

VILLAGE PRESIDENT  
Seth Speiser

VILLAGE CLERK  
Jerry Menard

VILLAGE TRUSTEES  
Ray Matchett, Jr.  
Mike Blaies  
Denise Albers  
Dean Pruett  
Michael Heap  
Lisa Meehling

VILLAGE TREASURER  
Bryan A. Vogel

# VILLAGE OF FREEBURG

FREEBURG MUNICIPAL CENTER  
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VILLAGE ADMINISTRATOR  
Tony Funderburg

PUBLIC WORKS DIRECTOR  
John Tolan

POLICE CHIEF  
Michael J. Schutzenhofer

ESDA COORDINATOR  
Eugene Kramer

ZONING ADMINISTRATOR  
Matt Trout

VILLAGE ATTORNEY  
Weilmuenster & Keck, P.C.

## VILLAGE OF FREEBURG, ILLINOIS BOARD MEETING MINUTES MONDAY, NOVEMBER 5, 2018 @ 7:30 P.M.

**CALL TO ORDER:** Mayor Seth Speiser called the Regular Board Meeting to order at 7:30 p.m., on Monday, November 5, 2018, in the Freeburg Municipal Board Room.

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

**ROLL CALL:** Trustee James (Mike) Blaies – here; Trustee Michael (Mike) Heap – here; Trustee Ramon Matchett, Jr. – here; Trustee Denise Albers – here; Trustee Bert (Dean) Pruett – here; Trustee Elizabeth (Lisa) Meehling – here; Mayor Seth Speiser – here: (7 present, 0 absent) Mayor Seth Speiser announced there is a quorum.

### EXHIBIT A:

Mayor Speiser stated we have the minutes of the Regular Board Meeting Monday, October 15, 2018 for approval.

*Trustee Elizabeth (Lisa) Meehling motioned to accept the minutes from the Regular Board Meeting Monday, October 15, 2018 and Trustee Ramon Matchett, Jr. seconded the motion. All voting aye, the motion carried.*

### EXHIBIT B

#### FINANCE:

Trustee Ramon Matchett, Jr. reported on the Finance Committee Meeting held on Wednesday, October 24, 2018 at 6:05 p.m.

#### The following item or items were talked about or discussed:

- 1. REVIEW OF BOARD LISTS:** Trustee Matchett stated we reviewed the Board Lists. Questions were asked and answered.
- 2. REVIEW OF INVESTMENTS:** Trustee Matchett said Treasurer Bryan Vogel advised the committee the CD's were renewed, and Debbie Pierce updated the CD list.
- 3. INCOME STATEMENT:** No questions.

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**TREASURER'S REPORT:** Trustee Matchett stated our Village Treasurer Bryan Vogel advised the Annual Report was included for the committee to review and it will be published in the paper. Trustee Matchett said Treasurer Bryan Vogel will generate the monthly reports shortly.

**OLD BUSINESS:**

1. Attorney Invoices: No questions.
2. Newsletter: Trustee Matchett said the next Newsletter edition will cover January through March. If anyone has news or know of any events, please call the village office and let them know.
3. Phone System Quotes: Trustee Matchett said Village Administrator Tony Funderburg provided phone quotes from several companies and asked for everyone to review them. Trustee Matchett said Village Administrator Tony Funderburg said he would like to discuss all of this in the next Streets Committee meeting.

**NEW BUSINESS:**

1. West Plat Engineering Firm: Trustee Matchett stated this will be addressed later on the agenda.

**TREASURER'S REPORT:** None.

**ATTORNEY'S REPORT:** None.

**EXHIBIT B:**

**ESDA REPORT: ESDA REPORT:** Mayor Seth Speiser called on ESDA Coordinator Gene Kramer. ESDA Coordinator Gene Kramer updated us on his ESDA Report on the following:

1. What to expect on the next couple days on the weather.
2. Participated in Military Affiliated Radio System Exercise.
- 3 Participated in IEMA Communications Exercise "DarkWeb II".
4. Operated from the County EMA Emergency Operations Center.
5. The National Weather Service Office in St. Louis.
6. Mars Members to Support Defense Department.

**PUBLIC PARTICIPATION:** Mayor Speiser called for Public Participation.

**REPORTS AND CORRESPONDENCE:**

**EXHIBIT D:**

**ZONING ADMINISTRATOR'S REPORT:**

1. Zoning Administrator Report: Mayor Speiser asked if anyone has any questions for Zoning Administrator Matt Trout on his Zoning Report.

**RECOMMENDATIONS OF BOARDS AND COMMISSIONS:** None.

**COMBINED PLANNING AND ZONING BOARD:**

**EXHIBIT E:**

**CONTRACTS, RELEASES, AGREEMENTS & ANNEXATIONS:**

Mayor Speiser stated the Village Board Recommend the Most Qualified Firm of Burns & McDonnell for Wastewater Treatment Plant Improvements and Authorize Village Administrator Tony Funderburg to Negotiate an Engineering Agreement. If the Village of Freeburg is Unable to Reach an Agreement with Burns & McDonnell then the Village of Freeburg will Recommend the next most Qualified Firm of TWM.

*Trustee Bert (Dean) Pruett motioned to hire the most Qualified Firm of Burns & McDonnell for Wastewater Treatment Plant Improvements and Authorize Village Administrator Tony Funderburg to Negotiate an Engineering Agreement. If the Village of Freeburg is Unable to Reach an Agreement with Burns & McDonnell then the Village of Freeburg will Recommend the next most Qualified Firm of TWM. ROLL CALL:* Trustee Bert (Dean) Pruett – aye; Trustee Ramon Matchett, Jr. – aye; Trustee Michael (Mike) Heap – aye; Trustee Elizabeth (Lisa) Meehling – abstain; Trustee Denise Albers – aye; Trustee James (Mike) Blaies – aye; (5 ayes, 0 nays, 0 absent, 1 abstain). **5 ayes and 1 abstain, the motion carried.**

**EXHIBIT F:**

**BIDS:**

Mayor Speiser stated we have the Bid Tabulation for Police Department Expansion Project and Nevois Construction's Bid.

*Trustee Elizabeth (Lisa) Meehling motioned to accept the bid from Nevois Construction for the expansion of the Freeburg Police Department in the amount of \$426,869.00 and Trustee James (Mike) Blaies seconded the motion. ROLL CALL:* Trustee Elizabeth (Lisa) Meehling – aye; Trustee James (Mike) Blaies – aye; Trustee Michael (Mike) Heap – aye; Trustee Denise Albers – aye; Trustee Ramon Matchett, Jr. – aye; Trustee Bert (Dean) Pruett – aye; (6 ayes, 0 nays, 0 absent). **All voting aye, the motion carried.**

**RESOLUTIONS:** None.

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**EXHIBIT G:**

**ORDINANCES:** Mayor Speiser stated we have Ordinance #1669, An Ordinance Establishing an Administrative Procedure for Assessing and Determining Claims under PSEBA.

*Trustee Michael (Mike) Heap motioned to adopt Ordinance #1669 by title only and Trustee Denise Albers seconded the motion. ROLL CALL:* Trustee Michael (Mike) Heap – aye; Trustee Denise Albers – aye; Trustee Ramon Matchett, Jr. – aye; Trustee Bert (Dean) Pruettt – aye; Trustee James (Mike) Blaies – aye; Trustee Elizabeth (Lisa) Meehling – aye; (6 ayes, 0 nays, 0 absent). **All voting aye, the motion carried.**

**EXHIBIT H:**

**ORDINANCES:** Mayor Speiser stated we have Ordinance #1670, An Ordinance Amending Chapter 22 of the Revised Code of Ordinances (Policy Prohibiting Sexual Harassment).

*Trustee Michael (Mike) Heap motioned to adopt Ordinance #1670 by title only and Trustee Elizabeth (Lisa) Meehling seconded the motion. ROLL CALL:* Trustee Michael (Mike) Heap – aye; Trustee Elizabeth (Lisa) Meehling – aye; Trustee Denise Albers – aye; Trustee Ramon Matchett, Jr. – aye; Trustee Bert (Dean) Pruettt – aye; Trustee James (Mike) Blaies – aye; (6 ayes, 0 nays, 0 absent). **All voting aye, the motion carried.**

**EXHIBIT I:**

**ORDINANCES:** Mayor Speiser stated we have Ordinance #1671, An Ordinance Amending Chapter 6 of the Revised Code of Ordinances (Building Code Agreement and Code Update).

*Trustee Michael (Mike) Heap motioned to adopt Ordinance #1671 by title only and Trustee Elizabeth (Lisa) Meehling seconded the motion. ROLL CALL:* Trustee Michael (Mike) Heap – aye; Trustee Elizabeth (Lisa) Meehling – aye; Trustee Denise Albers – aye; Trustee Ramon Matchett, Jr. – aye; Trustee Bert (Dean) Pruettt – aye; (6 ayes, 0 nays, 0 absent). **All voting aye, the motion carried.**

**OLD BUSINESS:** None.

**NEW BUSINESS:** None.

**APPOINTMENTS:** None.

**COMMITTEE MEETING REPORTS:**

**EXHIBIT J:**

**Legal/Ordinance Committee Meeting:**

Trustee Michael (Mike) Heap reported on the Legal/Ordinance Committee Meeting held on Wednesday, October 24, 2018 at 5:32 p.m.

**The following item or items were talked about or discussed:**

**OLD BUSINESS:**

1. Zoning Report/Nuisance Properties: Trustee Heap stated Zoning Administrator Matt Trout issued 4 building permits, 1 electric permit, 1 wrecking permit and 11 occupancy permits. Trustee Heap said Matt has sent 3 letters out on nuisance and pool issues. Trustee Heap said we just passed 3 Ordinances on the agenda.

2. Meadow Pines Engineering Plans: Trustee Heap said we discuss Meadow Pine Subdivision, it is progressing well. The streets have been poured, they still have to put in the culver sac and the entrance.

3. Code Revisions/Legal Review: Trustee Heap said we discussed the Code Revisions and Legal Review. We sent it to the Combined Planning and Zoning Board to be reviewed.

**NEW BUSINESS:**

**EXHIBIT K:**

**Personnel/Police Committee Meeting:**

Trustee Elizabeth (Lisa) Meehling reported on the Personnel/Police Committee Meeting held on Wednesday, October 24, 2018 at 6:45 p.m.

**The following item or items were talked about or discussed:**

**POLICE:**

**OLD BUSIENSS:**

1. Police Department Expansion: Trustee Meehling stated we discussed the police department project and the contactor bid.

**NEW BUSINESS:**

1. Amendment to police and Community Relations Improvement Act as it related to Officer Involved Shootings: Trustee Meehling said we have been advised by our Village Attorney Fred Keck it is now a statutory requirements for us to have a written policy for an internal review due to an officer involved shooting. Chief Mike Schutzenhofer and Village Attorney Fred Keck will work on this. Trustee Meehling said this needs to be in effect by January 1, 2019.

2. Chief Schutzenhofer's Request to Cash in Vacation Time: Trustee Meehling said we disused Chief Schutzenhofer request to cash in vacation time.

*Trustee Elizabeth (Lisa) Meehling motioned to approve Chief Mike Schutzenhofer's request to cash in 40 hours of unused vacation and Trustee James (Mike) Blaies seconded the motion. ROLL CALL:* Trustee Elizabeth (Lisa) Meehling – aye; Trustee James (Mike) Blaies – aye; Trustee Denise Albers – aye; Trustee Michael (Mike) Heap – aye; Trustee Ramon Matchett, Jr. – aye; Trustee Bert (Dean) Pruett – aye; (6 ayes, 0 nays, 0 absent). **All voting aye, the motion carried.**

**PERSONNEL:**

**OLD BUSINESS:** None.

**NEW BUSINESS:**

1. TIF Informational Sheet: Trustee Meehling said Village Administrator Tony Funderburg provided a copy to the committee of the TIF informational sheet. Our goal is to pay off the bonds in 2022. Trustee Meehling stated after they are paid off, the \$232,000 in property taxes will go back to the community.

**UPCOMING MEETINGS:**

Closed in Observance of Veteran's Day – Monday, November 12, 2018  
Combined Planning and Zoning Board – Tuesday, November 13, 2018 – 6:00 p.m.  
Electric Committee Meeting – Wednesday, November 14, 2018 – 5:30 p.m.  
Water/Sewer Committee Meeting – Wednesday, November 14, 2018 – 5:45 p.m.  
Streets Committee Meeting – Wednesday, November 14, 2018 – 6:00 p.m.  
Board Meeting – Monday, November 19, 2018 – 7:30 p.m.

**VILLAGE MAYOR, VILLAGE CLERK & TRUSTEES' COMMENTS:**

**Trustee Denise Albers** – No thank you.

**Trustee Elizabeth (Lisa) Meehling** – Thanks to Shane and the public works department on getting the electric back up and running and the repair on the water break.

**Trustee Michael (Mike) Heap** – No thank you.

**Village Clerk Jerry Menard** – No thank you.

**Trustee James (Mike) Blaies** – Thanks to John and Shane and the public works department on getting the electric back on quickly. Good luck all of the candidate's on tomorrow's election and get out and vote.

**Trustee Ramon Matchett, Jr.** – Thanks to John and all the guys on getting the electric restored quickly. He would like to congratulate the Freeburg High School Football Team and the Boys and Girls Cross Country Team.

**Trustee Bert (Dean) Pruett** – Same thing to everything that was said. Like to congratulate David Helfrich and Gary Henning on their Bicentennial Honor.

**STAFF COMMENTS:**

**Zoning Administrator Matt Trout** – Freeburg High School Football Team had a great game. It look like half of the town was there to support them. Get out and vote tomorrow.

**Chief Mike Schutzenhofer** – No thank you.

**ESDA Coordinator Gene Kramer** – No thank you.

**ADJOURNMENT:**

Mayor Seth Speiser called for a motion to adjourn the meeting.

*Trustee Bert (Dean) Pruett motioned to adjourn the Regular Board meeting of Monday, November 5, 2018 at 7:52/ p.m. and Trustee Elizabeth (Lisa) Meehling seconded the motion. All voting aye, the motion carried.*



Jerry Lynn Menard

Village Clerk