

**VILLAGE PRESIDENT**  
Seth Speiser

**VILLAGE CLERK**  
Jerry Menard

**VILLAGE TRUSTEES**  
Mike Blaies  
Ray Matchett, Jr.  
Lisa Meehling  
Denise Albers  
Michael Heap  
Bob Kaiser

**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 Brown, P.C.

## VILLAGE OF FREEBURG, ILLINOIS BOARD MEETING MINUTES MONDAY, APRIL 6, 2020 @ 7:30 P.M.

**CALL TO ORDER:** Mayor Seth Speiser called the Regular Board Meeting to order at 7:30 p.m., on Monday, April 6, 2020, presentation of the meeting was conducted by, Zoom video conferencing.

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

**ROLL CALL:** Trustee Robert (Bob) Kaiser – here; Trustee Ramon Matchett, Jr. – here; Trustee James (Mike) Blaies – here; Trustee Michael (Mike) Heap – here; Trustee Elizabeth (Lisa) Meehling – here; Trustee Denise Albers – 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, March 16, 2020 for approval.

*Trustee Elizabeth Meehling motioned to accept the minutes from the Regular Board Meeting Monday, March 16, 2020, and Trustee Denise Albers seconded the motion. All voting aye, the motion carried.*

### **FINANCE:**

#### **EXHIBIT B:**

Trustee Denise Albers reported on the Finance Committee Meeting held on Wednesday, March 25, 2020 at 5:55 p.m.

- 1. REVISE OF BOARD LISTS:** Trustee Albers said we reviewed the Board Lists and discussing specific listings.
- 2. REVIEW OF INVESTMENTS:** Trustee Albers said we do not have any investments until July.
- 3. INCOME STATEMENT:** Trustee Albers said we reviewed the Income Statement for the month and year end. Moving in to 2020, we will try to minimize large expenses during this coming year since we repaired a lot of things that needed to be done 2019.

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**TREASURER'S REPORT:** None.

**OLD BUSINESS:**

1. Attorney Invoices: None.

2. Newsletter: Trustee Albers said the newsletter is going to have revise some of the articles and add COVID-19 information in the Newsletter.

Trustee Albers said we need to make a decision on the Spring Clean-up. It looks like we are going to have to postpone it due to the COVID-19 restrictions, there will be more on this at a later meeting.

**NEW BUSINESS:**

1. Citizen's Bid for the Backhoe and Hydro Excavator: Trustee Albers said we received a final bid from Citizens' Bank on the purchase of a Hydro Excavator & the Bobcat. We will address this later on.

2. St. Clair County Tax Computation Report: Trustee Albers said Village Administrator Tony Funderburg discussed the St. Clair County Tax Computation Report with the board. He did a great job in providing information for this report. He projected the EAV this year to be a little over \$90,000,000 and it came back at almost \$91,500,000. Our Village Attorney Fred Keck stated that it is great that our EAV is going up. There are municipalities' in St. Clair County where that isn't the case.

3. Unit 6 Generator Repair: Trustee Albers said we received the quote from Myers Controlled Power for the breaker. This bid came in at a cost of \$16,176. The village will do the offset work and BHM&G will bill us at their cost around \$4,000-\$5,000. This is an emergency situation, we need to move quickly.

*Trustee Denise Albers motioned to purchase from Myers Controlled Power's Proposal for a FVR Breaker at a cost of \$16,176 and Trustee James (Mike) Blaies seconded the motion.*

**ROLL CALL:** Trustee Denise Albers – aye; Trustee James (Mike) Blaies – aye; Trustee Ramon Matchett, Jr. – aye; Trustee Michael (Mike) Heap – aye; Trustee Elizabeth (Lisa) Meehling – aye; Trustee Robert (Bob) Kaiser – aye; (6 ayes, 0 nays, 0 absent). **All voting aye, the motion carried.**

4. Pay Raise for Zoning Administrator: Trustee Albers said we discussed the cost of living raise at 2.5% for the next three years for the Zoning Administrator. When the raises were done for the other appointees, we left this position out of it. The raises run with the fiscal year, and this will be handled during the appointments from the Mayor.

**TREASURER’S REPORT:** None.

**ATTORNEY’S REPORT:** None.

**EXHIBIT D:**

**ESDA REPORT** Mayor Seth Speiser called on ESDA Coordinator Gene Kramer. ESDA Coordinator Gene Kramer up dated us on his ESDA Report.

1. State COVID-19 Executive Orders and Responses.
2. Provided as working agreement with County EMA to local ESDA.
3. Provided modification instructions “for the operation” of the ESDA Community Storm Shelter.
4. Activated the office ESDA communications system as a result of a Tornado watch.
5. Continue with “daily” briefings with County EMA concerning COVID-19 pandemic conditions.
6. Tuesday evening Countywide Amateur Radio Emergency Service.
7. Meeting called with Mayor when the Shelter in Place State Executive Order was issued.
8. Notifications made throughout the ever changing Pandemic response to COVID-19.

Mayor Speiser thank Gene for all of his hard work and dedication that he gives. Along with the trustees’ and himself we do appreciate everything you done for this community. If there is anything you need, we are 100% behind you.

**PUBLIC PARTICIPATION:** None.

**REPORTS AND CORRESPONDENCE:**

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**EXHIBIT E:**

1. **ZONING ADMINISTRATOR’S REPORT FOR MARCH 2020:** Mayor Speiser asked does anyone have anything for the Zoning Administrator Matt. Zoning Administrator Matt Trout brought us up to date about Moto Mart and the Freeburg Fire Department.

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

**CONTRACTS, RELEASES, AGREEMENTS & ANNEXATIONS:** None.

**EXHIBIT F:**

**BIDS:**

1. Citizens Bid for Bobcat: Mayor Speiser said we have Citizen's Bid for the loan for the Bobcat in the amount of \$45,000 and Hydro Excavator in the amount of \$74,500 at 2.30% for seven years with seven annual payments.

*Trustee Denise Albers motioned to accepted Citizens' Bid for the loan for the Bobcat in the amount of \$45,000 and Hydro Excavator in the amount of \$74,500 at 2.30% for seven years with seven annual payments and Trustee Elizabeth (Lisa) Meehling seconded the motion.* **ROLL CALL:** Trustee Denise Albers – aye; Trustee Elizabeth (Lisa) Meehling – aye; Trustee Robert (Bob) Kaiser – aye; Trustee Ramon Matchett, Jr. – aye; Trustee Michael (Mike) Heap – aye; Trustee James (Mike) Blaies – aye; (6 ayes, 0 nays, 0 absent). **All voting aye, the motion carried.**

**EXHIBIT G:**

1. MFT Acceptance of Proposal to Furnish Materials and Approval Award: Mayor Speiser said we have the MFT acceptance of proposal to furnish materials and approval of award.

*Trustee Ramon Matchett, Jr. motioned to accepted the Bids from the following companies in order to utilize MFT Funds for materials used by the Department of Public Works: Verlan Funk Truck Service for Aggregate in the amount of \$4,227.50, JTC Petroleum Company for Bituminous Materials in the amount of \$40,284.08 and Asphalt Sales and Products, Inc. for Hot Mix Asphalt/Cold Patch in the amount of \$22,600.00 and Trustee Denise Albers seconded the motion.* **ROLL CALL:** Trustee Ramon Matchett, Jr. – aye; Trustee Denise Albers – aye; Trustee Michael (Mike) Heap – aye; Trustee James (Mike) Blaies – aye; Trustee Elizabeth (Lisa) Meehling – aye; Trustee Robert (Bob) Kaiser – aye; (6 ayes, 0 nays, 0 absent). **All voting aye, the motion carried.**

**EXHIBIT H:**

**RESOLUTIONS:** Mayor Speiser stated we have Resolution #20-06, A Resolution Authorizing the Village to Enter into and the Mayor to Execute an Agreement Between the Village of Freeburg and Freeburg Fire Protection District for an Intergovernmental Agreement Regarding Certain Property Owners; Key Lock Boxes.

*Trustee Elizabeth (Lisa) Meehling motioned to adopt Resolution #20-06 by title only and Trustee Ramon Matchett, Jr. seconded the motion.* **ROLL CALL:** Trustee Elizabeth (Lisa) Meehling – aye; Trustee Ramon Matchett Jr. – aye; Trustee Denise Albers – aye; Trustee Robert (Bob) Kaiser – aye; Trustee James (Mike) Blaies – aye; Trustee Michael (Mike) Heap – aye; (6 ayes, 0 nays, 0 absent). **All voting aye, motion carried.**

**ORDINANCES:** None.

**OLD BUSINESS:** None.

**NEW BUSINESS:** None.

**APPOINTMENTS:** None.

## **COMMITTEE MEETING REPORTS:**

### **EXHIBIT I:**

#### **Legal/Ordinance Committee Meeting:**

Trustee Michael (Mike Heap) reported on the Legal/Ordinance Committee Meeting held on Wednesday, March 25, 2020 at 5:36 p.m.

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

#### **OLD BUSINESS:**

1. Zoning Report/Nuisance Properties: Trustee Heap said we discussed a list of problem areas. Trustee Heap said Zoning Administrator Matt Trout and himself drove around town and compiled a list of problems areas. We are going to give these people more time due to the situation of the COVID-19.
2. Meadow Pines/Edison Estates Subdivisions: Trustee Heap said we talked about Edison Estates Preliminary Plat. Zoning Administrator Matt Trout talked about this earlier and it is moving forward. Meadow Pines is moving forward, hoping the results will back soon.
3. Code Revisions/Legal Review: Trustee Heap said we talked about the review of the Zoning Code, and the meetings are going well and we are making progress. We do have to hold up on those meeting for right now.
4. IML Drug and Alcohol Policy: Trustee Heap said Village Attorney Fred Keck, Village Administrator Tony Funderburg and Brian had reworked our policy in 2007, and we believe it is really good. Attorney Keck recommends that we stick with what we have and not worry about IML's policy.

**NEW BUSINESS:** Trustee Heap said Zoning Administrator Matt Trout and Chief of Police Mike Schutzenhofer visited the businesses to let them know we are here if they need anything.

### **EXHIBIT J:**

#### **Personnel/Police Committee Meeting:**

Trustee Elizabeth (Lisa) Meehling reported on the Personnel/Police Committee Meeting held on Wednesday, March 25, 2020 at 6:47 p.m.

#### **POLICE:**

#### **OLD BUSIENSS:**

1. Security Officer Agreement: Trustee Meehling said regarding the Security Officer Agreement. Attorney Keck sent a follow up email following our last meeting and has not heard back. He was going to reach out the following day and advise their attorney we need a response in 14 days. Trustee Meehling stated Chief Schutzenhofer said our officer hasn't been working since school has been out. He is available to work for us if we need him.

**NEW BUSINESS:**

1. Stop Sign Request at East Mill/North Vine: Trustee Meehling said we discussed a request for a stop sign at E. Mill and N. Vine. We already have a stop sign a block before this one at Mill and Cherry. Chief Schutzenhofer does not think this is a feasible location. Trustee Meehling said the committee asked Chief Schutzenhofer and police officers to keep an eye on the area.
2. Fire Department Intergovernmental Agreement: Trustee Meehling stated this agreement would allow our police access to the businesses in town that have lock boxes, and this could be used in emergency situations.
3. Officer Marquardt Request to Cash in 52 Hours of unused Vacation: Trustee Meehling said we received a request to cash out some unused vacation. This request came from Officer Terry Marquardt. Chief Schutzenhofer stated Terry has been busy with the task force and unable to use his vacation.

*Trustee Elizabeth (Lisa) Meehling motioned that Officer Terry Marquardt be paid for 52 hours of unused vacation time and Trustee Ramon Matchett, Jr. seconded the motion. **ROLL CALL:** Trustee Elizabeth (Lisa) Meehling – aye; Trustee Ramon Matchett Jr. – aye; Trustee James (Mike) Blaies – aye; Trustee Robert (Bob) Kaiser – aye; Trustee Michael (Mike) Heap – aye; Trustee Denise Albers – aye; (6 ayes, 0 nays, 0 absent). **All voting aye, motion carried.***

Trustee Meehling said Mayor Speiser stated at the present time, our local bars/restaurants cannot serve alcohol to consume on premise. A letter went out to the bars and restaurants which stated no food or alcohol can be consumed on premise. If they choose to do so their liquor and business license can be taken away if this happens.

**PERSONNEL:**

**OLD BUSINESS:**

1. Crew Worker Hire: Trustee Meehling said we discussed our crew worker hire with the coronavirus. We decided to put this on hold.

**NEW BUSINESS:** Trustee Meehling said we received some bids for window tinting at the village hall. We decided to move forward with this project with Total Eclipse.

Trustee Meehling said we had some conversation on discussing processes and protocols on dealing with COVID-19. We also discussed how great Country Mart has been with delivering food to those who can't come out to shop. The village plans to acknowledge Country Mart and other businesses when we get through this tough time. We discussed how to keep our village up and running with our employees' safety.

Leaf Pickup has been postponed until further notice due to COVID-19.

**UPCOMING MEETINGS:**

Combined Planning/Zoning Board – Tuesday, April 14, 2020 – 6:00 p.m.  
Electric Committee Meeting – Wednesday, April 15, 2020 – 5:30 p.m.  
Water/Sewer Committee Meeting – Wednesday, April 15, 2020 – 5:45 p.m.  
Streets Committee Meeting – Wednesday, April 15, 2020 – 6:00 p.m.  
Board Meeting – Monday, April 20, 2020 – 7:30 p.m.

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

**Trustee Robert (Bob) Kaiser** – Good job Gene, and hope everyone stay safe.

**Trustee Ramon Matchett, Jr.** – Thank you Gene for all of your hard work and all of the updates on the COVID-19.

**Trustee James (Mike) Blaies** – Same thing here.

**Trustee Michael (Mike) Heap** – Thank you Gene.

**Trustee Elizabeth Meehling** – Thank you Gene and to our local businesses. Be safe and be well.

**Trustee Denise Albers** – We tend to be quick in forgetting how great we are in overcoming difficulties in our life. We are very strong and supportive small community we will get through this tough time together.

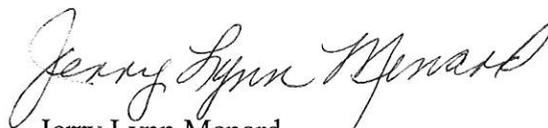
**Village Clerk Jerry Menard** – Same thing everyone else has said.

**Mayor Seth Speiser** – He would like to thank Tony, Matt, Mike and Gene for all of their hard work during COVID-19. Please keep up the good work.

**STAFF COMMENTS:**

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

*Trustee Elizabeth (Lisa) Meehling motioned to adjourn the Regular Board meeting of Monday, April 6, 2020 at 7:57 p.m. and Trustee Denise Albers seconded the motion. All voting aye, the motion carried.*

  
Jerry Lynn Menard  
Village Clerk