FILLED WITH ADEQUATE VOLUME SAMPLES RECEIVED WITHIN HOLD TIME(S) (EXCLUDES TYPICAL FIELD PARAMETERS) DATE AND TIME TAKEN FROM SAMPLE BOTTLE		DATE 5/16		TIME 7:30		RECEIVED BY (SIGNATURE) 		DATE 		TIME 	