

REGULAR BOARD MEETING AGENDA – FEBRUARY 19, 2019 - 7:30 P.M.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Minutes of Previous Meeting
4 – 1. February 4, 2019 – Board Meeting Minutes – **Exhibit A**
5. Finance – None.
6. Treasurer’s Report –
7. Attorney’s Report –
8. ESDA Report – ESDA Report for February 19, 2019 – **Exhibit B**
9. Public Participation
10. Reports and Correspondence –
10 – 1. Zoning Administrator’s Report – **Exhibit C**
10 – 2. Nevois Construction Pay Request #3 in the amount of \$45,000 – **Exhibit D**
11. Recommendations of Boards and Commissions –
12. Contracts, Releases, Agreements and Annexations – see Ordinances
13. Bids –
14. Resolutions –
15. Ordinances –
15 – 1. Ordinance #1676 – An Ordinance Authorizing the Village to Enter into and the Mayor to Execute
A Memorandum of Understanding Regarding Overtime Guidelines with the Policemen’s
Benevolent Labor Committee – **Exhibit E**
16. Old Business –
17. New Business –
18. Appointments –
19. Committee Meeting Minutes/Recommendations
19 – 1. Electric Committee Meeting – Wednesday, February 13, 2019 – 5:30 p.m. – **Exhibit F**
19-1a. Recommend Approval of Memorandum of Understanding Regarding Overtime
Guidelines for the Policemen’s Benevolent Labor Committee – see item #15-1
19 – 2. Water/Sewer Committee Meeting – Wednesday, February 13, 2019 – 5:45 p.m. – **Exhibit G**
19 – 3. Streets Committee Meeting – Wednesday, February 13, 2019 – 6:00 p.m. – **Exhibit H**
20. Upcoming Meetings
20 – 1. Legal/Ordinance Committee Meeting – Wednesday, February 27, 2019 – 5:30 p.m.
20 – 2. Finance Committee Meeting – Wednesday, February 27 2019 – 5:45 p.m.
20 – 3. Personnel/Police Committee Meeting – Wednesday, February 27, 2019 – 6:00 p.m.
20 – 4. Board Meeting – Monday, March 4, 2019 – 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.
Mike Blaies
Denise Albers
Bob Kaiser
Michael Heap
Lisa Meehling

VILLAGE TREASURER
Bryan A. Vogel

VILLAGE OF FREEBURG

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

VILLAGE ADMINISTRATOR
Tony Funderburg

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, FEBRUARY 4, 2019 @ 7:30 P.M.

CALL TO ORDER: Mayor Seth Speiser called the Regular Board Meeting to order at 7:31 p.m., on Monday, February 4, 2019, in the Freeburg Municipal Board Room.

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

ROLL CALL: Trustee Ramon Matchett, Jr. – here; Trustee Elizabeth (Lisa) Meehling – here; Trustee Robert (Bob) Kaiser – here; Trustee Denise Albers – here; Trustee James (Mike) Blaies – here; Trustee Michael (Mike) Heap – 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 Tuesday, February 22, 2019, for approval.

Trustee Elizabeth (Lisa) Meehling motioned to accept the minutes from the Regular Board Meeting Tuesday, January 22, 2019 and Trustee Denise Albers seconded the motion. All voting aye, the motion carried.

EXHIBIT B:

FINANCE:

Trustee Denise Albers reported on the Finance Committee Meeting held on Wednesday, January 30, 2019 at 5:46 p.m.

The following item or items were talked about or discussed:

- 1. REVIEW OF BOARD LISTS:** Trustee Albers stated we reviewed the Board Lists. Questions were asked and answered. There was an electric department employee that had an injury and we paid the bill rather than submitting it our worker’s compensation carrier. Trustee Albers said we still report the injury as a record-only claim in case something develop in the future.
- 2. REVIEW OF INVESTMENTS:** Trustee Albers said our next cd’s will renew in June and August of this year.

Village of Freeburg Board Meeting Minutes
Monday, February 4, 2019
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3. INCOME STATEMENT: Trustee Albers said she questioned the retiree expense for insurance plan. Village Administrator Tony Funderburg advised he will check into it. Trustee Albers stated we received credit from Fletcher-Reinhardt in the amount of \$22,643.04 for cable, this is for two-thirds of the amount. Trustee Albers said Public Works Director John Tolan advised the committee this was for the electric underground wire for the new subdivision.

TREASURER'S REPORT: Nothing to report.

OLD BUSINESS:

1. Attorney Invoices: Trustee Albers said we reviewed the attorney invoices.

NEW BUSINESS: Trustee Albers said we discuss taking a loan in the amount of \$140,000 range to cover most of the cost for inside of building of the police department expansion. We are thinking about a five-year loan to pay it back. Trustee Albers said Village Administrator Funderburg advised there will change of orders. Trustee Albers said we decided to run quite a bit of conduit so we can put in a conference room phone and also from the basement to the recycling center for lights and a camera. Trustee Albers said we were able to save some money by not having to demolish an existing walls. Trustee Albers said most payments will come out of the police department budget and be paid back in a five year time. The village will not be using any s or cd's for this loan or add any additional money to this loan. Trustee Albers said Treasurer Bryan Vogel voiced his opinion and said we are financial in good condition to do this at this time. Treasurer Bryan Vogel will get preliminary numbers and then bid it once the numbers are firm.

Trustee Albers said we discussed a request Ron Waters.

TREASURER'S REPORT: Treasurer Bryan Vogel said with that \$140,000 loan the village should see it a 3.5% interest rate. If we take that over 5-years and 5 annual payments we are looking at \$31,000 a year each total of \$15,000 interest over the course of five years.

ATTORNEY'S REPORT: None.

EXHIBIT C:

ESDA REPORT: Mayor Seth Speiser called on ESDA Coordinator Gene Kramer. ESDA Coordinator Gene was not present to give his report. Mayor Speiser stated everyone should have Genes ESDA Report in their packet, please read it and if you have any questions call Gene.

PUBLIC PARTICIPATION: Janet said the only thing she has to say that ESDA Coordinator Gene has been on target with the weather.

REPORTS AND CORRESPONDENCE:

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. Hearing none, we will move on.

EXHIBIT E:

Mayor Speiser read the Proclamation for St. Joseph's Catholic School Sesquicentennial Day. Those present to accept Proclamation was Deacon Corby Valentine, Charlotte Vielweber (past principal) Mr. John Coral (principal) Margaret Hail (teacher at St. Joe's in 1936)

COMMENDATIONS OF BOARDS AND COMMISSIONS: None.

CONTRACTS, RELEASES, AGREEMENTS & ANNEXATIONS:

BIDS: None.

RESOLUTIONS: None.

ORDINANCES: None.

OLD BUSINESS: None.

NEW BUSINESS: None.

APPOINTMENTS: None.

COMMITTEE MEETING REPORTS:

EXHIBIT F:

Legal/Ordinance Committee Meeting:

Trustee Michael (Mike) Heap reported on the Legal/Ordinance Committee Meeting held on Wednesday, January 30, 2019 at 5:31 p.m.

The following item or items were talked about or discussed:

OLD BUSINESS:

1. Zoning Report/Nuisance Properties: Trustee Heap said Zoning Administrator Matt Trout reported 2 wrecking, 1 building, 1 sign, and 7 occupancy permits issued this month.
2. Meadow Pines Subdivision: Trustee Heap said the final plat and covenants have been recorded. The electric and gas lines are being installed in Meadow Pines Subdivision.
3. Code Revisions/Legal Review: Trustee Heap said Zoning Administrator Matt Trout advised the committee the chart and definitions have been updated, and some items have been relocated in the zoning code. Trustee Heap said we are also discussing with the Combined Planning/Zoning Board about reinstating the SR-2 zoning district in the regional part of town.

NEW BUSINESS:

1. Pool Party/Pavilion Rules and Party Pricing: Trustee Heap stated we discussed the pricing and updates on the rules for pool parties. Trustee Heap said at this time he would like to make a motion.

Trustee Michael (Mike) Heap motioned to approve the pool rental policy and guide lines and pool party price increase and Trustee Elizabeth (Lisa) Meehling seconded the motion.

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

Personnel/Police Committee Meeting:

Trustee Elizabeth (Lisa) Meehling reported on the Personnel/Police Committee Meeting held on Wednesday, January 30, 2019 at 6:22 p.m.

The following item or items were talked about or discussed:

POLICE:

OLD BUSIENSS:

1. Police Department Expansion: Trustee Meehling stated Chief Schutzenhofer advised the committee they will be setting the trusses tomorrow and Friday followed by the plywood and shingles next week. The brick should be here the middle of February. Trustee Meehling said included in the police expansion loan will be \$30,000 on the overage from the bid, camera system including recycling center, underground electric, both sets of lockers, utility connections, parking lot/driveway, sidewalks, CAT 5 lines for the phone/computer and flooring. Trustee Meehling stated the total would be \$540,098. We are looking at a \$140,000 loan. Trustee Meehling said we did discussed the purchase of a camera system, Trustee Meehling said at this time she would like to make a motion. Trustee Meehling said we did discussed a camera system, so at this time she would like to make a motion.

*Trustee Elizabeth (Lisa) motioned to approve the purchase from Interface Security System for the Camera System not to exceed \$20,334.00 and Access System for two overhead boards not to exceed \$17,065.00 and Trustee Ramon Matchett, Jr. seconded the motion. **ROLL CALL:** Trustee Elizabeth (Lisa) Meehling. – aye; Trustee Ramon Matchett, Jr. – aye; Trustee Michael (Mike) Heap – aye; Trustee Denise Albers – aye; Robert (Bob) Kaiser – aye; Trustee James (Mike) Blaies – aye; (6 ayes, 0 nays, 0 absent). **All voting aye, the motion carried.***

Trustee Meehling said we are looking into some donation and Chief Schutzenhofer is going to talk to Kathy at Country Mart to see if they have any shelving we can use. He did have that conversation with her and they are donating that. Trustee Meehling said we are also looking at some of the money from the Golf Tournament to help out. Trustee Meehling said we asked Village Treasurer Bryan Vogel review the numbers and provide loan estimates, which he did this evening for us.

NEW BUSINESS: Trustee Meehling said we discussed placing a part-time officer at the grade school for 20 hours a week at the rate of \$15.00 per hour. Chief Schutzenhofer said the grade school has worked well with our police department on addressing safety issues in the past. This would be handle through an intergovernmental agreement. Trustee Meehling said the high school does not want to participate at this time. Trustee Meehling said Chief Schutzenhofer said one of the biggest issues is getting student photo ID's and the schools are working on this.

Trustee Meehling said Matt advised the committee the golf tournament has been scheduled for June 22, 2019.

PERSONNEL:

OLD BUSINESS: None.

NEW BUSINESS: None.

UPCOMING MEETINGS:

Electric Committee Meeting – Wednesday, February 13, 2019 – 5:30 p.m.

Water/Sewer Committee Meeting – Wednesday, February 13, 2019 – 5:45 p.m.

Streets Committee Meeting – Wednesday, February 13, 2019 – 6:00 p.m.

CLOSED IN OBSERVANCE OF PRESIDENT'S DAY – Monday, February 18, 2019

Board Meeting – Tuesday, February 19, 2019 – 7:30 p.m.

VILLAGE MAYOR, VILLAGE CLERK & TRUSTEES' COMMENTS:

Trustee Denise Albers – Coagulations to St. Joe's.

Trustee Elizabeth (Lisa) Meehling – Coagulations to St. Joe's.

Trustee Michael (Mike) Heap – Coagulations to St. Joe's.

Village Clerk Jerry Menard – Coagulations to St. Joe's.

Trustee James (Mike) Blaies – Coagulations to St. Joe's.

Trustee Ramon Matchett, Jr. – Coagulations to St. Joe's.

Trustee Robert (Bob) Kaiser – Coagulations to St. Joe's.

STAFF COMMENTS:

Chief Mike Schutzenhofer – Coagulations to St. Joe’s.

Village Administrator Tony Funderburg Coagulations to St. Joe’s and he hopes he looks as good as Margret when he is a 100 years old.

Zoning Administrator Matt Trout – Coagulations to St. Joe’s.

Chief of Police Mike Schutzenhofer – Coagulations to St. Joe’s.

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, February 4, 2019 at 7: 51 p.m. and Trustee Denise Albers seconded the motion. All voting aye, the motion carried.


Jerry Lynn Menard
Village Clerk



Report Covering Feb. 5 – 15, 2019
Submitted by Coordinator Eugene Kramer

1. Conducted FEMA monthly required outdoor Tornado Warning Siren test at 10:00 AM, verified proper operation from office activation by Public Works Department personnel “on sites”.
2. Conducted local school VHF communications test on 155.235 mhz. Time 9:55 AM on first Tuesday of the month Feb. 5, 2019. In addition to local Starcom communications trunking system test with PD, FD and Public Works Department. Then follow up communications test on Village VHF frequency FM frequency of 154.100 mhz. Participated in the IEMA Region 8B Starcom communications exercise at 10:30 AM.
3. Participated in SATERN HF communication traffic net on 14.265 mhz and 14.312 mhz on Feb. 8, 11, 12. And 13, 2019.
4. Conducted VHF ARES/Aux Com radio communications with St. Clair County, Madison Co., Randolph Co., Monroe County and Clinton County on ARS K9GXU repeater at 6:30 PM through 7:30 PM on Feb. 5 & 12, 2019 from Freeburg ESDA office.
5. Monitored and notified Mayor, Admin. and Village Board members on potential for “ice glazing” per National Weather Service contact in St. Louis for early Sunday, FEB. 10, 2019.
6. Texted around 4:30 AM on Sunday Feb. 10, 2019 per radar images and updated information from NWS WCM concerning an updated Winter Weather Advisory for ice glazing from freezing drizzle that was slowly moving through the County, to Public Works Director John Tolan.
7. Contact with St. Louis American Red Cross for supplemental “safety” materials for “young people” as it relates to disaster preparedness. Mrs. Pendelton to advise if materials are available “off “ or “on” line of the internet due to new changes in ARC publications.
8. Feb. 13/14 contact with St. Louis NWS office reference monitoring next accumulating snow event for St. Clair County area for mid to late day Friday and possible potential for light freezing rain or sleet and snow event for late Saturday night and Sunday (Feb. 16- 17): will update to Mayor and Village Board as well as our ESDA ops with Public Works/Police /Fire Dept. and area schools if necessary. Tracking “trend” of data with local weather instrument data.
9. Format study with “on line” guide from ARRL ARES Connect program updates and database use for interoperation with ICS format communications data base .

FREEBURG VILLAGE BOARD MEETING ZONING REPORT

February 19, 2019

Matt Trout Zoning Administrator

I am working to check off sections of the zoning code as complete as I believe a lot of the material is in the code at this point, now it just needs to be finalized. I will be sending out small sections to have others review and suggest revisions before checking them off.

Sheila Gallagher and myself have been working on the Welcome Banners that hang on the light poles. All of the businesses in town should have received a letter asking them to take part in the program. We have received about a dozen so far and plan to visit the local businesses over the next few weeks to discuss with the business owners in person.

Over the last 2 weeks I have sent out 15-20 letters to properties that needed attention. Most of the letters were sent as a courtesy reminding them of the Chapter 25 Nuisance Code. I also included a print out of Chapter 25. Some have started cleaning up the property or fix the issues.

The Meadow Pines Developer has plans and permits ready to go once the weather breaks and is expecting to break ground on some homes in early March. Ameren hit a storm sewer pipe while installing the gas lines. They made the repair and submitted a list of materials used for the project and also marked the area hit.

I have continued to scan in old Building, Electric, and Wrecking permits and saving them on the server by lot pin number, address, and permit number. I have made it back through 2014 so far and will continue going back as I have free time. I will start bring in old boxes from storage to scan them in as 2014 is the oldest we have in village hall. We will also be placing old Board of Appeals and Planning Commission meeting minutes and paperwork on the Server as well. This will continue to make the searching process much easier.

The Freeburg Police and Public Safety Golf Outing has been booked on June 22, 2019. We have also set the date for the Freeburg Fall Festival for September 28, 2019.

February 1st through February 15th

3 -- Occupancy Permits

3 -- Building Permit

- 1 New Shed
- 1 Sign Permit
- 1 Wrecking Permits

APPLICATION AND CERTIFICATE FOR PAYMENT

TO OWNER:
 Village of Freeburg
 14 Southgate Center
 Freeburg, IL 62243
FROM CONTRACTOR:
 Nevois Construction, Inc.
 300 Lockwood Dr.
 Red Bud, IL 62278

PROJECT:
 Police Department Addition

VIA ARCHITECT:
 Nettemeyer Engineering

APPLICATION #: 3 (Three)
PERIOD TO: Feb. 4, 2019
PROJECT NOS:

CONTRACT DATE:

Distribution to:

Owner	
Const. Mgr	
Architect	
Contractor	X

CONTRACT FOR: General

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet is attached.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown therein is now due.

1. ORIGINAL CONTRACT SUM -----	\$ 426,869.00
2. Net change by Change Orders -----	\$ 200.00
3. CONTRACT SUM TO DATE (Line 1 +/- 2)	\$ 427,069.00
4. TOTAL COMPLETED & STORED TO DATE -\$ <small>(Column G on Continuation Sheet)</small>	\$ 160,000.00

5. RETAINAGE:

a. 10.0% of Completed Work <small>(Columns D+E on Continuation Sheet)</small>	\$ 16,000.00
b. 10.0% of Stored Material <small>(Column F on Continuation Sheet)</small>	\$
Total Retainage (Line 5a + 5b or Total in Column 1 of Continuation Sheet-----	\$ 16,000.00

6. TOTAL EARNED LESS RETAINAGE-----
(Line 4 less Line 5 Total)

\$ 144,000.00
\$ 99,000.00
\$ 45,000.00

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT
(Line 6 from prior Certificate)-----

8. CURRENT PAYMENT DUE-----

9. BALANCE TO FINISH, INCLUDING RETAINAGE
(Line 3 less Line 6)

\$ 283,069.00

CONTRACTOR:

By: Kimberly Jones Date: 2/4/19

State of: Illinois
 County of: Randolph
 Subscribed and sworn to before me this 4th day of February 2019



Notary Public: Patricia L. Krause
 My Commission expires: _____

CERTIFICATE FOR PAYMENT

In accordance with Contract Documents, based on on-site observations and the data comprising application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED ----- \$

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT:

By: _____ Date: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner of Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month	\$200.00	
TOTALS	\$200.00	
NET CHANGES by Change Order		\$200.00

CONTINUATION SHEET

ATTACHMENT TO PAY APPLICATION

APPLICATION NUMBER: 3 (Three)

PROJECT:

APPLICATION DATE: 02/04/19

Police Department Addition

PERIOD TO: Feb. 4, 2019

ARCHITECT'S PROJECT NO:

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		E This Period	F Materials Presently Stored (Not In D or E)	G		H Balance To Finish (C - G)	I Retainage
			From Previous Application (D + E)	Total Completed And Stored To Date (D + E + F)			% (G/C)			
1	Bergman-Roscow Plumbing, Inc.	14,500.00	1,500.00				1,500.00	10%	13,000.00	150.00
2	Change Order #1	200.00					200.00		200.00	
3	Geissler Roofing Co., Inc.	11,165.00					11,165.00		11,165.00	
4										
5	Championship Waterproofing, Inc.	4,995.00	4,995.00				4,995.00	100%		499.50
6										
7	Germann Brick Contractor, Inc.	25,000.00							25,000.00	
8										
9	Martin Steel Fabrication, Inc.	25,000.00	6,680.00	17,640.00			24,320.00	97%	680.00	2,432.00
10	Structural & Erection								26,595.00	
11	Bel-Clair Electric, Inc.	26,595.00							26,595.00	
12										
13	George Weis Co.	37,650.00							37,650.00	
14	Sheetrock & EIFS									
15	Spectra Painting	9,020.00							9,020.00	
16										
17	Neals Heating & Cooling, Inc.	13,392.00							13,392.00	
18										
19	Goley Insulation	4,933.00							4,933.00	
20										
21	Henges Interiors	7,946.00							7,946.00	
22	Flooring									
23	Perryville Overhead Doors	3,202.00							3,202.00	
24										
25										
26										
27										
28										
SUBTOTALS PAGE 2		183,598.00	13,175.00	17,640.00			30,815.00	17%	152,783.00	3,081.50

CONTINUATION SHEET

ATTACHMENT TO PAY APPLICATION

APPLICATION NUMBER: 3 (Three)

PROJECT:

APPLICATION DATE: 02/04/19

Police Department Addition

PERIOD TO: Feb. 4, 2019

ARCHITECT'S PROJECT NO:

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		E Completed This Period	F Materials Presently Stored (Not In D or E)	G Total Completed And Stored To Date (D + E + F)	H Balance To Finish (C - G)	I Retainage
			From Previous Application (D + E)						
29	Nevois Construction								
30	Concrete Foundations M & L	90,018.00	90,018.00		29,485.00		90,018.00	9,001.80	
31	Wood Framing M & L	75,553.00					29,485.00	46,068.00	
32	Door & Install	16,285.00						16,285.00	
33	Misc. Materials / Labor & Const Cost	21,000.00						21,000.00	
34	Overhead & Profit	40,615.00	6,807.00		2,875.00		9,682.00	30,933.00	968.20
35									
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SUBTOTALS PAGE 3		427,069.00	110,000.00	50,000.00			160,000.00	267,069.00	16,000.00

ORDINANCE NO. 1676

AN ORDINANCE OF THE BOARD OF TRUSTEES OF THE VILLAGE OF FREEBURG, ILLINOIS, AUTHORIZING THE VILLAGE TO ENTER INTO AND THE MAYOR TO EXECUTE A MEMORANDUM OF UNDERSTANDING BETWEEN THE VILLAGE OF FREEBURG, ILLINOIS AND THE POLICEMEN’S BENEVOLENT LABOR COMMITTEE

WHEREAS, the Policemen’s Benevolent Labor Committee (“the Union”) is the authorized bargaining representative for certain police officers employed by the Village of Freeburg (“the Village”), and;

WHEREAS, the Village, and the Policemen’s Benevolent Labor Committee wish to establish a system for the fair and equitable distribution of overtime and;

WHEREAS, the duly authorized representatives of the Village in good faith have negotiated a Memorandum of Understanding with the Union which establishes the guidelines as they apply to the assignment of overtime, which said agreement is attached hereto and incorporated herein as Exhibit A, 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 said Memorandum of Understanding with the Union.

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 Mayor of the Village of Freeburg, Illinois is hereby authorized and directed to execute a Memorandum of Understanding with the Policemen’s Benevolent Labor Committee, attached hereto as Exhibit A, and to do all other things necessary and essential to carry out the provisions of said Memorandum of Understanding.

SECTION 3. This Ordinance shall be in full force and effect after its passage and approval as provided by law.

PASSED by the Board of Trustees and approved by the Mayor this 19th day of February, 2019.

AYES _____

NAYS _____

ABSENT _____

ABSTAIN _____

ORDINANCE NO. 1676 cont.

Jerry Menard
Village Clerk

Approved this _____ day of February, 2019.

VILLAGE OF FREEBURG, ILLINOIS

Seth E. Speiser
Village President

ATTEST:

Jerry Menard
Village Clerk

Approval as to Legal Form:

Village Attorney



**POLICEMEN'S BENEVOLENT & PROTECTIVE ASSOCIATION
LABOR COMMITTEE**

840 South Spring Street
Springfield, Illinois 62704
217/523-5141 • Fax: 217/523-7677

MEMORANDUM OF AGREEMENT
Overtime Guidelines

The Village of Freeburg and the Policemen's Benevolent and Protective Association, hereinafter referred to as the parties, wishing to establish a system for the fair and equitable distribution of overtime, have negotiated the following guidelines as they apply to the assignment of overtime. This agreement is pursuant to Article 6, Section 6.08, titled Overtime Opportunities, of the current Collective Bargaining Agreement:

- The Employer shall establish, maintain, and post an overtime list. This list shall be established by listing the Officer with the most seniority first, followed by the remaining Officers being listed in descending seniority order.
- Overtime opportunities created by the absence of a bargaining unit member, shall first be offered to the bargaining unit, prior to being filled by non-bargaining unit personnel.
- For the purposes of determining whether or not a bargaining unit vacancy exists, the following staffing levels are currently in use, and shall be the guideline:
 - Dayshift – Monday through Friday – two (2) bargaining unit members and/or the Chief of Police.
 - Evenings – minimum of two (2) bargaining unit members.
 - Dayshift – weekends – one (1) bargaining unit member and one other officer.
- In the event that the shift staffing level falls below the above guidelines, and the employer elects to maintain the above staffing level for that shift, any such assignment shall be offered to the bargaining unit prior to being filled by any other means.
- Scheduled Overtime shall be defined as a bargaining unit vacancy known a minimum of four (4) hours prior to the beginning of the vacant shift.
- When it is determined that a scheduled overtime vacancy exists, the overtime opportunity shall be offered to the most senior available officer with the least amount of worked hours, as determined by the overtime list.
- When offering overtime, the Chief or his designee shall contact the officer through the phone number that has been provided to the Department by the Officer. Once notified, the Officer shall have 10 minutes to reply to the Chief or his designee. If the Officer fails to reply within the time limit, the Chief shall offer the overtime opportunity to the next available officer on the overtime list, pursuant to the guidelines above.

- Overtime opportunities that are offered and refused by available officers shall be recorded as hours worked on the overtime list.
- An officer is deemed available provided that he is not already scheduled to work the shift in question, or the shift immediately prior to, or after the shift in question. Officer who are on previously approved time off (ie. Vacation, Comp. Time, etc.) shall be considered unavailable, unless the officer notifies the Chief of Police in writing that he is available during that time.
- When a shift vacancy resulting in an overtime opportunity becomes available within four (4) hours of the start of the vacant shift, The Chief of Police may assign the overtime to any bargaining unit member, without consulting the overtime list.
- All overtime worked, including refusal hours, shall be recorded on the overtime list. This shall not apply to hours worked in conjunction with, and due to regular patrol duties (i.e. Late Calls for Service, Traffic Crashes, Arrests, etc.)
- There shall be a second and separate list created for the assignment of force back overtime. This list shall be established by listing the least senior officer first, followed by the remaining officers being listed in reverse seniority order.
- In order to maintain minimum staffing levels, as well as staff police functions as determined by the Employer, whenever the Employer is unable to fill a vacancy through volunteers, the Employer may require an Officer or Officers to fill a vacancy.
- In the event that the Employer is required to fill a vacancy through the assignment of force back overtime, the Employer shall utilize the force back list. Officers shall be forced back beginning with the least senior available officer. Force back shall continue by reverse seniority. Once forced, an Officer shall not again be forced back, until all other available officers have been forced. Once all other available officers have been forced, the least senior officer shall again be eligible for force back.

Signed and Agreed;

For the Union	Date	For the Village	Date
For the Union	Date	For the Village	Date

VILLAGE PRESIDENT
Seth Speiser

VILLAGE CLERK
Jerry Menard

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

VILLAGE TREASURER
Bryan A. Vogel

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

ELECTRIC COMMITTEE MEETING
(Blaies/Albers/Heap/Meehling)
Wednesday, February 13, 2019 at 5:30 p.m.

EXHIBIT F
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.

The meeting of the Electric Committee was called to order at 5:30 p.m. on Wednesday, February 13, 2019 by Chairman Mike Blaies. Committee members present were Chairman Mike Blaies, Trustee Denise Albers, Trustee Mike Heap, Trustee Lisa Meehling, Mayor Seth Speiser, Village Clerk Jerry Menard (5:43 p.m.), Trustee Bob Kaiser, Trustee Ray Matchett, Village Attorney Fred Keck, Public Works Director John Tolan, Police Chief Mike Schutzenhofer, Head Lineman Shane Krauss, Water/Sewer Department Leader Gregg Blomenkamp, Zoning Administrator Matt Trout, Village Administrator Tony Funderburg and Office Manager Julie Polson. Guest present: Janet Baechle.

A. OLD BUSINESS:

1. Approval of January 16, 2019 Minutes: *Trustee Denise Albers motioned to approve the January 16, 2019 minutes and Trustee Lisa Meehling seconded the motion. All voting yea, the motion carried.*
2. Customer Issues: Head Lineman Shane Krauss advised we had two small outages. A small tree branch brought down service on N. Edison; and the second one was a wire that broke off from the wind. Both were taken care of within two hours. Shane stated IMEA is experiencing a problem with their monitoring of our SCADA system. They are seeing outages but we aren't experiencing any. They will place it on their schedule to fix.
3. Meadow Pines Subdivision: Shane said it's been too wet to do anything. He is going to start on the transformers within the next week or so.
4. Traffic Lights Battery Backup: Shane advised the quote from Wissehr came in pretty high at about \$50,000. He said the battery backup has to be placed on a separate pole with a foundation, box and conduit which increased the cost. Both Village Administrator Tony Funderburg and Attorney Fred Keck recommended placing this on the 3- to 5-year plan.
5. Solar Program Update: Public Works Director John Tolan advised the ICC hasn't ruled on IMEA and non-investor owned utilities.

Attorney Keck said he and Tony need to meet with Ameren to discuss the attachment fees to the poles. We have approximately 18 – 20 poles.

B. NEW BUSINESS: Shane has been monitoring a transformer in the north sub for a while, and stated it needs to be serviced. Solomon can do the work remotely, and it will cost approximately \$9,000. Shane confirmed the work will be done during an off peak time. He is also working on getting a cylinder fixed that has a small leak since it is still under warranty.

Electric Committee Meeting Minutes
Wednesday, February 13, 2019
Page 1 of 2

1. Executive Session to Discuss Collective Negotiating Matters Between the Public Body and its Employees or their Representatives, 5 ILCS 120/2-(c)(2):

EXECUTIVE SESSION

5:41 P.M.

Trustee Lisa Meehling motioned to enter Executive Session citing Collective Negotiating Matters Between the Public Body and its Employees or their Representatives, 5 ILCS 120/2-(c)(2) and Trustee Mike Heap seconded the motion. All voting yea, the motion carried.

EXECUTIVE SESSION ENDED

5:48 P.M.

The regular committee meeting reconvened at 5:49 pm.

Trustee Lisa Meehling motioned to recommend to the full Board the Village enter into the Policemen's Benevolent & Protective Association's Memorandum of Agreement Regarding Overtime Guidelines and Trustee Denise Albers seconded the motion. All voting yea, the motion carried.

2. Fireworks' Sales: Tony stated we have someone who has asked to open up a fireworks stand in town. Chief Schutzenhofer has spoken with the State Fire Marshall about it. He agreed with our code under Section 27-9-15 which states that they can't sell fireworks. The issue of what defines a firework was discussed. If we approve the request, the applicant would have to then obtain a permit from the State Farm Marshall. Tony said we need to be clear on the novelty fireworks to make sure we are treating everyone the same. Attorney Keck said he agrees with our default provision where it says they can't do it. He did a quick surrounding community survey and only Belleville allows the sale of them and charges \$250 for the permit to sell them. The office of the Fire Marshall is the one who determines if they are selling the correct fireworks. Fred suggested if we allow them to do this, we need an ordinance to spell it out. Tony asked to take this discussion to Legal/Ordinance Committee. He also said if she is only selling the novelty fireworks, they are not considered true fireworks and would be permitted. They would be just like the ones sold by Dollar General, Ace and Toms.

C. GENERAL CONCERNS: None.

D. PUBLIC PARTICIPATION: Janet asked about the traffic light battery back-up and the cost increasing in the future. She feels the fireworks that aren't considered fireworks should be able to be sold by the person wanting to open up the stand.

E. ADJOURN: *Trustee Lisa Meehling motioned to adjourn at 6:11 p.m and Trustee Mike Heap seconded the motion. All voting yea, the motion carried.*



Julie Polson
Office Manager

VILLAGE PRESIDENT
Seth Speiser

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PUBLIC WORKS COMMITTEE MEETING
Trash/Water/Sewer
(Kaiser/Blaies/Heap/Meehling)
Wednesday, February 13, 2019 at 5:45 p.m.

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.

The Public Works Committee Meeting was called to order at 6:12 p.m. on Wednesday, February 13, 2019, by Chairman Bob Kaiser. Members present were Chairman Bob Kaiser, Trustee Mike Blaies, Trustee Mike Heap, Trustee Lisa Meehling, Mayor Seth Speiser, Village Clerk Jerry Menard, Trustee Denise Albers, Trustee Ray Matchett, Village Attorney Fred Keck, Public Works Director John Tolan, Water/Sewer Department Leader Gregg Blomenkamp, Police Chief Mike Schutzenhofer, Village Administrator Tony Funderburg and Office Manager Julie Polson. Guest present: Janet Baechle.

A. OLD BUSINESS:

1. Approval of January 16, 2019 minutes: *Trustee Mike Blaies motioned to approve the January 16, 2019 minutes and Trustee Lisa Meehling seconded the motion. All voting yea, the motion carried.*
2. New Sewer Plant: Public Works Director John Tolan advised the kickoff meeting with Burns and McDonnell was today. They discussed financing, and they will be meeting with the EPA on March 18th. John, Tony and Gregg will attend. Village Administrator Tony Funderburg has discussed a loan with Treasurer Vogel to get the construction going. We would pay it back once we receive the EPA loan. This would allow us to save our reserves. John stated Gregg has been working on obtaining flow data. We may need to look at a dam permit from the Corp. of Engineers and also look at the Indiana bat situation too before we start clearing the land.
3. Sewer issues: Water/Sewer Department Leader Gregg Blomenkamp said with the good amount of rain last week, we were out pumping 5 – 6 places and reported no backups. He submitted the overflow report this morning. He will get that information to Burns and McDonnell as well.
4. FSH Minutes: John stated they have found some discrepancies in their code book. They are working to rewrite them.
5. Old Freeburg Road Water Lines: Tony stated with the easement issue, we are considering moving it to the other side of the road. John has spoken with Todd from TWM about it and asked him to look into it. John stated the project will most likely not get done in this budget.

John said we have about 1,200 cross connection surveys that have not been returned. We may do a call out to everyone to get them sent in.

B. NEW BUSINESS:

1. TWM's Invoices for Sludge Permit Renewal and Old Freeburg Road Water Main Extension: Tony said we are now including the engineering invoices for committee review.

John stated we purchased a portable GPS unit which will be very helpful in locating valves and meters. Gregg stated the unit gets us within 1.5 feet of locating them. Gregg is monitoring the grease behind the Marketplace. There has not been a problem since Wayward Pub closed. John stated he said caught a guy stealing water from our hydrant off Peabody Road. He will put up some signs that say Freeburg water system. John is meeting with Todd from TWM get get a preliminary design on replacing the water line on High and White streets.

C. GENERAL CONCERNS: Gregg said Trevor Breitweiser is doing very well, and taking over more independent work.

D. PUBLIC PARTICIPATION: None.

E. ADJOURN: *Trustee Lisa Meehling motioned to adjourn the meeting at 6:27 p.m. and Trustee Mike Blaies seconded the motion. All voting yea, the motion carried.*



Julie Polson,
Office Manager

VILLAGE PRESIDENT
Seth Speiser

VILLAGE CLERK
Jerry Menard

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Public Property Committee Meeting
Streets/Municipal Center/Pool/Parks & Recreation
(Matchett/Albers/Heap/Kaiser)

Wednesday, February 13, 2019 at 6:00 p.m.

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.

The meeting of the Public Property Committee was called to order at 6:29 p.m., on Wednesday, February 13, 2019, in the Municipal Center by Chairman Ray Matchett. Members present were Chairman Ray Matchett, Trustee Denise Albers, Trustee Mike Heap, Trustee Bob Kaiser, Mayor Seth Speiser, Village Clerk Jerry Menard, Trustee Mike Blaies, Trustee Lisa Meehling, Village Attorney Fred Keck, Public Works Director John Tolan, Police Chief Mike Schutzenhofer, Zoning Administrator Matt Trout, Village Administrator Tony Funderburg and Office Manager Julie Polson. Guest present: Janet Baechle.

POOL: A. OLD BUSINESS:

1. Pool: Village Administrator Tony Funderburg advised he is going to purchase 20 new chairs. We still need lifeguards. Public Works Director John Tolan advised the new exhaust fans will help circulate the air.

B. NEW BUSINESS: None

STREETS: A. OLD BUSINESS:

1. Approval of January 16, 2019 Minutes: Trustee Denise Albers motioned to approve the January 16, 2019 minutes and Trustee Mike Heap seconded the motion. All voting yea, the motion carried.
2. E. Apple Street Proposed Repair: John will meet with Jeff from TWM tomorrow to review the preliminary estimate for the streets around the village park, Apple and Cherry which came in over \$1,000,000. Tony asked John to take Fournie out there and have them see what it would cost to make everything flat.
3. Drainage Problem Areas (Hill Mine Rd.)/Stormwater Run-Off: John stated Hill Mine Road drained pretty well. John said we have a drainage issue on State Street at Mill. He has obtained a quote of \$11,000 to clean and televise it.
4. Customer Issues: It's been pretty wet.
5. MFT/Belleville St. in front of Post Office Repair: John has a meeting tomorrow to get MFT going for next year. Fournie provided a price of \$15,600 to complete the sidewalk from White to High. We have \$8,000 in the budget. We will see if we can have them bill half now and half out of next year's budget.
6. Phone System: still waiting on charter. Tony stated the system will be installed in March.

B. NEW BUSINESS:

1. Resident Request to Lower Speed Limit on N. Main Street to 20mph: Trustee Albers commented there are sidewalks on both sides of Main Street, and John said it might be the widest street we have. Mike said we only have 20mph zones in front of the schools. The committee agreed not to decrease the speed limit.

2. Netemeyer Engineering's Invoice dated February 10, 2019: Trustee Meehling questioned the amount of additional work billed by Netemeyer and what it was for. Tony will verify that and get back to everyone. He thinks it may be for the design of the parking lot. Trustee Meehling also wants the invoice charges broken out between the original contract cost and the additional costs. Tony confirmed any change order will come to the board.

Tony believes we have another pay request from Nevois Construction and stated it will be on Tuesday's board agenda.

3. TWM Engineering's Invoice Belleville Street/MFT: John stated this invoice should close out Belleville Street, but it will not be the final invoice for MFT. It will close out the work done to bring the MFT fund current.

- C. **GENERAL CONCERNS:** Tony advised everyone that he is very close on the budget. He will email it out to everyone in advance and have copies in the binders. Trustee Matchett asked John about Cemetery Road washing out around curve exposing a gas line. John plans to hot patch a lot of the shoulders, and see if we can widen the area along the curves. He will also try to fix the drainage and secure the ditches. Attorney Keck said a bill has been introduced in the House which would significantly limit all taxing bodies abilities to increase their tax levies. Fred doesn't believe it will get to the floor to be read.

D. PUBLIC PARTICIPATION: None.

- E. **ADJOURN:** *Trustee Denise Albers motioned to adjourn the meeting at 6:52 p.m. and Trustee Lisa Meehling seconded the motion. All voting yea, the motion carried.*



Julie Polson
Office Manager