

REGULAR BOARD MEETING AGENDA – APRIL 21, 2014 - 7:30 P.M.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Minutes of Previous Meeting
 - 4 – 1. April 7, 2014 – Board Meeting Minutes – **Exhibit A**
5. Finance – None.
6. Treasurer’s Report
7. Attorney’s Report
8. ESDA Report
9. Public Participation
10. Reports and Correspondence – None.
 - 10 – 1. Zoning Administrator’s Report – **Exhibit B**
11. Recommendations of Boards and Commissions – None.
12. Contracts, Releases, Agreements and Annexations – See Item #15-1.
13. Bids – None
14. Resolutions – None.
15. Ordinances –
 - 15 – 1. Ordinance #1494: An Ordinance Authorizing the Village to Enter into and the Mayor to Execute An Agreement between the Village of Freeburg and Rhutasel & Associates and between the Village Of Freeburg and IDOT Relative to Safe Routes to School Project SRTS-40009(150) – **Exhibit C**
 - 15 – 2. Ordinance #1495: An Ordinance amending title VII, Chapter 73 of the Revised Code of the Village of Freeburg (Traffic Schedules) – **Exhibit D**
16. Old Business –
17. New Business –
18. Appointments – None.
19. Committee Meeting Minutes/Recommendations
 - 19 – 1. Committee as a Whole Meeting – Monday, March 17, 2014 – 6:00 p.m. – **Exhibit E**
 - 19 – 2. Committee as a Whole Meeting – Wednesday, April 9, 2014 – 5:30 p.m. – **Exhibit F**
 - 19 – 3. Community Development Committee Meeting – Tuesday, April 15, 2014 – 6:00 p.m. - unavailable
 - 19 – 4. Water/Sewer Committee Meeting – Wednesday, April 16, 2014 – 5:30 p.m. – **Exhibit G**
 - 19-4a. Recommend purchase of Itron equipment at a cost of \$13,755
 - 19 – 5. Streets Committee Meeting – Wednesday, April 16, 2014 – 6:00 p.m. – **Exhibit H**
 - 19-5a. Recommend Enter into Rhutasel Construction Engineering Agreement – see Item 15-1.
 - 19-5b. Recommend part-time hires of Wes Munie, Dave Beshears and Loren Sinn
 - 19-5c. Recommend 4-way stop sign at E. St. Clair/N. Vine – see item 15-2.
 - 19 – 6. Electric Committee Meeting – Wednesday, April 16, 2014 – 6:30 p.m. – **Exhibit I**
 - 19 – 7. Community Development Committee Meeting – Monday, April 17, 2014 – 6:00 p.m. - unavailable
20. Upcoming Meetings
 - 20 – 1. Committee as a Whole Meeting – Wednesday, April 23, 2014 – 5:30 p.m.
 - 20 – 2. Community Development Committee Meeting – Tuesday, April 29, 2014 – 6:00 p.m.
 - 20 – 3. Legal/Ordinance Committee Meeting – Wednesday, April 30, 2014 – 5:00 p.m.
 - 20 – 4. Finance Committee Meeting – Wednesday, April 30, 2014 – 5:30 p.m.
 - 20 – 5. Personnel/Police Committee Meeting – Wednesday, April 30, 2014 – 6:00 p.m.
 - 20 – 6. Board Meeting – Monday, May 5, 2014 – 7:30 p.m.
21. Village President’s and Trustees’ Comments
22. Staff Comments
23. Adjournment

At said Board Meeting, the Village Board of Trustees may vote on whether or not to hold an Executive Session to discuss the selection of a person to fill a public office [5 ILCS, 120/2 - (c)(3)]; personnel [5 ILCS, 120/2 - (c)(1)]; litigation [5 ILCS, 120/2 - (c)(11)]; real estate transactions [5 ILCS, 120/2 - (c)(5)]; collective negotiating matters between the public body and its employees or their representatives [5 ILCS 120/2 (C)(2)].

VILLAGE PRESIDENT
Seth Speiser

VILLAGE CLERK
Jerry Menard

VILLAGE TRUSTEES
Ray Matchett, Jr.
Steve Smith
Mike Blaies
Mathew Trout
Dean Pruett
Elizabeth Niebruegge

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

EXHIBIT A

VILLAGE ADMINISTRATOR
Tony Funderburg

VILLAGE TREASURER
Bryan A. Vogel

PUBLIC WORKS DIRECTOR
John Tolan

POLICE CHIEF
Stanley Donald

VILLAGE ATTORNEY
Weilmuenster Law Group, P.C

FREEBURG REGULAR BOARD MEETING

Monday, April 7, 2014 at 7:30 P.M.

Board Meeting Minutes

CALL TO ORER: Mayor Seth Speiser called the Regular Board Meeting to order at 7:30 p.m., on Monday, April 7, 2014 in the Freeburg Municipal Board Room.

PLEDGE OF ALLEGINANCE: Those present and the Board Members recited the Pledge of Allegiance.

ROLL CALL: Trustee Ramon Matchett, Jr. – here; Trustee Mike Blaies – here; Trustee Matt Trout – here; Trustee Elizabeth Niebruegge – here; Trustee Dean Pruett – here; Trustee Steve Smith – here; Mayor Seth Speiser – here; (7 present, 0 absent). Mayor Speiser announced there is a quorum.

EXHIBIT A:

Mayor Speiser stated we have the minutes for approval from the Regular Board meeting Monday, March 17, 2014.

Trustee Elizabeth Niebruegge motioned to accept the minutes from the Regular Board Meeting Monday, March 17, 2014 and Trustee Matt Trout seconded. All voting aye, the motion carried.

EXHIBIT B:

Mayor Speiser stated we have the minutes for approval from the Public Hearing meeting Monday, March 17, 2014.

Trustee Matt Trout motioned to accept the minutes from the Public Hearing Meeting Monday, March 17, 2014 and Trustee Elizabeth Niebruegge seconded. All voting aye, the motion carried.

EXHIBIT C:

FINANCE:

1. Review of Board Lists: Trustee Smith said we talked about the Board Lists.
2. Income Statements: Trustee Smith said we reviewed the Income Statements

Village of Freeburg Board Meeting Minutes

April 7, 2014

Page 1 of 7

OLD BUSINESS:

1. TIF: Trustee Smith stated we talked about the TIF on refinancing. Which this will come up later on the agenda.
2. Website: Trustee Smith said we talked about the website update and there are a couple of companies we did look at. We decided to go with GovOffice proposal and Tony is going to work with them.
3. American Tower offer: Trustee Smith said we had a discussion about American Tower offer.
4. Azavar Audit Solutions: Trustee Smith said we had a discussion on this issue, which is on the agenda later.

NEW BUSINESS:

1. Industrial Park Marketing Proposal: Trustee Smith said we received a proposal from AH Reality Advisers, they would market our available lots at the Industrial Park. The committee agreed to move forward with firm and this is on the agenda later.
2. Spreadsheet of auto repairs: Trustee Smith stated the spreadsheet shows that the auto repair/maintenance expenses are spread out pretty evenly between the local businesses.

TREASURER'S REPORT: None.

ATTORNEY'S REPORT: None.

ESDA REPORT:

Village Administrator Funderburg passed out ESDA Coordinator Genes report for everyone to review. Mayor Speiser stated if you have any questions please contact Gene.

PULIC PARTICIPATION: None

EXHIBIT D:

REPORTS AND CORESPONDENCE: Mayor Speiser said next we have our Zoning Administrator's Report. Mayor Speiser asked are there any questions for Zoning Administrator Henning?

RECOMMENDATIONS OF BOARDS AND COMMISSIONS: None

CONTRACTS, RELEASES, AGREEMENTS AND ANNEXATIONS: See Ordinances below

EXHIBIT E:

BIDS: Mayor Speiser stated we have a State Bid on two 2013 Chevrolet Impala Police Cars.

Trustee Ramon Matchett, Jr. motioned to accept the State Bid for two 2013 Chevrolet Impala Police Car in the amount of \$20,500 each and Trustee Matt Trout seconded the motion.

ROLL CALL: Trustee Ramon Matchett, Jr. – aye; Trustee Matt Trout – aye; Trustee Steve Smith – aye; Trustee Mike Blaies – aye; Trustee Dean Pruett – aye; Trustee Elizabeth Niebruegge – aye; (6 ayes, 0 nays, 0 absent). All voting aye, motion carried.

EXHIBIT F:

RESOLUTIONS: Mayor Speiser said we have Resolution #14-02. A Resolution Adopting the FY2015 Operating Budget.

Trustee Steve Smith motioned to adopt Resolution #14-02 by title only and Trustee Matt Trout seconded the motion. **ROLL CALL:** Trustee Steve Smith – aye; Trustee Matt Trout – aye; Trustee Mike Blaies – aye; Trustee Dean Pruett – aye; Trustee Elizabeth Niebruegge – aye; (6 ayes, 0 nays, 0 absent). All voting aye, motion carried.

EXHIBIT G:

RESOLUTIONS: Mayor Speiser said we have Resolution #14-03. A Resolution For Maintenance of Streets and Highways.

Trustee Elizabeth Niebruegge motioned to adopt Resolution #14-03 by title only and Trustee Dean Pruett seconded the motion. **ROLL CALL:** Trustee Elizabeth Niebruegge – aye; Trustee Dean Pruett aye; Trustee Mike Blaies – aye; Trustee Ramon Matchett, Jr. - aye; Trustee Matt Trout – aye; Trustee Steve Smith – aye; (6 ayes, 0 nays, 0 absent). All voting aye, motion carried.

EXHIBIT H:

RESOLUTIONS: Mayor Speiser said we have Resolution #14-04. A Resolution For Improvement by Municipality under the Illinois Highway Code (Countryside Lane).

Trustee Dean Pruett motioned to adopt Resolution #14-04 by title only and Trustee Ramon Matchett, Jr. seconded the motion. **ROLL CALL:** Trustee Dean Pruett – aye; Trustee Ramon Matchett, Jr. – aye; Trustee Matt Trout – aye; Trustee Elizabeth Niebruegge – aye; Trustee Mike Blaies – aye; Trustee Steve Smith – aye; (6 ayes, 0 nays, 0 absent). All voting aye, motion carried.

EXHIBIT I:

RESOLUTIONS: Mayor Speiser said we have Resolution #14-05. A Resolution For Improvement by Municipality under the Illinois Highway Code (North Main Street).

Trustee Elizabeth Niebruegge motioned to adopt Resolution #14-05 by title only and Trustee Dean Pruett seconded the motion. **ROLL CALL:** Trustee Elizabeth Niebruegge – aye; Trustee Dean Pruett aye; Trustee Steve Smith – aye; Matt Trout – aye; Trustee Mike Blaies – aye; Trustee Ramon Matchett, Jr. – aye; (6 ayes, 0 nays, 0 absent). All voting aye, motion carried.

EXHIBIT J:

ORDINANCES:

Mayor Speiser stated we have Ordinance #1489. An Ordinance Authorizing the Village to Enter Into and the Mayor to Execute A Contract Between the Village of Freeburg Police Department and St. Clair County, Illinois for Coordinated Communications – Services.

Trustee Ramon Matchett, Jr. motioned to adopt Ordinance #1489 by title only and Trustee Matt Trout seconded the motion. ROLL CALL: Trustee Ramon Matchett, Jr. – aye; Trustee Matt Trout – aye; Trustee Steve Smith – aye; Trustee Dean Pruett – aye; Trustee Elizabeth Niebruegge – aye; Trustee Mike Blaies – aye; 6 ayes, 0 nays, 0 absent). All voting aye, motion carried.

EXHIBIT K:

ORDINANCES:

Mayor Speiser stated we have Ordinance #1490. An Ordinance Authorizing the Village to Enter Into and the Mayor to Execute a Agreement Between the Village of and Azavar Audit Solutions for the Municipal Audit Program

Trustee Steve Smith motioned to table Ordinance #1490 and Trustee Matt Trout seconded the motion. ROLL CALL: All voting aye, motion carried.

EXHIBIT L:

ORDINANCES:

Mayor Speiser stated we have Ordinance #1491. An Ordinance Authorizing the Village to Enter Into and the Mayor to Execute a Agreement Between the Village and AH Realty Advisers, LLC for Professional Services. Questions from Trustee Blaies and Trustee Smith was asked. Village Administrator Funderburg answered both questions before voting upon Ordinance #1491.

Trustee Steve Smith motioned to adopt Ordinance #1491 by title only and Trustee Elizabeth Niebruegge seconded the motion. ROLL CALL: Trustee Steve Smith – aye; Trustee Elizabeth Niebruegge – aye; Trustee Dean Pruett – aye; Trustee Mike Blaies – aye; Trustee Matt Trout – aye; Trustee Ramon Matchett, Jr. – aye; (6 ayes, 0 nays, 0 absent). All voting aye, motion carried.

EXHIBIT M:

ORDINANCES:

Mayor Speiser stated we have Ordinance #1492. An Ordinance Authorizing and Providing for the Issuance of Not to Exceed \$2,000,000 Aggregate Principal Amount General Obligation Refunding Bonds (Tax Increment Alternate Revenue Source), Series 2014, of the Village of Freeburg, St. Clair County, Illinois, prescribing all the Detail of Said Bonds and Providing for the Collection, Segregation and Distribution of Certain Revenues of the Village and for the Levy of a Direct Annual Tax Sufficient to Pay the Principal of and Interest on Said Bonds.

Trustee Matt Trout motioned to adopt Ordinance #1492 by title only and Trustee Elizabeth Niebruegge seconded the motion. ROLL CALL: Trustee Matt Trout – aye; Trustee Elizabeth Niebruegge – aye; Trustee Ramon Matchett, Jr. – aye; Trustee Dean Pruett – aye; Trustee Mike Blaies – aye; Trustee Steve Smith – abstain; (5 ayes, 0 nays, 1 abstain, 0 absent). 5 voting aye, motion carried.

EXHIBIT N:

ORDINANCES:

Mayor Speiser stated we have Ordinance #1493. An Ordinance Annexing Certain Territory Into the Village of Freeburg (Larry and Marjorie Rhutasel)

Trustee Ramon Matchett, Jr. motioned to adopt Ordinance #1493 by title only and Trustee Matt Trout seconded the motion. ROLL CALL: Trustee Ramon Matchett, Jr. – aye; Trustee Matt Trout – aye; Trustee Steve Smith – aye; Trustee Mike Blaies – aye; Trustee Elizabeth Niebruegge – aye; Trustee Dean Pruett – aye; (6 ayes, 0 nays, 0 absent). All voting aye, motion carried.

OLD BUSINESSES: None

NEW BUSINESSES: None

COMMITTEE MEETING REPORT:

EXHIBIT O:

Legal/Ordinance Committee Meeting: (Annexation; Building, Zoning; Subdivision)

Trustee Matt Trout called the meeting of the Legal and Ordinance Committee to order at 5:00 p.m. on Wednesday, March 26, 2014.

The following items were talked about or discussed:

OLD BUSINESS:

1. Status of Public Hazard Home: Trustee Trout stated we talked a little about the Freeburg Mobile Home Community how the new management has been busy getting the place cleaned up and it is looking good.
2. Update Code Book: Trustee Trout said we held a meeting this Wednesday and another one is schedule Wednesday, we are moving forward on getting the Code Book updated.
3. Nuisance Abatement Code: Trustee Trout said Zoning Administrator Henning and Chief Donald met with a homeowner on Silverthorne regarding complaints that he was operating a business painting cars and etc.

Zoning Administrator Henning said the owner provided registrations for the cars. Zoning Administrator Henning has checked back with the neighbors and has not received any more complaints on him.

4. Zoning reports: Trustee Trout said the new zoning map is done and will be publicshed in his week's edition of the Tribune,
5. Occuancy permits to be performed by County: Trustee Trout said we are still discussing this issue.

Trustee Trout said we discussed Burgards Tavern a little and what is going on there.

EXHIBIT P:

Personnel & Public Safety Committee Meeting

Trustee Ramon Matchett called the meeting of the Personnel/Public Safety Committee to order at 6:00 p.m. on Wednesday, March 26, 2014.

The following items were talked about or discussed under:

POLICE: OLD BUSINESS:

1. Evidence Room storage options: Trustee Matchett said we are still looking into this issue.

NEW BUSINESS:

1. Cencom Dispatching Contract: Trustee Matchett said we discussed the Cencom Disatching contract and we passed that earlier on the agenda.
2. Police Cars: Trustee Matchett said we talked about getting two police cars and we taken care of that already earlier on the agenda.

PERSONNEL: OLD BUSINESS:

1. Executive Session: Trustee Matchett said we held an Executive Session to discuss Personnel and Collective Negotiating Matters.

EXHIBIT Q:

Committee As a Whole Meeting

Mayor Speiser said we held a Committee As A Whole Meeting on Wednesday, March 26 to discuss the Budget for 2015.

UPCOMING MEETINGS:

Committee As A Whole Meeting – Wednesday, April 9, 2014 – 5:30 p.m.
Water/Sewer Committee Meeting – Wednesday, April 16, 2014 – 5:30 p.m.
Streets Committee Meeting – Wednesday, April 16, 2014 - 6:00 p.m.
Electric Committee Meeting – Wednesday, April 16, 2014 – 6:30 p.m.
CLOSED IN OBSERVANCE OF GOOD FRIDAY – Friday, April 18, 2014
Board Meeting – Monday, April 21, 2014 – 7:30 p.m.

VILLAGE MAYOR & TRUSTEES' COMMENTS:

Trustee Dean Pruett – No thank you.

Trustee Ramon Matchett – No thank you.

Trustee Mike Blaies –. He would like to thank Elizabeth on a fine job on the Rotary Breakfast and having such a good turn out. He hopes they made money for the Veterans Memorial.

Village Clerk Jerry Menard – She like to thank Elizabeth for a good job on the Rotary Breakfast and the food was very good and so was the company.

Trustee Matt Trout – No thank you.

Trustee Steve Smith – He would like to just remind everyone about the tax payers dinner on April 24 at 7:00 p.m.

Trustee Elizabeth Niebruegge – She would like to thank everyone that attended the breakfast and everyone who participated in helping to make it a success.

Mayor Seth Speiser – Thank you everyone for coming this evening.

STAFF COMMENTS:

Village Administrator Funderburg: No thank you.

Attorney Manion – No thank you.

Zoning Administrator Gary Henning – No thank you.

Public Works Director John Tolan: - No thank you.

ADJOURNMENT:

Mayor Speiser called for motion to adjourn the meeting.

Trustee Matt Trout motioned to adjourn the meeting at 7:46 p.m. and Trustee Dean Pruett seconded the motion. All voting aye, motion carried.


Jerry Lynn Menard
Village Clerk

ZONING REPORT
VILLAGE BOARD MEETING
April 21, 2014

Gary Henning Zoning Administrator

Occupancy Permits issued in April-6

Building Permits issued April-1
1-Service Upgrade

Nuisances Corrected in April: 5

Nuisance Complaints with action to be taken to correct:

1. Met with owner of 924 Promatory Pines, he retired as of January 1, 2014 and will have final inspection by May 31, 2014.
2. RW Ernest Building behind Gary's. The owner had hired company to begin demolitions of both building by end of January. Tony received call from EPA January 21st (date both building were to be demolished) stating owners needed an EPA inspection for asbestos before building could be demolished. Notified Wrecking Company not to tear down. Tony is working with owner and EPA to work out a solution.
3. Received some complaints about old G&S Foundry. It has been vacant since 1998. It is now listed for sale on internet by owner. I believe asking price is \$102,000 as is. Possible buyer!
4. Sent letter to owner of home located at 519 N. State Street requesting her to call and discuss blue plastic vinyl covering over most of the roof at above address--no one lives there and for-sale-sign in yard.
5. Working with contractor on home at 11 E. Washington to get electric problem corrected. Shane sent letter informing him that he has 30 days to correct problem--if not corrected Electric will be shut off.

6. Complaints about 109 S. Vine--contacted owner who lives in Marissa--He has started cleanup in back--still has long way to go--called last Tuesday and left message--needs to get front yard and house next.

7. Complaint about 107 S. Pitts--talked with owner--rental property and people living there were evicted last month after a year in court. Outside is a mess--left 16 tires in backyard along with all kinds of junk. Will get it cleaned as soon as he can. His problem was the 16 tires--where to get rid of them--informed him from April 25th-28th Clean Up Freeburg Weekend--will be a tire drop-off at cost of \$3 per tire for cars and light trucks.

New Businesses Working:

O'Reilly Auto Parts--everything is up to code including free standing sign requirement (amended to read 13 feet instead of 12)--waiting on O'Reillys to pick up permit and begin building. Mailed out Building Permit Info to O'Reilly Headquarters in Springfield MO.--talked over hour on phone with company and procedures. They are working on final plans and will submit plans for permit--any day now!

POSSIBLE AUTO REPAIR AND PAINT SHOP: Contact concerning purchase of Pickers and converting into an auto repair-paint facility. Plans to redo complete front of building with 6 glass doors and 6 bays for work--all be quipped with state-of-art equipment--Jerry Kessler who runs and owns Kessler's Auto Body in St. Libory. In negotiating stages--Also looking at two other options one being Bill Herr's Auto Sales.

AN ORDINANCE OF THE BOARD OF TRUSTEES OF THE VILLAGE OF FREEBURG, ILLINOIS, AUTHORIZING THE VILLAGE TO ENTER INTO AND THE MAYOR TO EXECUTE AN AGREEMENT BETWEEN THE VILLAGE OF FREEBURG, ILLINOIS AND RHUTASEL & ASSOCIATES, AND BETWEEN THE VILLAGE OF FREEBURG, ILLINOIS AND ILLINOIS DEPARTMENT OF TRANSPORTATION RELATIVE TO SAFE ROUTES TO SCHOOL PROJECT SRTS-40009(150)

WHEREAS, the Board of Trustees of the Village of Freeburg, Illinois believes it is in the best interest of the Village to enter into a contract for professional services for Construction Engineering Services for the Safe Routes to School project SRTS-40009(150) as described in the attached Construction Engineering Agreement for Federal Participation, and;

WHEREAS, the Board of Trustees of the Village of Freeburg, Illinois believes it is in the best interest of the Village to enter into an Agreement with The Illinois Department of Transportation as described in the attached Local Agency Agreement for Federal Participation, and

WHEREAS, pursuant to the Illinois Municipal Code, the Village is authorized to enter into the Agreement attached hereto and made apart hereof.

NOW THEREFORE, be it ordained by the Board of Trustees of the Village of Freeburg, St. Clair County, Illinois, as follows:

SECTION 1. The recitals set forth above are hereby adopted, found true and correct and are incorporated by reference as if fully set forth herein.

SECTION 2. The Board of Trustees hereby determines that it is advisable, necessary and in the public interest that the Municipality enter into the Agreement attached hereto and made a part hereof.

SECTION 3. The Mayor of the Village of Freeburg, Illinois is hereby authorized and directed to execute the Agreement attached hereto as "Exhibit A" and made a part hereof, and to do all other things necessary and essential, including the execution of any documents and certificates necessary to carry out the provisions of said Agreement.

SECTION 4. This Ordinance shall be in full force and effect after its passage and approval as provided by law.

PASSED BY THE VILLAGE BOARD OF THE VILLAGE OF FREEBURG, ILLINOIS, ST. CLAIR COUNTY, AND APPROVED BY THE VILLAGE PRESIDENT THIS 21st DAY OF APRIL, 2014.

AYES _____

NAYS _____

ABSENT _____

ABSTAIN _____

Approved this 21st day of April, 2014.

Seth E. Speiser
Village President

ATTEST:

Jerry Menard
Village Clerk

Approval as to Legal Form:

Village Attorney

Local Agency Village of Freeburg	 Illinois Department of Transportation Construction Engineering Services Agreement For Federal Participation	Consultant Rhutasel and Associates, Inc.
County St. Clair		Address 4 Industrial Drive
Section 12-00024-00-SW		City Freeburg
Project No. SRTS-40009(150)		State Illinois
Job No. C-98-343-12		Zip Code 62243
Contact Name/Phone/E-mail Address Tony Funderburg / 618-539-5545 tfunderburg@freeburg.com		Contact Name/Phone/E-mail Address Anthony Schenk / 618-539-3178 tony.schenk@rhutasel.net

THIS AGREEMENT is made and entered into this _____ day of _____, 2014 between the above Local Agency (LA) and Consultant (ENGINEER) and covers certain professional engineering services in connection with the PROJECT described herein. Federal-aid funds allotted to the LA by the state of Illinois under the general supervision of the Illinois Department of Transportation (STATE) will be used entirely or in part to finance engineering services as described under AGREEMENT PROVISIONS.

WHEREVER IN THIS AGREEMENT or attached exhibits the following terms are used, they shall be interpreted to mean:

Regional Engineer	Deputy Director Division of Highways, Regional Engineer, Department of Transportation
Resident Construction Supervisor	Authorized representative of the LA in immediate charge of the engineering details of the PROJECT
In Responsible Charge	A full time LA employee authorized to administer inherently governmental PROJECT activities
Contractor	Company or Companies to which the construction contract was awarded

Project Description

Name Urbanna Drive Sidewalk Improvements Route FAU 9369 Length 0.29 mi. Structure No. N/A

Termini State Street to Adele Street in Freeburg.

Description: The construction work for this project includes the curb and gutter, storm sewer, sidewalk, entrance pavement and other micellaneous work necessary to complete the plans as proposed.

Agreement Provisions

I. THE ENGINEER AGREES,

1. To perform or be responsible for the performance of the engineering services for the LA, in connection with the PROJECT hereinbefore described and checked below:
 - a. ~~Proportion concrete according to applicable STATE Bureau of Materials and Physical Research (BMPR) Quality Control/Quality Assurance (QC/QA) training documents or contract requirements and obtain samples and perform testing as noted below.~~ **Concrete Strength, Air, and Slump Testing.**
 - b. Proportion hot mix asphalt according to applicable STATE BMPR QC/QA training documents and obtain samples and perform testing as noted below.
 - c. For soils, to obtain samples and perform testing as noted below.
 - d. For aggregates, to obtain samples and perform testing as noted below.

NOTE: For 1a. through 1d. the ENGINEER is to obtain samples for testing according to the STATE BMPR "Project Procedures Guide", or as indicated in the specifications, or as attached herein by the LA; test according to the STATE BMPR "Manual of Test Procedures for Materials", submit STATE BMPR inspection reports; and verify compliance with contract specifications.

- e. Inspection of all materials when inspection is not provided at the source by the STATE BMPR, and submit inspection reports to the LA and the STATE in accordance with the STATE BMPR "Project Procedures Guide" and the policies of the STATE.
 - f. For Quality Assurance services, provide personnel who have completed the appropriate STATE BMPR QC/QA trained technician classes.
 - g. Inspect, document and inform the LA employee In Responsible Charge of the adequacy of the establishment and maintenance of the traffic control.
 - h. Geometric control including all construction staking and construction layouts.
 - i. Quality control of the construction work in progress and the enforcement of the contract provisions in accordance with the STATE Construction Manual.
 - j. Measurement and computation of pay items.
 - k. Maintain a daily record of the contractor's activities throughout construction including sufficient information to permit verification of the nature and cost of changes in plans and authorized extra work.
 - l. Preparation and submission to the LA by the required form and number of copies, all partial and final payment estimates, change orders, records, documentation and reports required by the LA and the STATE.
 - m. Revision of contract drawings to reflect as built conditions.
 - n. Act as resident construction supervisor and coordinate with the LA employee In Responsible Charge.
2. Engineering services shall include all equipment, instruments, supplies, transportation and personnel required to perform the duties of the ENGINEER in connection with the AGREEMENT.
 3. To furnish the services as required herein within twenty-four hours of notification by the LA employee In Responsible Charge.
 4. To attend meetings and visit the site of the work at any reasonable time when requested to do so by representatives of the LA or STATE.
 5. That none of the services to be furnished by the ENGINEER shall be sublet, assigned or transferred to any other party or parties without the written consent of the LA. The consent to sublet, assign or otherwise transfer any portion of the services to be furnished by the ENGINEER shall not be construed to relieve the ENGINEER of any responsibility for the fulfillment of this AGREEMENT.
 6. The ENGINEER shall submit invoices, based on the ENGINEER's progress reports, to the LA employee In Responsible Charge, no more than once a month for partial payment on account for the ENGINEER's work completed to date. Such invoices shall represent the value, to the LA of the partially completed work, based on the sum of the actual costs incurred, plus a percentage (equal to the percentage of the construction engineering completed) of the fixed fee for the fully completed work.
 7. That the ENGINEER is qualified technically and is entirely conversant with the design standards and policies applicable to improvement of the SECTION; and that the ENGINEER has sufficient properly trained, organized and experienced personnel to perform the services enumerated herein.
 8. That the ENGINEER shall be responsible for the accuracy of the ENGINEER's work and correction of any errors, omissions or ambiguities due to the ENGINEER'S negligence which may occur either during prosecution or after acceptance by the LA. Should any damage to persons or property result from the ENGINEER's error, omission or negligent act, the ENGINEER shall indemnify the LA, the STATE and their employees from all accrued claims or liability and assume all restitution and repair costs arising from such negligence. The ENGINEER shall give immediate attention to any remedial changes so there will be minimal delay to the contractor and prepare such data as necessary to effectuate corrections, in consultation with and without further compensation from the LA.
 9. That the ENGINEER will comply with applicable federal statutes, state of Illinois statutes, and local laws or ordinances of the LA.
 10. The undersigned certifies neither the ENGINEER nor I have:
 - a) employed or retained for commission, percentage, brokerage, contingent fee or other considerations, any firm or person (other than a bona fide employee working solely for me or the above ENGINEER) to solicit or secure this AGREEMENT;

- b) agreed, as an express or implied condition for obtaining this AGREEMENT, to employ or retain the services of any firm or person in connection with carrying out the AGREEMENT or
 - c) paid, or agreed to pay any firm, organization or person (other than a bona fide employee working solely for me or the above ENGINEER) any fee, contribution, donation or consideration of any kind for, or in connection with, procuring or carrying out the AGREEMENT.
 - d) are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency;
 - e) have not within a three-year period preceding the AGREEMENT been convicted of or had a civil judgment rendered against them for commission of fraud or criminal offense in connection with obtaining, attempting to obtain or performing a public (Federal, State or local) transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property;
 - f) are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (e) of this certification; and
 - g) have not within a three-year period preceding this AGREEMENT had one or more public transactions (Federal, State or local) terminated for cause or default.
11. To pay its subconsultants for satisfactory performance no later than 30 days from receipt of each payment from the LA.
 12. To submit all invoices to the LA within one year of the completion of the work called for in this AGREEMENT or any subsequent Amendment or Supplement.
 13. To submit BLR 05613, Engineering Payment Report, to the STATE upon completion of the work called for in the AGREEMENT.
 14. To be prequalified with the STATE in Construction Inspection when the ENGINEER or the ENGINEER's assigned staff is named as resident construction supervisor. The onsite resident construction supervisor shall have a valid Documentation of Contract Quantities certification.
 15. Will provide, as required, project inspectors that have a valid Documentation of Contract Quantities certification.

II. THE LA AGREES,

1. To furnish a full time LA employee to be In Responsible Charge authorized to administer inherently governmental PROJECT activities.
2. To furnish the necessary plans and specifications.
3. To notify the ENGINEER at least 24 hours in advance of the need for personnel or services.
4. To pay the ENGINEER as compensation for all services rendered in accordance with this AGREEMENT, on the basis of the following compensation formulas:

Cost Plus Fixed Fee Formulas

- $FF = 14.5\%[DL + R(DL) + OH(DL) + IHDC]$, or
- $FF = 14.5\%[(2.3 + R)DL + IHDC]$

Where: DL = Direct Labor
 IHDC = In House Direct Costs
 OH = Consultant Firm's Actual Overhead Factor
 R = Complexity Factor
 FF=Fixed Fee
 SBO = Services by Others

Total Compensation = $DL + IHDC + OH + FF + SBO$

Specific Rate (Pay per element)

Lump Sum _____

5. To pay the ENGINEER using one of following methods as required by 49 CFR part and 605 ILCS 5/5-409:

With Retainage

- a) **For the first 50% of completed work**, and upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LA, monthly payments for the work performed shall be due and payable to the ENGINEER, such payments to be equal to 90% of the value of the partially completed work minus all previous partial payments made to the ENGINEER.
- b) **After 50% of the work is completed**, and upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LA, monthly payments covering work performed shall be due and payable to the ENGINEER, such payments to be equal to 95% of the value of the partially completed work minus all previous partial payments made to the ENGINEER.
- c) **Final Payment** – Upon approval of the work by the LA but not later than 60 days after the work is completed and reports have been made and accepted by the LA and the STATE, a sum of money equal to the basic fee as determined in this AGREEMENT less the total of the amounts of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.

Without Retainage

- a) **For progressive payments** – Upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LA, monthly payments for the work performed shall be due and payable to the ENGINEER, such payments to be equal to the value of the partially completed work minus all previous partial payments made to the ENGINEER.
- b) **Final Payment** – Upon approval of the work by the LA but not later than 60 days after the work is completed and reports have been made and accepted by the LA and STATE, a sum of money equal to the basic fee as determined in this AGREEMENT less the total of the amounts of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.

6. The recipient shall not discriminate on the basis on the basis of race, color, national origin or sex in the award and performance of any DOT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR part 26. The recipient shall take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of DOT-assisted contracts. The recipient's DBE program, as required by 49 CFR part 26 and as approved by DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as violation of this agreement. Upon notification to the recipient of its failure to carry out its approved program, the Department may impose sanctions as provided for under part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31U.S.C. 3801 et seq.).

7. To submit approved form BC 775 (Exhibit C) and BC 776 (Exhibit D) with this AGREEMENT.

III. It is Mutually Agreed,

1. That the ENGINEER and the ENGINEER's subcontractors will maintain all books, documents, papers, accounting records and other evidence pertaining to cost incurred and to make such materials available at their respective offices at all reasonable times during the AGREEMENT period and for three years from the date of final payment under this AGREEMENT, for inspection by the STATE, Federal Highway Administration or any authorized representatives of the federal government and copies thereof shall be furnished if requested.
2. That all services are to be furnished as required by construction progress and as determined by the LA employee In Responsible Charge. The ENGINEER shall complete all services specified herein within a time considered reasonable to the LA, after the CONTRACTOR has completed the construction contract.
3. That all field notes, test records and reports shall be turned over to and become the property of the LA and that during the performance of the engineering services herein provided for, the ENGINEER shall be responsible for any loss or damage to the documents herein enumerated while they are in the ENGINEER's possession and any such loss or damage shall be restored at the ENGINEER's expense.
4. That this AGREEMENT may be terminated by the LA upon written notice to the ENGINEER, at the ENGINEER's last known address, with the understanding that should the AGREEMENT be terminated by the LA, the ENGINEER shall be paid for any services completed and any services partially completed. The percentage of the total services which have been rendered by the ENGINEER shall be mutually agreed by the parties hereto. The fixed fee stipulated in numbered paragraph 4d of Section II shall be multiplied by this percentage and added to the ENGINEER's actual costs to obtain the earned value of work performed. All field notes, test records and reports completed or partially completed at the time of termination shall become the property of, and be delivered to, the LA.
5. That any differences between the ENGINEER and the LA concerning the interpretation of the provisions of this AGREEMENT shall be referred to a committee of disinterested parties consisting of one member appointed by the ENGINEER, one member appointed by the LA, and a third member appointed by the two other members for disposition and that the committee's decision shall be final.
6. That in the event the engineering and inspection services to be furnished and performed by the LA (including personnel furnished by the ENGINEER) shall, in the opinion of the STATE be incompetent or inadequate, the STATE shall have the right to supplement the engineering and inspection force or to replace the engineers or inspectors employed on such work at the expense of the LA.

7. That the ENGINEER has not been retained or compensated to provide design and construction review services relating to the contractor's safety precautions, except as provided in numbered paragraph 1f of Section I.
8. This certification is required by the Drug Free Workplace Act (30ILCS 580). The Drug Free Workplace Act requires that no grantee or contractor shall receive a grant or be considered for the purpose of being awarded a contract for the procurement of any property or service from the State unless that grantee or contractor will provide a drug free workplace. False certification or violation of the certification may result in sanctions including, but not limited to, suspension of contract or grant payments, termination of a contract or grant and debarment of contracting or grant opportunities with the State for at least one (1) year but no more than five (5) years.

For the purpose of this certification, "grantee" or "contractor" means a corporation, partnership or other entity with twenty-five (25) or more employees at the time of issuing the grant, or a department, division or other unit thereof, directly responsible for the specific performance under a contract or grant of \$5,000 or more from the State, as defined in the Act.

The contractor/grantee certifies and agrees that it will provide a drug free workplace by:

- (a) Publishing a statement:
 - (1) Notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance, including cannabis, is prohibited in the grantee's or contractor's workplace.
 - (2) Specifying the actions that will be taken against employees for violations of such prohibition.
 - (3) Notifying the employee that, as a condition of employment on such contract or grant, the employee will:
 - (A) abide by the terms of the statement; and
 - (B) notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction.
- (b) Establishing a drug free awareness program to inform employees about:
 - (1) the dangers of drug abuse in the workplace;
 - (2) the grantee's or contractor's policy of maintaining a drug free workplace;
 - (3) any available drug counseling, rehabilitation and employee assistance program; and
 - (4) the penalties that may be imposed upon an employee for drug violations.
- (c) Providing a copy of the statement required by subparagraph (a) to each employee engaged in the performance of the contract or grant and to post the statement in a prominent place in the workplace.
- (d) Notifying the contracting or granting agency within ten (10) days after receiving notice under part (B) of paragraph (3) of subsection (a) above from an employee or otherwise receiving actual notice of such conviction.
- (e) Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program by, any employee who is convicted, as required by section S of the Drug Free Workplace Act.
- (f) Assisting employees in selecting a course of action in the event drug counseling, treatment and rehabilitation is required and indicating that a trained referral team is in place.
- (g) Making a good faith effort to continue to maintain a drug free workplace through implementation of the Drug Free Workplace Act.

9. The ENGINEER or subconsultant shall not discriminate on the basis of race, color, national origin or sex in the performance of this AGREEMENT. The ENGINEER shall carry out applicable requirements of 49 CFR part 26 in the administration of DOT-assisted contracts. Failure by the ENGINEER to carry out these requirements is a material breach of this AGREEMENT, which may result in the termination this AGREEMENT or such other remedy as the LA deems appropriate.

Exhibit A - Construction Engineering

Route: FAU 9369
 Local Village of Freeburg
 (Municipality/Township/County)
 Section: 12-00024-00-SW
 Project: SRTS-4009(150)
 Job No.: C-98-343-12

*Firm's approved rates on file with
 Bureau of Accounting and Auditing:
 Overhead Rate (OH) 157.67 %
 Complexity Factor (R) 0.00
 Calendar Days 365

Cost Plus Fixed Fee Methods of Compensation:

Fixed Fee 1 14.5%[DL + R(DL) + OH(DL) + IHDC]
 Fixed Fee 2 14.5%[(2.3 + R)DL + IHDC]
 Specific Rate
 Lump Sum

Cost Estimate of Consultant's Services in Dollars

Element of Work	Employee Classification	Man-Hours	Payroll Rate	Payroll Costs (DL)	Overhead (OH*DL)	Services by Others (SBO)	In-House Direct Costs (IHDC)	Fixed Fee (FF)	Total
Construction/	Principal Engr.	9.00	\$53.48	\$481.32	\$758.89	\$0.00	\$0.00	\$179.83	\$1,420.04
Administration/	Sr.Project Engr.	0.00	\$43.04	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Testing/	Project Engr.	38.00	\$32.73	\$1,243.74	\$1,961.00	\$0.00	\$0.00	\$464.68	\$3,669.42
Observation	Technician V	75.00	\$31.08	\$2,331.00	\$3,675.28	\$0.00	\$0.00	\$870.91	\$6,877.19
	Mileage						\$32.50		\$ 32.50
	Photocopies						\$15.00		\$ 15.00
	Testing of Soil						\$300.00		\$ 300.00
Layout & Staking	Principal Surv.	6.00	\$53.48	\$320.88	\$505.93	\$0.00	\$0.00	\$119.88	\$ 946.69
	Project. Surv.	13.00	\$30.89	\$401.57	\$633.15	\$0.00	\$0.00	\$150.03	\$1,184.75
	Design Surv.	30.00	\$27.34	\$820.20	\$1,293.20	\$0.00	\$0.00	\$306.44	\$2,419.84
	Technician V	0.00	\$31.08	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Technician II	30.00	\$16.90	\$507.00	\$799.38	\$0.00	\$0.00	\$189.42	\$1,495.80
	Mileage						\$6.00		\$ 6.00
	Photocopies						\$30.00		\$ 30.00
	Stakes						\$104.16		\$ 104.16
Totals		201.00		\$6,105.71	\$9,626.83		\$ 487.66	\$2,281.19	\$18,501.39

Rhutasel and Associates, Inc.
4 Industrial Drive, P.O. Box 97
Freeburg, Illinois 62243

Current Payroll Rates

4/4/2014

<u>Classification</u>	<u>Rate</u>
Principal Engineer	\$53.48
Principal Surveyor	\$53.48
Structural Engineer	\$49.72
Senior Project Engineer	\$43.04
Project Engineer	\$32.73
Resident Engineer	\$32.73
Project Surveyor	\$30.89
Design/Construction Engineer	\$28.49
Design Surveyor	\$27.34
Resident Technician	\$31.08
Engineering Technician V	\$31.08
Engineering Technician IV	\$27.89
Engineering Technician III	\$24.75
Engineering Technician II	\$16.90
Engineering Technician I	\$13.10

ORDINANCE NO. 1495

AN ORDINANCE AMENDING TITLE VII, CHAPTER 73 OF THE REVISED
CODE OF THE VILLAGE OF FREEBURG, ST. CLAIR
COUNTY, ILLINOIS (TRAFFIC SCHEDULES)

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

SECTION 2. TITLE VII, CHAPTER 73, SCHEDULE I, THROUGH AND
STOP STREETS, Sub-schedule (C), FOUR-WAY STOPS, is hereby amended to
include:

Stop Street _____ Stop Street _____ .
East St. Clair Street and North Vine Street

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

21st DAY OF April, 2014.

AYES _____ NAYS _____

ABSENT _____ ABSTAIN _____

ORDINANCE NO. 1495 cont.

Jerry Menard, Village Clerk

Approved this _____ day of _____, 2014

Seth E. Speiser
Village President

ATTEST:

Jerry Menard
Village Clerk

Approval as to Legal Form:

Village Attorney

VILLAGE PRESIDENT

Seth Speiser

VILLAGE CLERK

Jerry Menard

VILLAGE TRUSTEES

Ray Matchett, Jr.

Steve Smith

Mike Blaies

Mathew Trout

Dean Pruett

Elizabeth Niebruegge

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

COMMITTEE AS A WHOLE MEETING

Monday, March 17, 2014

6:00 p.m.

EXHIBIT E**VILLAGE ADMINISTRATOR**

Tony Funderburg

VILLAGE TREASURER

Bryan A. Vogel

PUBLIC WORKS DIRECTOR

John Tolan

POLICE CHIEF

Stanley Donald

VILLAGE ATTORNEY

Weilmuenster Law Group, P.C.

The Committee as a Whole Meeting was called to order at 6:00 p.m. on Monday, March 17, 2014, by Mayor Seth Speiser. Members present were Mayor Seth Speiser, Trustee Steve Smith, Trustee Mike Blaies, Trustee Ray Matchett, Trustee Elizabeth Niebruegge, Trustee Matt Trout, Trustee Dean Pruett, Zoning Administrator Gary Henning, Public Works Director John Tolan, Head Lineman Shane Krauss, Village Administrator Tony Funderburg and Office Manager Julie Polson.

A. OLD BUSINESS:

1. Approval of January 8, 2014 Minutes: Trustee Matt Trout motioned to approve the January 8, 2014 minutes and Trustee Steve Smith seconded the motion. All voting aye, the motion carried.

B. NEW BUSINESS:

1. Village of Freeburg FY2015 Budget: Administrator Funderburg presented the FY2015 proposed budget. He advised the board most of the funds need to be cut. He stated he worked with Debbie on all of the salary numbers. He also went through all of the bonds and made sure they were all included. He did not spend a lot of time on the revenue side. He kept most of the numbers the same. He would rather be lower in revenues and kept it more to what we know we are going to get. He said this budget includes the wish list items.

Administration: Tony said we need to include Elizabeth's Village Park Memorial project in the budget. Since we are receiving donations for that, it will be both a revenue and expense line item. He asked the committee if there was anything on the revenue side that needs to be addressed. Tony asked about the interest income because he said it is normally around \$2,000, and we show \$21,000 YTD. Julie will check with Debbie on that. Trustee Smith asked about the video gaming tax and said that money is supposed to be used for community projects. Tony said we have items that should be moved to this fund like the Christmas lights. Tony said the banners are another item that is in and out. He said we could also use this money for pool chairs. He would like to come up with a plan for that money. Julie advised we are up to about \$8500 in that fund. Mayor Speiser said we need to make that motion again on how we want to use that money. Trustee Blaies asked if he thinks we are going to sell a lot at the Industrial Park and Mayor Speiser said Ron Waters of Freeburg Glass is going to buy a lot.

Mayor Speiser thought we were going to save money on our health insurance. Tony advised it has not been settled yet. We anticipate an 8% savings. Julie advised they have received all of the applications and is in underwriting right now. Mike asked

Committee as a Whole Meeting

Monday, March 17, 2014

Page 1 of 4

about the electronic entry badge system with a budget of \$30,000. Tony said this system would put magnetic locks on all the doors. It also incorporates your time clock and ID key system. Those IDs are approved so that if something happened, the state would recognize you as a municipal employee. It offers a lot and Mike said it seems expensive for what we have here. Tony said that includes the printer and gives you the capability to print an ID badge. Steve asked if Tony finished the 3- to 5-year plan and Tony said no. He said we are supposed to do that before the budget. Tony sees it the other way around. When an item is cut out, then we can put it in the 3- to 5-year plan. Tony firmly believes we need to have bulletproof glass. He said when you shut someone's power off and they are desperate, we are dealing with them. He believes the website is an area that needs to be included but we can spread that out among the departments. He said our phone system is dying and that was not included in the budget. Shane said their phones are dead. That system is a voice over internet and can be spread throughout the funds. Steve asked about the employee bonuses and legal expenses. He said we need to be realistic with the legal expenses. Mayor Speiser said we had a lot of problems when we took over. Tony believes the Welcome to Freeburg sign should be moved to admin and asked if the video money could be used for that. Elizabeth said that would get it started. She said the main sign will cost more than \$5,000. She said the Chamber is providing the communication part to the sign which is about \$30,000. Steve asked about the elected salaries. Tony said if we are going to pay for the maximum amount of meetings, he is going to have to increase that amount.

Steve asked why the transfer to the pool isn't in the budget. Tony said he adjusted the revenue side a little bit. He is going to review the concessions menu and try to find a way to make some money. He would like to find a lesser amount than the \$54,000 transfer to make that balance. We've increased the pool party fee plus we are going to offer pizza, ice cream and soda for purchase. Elizabeth said we've stepped up the advertising for the parties as well and the time change should help. Seth asked about the monitor/projector for the board room in the Industrial Park development line item, and Tony advised that is for the sign, the description is wrong. Tony believes that is a project we should get started on if we want to sell the lots out there.

Zoning: Tony said the salary amount could come down from \$20,000 to \$18,000 which will keep Gary's hours in line.

Police Dept.: Steve questioned the \$20,000 budgeted legal amount since we've spent \$42,000 YTD. He said we still have negotiations to go through. Seth does not believe it will take that long. Seth wanted to know why we budgeted \$116,400 in medical but have only spent \$62,000, and Steve said we budget for the maximum exposure. Tony said that is an area he wants to discuss. He said it's almost like a built-in saving's account. At some point, we may need to look at a few years' average and use that number. Steve said we could take that surplus at the end of the year and put it into reserves. Tony believes that is how we have built our reserves. He said we could look at creating a reserve account to put the money we didn't spend in insurance and save it for when it is needed when rates go up. It would be a way of becoming self insured and protecting ourselves. Tony said we need a plan to get us out of the situation with the aging fleet in police and public works. We need to buy two new police cars next year and then buy a new one

each year after that until our fleets are back up. The cars need to be fully outfitted with the necessities to do their job.

Streets: Elizabeth asked where the salary for the potential part-time snow plow workers would be. John doesn't believe there will be any costs in training. He said our plan is to hire experienced workers and take them out and show them our equipment and routes. John asked about the mowing amount and Tony said that needs to be lowered. The snow removal amount has been increased because Dale has ordered 20% more salt over what we ordered last year. The shed roof is included in this budget as well as taking down some trees in the cemetery. The tractor with cab/mower will not happen this year. This would be used for mowing as well as street work. We mow the frontage roads, Industrial Park and right of ways.

Garbage: Spring clean up costs were increased from \$3500 to \$4200 and Tony also included the utility billing printing in the fund this time.

MFT: Tony said we had \$75,000 in MFT that we didn't use this year that we plan to next year on the N. Main St., project. John said we took a hit on the roads over the winter and will need more in oil and chip. John would like to keep Huelsman in the budget this year since we promised it to them and move other projects off to next year's budget. Seth believes we could save some money on the Huelsman project by doing the work ourselves.

Water: Tony lowered the water sales and said it is down in every community that he talked to. John said this is the first year that it's gone down. John said with the economy down, are you going to cut electric or stop watering the lawn? We have the water tower painting in the budget. John said we have a quote for \$225,000 to take it down, sandblast it, three coats for a 30-year maintenance guarantee. We could use the \$168,000 from the Atrazine lawsuit. When we raised the water rates in 2009, it was to build our reserves so we could use that money for capital improvements. This project would qualify as that and believes we could take the remaining \$57,000 from there to pay for this project. Tony said we also have the option to use the \$168,000 and finance the remainder. We need keep in mind the SAVE tower is going to need work as well. We will have our other water tower within the next three years that will need to be done. Steve asked why the water purchases went up when the sales went down. Tony said the cost of water went up from FSH and will look at the numbers. John said if we are going to do the Countryside Lane, he did a cost estimate at \$50,000 - \$60,000 with us doing the work. We will need some money in engineering for plans that need to go to EPA.

Sewer: John doesn't see any money in there for radio read meters. Tony said we have \$134,000 in sewer reserves. Mike would like to see the televising fund increased. John would like to update the sewer maps. The overtime has gone up because of the on call. On 852, we put in an extra \$10,000 because there is a valve, as well as a couple other issues that need to be fixed. John said the sewer plant is getting old.

Electric: Tony and Shane have gone through the budget. The bucket truck that is in the budget is for Clark's truck that is 26 years old. It has been in the budget the last couple of years to be replaced. The digger truck was replaced because it was the

utmost priority. We actually had transformers that couldn't be moved. With regard to Clark's truck, Shane doesn't know how much more money we should keep spending to repair a 26-year-old truck. Mike said we should consider financing the truck and Tony said he, John and Shane will look at doing that. Shane said we could also look at financing a portion of the truck and taking the rest out of reserves. Shane said if we get this truck, it puts our fleet in a good position. Steve asked Tony to check with Bryan to see what the rates are.

Pool: Not discussed.

Tony said after our meeting tonight, he would like to go back and meet with the department heads and try to work out the budget. He asked the trustees if they see anything to please email him.

The committee agreed to hold the next Committee as a Whole meeting on Wednesday, March 26th at 6:30 p.m.

C. GENERAL CONCERNS: None.

D. PUBLIC PARTICIPATION: None.

E. ADJOURN: *Trustee Matt Trout motioned to adjourn at 7:14 p.m. and Trustee Steve Smith seconded the motion. All voting aye, the motion carried.*



Julie Polson
Office Manager

VILLAGE PRESIDENT
Seth Speiser

VILLAGE CLERK
Jerry Menard

VILLAGE TRUSTEES
Ray Matchett, Jr.
Steve Smith
Mike Blaies
Mathew Trout
Dean Pruettt
Elizabeth Niebruegge

VILLAGE OF FREEBURG

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Web Site: www.freeburg.com

COMMITTEE AS A WHOLE MEETING
Wednesday, April 9, 2014
5:30 p.m.

EXHIBIT F

VILLAGE ADMINISTRATOR
Tony Funderburg

VILLAGE TREASURER
Bryan A. Vogel

PUBLIC WORKS DIRECTOR
John Tolan

POLICE CHIEF
Stanley Donald

VILLAGE ATTORNEY
Weilmuenster Law Group, P.C

The Committee as a Whole Meeting was called to order at 5:35 p.m. on Wednesday, April 9, 2014, by Mayor Seth Speiser. Members present were Mayor Seth Speiser, Trustee Mike Blaies, Trustee Ray Matchett, Trustee Elizabeth Niebruegge, Trustee Matt Trout, Trustee Dean Pruettt, Zoning Administrator Gary Henning, Public Works Director John Tolan, Village Administrator Tony Funderburg and Office Manager Julie Polson.

A. OLD BUSINESS:

1. Approval of March 26, 2014 Minutes: Trustee Elizabeth Niebruegge motioned to approve the March 26, 2014 minutes and Trustee Matt Trout seconded the motion. All voting aye, the motion carried.
2. Village of Freeburg Code Revision: Administrator Funderburg stated he will put this in a better form for the future. We are going to look at Chapters 3, 4, 6, 7, 16, 21, 22, 31 and 36.

CHAPTER 3: ANIMALS

Tony did not see any problems with this section. Elizabeth had a couple of clarifying questions. Regarding inoculation of rabies, Elizabeth asked who the department is? Tony said the definitions are standard. He will verify the department would be the St. Clair County Health Department. Julie said one of the differences she saw was that our current code limits the number of animals to 5 and this revision limits it to 3 dogs or 3 cats. Elizabeth said it doesn't list 3 total or 3 each and Tony said that is for the board to decide. Elizabeth is more concerned with how it is written so that someone can look at it and be able to definitively tell how many they can have. Under Section 3-1-3, Injury to Property, Elizabeth questioned what the penalty was and Tony said it's the penalty that is discussed in Chapter 1 of our code. Elizabeth asked about female dogs in heat under 3-2-17 and Tony said any time a statute is listed, it is required to be put in the code. Elizabeth does not necessarily want the section taken out but that it should be worded correctly. Currently, St. Clair County takes care of collecting animals.

CHAPTER 4: BOARDS AND COMMISSIONS:

Mayor Speiser asked if it says anywhere in the code that the terms of the Board of Appeals and Plan Commission start May 1st? He is being told by Frank that they should start on January 1st. Tony said it doesn't make any sense for it to be done in January because the Mayor appoints them in May. Julie said we have always done May 1st. Tony wanted to know if the Cemetery Board was necessary. Julie asked John if he ever remembered a board and he did not. The public works employees

Committee as a Whole Meeting
Wednesday, April 9, 2014
Page 1 of 3

maintain the cemetery. Tony believes we should look at combining the Plan Commission and Board of Appeals. He believes we will get a better product for the Village by having more consistency. Matt asked how would you do that with the current members of each board. Tony said there are two concepts. Highland sent each group letters asking who was interested in serving on the new board and formed it from those interested. The other concept would be to hire an attorney to run a Board of Review. It helps you from getting in trouble down the road. He would like to look into it and asked the board for their opinion. Gary advised a lot of communities in the Chicago area are going to the Board of Review process. Seth asked if we need to appoint an Economic Development Commission and Tony believes it should be incorporated into the Finance Committee.

CHAPTER 6: BUILDING REGULATIONS:

Tony said the new one has been adopted and will replace this section.

CHAPTER 7: BUSINESS REGULATIONS:

Tony stated Jerry asked for everything to say his/her instead of just his. Tony said we increased the business registration fee and asked if there are any other fees that should be increased. Gary said the wrecking fee should be increased. He said other communities charge up to \$100 and we charge \$10. Matt doesn't know if raising it to \$100 is necessarily a good idea. We want to give them every incentive to get it knocked down. We have added language to the wrecking permit regarding EPA's requirement on asbestos and also capping off the sewer. Matt said if there is justification, raise it. Julie asked about the video gaming and Tony said Frank will need all of the ordinances since he sent us this code revision.

CHAPTER 16: HEALTH CODE:

No questions.

CHAPTER 21: LIQUOR:

Seth said the biggest change here is Frank trying to limit the number of Class A liquor licenses for taverns to 3. Matt said we don't want to deny people that come to town to open a business. Tony said our code is strong enough so there are only a few places where we could put a neighborhood tavern. Tony asked Seth if he would like to go back and keep it current with what we have now and Seth said yes. Tony also brought up the change in closing time from 1:00 a.m. to 12:00 a.m. and Seth said that cuts out a part of their business time. We will leave it at 1:00 a.m. Gary asked if we only want to limit the number of Class F licenses to 2? Tony said this is the license that states you can only sell beer or wine. Julie said the issue is the number not what they sell and asked why should we limit it? The committee agreed to change the number of Class F licenses to 4.

CHAPTER 22: MANDATED POLICIES:

Tony said this section puts all of the federal and state mandated policies into one chapter. It should contain our drug paraphernalia code which was in our old code book but was lost in one of the revisions. He will make sure it gets incorporated into this code update.

CHAPTER 31: PURCHASING CODE:

Our current purchasing code is very good and well organized. We are going to utilize Millstadt's language in 31-5 but he does not have the language with him. It talks about the lowest responsible bidder and that language is in the proposed code.

CHAPTER 36: TAXATION:

Tony addressed Frank's comment about all of the taxes not being collected. Tony said when we do our tax levy, there are some we don't take so it doesn't affect the residents. Tony asked Julie what the simplified telecommunications tax percentage do we collect and she will check on the percentage we are receiving. Frank said we should get 6%.

Tony advised at the next Committee as a Whole meeting on Wednesday, April 23, 2014 at 5:30 p.m., we will discuss Chapters 8, 10, 11, 14, 15, 33, 34 and 38.

B. NEW BUSINESS: None.

C. GENERAL CONCERNS: Tony again asked for anyone to email him with any questions or comments.

D. PUBLIC PARTICIPATION: None.

E. ADJOURN: *Trustee Matt Trout motioned to adjourn at 6:25 p.m. and Trustee Elizabeth Niebruegg seconded the motion. All voting aye, the motion carried.*



Julie Polson
Office Manager

VILLAGE PRESIDENT
Seth Speiser

VILLAGE CLERK
Jerry Menard

VILLAGE TRUSTEES
Ray Matchett, Jr.
Steve Smith
Mike Blaies
Mathew Trout
Dean Pruett
Elizabeth Niebruegge

VILLAGE OF FREEBURG

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

Wednesday, April 16, 2014 at 5:30 p.m.

EXHIBIT G

VILLAGE ADMINISTRATOR
Tony Funderburg

VILLAGE TREASURER
Bryan A. Vogel

PUBLIC WORKS DIRECTOR
John Tolan

POLICE CHIEF
Stanley Donald

VILLAGE ATTORNEY
Weilmuenster Law Group, P.C.

The Public Works Committee Meeting was called to order at 5:30 p.m. on Wednesday, April 16, 2014, by Chairman Dean Pruett. Members present were Chairman Dean Pruett, Trustee Ray Matchett, Trustee Mike Blaies, Mayor Seth Speiser, Trustee Elizabeth Niebruegge, Trustee Matt Trout, Public Works Director John Tolan and Office Manager Julie Polson. Guest present: Janet Baechle.

A. OLD BUSINESS:

1. Approval of March 12, 2014 minutes: Trustee Ray Matchett motioned to approve the March 12, 2014 minutes and Trustee Mike Blaies seconded the motion. All voting aye, the motion carried.
2. Sewer project: Fred advised Tony his lawyer was sending the paperwork which has not been received. Tony will ask Fred to have the lawyers correspond with each other.
3. Sewer issues: John said the tank is ordered for the Fischer project and Eitzenhefer has quoted \$1300 to complete the work. Everything is moving along well.
4. Water main extension along Rentchler Road: We have not heard anything new.
5. Cross connection control surveys: John is continuing to work on this project. Item can be taken off the agenda.
6. Water break on IDOT property: John advised the area has been cut out and the hot patch work will be done Tuesday.
7. Save water tower leaks: Item can be taken off the agenda since the leaks are fixed.
8. Spring Clean Up: John said we've met with Waste Management, Pickers for the scrap materials, J&C E-Recycling for the TV's and SAVE Site for the remaining electronics. Everything is in place. We will schedule quarterly electronics events with J&C. Pickers will be giving us 15% of the scrapped items.
9. Itron Handheld Quotes: John said the the original quote was for 144 transponders, not water meters. John said we still need to move forward with this since the support on our current handheld expires this year. This new rep would be our contact person for everything Itron related including support. The quote contains 144 transponders and the handheld unit and service time.

Trustee Mike Blaies motioned to recommend to the full Board we purchase the Itron handheld unit and transponders at a cost of \$12,870 and Trustee Ray Matchett seconded the motion. All voting aye, the motion carried.

10. Water/Sewer service for O'Reillys: John said O'Reillys paid for the televising, cleaning and repair of the sewer line on their property. They will be the only one on that line. We are working on the water line now and will do a flow test there to see if they need to install a sprinkler system. There is a fire hydrant on their property. Tony said we should be getting the final plans next week.
11. Countryside Lane annexations: John said we met with the 3 of the residents last week and we definitely have 4 at the present time. If the other 2 residents don't want to annex, we can still move forward with this project. John gave them the estimated costs to annex and hook onto our water system. We will need to have an engineer draw up the plans so they can be submitted to EPA. John would like to do this project early fall after the completion of MFT.
12. Water/Sewer employee hire: John advised Don Gauch retired after 20 years of service with the Village. We have posted the job opening internally. He would like to advertise for a crew worker in next week's paper and the committee agreed.

B. NEW BUSINESS:

1. Wiegmann's and NPDES permit: John explained in years' past he had problems with Wiegmann's dumping into the sewer system which necessitated them having to submit samples to EPA. They have changed their process and there haven't been any problems for the past 6-7 years. Wiegmann's has requested to once again discharge to our plant. John stated EPA is on board with that. John said he is looking at some pretty high limits on the ammonia nitrogen and phosphorous, so he asked Wiegmann's to test for the next two months. He also said if we allow Wiegmann's to discharge into our system, they can do so slowly.

John said with the last big storm, the excess flow clarifier quit pumping and he found that the shaft broke off. He took it to Vandeventer and they quoted \$4700 to fix it and \$7900 for a new one. The fixed pump would be a rebuilt one and the committee agreed to have it fixed.

C. GENERAL CONCERNS: None.

D. PUBLIC PARTICIPATION: Janet commented the area by the Library was flooded and that we should drive around town and check out all the areas that flooded in the last storm because we shouldn't have any.

E. ADJOURN: Trustee Ray Matchett motioned to adjourn at 6:44 p.m. and Trustee Mike Blaies seconded the motion. All voting aye, the motion carried.


Julie Polson,
Office Manager

C. **GENERAL CONCERNS:** Trustee Blaies asked John if the rocked areas in the pool were cemented? John advised that work will be done when the shade structures are installed. Trustee Smith asked about the pothole by the firehouse, and John said that area will be cut out and filled in with hot patch. Trustee Niebruegge said we received a request today for a “Slow, Children Playing” sign at Draco and Willow. We will take this request to Chief Donald for his review.

D. **PUBLIC PARTICIPATION:** None.

E. **ADJOURN:** Trustee Dean Pruett motioned to adjourn the meeting at 6:26 p.m. and Trustee Steve Smith seconded the motion. All voting aye, the motion carried.



Julie Polson
Office Manager

VILLAGE PRESIDENT
Seth Speiser

VILLAGE CLERK
Jerry Menard

VILLAGE TRUSTEES
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Public Property Committee Meeting
Streets/Municipal Center/Pool/Parks & Recreation
(Niebruegge/Smith/Pruett)
Wednesday, April 16, 2014 at 6:00 p.m.

The meeting of the Public Property Committee was called to order at 6:00 p.m. on Wednesday, April 16, 2014, in the Municipal Center. Those in attendance were Chairperson Elizabeth Niebruegge, Trustee Steve Smith, Trustee Dean Pruett, Mayor Seth Speiser, Trustee Matt Trout, Trustee Mike Blaies, Trustee Ray Matchett, Public Works Director John Tolan, Village Administrator Tony Funderburg and Office Manager Julie Polson. Guest present: Pool Manager Scott Schulz.

POOL: A. OLD BUSINESS:

1. Pool staff salary – Executive Session to Discuss Personnel, 5 ILCS 5-120/2-(c)(1): Trustee Niebruegge said we are still waiting on the union negotiations to finalize.

Elizabeth has the fliers for the pool parties done and she will get them distributed to Scott and Village Hall.

STREETS: A. OLD BUSINESS:

1. Approval of March 12, 2014 Minutes: Trustee Steve Smith motioned to approve the March 12, 2014 Minutes and Trustee Dean Pruett seconded the motion. All voting aye, the motion carried.
2. Safe Routes to School: We have a final payment request from TWM on their SRTS project.

Trustee Steve Smith motioned to approve payment of TWM's final Invoice #51165 in the amount of \$371.52 for the SFTS project and Trustee Dean Pruett seconded the motion. All voting aye, the motion carried.

We also have a proposed construction agreement from Rhutasel & Associates for the Urbanna Drive Sidewalk Improvements. Tony explained he put \$11,000 in the budget for this work since Dennis was originally going to do it. We will try to get this included in the grant but have made provisions if it does not.

Trustee Dean Pruett motioned to recommend to the full Board we enter into a Construction Engineering Agreement with Rhutasel & Associates for the Urbanna Drive Sidewalk Improvements at a cost not to exceed \$18,501.39 and Trustee Steve Smith seconded the motion. All voting aye, the motion carried.

3. MFT/Ditch on N. Main: John said the MFT packet is complete and has been sent to IDOT. Once we get it approved, we will go out for bid.
4. Drainage Problem Areas/Southgate Drive/Huelsman: John said we have Hueslman's project in the budget. He has talked to Rhutasel for some surveying of the site. We do have a file from Dennis that contains a lot of information on this.
5. Shady Lane Dispute: Tony said everyone has been contacted. We are in the process of obtaining all of the signatures.
6. Cemetery Road: Tony is going to have Mayor Speiser send Mark Kern a letter on this. We may ask Dale Recker to write a letter as well.
7. Part-time help – Executive Session to Discuss Personnel, 5 ILCS 120/2-(c)(1):

EXECUTIVE SESSION

6:05 P.M.

Trustee Steve Smith motioned to recommend to enter into Executive Session citing personnel 5 ILCS 120/2 - (c)(1) and Trustee Dean Pruett seconded the motion. All voting aye, the motion carried.

EXECUTIVE SESSION ENDED

6:20 P.M.

The meeting reconvened at 6:21 p.m.

Trustee Steve Smith motioned to recommend to the full Board we hire Wes Munie for the 8-week summer position; Dave Beshears for the part-time seasonal position and Loren Sinn for the part-time year round 2-day per week position and Trustee Dean Pruett seconded the motion. All voting aye, the motion carried.

B. NEW BUSINESS:

1. Lighthouse Learning Center request: We received their annual request to use the Village Park for the graduation ceremonies on Friday, May 16th, and the committee agreed with their request.
2. Stop sign request St. Clair/Vine: Mr. LaBrier sent a request to Tony asking for a stop sign at Vine/St. Clair. Trustees Matchett and Pruett agreed one is needed at that location.

Trustee Steve Smith motioned to recommend a 4-way stop sign be installed at the intersection of St. Clair and N. Vine Street and Trustee Dean Pruett seconded the motion. All voting aye, the motion carried.

VILLAGE PRESIDENT
Seth Speiser

VILLAGE CLERK
Jerry Menard

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ELECTRIC COMMITTEE MEETING
Wednesday, April 16, 2014 at 6:30 p.m.

EXHIBIT I

VILLAGE ADMINISTRATOR
Tony Funderburg

VILLAGE TREASURER
Bryan A. Vogel

PUBLIC WORKS DIRECTOR
John Tolan

POLICE CHIEF
Stanley Donald

VILLAGE ATTORNEY
Weilmuenster Law Group, P.C

The meeting of the Electric Committee was called to order at 6:32 p.m. on Wednesday, March 12, 2014 by Chairman Mike Blaies. Committee members present were Chairman Mike Blaies, Trustee Steve Smith, Trustee Elizabeth Niebruegge, Mayor Seth Speiser, Trustee Dean Pruett, Trustee Matt Trout, Trustee Ray Matchett, Village Clerk Jerry Menard, Public Works Director John Tolan, Head Lineman Shane Krauss, Village Administrator Tony Funderburg and Office Manager Julie Polson. Guests present: Doc Mueller and Rodd Whelpley from IMEA and Nathan Wood.

Trustee Steve Smith motioned to amend the agenda in order to hear Public Participation first and Trustee Elizabeth Niebruegge seconded the motion. All voting aye, the motion carried.

D. PUBLIC PARTICIPATION: Doc Mueller and Rodd Whelpley were present from IMEA to discuss the items listed under New Business, net metering and geothermal programs for residential customers. Administrator Funderburg advised Nathan Wood is present to discuss his request for a two-way or net meter since he has solar panels installed on his home. Mr. Wood is concerned that his present meter reads both the electricity coming into as well as what he generates going out of his home. Doc Mueller explained this issue is going to become increasingly common. He requested that his engineer, Tanner Jones, visit Mr. Wood to see and evaluate his system. Doc said we need to set up a policy on net metering that will give the homeowner the value they are looking for that doesn't jeopardize our system and keeps our employees safe. Tony said we will continue to look into this but wanted to start the conversation.

Rodd Whelpley was present to discuss a geothermal program for our residential customers and said there is energy efficiency money that the village has already taken advantage of. We have had a commercial business utilize it for lighting as well as installed lighting at our village properties. We can decide how much money we would like to set aside for the residents, develop an application process and administer the program. Rodd said they can help the resident with the geothermal application.

A. OLD BUSINES

1. Approval of March 12, 2014 Minutes: *Trustee Steve Smith motioned to approve the March 12, 2014 minutes and Trustee Elizabeth Niebruegge seconded the motion. All voting aye, the motion carried.*

2. Portable Generator Replacement: Head Lineman Shane Krauss said he is going to take it to Granite City to have it rewound instead of replacing which will be more cost effective.
3. Wiegmann's project: Shane said we are waiting on Wiegmann's.
4. Shed: Shane has the shelving ordered. The plumbing is next. He will have our guys frame up the bathroom, and once that is done, he will contact Davinroy to do the rough-in. They are still having issues with the doors.
5. Rate Study: Shane asked that the net metering be considered in the rate study. Tony is going to check on the timeline to get the study done.
6. Surplus Temporary Service Equipment: Shane and John have a lot of items they would like to surplus. Tony said we can take them up to Springfield and have the State handle this. We would receive a percentage of anything that is sold.

Shane advised when we bought the trucks, we negotiated and received a \$400 incentive and received a trailer hitch and added storage on John's truck. Mayor Speiser left the meeting at 6:50 p.m.

B. NEW BUSINESS:

1. IMEA visit to discuss Net Metering and Geothermal Program for Residential Customers: See Public Participation above. Tony asked the committee if they are interested in offering grants to our customers for these products. We could offer two \$500 grants on the geothermal or Mike suggested two \$1,000 grants. Tony would like to come up with something regarding the grants for the next committee meeting. Shane will get prices on the net meters.

C. GENERAL CONCERNS: None.

D. PUBLIC PARTICIPATION: See above.

E. ADJOURN: *Trustee Elizabeth Niebruegge motioned to adjourn at 7:40 p.m. and Trustee Steve Smith seconded the motion. All voting aye, the motion carried.*



Julie Polson
Office Manager