

**IN ACCORDANCE WITH EXECUTIVE ORDER 2020-07, THE PUBLIC
CAN PARTICIPATE THROUGH THE ZOOM CLOUD MEETING
APPLICATION AND CLICKING ON THE FOLLOWING LINK:**

Meeting ID: 447 872 7673
<https://us02web.zoom.us/j/4478727673>

We ask the public to mute their phone or mic until Public Participation
If you have any questions, please contact Matt Trout at mtrout@freeburg.com

**Village Hall will be open to the public for this meeting
REGULAR BOARD MEETING AGENDA – AUGUST 1, 2022 - 7:30 P.M.**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Minutes of Previous Meeting
 - 4 – 1. July 18, 2022 – Board Meeting Minutes – **Exhibit A**
5. Finance
 - 5 – 1. Finance Committee Meeting – Wednesday, July 27, 2022 - 5:30 p.m. – **Exhibit B**

5 – a. Board Report - MFT:	\$	11,813.14
5 – b. Board Report – Utility Refunds:	\$	315.72
5 – c. Board Report – ACH Transfer/IMEA Bill	\$	328,724.49
5 – d. Board Report - General:	\$	1,642,681.10
 - 5 – 2. Burns & McDonnell Invoice #113084-20 in the amount of \$25,024.39 – **Exhibit C**
6. Treasurer's Report
7. Attorney's Report
8. ESDA Report – ESDA Report for August 1, 2022 – **Exhibit D**
9. Public Participation
10. Reports and Correspondence –
 - 10 – 1. Zoning Administrator's Report – **Unavailable**
11. Recommendations of Boards and Commissions
12. Contracts, Releases, Agreements and Annexations
13. Bids
14. Resolutions
 - 14 – 1. Resolution 22-13: A Resolution Authorizing the Village to Enter into and the Mayor to Execute an Agreement with Insituform Technologies USA, LLC for the 2022 Sewer Replacement and Lining Project – **Exhibit E**
15. Ordinances
 - 15 – 1. Ordinance 1745: An Ordinance of the Village of Freeburg Authorizing the Mayor to Execute and the Village Board to Enter into a Successor Collective Bargaining Agreement with the International Union of Operating Engineers, AFL-CIO Local 148 for Office Staff – **Exhibit F**
 - 15 – 2. Ordinance 1746: An Ordinance of the Village of Freeburg Authorizing the Mayor to Execute and the Village Board to Enter into a Successor Collective Bargaining Agreement with the International Union of Operating Engineers, AFL-CIO Local 148 for Public Works Staff – **Exhibit G**
16. Old Business
17. New Business
18. Appointments
19. Committee Meeting Minutes/Recommendations
 - 19 – 1. Legal/Ordinance Committee Meeting – Wednesday, July 27, 2022 – 5:45 p.m. – **Exhibit H**
 - 19 – 2. Personnel/Police Committee Meeting – Wednesday, July 27, 2022 – 6:00 p.m. – **Exhibit I**
20. Upcoming Meetings
 - 20 – 1. Combined Planning/Zoning Board – Tuesday, August 9, 2022 – 6:00 p.m.
 - 20 – 2. Electric Committee Meeting – Wednesday, August 10, 2022 – 5:30 p.m.
 - 20 – 3. Water/Sewer Committee Meeting – Wednesday, August 10, 2022 – 5:45 p.m.
 - 20 – 4. Streets Committee Meeting – Wednesday, August 10, 2022 – 6:00 p.m.
 - 20 – 5. Board Meeting – Monday, August 15, 2022 – 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
Denise Albers
Michael Heap
Robert Kaiser
Mike Blaies
Ray Matchett, Jr.
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 Brown, P.C.

VILLAGE OF FREEBURG, ILLINOIS BOARD MEETING MINUTES MONDAY, JULY 18, 2022 @ 7:30 P.M.

CALL TO ORDER: Mayor Seth Speiser called the Regular Board Meeting to order at 7:30 p.m., on Monday, July 18, 2022, in the Freeburg Municipal Board Room. Presentation of the meeting was also conducted by Zoom video conferencing. Village Hall was open to the public.

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

ROLL CALL: Trustee Elizabeth (Lisa) Meehling – here; Trustee Michael (Mike) Heap – here; Trustee James (Mike) Blaies – here; Trustee Ramon Matchett, Jr. – here; Trustee Robert (Bob) Kaiser – here; Trustee Denise Albers – absent; Mayor Seth Speiser – here; (6 present, 1 absent) Mayor Seth Speiser announced there is a quorum.

EXHIBIT A:

Mayor Speiser stated we have the minutes of the Special Board Meeting Monday, June 27, 2022 for approval.

Trustee Ramon Matchett, Jr. motioned to accept the minutes from the Special Board Meeting Monday, June 27, 2022, and Trustee Michael (Mike) Heap seconded the motion. All voting aye, the motion carried.

EXHIBIT B:

Mayor Speiser stated we have the minutes of the Regular Board Meeting Monday, July 5, 2022 for approval.

Trustee Ramon Matchett, Jr. motioned to accept the minutes from the Regular Board Meeting Monday, July 5, 2022, and Trustee Elizabeth (Lisa) Meehling seconded the motion. All voting aye, the motion carried.

TREASURER’S REPORT: None.

ATTORNEY’S REPORT: None.

EXHIBIT C:

ESDA REPORT Mayor Speiser called on ESDA Coordinator Gene Kramer Gene updated us on his July 18, 2022 ESDA Report.

Village of Freeburg Board Meeting Minutes
Monday, July 18, 2022
Page 1 of 4

PUBLIC PARTICIPATION: None.

REPORTS AND CORRESPONDENCE:

EXHIBIT D:

ZONING ADMINISTRATOR'S REPORT FOR JULY 18, 2022: Mayor Speiser call on Zoning Administrator Matt Trout. Matt report on the golf tournament to be held on Saturday, August 13th with an 8:00 am and a 1:00 p.m. start. Matt updated us on the Industrial Park, and asked for volunteers for the Freeburg Homecoming beer stand on Friday, August 19th.

EXHIBIT E:

RECOMMENDATIONS OF BOARDS AND COMMISSIONS: Mayor Speiser stated the Combined Planning and Zoning Board Memorandum is in tonight's Board Packet, please read it.

RELEASES, AGREEMENTS & ANNEXATIONS: None.

BIDS: None.

EXHIBIT E:

RESOLUTIONS: Mayor Speiser stated we have Resolution #22-12 A Resolution Authorizing the Village to Enter into and the Mayor to Execute an Intergovernmental Agreement Between the Village of Freeburg and the Board of Education of Freeburg Community High School District #77 for Police Coverage of After School Events.

Trustee Ramon Matchett, Jr. motion to adopt Resolution #22-06 by title only and Trustee Elizabeth (Lisa) Meehling seconded the motion. **ROLL CALL:** Trustee Ramon Matchett Jr. – aye; Trustee Elizabeth (Lisa) Meehling – aye; Trustee Robert (Bob) Kaiser – aye; Trustee James (Mike) Blaies – aye; Trustee Michael (Mike) Heap – aye; Trustee Denise Albers – absent; (5 ayes, 0 nays, 1 absent). **All voting aye, motion carried.**

ORDINANCES: None.

OLD BUSINESS: None.

NEW BUSINESS: None.

APPOINTMENTS:

COMMITTEE MEETING REPORTS:

Electric Committee Meeting: Minutes Unavailable for the Wednesday, July 13, 2022 Electric Committee Meeting.

Public Works Committee Meeting: (Trash/Water/Sewer) Minutes Unavailable for the Wednesday, July 13, 2022 Water/Sewer Committee Meeting.

The following item or items were talked about or discussed:

Village of Freeburg Board Meeting Minutes

Monday, July 18, 2022

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Mayor Speiser stated we have a Volkert Invoice for the amount of \$4,211.98.

Trustee Robert (Bob) Kaiser motioned to pay Volkert Invoice #406354 in the amount of \$4,211.98, and Trustee Michael (Mike) Heap seconded the motion. ROLL CALL: Trustee Robert (Bob) Kaiser – aye; Trustee Ramon Matchett, Jr. – aye; Trustee James (Mike) Blaies – aye; Trustee Elizabeth (Lisa) Meehling – aye; Trustee Michael (Mike) Heap – aye; Trustee Denise Albers – absent; (5 ayes, 0 nays, 1 absent). **All voting aye, the motion carried.**

Mayor Speiser stated we have an Approval of Notice of Award to Insituform Technologies in the amount of \$169,797.70 for the 2022 Sewer Replacement and Lining.

Trustee Robert (Bob) Kaiser motioned to recommend Approval of Notice of Award to Insituform Technologies in the amount of \$169,797.70 for the 2022 Sewer Replacement and Lining Project, and Trustee James (Mike) Blaies seconded the motion. ROLL CALL: Trustee Robert (Bob) Kaiser – aye; Trustee James (Mike) Blaies – aye; Trustee Michael (Mike) Heap – aye; Trustee Ramon Matchett, Jr. – aye; Trustee Elizabeth (Lisa) Meehling – aye; Trustee Denise Albers – absent; (5 ayes, 0 nays, 1 absent). **All voting aye, the motion carried.**

EXHIBIT :

Public Property Committee Meeting: (Streets/Municipal Center/Pool/Parks & Recreation)
Minutes Unavailable for the Wednesday, July 13, 2022 Streets Committee Meeting.

The following items were talked about or discussed:

POOL:

OLD BUSINESS: None.

NEW BUSINESS: None.

STREETS:

OLD BUSINESS:

Trustee Matchett said the committee approved the Fire Department Request to Block Streets for a Kid's Water Day.

Trustee Matchett said he would like to make a motion.

Trustee Ramon Matchett, Jr. motioned to approved Jacob Hoffman's Request to cash in 40 hours of Compensatory Time and Trustee Michael (Mike) Heap seconded the motion. ROLL CALL: Trustee Ramon Matchett, Jr. – aye; Trustee Michael (Mike) Heap – aye; Trustee Robert (Bob) Kaiser – aye; Trustee James (Mike) Blaies – aye; Trustee Elizabeth (Lisa) Meehling – aye; Trustee Denise Albers – absent; (5 ayes, 0 nays, 1 absent). **All voting aye, the motion carried.**

*Trustee Ramon Matchett, Jr. motioned the Pay Increases for Appointed Positions of Village Administrator, Police Chief, Public Works Director and Zoning Administrator from April 1, 2022 through March 31, 2025 as follows: 2022-3%; 2023-2.75%; 2024-2.5% and 2025-2.5%, and Trustee Michael (Mike) Heap seconded the motion. **ROLL CALL:** Trustee Ramon Matchett, Jr. – aye; Trustee Michael (Mike) Heap – aye; Trustee Robert (Bob) Kaiser – aye; Trustee James (Mike) Blaies – aye; Trustee Elizabeth (Lisa) Meehling – aye; Trustee Denise Albers – absent; (5 ayes, 0 nays, 1 absent). **All voting aye, the motion carried.***

UPCOMING MEETINGS:

Finance Committee Meeting – Wednesday, July 27, – 5:30 p.m.
Legal/Ordinance Committee Meeting – Wednesday, July 27, 2022 – 5:45 p.m.
Personnel/Police Committee Meeting – Wednesday, July 27, 2022 – 6:00 p.m.
Board Meeting – Monday, August 1, 2022 – 7:30 p.m.

VILLAGE MAYOR, VILLAGE CLERK & TRUSTEES' COMMENTS:

Trustee Denise Albers – Absent
Trustee Elizabeth Meehling – No thank you.
Trustee Michael (Mike) Heap – No thank you.
Village Clerk Jerry Menard – No thank you.
Mayor Seth Speiser –
Trustee James (Mike) Blaies – No thank you.
Trustee Ramon Matchett, Jr. – No thank you.
Trustee Robert (Bob) Kaiser – No thank you.

STAFF COMMENTS:

Village Administrator Tony Funderburg – No thank you.
Public Works Director John Tolan – No thank you.
Zoning Administrator Matt Trout – No thank you.
Chief of Police 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 Michael (Mike) Heap motioned to adjourn the Regular Board meeting of Monday, July 18, 2022 at 7:45 p.m. and Trustee Elizabeth (Lisa) Meehling seconded the motion. **All voting aye, the motion carried.***


Jerry Lynn Menard
Village Clerk

VILLAGE PRESIDENT
Seth Speiser

VILLAGE CLERK
Jerry Menard

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

VILLAGE TREASURER
Bryan A. Vogel

VILLAGE OF FREEBURG

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Finance Committee Meeting
(Finance/Industrial Park/Economic Development/Budget)
(Albers/Blaies/Kaiser/Matchett)
Wednesday, July 27, 2022 at 5:30 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 Brown, P.C.

Chairperson Denise Albers officially called the meeting of the Finance Committee to order at 5:30 p.m., on Wednesday, July 27, 2022. Those in attendance were Chairperson Denise Albers, Trustee Mike Blaies, Trustee Bob Kaiser (via Zoom), Trustee Ray Matchett, Mayor Seth Speiser, Village Clerk Jerry Menard, Treasurer Bryan Vogel, Trustee Mike Heap, Trustee Lisa Meehling (absent), Village Attorney Fred Keck (absent), Public Works Director John Tolan (absent), Police Chief Mike Schutzenhofer (absent), Zoning Administrator Matt Trout (absent), Village Administrator Tony Funderburg, Bookkeeper Laura Wolf, and Office Manager Julie Polson. Guest present: Janet Baechle. There were no guests present via Zoom.

- A. REVIEW OF BOARD LISTS:** Alpha Fence Systems, \$1,276.00 – repair to the north substation gate; MEGSI, \$4,354.00 – annual dues for the Metro East drug task force.
- B. REVIEW OF INVESTMENTS:** We have a CD coming due 8/9, and Treasurer Vogel stated the interest rates are going up. We will get bids from Bank of Belleville and Citizens. We also have a lot of money in the money market account. We should consider moving some of that money into CDs on a tier process.
- C. INCOME STATEMENT:** The electric engineering fund has been revised. The engineering for the CAT generators should be in 53-40-517. Chairperson Albers questioned why there is nothing budgeted for night light rental under 53-00-382, and Tony said he will look into it. Chairperson Albers also questioned electric infrastructure at 86%. Tony believes Shane purchased a bunch of transformers. The sewer lift station repair is at 694%, and Tony stated repairs are expensive and not something you can really plan for.
- D. TREASURER'S REPORT:** Nothing new to report.
- E. OLD BUSINESS:**
- Approval of June 29, 2022 Minutes. Trustee Mike Blaies motioned to approve the June 29, 2022 minutes, and Trustee Ray Matchett seconded the motion. All voting yea, the motion carried.
 - Attorney Invoices: The attorney's invoice was provided for the committee's review.
 - Newsletter: Julie advised the newsletter went out about three weeks ago, and the next one in will come out in October.
- E. NEW BUSINESS:**
- Burns & McDonnell Invoice #113084-20 in the amount of \$25,024.39: Village Administrator Tony Funderburg met with Jeff and his new boss yesterday. Tony felt they were hinting if the project went past mid next year it would cost more. Tony stated there were many issues and delays in the beginning, and Jeff agreed with him. Tony hopes the project will come in under budget and left it at that. Tony felt the boss knew what was going on, but also felt he was here to

get an extension out of us. This extension would add additional costs, and Tony said can't happen.

Trustee Bob Kaiser motioned to recommend to the full Board approval of Burns & McDonnell Invoice #113084-20 in the amount of \$25,024.39, and Trustee Mike Blaies seconded the motion. All voting yea, the motion carried.

Tony confirmed the Fire Department will be sending in a check for the fire hydrant rental. The St. Clair County Parks Grant application process is starting, and he would like to replace some of the umbrella tops and add one more umbrella to the pool. Our in-kind match will be our labor contribution.

Tony met with Waste Management today. Per the contract terms, they are raising rates due to the increases in fuel and new state laws. They are asking for a \$1.40 increase per house per month. They can only guarantee that cost for 12 months. He recommends going to \$14.50 per month if we get the \$1.40 increase. He will have Attorney Keck look at this before we agree to it. He is hoping Waste Management comes back with a lower rate. Tony stated this would be effective with the September billing. We will take to the next committee meetings for a final review.

G. PUBLIC PARTICIPATION: Janet wants the increase to be sent out to everyone explaining why Waste Management increased their fee. Tony agrees and will work to get that done in advance of the increase.

H. ADJOURN: *Trustee Ray Matchett motioned to adjourn the meeting at 5:53 p.m., and Trustee Mike Blaies seconded the motion. All voting yea, the motion carried.*



Julie Polson
Office Manager

SYS DATE: 06/27/22
FROM: 05/27/22

Village of Freeburg
A / P B O A R D L I S T
REGISTER # 625
Monday June 27, 2022

SYS TIME: 11:39
[NB]

TO: 07/27/22

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PAYABLE TO INV NO	GL NO	CHECK DATE	CHECK NO	DESCRIPTION	AMOUNT	DISTR
=====						
CASEY'S BUSINESS MASTERCARD		06/27/22	80000715		1212.18	
PF483 MAY/JUNE	01-41-655			ST AUTO FUEL/OIL		273.81
	52-43-655			SR AUTO FUEL/OIL		356.04
	53-40-655			EL AUTO FUEL/OIL		79.05
	51-42-655			WR AUTO FUEL/OIL		356.04
	01-21-655			PD AUTO FUEL/OIL		147.24
CHARTER COMMUNICATIONS		06/27/22	80000716		804.19	
30451060422	01-11-539			AD OTHER PROF SERVICES		12.50
	51-42-539			WR OTHER PROF SERVICES		12.50
	52-43-539			SR OTHER PROF SERVICES		12.50
	53-40-539			EL OTHER PROF SERVICES		12.49
309150600422	01-21-552			PD TELEPHONE		87.82
35120060722	01-11-539			AD OTHER PROF SERVICES		75.00
	01-21-539			PD OTHER PROF SERVICES		75.00
	51-42-539			WR OTHER PROF SERVICES		150.00
	52-43-539			SR OTHER PROF SERVICES		150.00
	53-40-539			EL OTHER PROF SERVICES		150.00
5164060522	01-11-539			AD OTHER PROF SERVICES		16.59
	51-42-539			WR OTHER PROF SERVICES		16.60
	52-43-539			SR OTHER PROF SERVICES		16.60
	53-40-539			EL OTHER PROF SERVICES		16.59
** TOTAL CHECKS ISSUED					2016.37	
TOTAL FOR REGULAR CHECKS:					0.00	
TOTAL FOR DIRECT PAY VENDORS:					2,016.37	

SYS DATE: 06/29/22
FROM: 05/29/22

Village of Freeburg
A / P B O A R D L I S T
REGISTER # 626
Wednesday June 29, 2022

SYS TIME: 08:38
[NB]

TO: 07/29/22

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PAYABLE TO INV NO	GL NO	CHECK DATE	CHECK NO	AMOUNT	DISTR
DESCRIPTION					
ECONO SIGNS L1c		06/29/22	1726	873.40	
10-975856-MFT	15-41-618.1		MFT SIGN POST		873.40
** TOTAL CHECKS ISSUED				873.40	
TOTAL FOR REGULAR CHECKS:				873.40	

SYS DATE: 06/29/22
 FROM: 05/29/22

Village of Freeburg
 A / P B O A R D L I S T
 REGISTER # 627
 Wednesday June 29, 2022

SYS TIME: 08:47
 [NB]

TO: 07/29/22

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PAYABLE TO INV NO	GL NO	CHECK DATE	CHECK NO	DESCRIPTION	AMOUNT	DISTR
BELLEVILLE FENCE COMPANY 16191	58-55-611	06/29/22	61215	SWP SUPPLIES, BUILDING	870.00	870.00
BURNS & MCDONNELL ENGINEERING 113084-18	52-43-880	06/29/22	61216	SR NEW SEWER PLANT	95000.33	95000.33
COMPUTRON 71302	01-11-539	06/29/22	61217	AD OTHER PROF SERVICES	2498.00	299.80
	01-21-539			PD OTHER PROF SERVICES		299.80
	51-42-539			WR OTHER PROF SERVICES		299.80
	52-43-539			SR OTHER PROF SERVICES		299.80
	53-40-539			EL OTHER PROF SERVICES		299.80
71303	01-11-539			AD OTHER PROF SERVICES		199.80
	01-21-539			PD OTHER PROF SERVICES		199.80
	51-42-539			WR OTHER PROF SERVICES		199.80
	52-43-539			SR OTHER PROF SERVICES		199.80
	53-40-539			EL OTHER PROF SERVICES		199.80
ECONO SIGNS L1c 10-975856	01-41-610	06/29/22	61218	ST SAFETY EQUIPMENT	65.03	21.67
	51-42-658			WR SAFETY EQUIPMENT		21.68
	52-43-658			SR SAFETY EQUIPMENT		21.68
FREEBURG DAIRY QUEEN 3817 3818	58-55-657 58-55-657	06/29/22	61219	SWP CONCESSION SUPPLIES SWP CONCESSION SUPPLIES	450.00	250.00 200.00
FREEBURG PRINTING & PUBLISHING 119346 119365 119367	52-43-515 01-16-553 51-42-553	06/29/22	61220	SR SERV, INFRAS/HYDRO CNT ZO PUBLISHING, ADVERTMT WR PUBLISH, ADVERTISING	1569.15	66.00 121.00 1382.15
HAIER PLUMBING & HEATING, INC 8 9	52-43-880 52-43-880	06/29/22	61221	SR NEW SEWER PLANT SR NEW SEWER PLANT	1127146.25	630501.70 496644.55
HARTMANN TURF AND TRACTOR 45235M	01-41-612	06/29/22	61222	ST SUPPLIES, EQUIPMT	87.31	87.31
HERZING, DENNIS MEDICAL 6/29/22	01-11-534.1 51-42-534.1 52-43-534.1 53-40-534.1	06/29/22	61223	AD MEDICAL/RETIRES WR MEDICAL/RETIRES SR MEDICAL/RETIRES EL MEDICAL/RETIRES	107.56	26.89 26.89 26.89 26.89
INTERFACE SECURITY SYSTEMS, L		06/29/22	61224		270.00	

SYS DATE: 06/29/22
 FROM: 05/29/22

Village of Freeburg
 A / P B O A R D L I S T
 REGISTER # 627
 Wednesday June 29, 2022

SYS TIME: 08:47
 [NB]

TO: 07/29/22

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PAYABLE TO INV NO	GL NO	CHECK DATE	CHECK NO	DESCRIPTION	AMOUNT	DISTR
20257717	01-11-539			AD OTHER PROF SERVICES		33.75
	01-21-539			PD OTHER PROF SERVICES		33.75
	51-42-539			WR OTHER PROF SERVICES		67.50
	52-43-539			SR OTHER PROF SERVICES		67.50
	53-40-539			EL OTHER PROF SERVICES		67.50
MARQUARDT, TERRY MEDICAL 6/29/22	01-21-534	06/29/22	61225	PD MEDICAL	2049.36	2049.36
MCDONALD, NEILL 22 GOLF REFUND	01-21-670.1	06/29/22	61226	PD POLICE FUND RAISER EXP	340.00	340.00
MEGSI FY2022	01-21-539	06/29/22	61227	PD OTHER PROF SERVICES	4354.00	4354.00
MOHR, JEFF 22 BOOT ALLOW	51-42-471	06/29/22	61228	WR UNIFORM RENTAL	2040.40	39.72
	52-43-471			SR UNIFORM RENTAL		39.72
	53-40-471			EL UNIFORM RENTAL		39.72
MEDICAL 6/29/22	01-41-534			ST MEDICAL		768.49
	51-42-534			WR MEDICAL		576.37
	52-43-534			SR MEDICAL		288.19
	53-40-534			EL MEDICAL		288.19
PEPSI 31572806 32498259-2	58-55-657 58-55-657	06/29/22	61229	SWP CONCESSION SUPPLIES SWP CONCESSION SUPPLIES	2674.41	718.24 1956.17
POLSON, JULIE MEDICAL 6/29/22	01-11-534	06/29/22	61230	AD MEDICAL	100.00	25.00
	51-42-534			WR MEDICAL		25.00
	52-43-534			SR MEDICAL		25.00
	53-40-534			EL MEDICAL		25.00
QUALITY TESTING AND ENGINEERING 20220520	52-43-880	06/29/22	61231	SR NEW SEWER PLANT	791.89	791.89
RECREONICS, INC 0890540-IN	58-55-659	06/29/22	61232	SWP OTHER GEN SUPPLIES	54.20	54.20
SHAFFERS TIRE SERVICE 43708 43711	01-41-612 01-41-517	06/29/22	61233	ST SUPPLIES, EQUIPMT ST SERVICES, MOWING	1064.94	987.52 77.42
ST CLAIR SERVICE COMPANY 350012439	01-41-656 51-42-656	06/29/22	61234	ST CHEMICALS WR CHEMICALS	959.19	225.00 225.00

SYS DATE: 06/29/22
 FROM: 05/29/22

Village of Freeburg
 A / P B O A R D L I S T
 REGISTER # 627
 Wednesday June 29, 2022

SYS TIME: 08:47
 [NB]

TO: 07/29/22

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PAYABLE TO INV NO	GL NO	CHECK DATE	DESCRIPTION	CHECK NO	AMOUNT	DISTR
40030005	52-43-656		SR CHEMICALS		225.00	
	53-40-656		EL CHEMICALS		225.00	
	51-42-656		WR CHEMICALS		14.79	
	52-43-656		SR CHEMICALS		14.80	
	53-40-656		EL CHEMICALS		14.80	
	01-41-656		ST CHEMICALS		14.80	
STANDARD INS CO JUL-22		06/29/22		61235	181.74	
	01-11-451		AD HEALTH INSURANCE		4.66	
	01-16-451		ZO HEALTH INSURANCE		5.83	
	01-21-451		PD HEALTH INSURANCE		67.17	
	01-41-451		ST HEALTH INSURANCE		23.80	
	51-42-451		WR HEALTH INSURANCE		23.80	
	52-43-451		SR HEALTH INSURANCE		23.80	
	53-40-451		EL HEALTH INSURANCE		32.68	
TEKLAB, INC 274740		06/29/22		61236	129.80	
	52-43-539		SR OTHER PROF SERVICES		129.80	
TOLAN, JOHN MEDICAL 6/29/22		06/29/22		61237	19.61	
	01-41-534		ST MEDICAL		4.90	
	51-42-534		WR MEDICAL		4.90	
	52-43-534		SR MEDICAL		4.90	
	53-40-534		EL MEDICAL		4.91	
TROUT, MATTHEW MEDICAL 6/29/22		06/29/22		61238	708.52	
	01-16-534		ZO MEDICAL		708.52	
UHS PREMIUM BILLING 349938038732		06/29/22		61239	41065.13	
	01-00-151		DUE FROM EMPLOYEE INSURANCE		1665.46	
	01-11-451		AD HEALTH INSURANCE		778.20	
	01-16-451		ZO HEALTH INSURANCE		1595.21	
	01-21-451		PD HEALTH INSURANCE		14489.97	
	01-41-451		ST HEALTH INSURANCE		4941.52	
	51-42-451		WR HEALTH INSURANCE		4941.52	
	52-43-451		SR HEALTH INSURANCE		4941.52	
	53-40-451		EL HEALTH INSURANCE		7711.73	
UNITED SYSTEMS & SOFTWARE, INC 91474		06/29/22		61240	407.82	
	51-42-615		WR SUPPL, INFRASTRUCTURE		407.82	
USA BLUEBOOK 14549 16181 22991 23336		06/29/22		61241	3294.21	
	52-43-656		SR CHEMICALS		1398.04	
	52-43-656		SR CHEMICALS		275.00	
	51-42-659		WR OTHER GEN SUPPLIES		209.89	
	52-43-657		SR LAB SUPPLIES		1411.28	
VERIZON WIRELESS		06/29/22		61242	2758.21	

SYS DATE: 06/29/22
FROM: 05/29/22

Village of Freeburg
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REGISTER # 627
Wednesday June 29, 2022

SYS TIME: 08:47
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PAYABLE TO INV NO	GL NO	CHECK DATE	DESCRIPTION	CHECK NO	AMOUNT	DISTR
9908239308	01-11-552		AD TELEPHONE		219.97	
	01-16-552		ZN TELEPHONE		42.32	
	01-21-552		PD TELEPHONE		776.68	
	51-42-552		WR TELEPHONE		339.43	
	52-43-552		SR TELEPHONE		339.44	
	53-40-552		EL TELEPHONE		685.67	
	01-00-193		EXCHANGE - EMPLOYEE CELL PHONES		279.07	
	58-55-553		SWP PUBLISH, ADVERTISING		75.63	
WATTS COPY SYSTEMS INC 31830437		06/29/22		61243	545.71	
	01-11-512		AD SERVICES, EQUIPMT		66.81	
	01-21-512		PD SERVICES, EQUIPMT		144.85	
	51-42-512		WR SERVICES, EQUIPMT		96.64	
	52-43-512		SR SERVICES, EQUIPMT		96.64	
	53-40-512		EL SERVICES, EQUIPMT		96.64	
	01-16-652		ZO OPERATING EXPENSE		44.13	
WATTS, JANET MEDICAL 6/29/22		06/29/22		61244	60.46	
	01-21-534		PD MEDICAL		60.46	
** TOTAL CHECKS ISSUED					1291663.23	
TOTAL FOR REGULAR CHECKS:					1,291,663.23	

SYS DATE: 06/29/22
FROM: 05/29/22

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SYS TIME: 11:14
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PAYABLE TO INV NO	GL NO	CHECK DATE	CHECK NO	DESCRIPTION	AMOUNT	DISTR
CITIZENS- PAYROLL 6/24/22 #13		06/24/22	80000717		66094.20	
	01-00-215			PR W/H FICA		6996.76-
	01-00-216			PR W/H RETIREMENT		5503.91-
	01-00-213			PR W/H FIT		8419.42-
	01-00-214			PR W/H SIT		4395.69-
	01-21-421			PD REGULAR SALARIES		24811.01
	01-21-422			PD OVERTIME		3749.42
	01-21-426			PD LONGEVITY/EDUCATION		242.31
	01-21-427			PD PUBLIC SAFETY STIPEND		450.00
	01-00-193			EXCHANGE - EMPLOYEE CELL PHONES		50.00-
	01-11-431			AD ELECTED SALARIES		2636.53
	01-11-421			AD REGULAR SALARIES		1892.67
	01-11-423			AD OVERTIME		65.25
	01-16-421			ZO REGULAR SALARIES		2174.49
	01-16-431			ZO SALARIES, APPOINTED		200.00
	01-41-421			ST REGULAR SALARIES		5205.73
	01-41-422			ST TEMPORARY SALARIES		303.00
	12-23-421			ES REGULAR SALARIES		98.56
	01-00-110			CASH - CITIZENS - GENERAL		98.56
	12-00-110			CASH - CITIZENS - ESDA		98.56-
	51-42-421			WR REGULAR SALARIES		9199.65
	51-42-422			WR TEMP SALARIES		303.00
	51-42-423			WR OVERTIME		65.25
	01-00-110			CASH - CITIZENS - GENERAL		9567.90
	51-00-110			CASH - CITIZENS - WATER		9567.90-
	52-43-421			SR REGULAR SALARIES		7321.49
	52-43-423			SR OVERTIME		65.25
	52-43-422			SR TEMP SALARIES		303.00
	01-00-110			CASH - CITIZENS - GENERAL		7689.74
	52-00-110			CASH - CITIZENS - SEWER		7689.74-
	53-40-421			EL REGULAR SALARIES		20237.83
	53-40-422			EL TEMP SALARIES		303.00
	53-40-423			EL OVERTIME		65.25
	01-00-110			CASH - CITIZENS - GENERAL		20606.08
	53-00-110			CASH - CITIZENS - ELECTRIC		20606.08-
	58-55-422			SWP SAL GAURDS		9090.00
	58-55-421			SWP MANAGER SALARIES		2677.29
	01-00-110			CASH - CITIZENS - GENERAL		11767.29
	58-00-110			CASH - CITIZENS - POOL		11767.29-
CITIZENS - PAYROLL TAXES 6/24/22 #13		06/24/22	80000718		26902.72	
	01-00-215			PR W/H FICA		6996.76
	01-00-213			PR W/H FIT		8419.42
	01-00-214			PR W/H SIT		4395.69
	01-21-461			PD SOCIAL SECURITY		2237.83
	01-11-461			AD SOCIAL SECURITY		201.69

SYS DATE: 06/29/22
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PAYABLE TO INV NO	GL NO	CHECK DATE DESCRIPTION	CHECK NO	AMOUNT	DISTR
	01-11-461	AD SOCIAL SECURITY		149.80	
	01-16-461	ZO SOCIAL SECURITY		181.65	
	01-41-453	ST UNEMPLOYMENT INSURANCE		2.20	
	01-41-461	ST SOCIAL SECURITY		421.42	
	12-23-461	ES SOCIAL SECURITY		7.54	
	01-00-110	CASH - CITIZENS - GENERAL		7.54	
	12-00-110	CASH - CITIZENS - ESDA		7.54-	
	51-42-453	WR UNEMPLOYMENT INSURANCE		2.20	
	51-42-461	WR SOCIAL SECURITY		731.94	
	01-00-110	CASH - CITIZENS - GENERAL		734.14	
	51-00-110	CASH - CITIZENS - WATER		734.14-	
	52-43-453	SR UNEMPLOYMENT INSURANCE		2.20	
	52-43-461	SR SOCIAL SECURITY		588.27	
	01-00-110	CASH - CITIZENS - GENERAL		590.47	
	52-00-110	CASH - CITIZENS - SEWER		590.47-	
	53-40-453	EL UNEMPLOYMENT INSURANCE		2.20	
	53-40-461	EL SOCIAL SECURITY		1576.37	
	01-00-110	CASH - CITIZENS - GENERAL		1578.57	
	53-00-110	CASH - CITIZENS - ELECTRIC		1578.57-	
	58-55-453	SWP UNEMPLOYMENT INSURANCE		85.34	
	58-55-461	SWP SOCIAL SECURITY		900.20	
	01-00-110	CASH - CITIZENS - GENERAL		985.54	
	58-00-110	CASH - CITIZENS - POOL		985.54-	
**	TOTAL CHECKS ISSUED			92996.92	
	TOTAL FOR REGULAR CHECKS:			0.00	
	TOTAL FOR DIRECT PAY VENDORS:			92,996.92	

SYS DATE: 07/01/22
FROM: 06/01/22

Village of Freeburg
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Friday July 1, 2022

SYS TIME: 10:28
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PAYABLE TO INV NO	GL NO	CHECK DATE DESCRIPTION	CHECK NO	AMOUNT	DISTR
ADP - CHARGES 608659499		07/01/22	80000719	241.43	
	01-11-539	AD OTHER PROF SERVICES			60.35
	51-42-539	WR OTHER PROF SERVICES			60.36
	52-43-539	SR OTHER PROF SERVICES			60.36
	53-40-539	EL OTHER PROF SERVICES			60.36
** TOTAL CHECKS ISSUED				241.43	
TOTAL FOR REGULAR CHECKS:				0.00	
TOTAL FOR DIRECT PAY VENDORS:				241.43	

SYS DATE: 07/06/22
 FROM: 06/06/22

Village of Freeburg
 A / P B O A R D L I S T
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 Wednesday July 6, 2022

SYS TIME: 13:23
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PAYABLE TO INV NO	GL NO	CHECK DATE	CHECK NO	DESCRIPTION	AMOUNT	DISTR
AFFORDABLE AUTOMOTIVE 67229	01-21-513	07/06/22	61245	PD SERVICES, VEHICLE	963.50	963.50
ALTORFER INC W0430057181	53-40-517	07/06/22	61246	EL SERVICES, CAT GEN	1472.05	1472.05
AMANN, MATT MEDICAL 7/6/22	53-40-534	07/06/22	61247	EL MEDICAL	344.61	344.61
ANIXTER INC 5324660-00	53-40-653	07/06/22	61248	EL SMALL TOOLS	369.00	369.00
AT&T		07/06/22	61249		381.05	
0208 22-JUNE	52-43-552			SR TELEPHONE		56.68
3094 22-JUNE	52-43-552			SR TELEPHONE		53.55
3654 22-JUNE	52-43-552			SR TELEPHONE		102.25
4830 22-JUNE	52-43-552			SR TELEPHONE		57.51
4835 22-JUNE	52-43-552			SR TELEPHONE		57.51
5625 22-JUNE	52-43-552			SR TELEPHONE		53.55
BREITWIESER, TREVOR MEDICAL 7/6/22	01-41-534 51-42-534 52-43-534 53-40-534	07/06/22	61250	ST MEDICAL WR MEDICAL SR MEDICAL EL MEDICAL	3173.83	158.69 1110.84 1110.84 793.46
BRINKMAN, DYLAN 7/6/2022	58-00-373	07/06/22	61251	SWP WATER AEORBICS	35.00	35.00
CED/FROST ELECTRICAL S41119808.001	SUPPLY C07/06/22 52-43-615		61252	SR SUPPL, INFRASTRUCTURE	405.36	405.36
CLEAN THE UNIFORM CO 32100239	HIGHLAND07/06/22 51-42-471 52-43-471 53-40-471 51-42-652 52-43-652 53-40-652		61253	WR UNIFORM RENTAL SR UNIFORM RENTAL EL UNIFORM RENTAL WR OPERATING SUPPLIES SR OPERATING SUPPLIES EL OPERATING SUPPLIES	1427.25	56.86 56.87 149.21 68.31 68.32 68.32
32101885	51-42-471 52-43-471 53-40-471 51-42-652 52-43-652 53-40-652			WR UNIFORM RENTAL SR UNIFORM RENTAL EL UNIFORM RENTAL WR OPERATING SUPPLIES SR OPERATING SUPPLIES EL OPERATING SUPPLIES		56.86 56.87 149.21 68.31 68.32 68.32
32103505	51-42-471			WR UNIFORM RENTAL		59.71

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PAYABLE TO INV NO	GL NO	CHECK DATE	CHECK NO	DESCRIPTION	AMOUNT	DISTR
	52-43-471			SR UNIFORM RENTAL	59.71	
	53-40-471			EL UNIFORM RENTAL	156.66	
	51-42-652			WR OPERATING SUPPLIES	71.79	
	52-43-652			SR OPERATING SUPPLIES	71.80	
	53-40-652			EL OPERATING SUPPLIES	71.80	
COAST TO COAST MAINT CNT 22/23		07/06/22	61254		125.00	
	01-11-539			AD OTHER PROF SERVICES		31.25
	51-42-539			WR OTHER PROF SERVICES		31.25
	52-43-539			SR OTHER PROF SERVICES		31.25
	53-40-539			EL OTHER PROF SERVICES		31.25
CORE & MAIN R063001 R063334		07/06/22	61255		767.62	
	51-42-615			WR SUPPL, INFRASTRUCTURE		120.82
	51-42-843			WR RADIO READ METERS		646.80
DAVE SCHMIDT TRK SERVICE T097363		07/06/22	61256		306.49	
	53-40-513			EL SERVICES, VEHICLES		306.49
DEAN'S CLEANING SERVICES 28-JUNE		07/06/22	61257		460.00	
	01-11-539			AD OTHER PROF SERVICES		230.00
	01-21-539			PD OTHER PROF SERVICES		230.00
FLETCHER-REINHARDT CO. S1271108.002		07/06/22	61258		4008.48	
	53-40-615			EL SUPPL, INFRASTRUCTURE		4008.48
FREEBURG DAIRY QUEEN 3819		07/06/22	61259		187.50	
	58-55-657			SWP CONCESSION SUPPLIES		187.50
FREEBURG PRINTING & PUBLISHING 119418		07/06/22	61260		46.20	
	01-16-553			ZO PUBLISHING, ADVERTMT		46.20
FUNK HEATING & COOLING, INC 16224		07/06/22	61261		185.00	
	53-40-511			EL SERVICES, BUILDING		185.00
GATEWAY BOBCAT OF MISSOURI, R40032		07/06/22	61262		540.00	
	01-41-593			ST RENTALS		270.00
	53-40-593			EL RENTALS		270.00
GENERAL MACHINE, INC 49873		07/06/22	61263		88.79	
	01-41-512			ST SERVICES, EQUIPMT		88.79
ILLINOIS EPA IL0020753 (A) IL0032310 (A)		07/06/22	61264		10000.00	
	52-43-530			SR NPDES STATE PERMIT		2500.00
	52-43-530			SR NPDES STATE PERMIT		7500.00
ILLINOIS MUNICIPAL UTILITIES		07/06/22	61265		505.00	

SYS DATE: 07/06/22
 FROM: 06/06/22

Village of Freeburg
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SYS TIME: 13:23
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PAYABLE TO INV NO	GL NO	CHECK DATE	DESCRIPTION	CHECK NO	AMOUNT	DISTR
22-05002	01-41-563		ST TRAINING			126.25
	51-42-563		WR TRAINING			126.25
	52-43-563		SR TRAINING			126.25
	53-40-563		EL TRAINING			126.25
JANSSEN, JESSIE 7/6/22	58-00-373	07/06/22	SWP WATER	61266	105.00	105.00
JENKINS, ROBERT MEDICAL 7/6/22	01-41-534	07/06/22	ST MEDICAL	61267	99.51	29.85
	51-42-534		WR MEDICAL			39.80
	52-43-534		SR MEDICAL			14.93
	53-40-534		EL MEDICAL			14.93
JERRY'S AUTO BODY INC 3954	53-40-513	07/06/22	EL SERVICES, VEHICLES	61268	115.03	115.03
KRAMPER, JANE MEDICAL 7/6/22	01-11-534	07/06/22	AD MEDICAL	61269	45.00	5.40
	51-42-534		WR MEDICAL			11.25
	52-43-534		SR MEDICAL			11.25
	53-40-534		EL MEDICAL			17.10
KRAUSS SHANE MEDICAL 7/6/22	53-40-534	07/06/22	EL MEDICAL	61270	81.75	81.75
LOUTHAN, BILLIE MEDICAL 7/6/22	01-11-534.1	07/06/22	AD MEDICAL/RETIREES	61271	889.01	222.25
	51-42-534.1		WR MEDICAL/RETIREES			222.25
	52-43-534.1		SR MEDICAL/RETTREES			222.25
	53-40-534.1		EL MEDICAL/RETIREES			222.26
MEGSI FT2022/2	01-21-539	07/06/22	PD OTHER PROF SERVICES	61272	228.00	228.00
PIERCE, DEBBIE MEDICAL 7/6/22	01-11-534	07/06/22	AD MEDICAL	61273	786.65	196.66
	51-42-534		WR MEDICAL			196.66
	52-43-534		SR MEDICAL			196.66
	53-40-534		EL MEDICAL			196.67
POLSON, JULIE COURTHOUSE 6/30	01-11-562	07/06/22	AD TRAVEL EXPENSE	61274	19.00	19.00
REGIONS COMMERICAL 3614 JUNE 22	01-11-651	07/06/22	AD OFFICE SUPPLIES	61275	2579.08	53.85
	12-23-831		ES EQUIPMENT, PAGERS			227.63

SYS DATE: 07/06/22
 FROM: 06/06/22

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PAYABLE TO INV NO	GL NO	CHECK DATE	CHECK NO	DESCRIPTION	AMOUNT	DISTR
	51-42-651			WR OFFICE SUPPLIES	53.85	
	52-43-651			SR OFFICE SUPPLIES	53.86	
	53-40-651			EL OFFICE SUPPLIES	53.86	
	58-55-612			SWP SUPPLIES, EQUIPMT	41.29	
5952 JUNE 22	01-21-539			PD OTHER PROF SERVICES	107.69	
	01-21-539			PD OTHER PROF SERVICES	14.99	
6262 JUNE 22	53-40-551			EL POSTAGE	12.09	
	53-40-653			EL SMALL TOOLS	29.99	
	53-40-659			EL OTHER GEN SUPPLIES	22.28	
7795 JUNE 22	01-16-539			ZO OTHER PROF SERVICES	14.99	
9076 JUNE 2022	53-40-562			EL TRAVEL EXPENSES	189.24	
9092 JUNE 22	01-11-539			AD OTHER PROF SERVICES	15.93	
	58-55-612			SWP SUPPLIES, EQUIPMT	189.77	
9358 JUNE 22	01-41-614			ST SUPPLIES, STREET	74.73	
	01-41-659			ST OTHER GEN SUPPLIES	259.36	
	52-43-611			SR SUPPLIES, BUILDING	44.70	
	52-43-619			SR SUPPLIES, OTHER	90.12	
	53-40-563			EL TRAINING	14.00	
	58-55-652			SWP OPERATING SUPPLIES	59.64	
	58-55-657			SWP CONCESSION SUPPLIES	25.12	
	58-55-611			SWP SUPPLIES, BUILDING	805.01	
	58-55-612			SWP SUPPLIES, EQUIPMT	67.22	
	58-55-659			SWP OTHER GEN SUPPLIES	57.87	
SHAFFERS TIRE SERVICE		07/06/22	61276		360.30	
43724	01-21-513			PD SERVICES, VEHICLE	52.00	
43727	01-41-512			ST SERVICES, EQUIPMT	102.76	
	51-42-512			WR SERVICES, EQUIPMT	102.77	
	52-43-512			SR SERVICES, EQUIPMT	102.77	
ST CLAIR SERVICE COMPANY		07/06/22	61277		168.00	
300008525	01-41-656			ST CHEMICALS	12.50	
	51-42-656			WR CHEMICALS	12.50	
	52-43-656			SR CHEMICALS	12.50	
	53-40-656			EL CHEMICALS	12.50	
350012483	01-41-656			ST CHEMICALS	29.50	
	51-42-656			WR CHEMICALS	29.50	
	52-43-656			SR CHEMICALS	29.50	
	53-40-656			EL CHEMICALS	29.50	
TEKLAB, INC		07/06/22	61278		535.00	
274905	52-43-539			SR OTHER PROF SERVICES	424.00	
274945	51-42-539			WR OTHER PROF SERVICES	111.00	
TOLAN, JOHN		07/06/22	61279		30.00	
MEDICAL 7/6/22	01-41-534			ST MEDICAL	7.50	
	51-42-534			WR MEDICAL	7.50	

SYS DATE: 07/06/22
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PAYABLE TO INV NO	GL NO	CHECK DATE	CHECK NO	DESCRIPTION	AMOUNT	DISTR
	52-43-534			SR MEDICAL		7.50
	53-40-534			EL MEDICAL		7.50
UNIFIRST 1798285		07/06/22	61280		112.24	
	52-43-658			SR SAFETY EQUIPMENT		112.24
**	TOTAL CHECKS ISSUED				31945.30	
	TOTAL FOR REGULAR CHECKS:				31,945.30	

SYS DATE: 07/07/22
FROM: 06/07/22

Village of Freeburg
A / P B O A R D L I S T
REGISTER # 631
Thursday July 7, 2022

SYS TIME: 12:27
[NB]

TO: 08/07/22

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PAYABLE TO INV NO	GL NO	CHECK DATE DESCRIPTION	CHECK NO	AMOUNT	DISTR
VILLAGE OF FRG UTILITIES		07/07/22	80000720	3048.85	
JUNE 2022	01-11-571	AD UTILITIES		465.72	
	01-21-571	PD UTILITIES		465.72	
	01-41-571	ST UTILITIES		48.23	
	51-42-571	WR UTILITIES		203.66	
	52-43-571	SR UTILITIES		1391.40	
	53-40-571	EL UTILITIES		474.12	
** TOTAL CHECKS ISSUED				3048.85	
TOTAL FOR REGULAR CHECKS:				0.00	
TOTAL FOR DIRECT PAY VENDORS:				3,048.85	

SYS DATE: 07/11/22
FROM: 06/11/22

Village of Freeburg
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REGISTER # 632
Monday July 11, 2022

SYS TIME: 07:26
[NB]

TO: 08/11/22

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PAYABLE TO INV NO	GL NO	CHECK DATE	CHECK NO	DESCRIPTION	AMOUNT	DISTR
CHARTER COMMUNICATIONS		07/11/22	80000721		199.98	
31145061822	01-41-539			ST OTHER PROF SERVICES		19.99
	51-42-539			WR OTHER PROF SERVICES		19.99
	52-43-539			SR OTHER PROF SERVICES		20.00
	53-40-539			EL OTHER PROF SERVICES		20.00
41995062522	01-11-539			AD OTHER PROF SERVICES		30.00
	51-42-539			WR OTHER PROF SERVICES		30.00
	52-43-539			SR OTHER PROF SERVICES		30.00
	53-40-539			EL OTHER PROF SERVICES		30.00
**	TOTAL CHECKS ISSUED				199.98	
	TOTAL FOR REGULAR CHECKS:				0.00	
	TOTAL FOR DIRECT PAY VENDORS:				199.98	

SYS DATE: 07/12/22
FROM: 06/12/22

Village of Freeburg
A / P B O A R D L I S T
REGISTER # 633
Tuesday July 12, 2022

SYS TIME: 13:34
[NB]

TO: 08/12/22

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PAYABLE TO INV NO	GL NO	CHECK DATE	CHECK NO	DESCRIPTION	AMOUNT	DISTR
CITIZENS- PAYROLL 7/8/22 #14-2022		07/08/22	80000722		66775.69	
	01-00-215			PR W/H FICA		7104.06-
	01-00-216			PR W/H RETIREMENT		5520.47-
	01-00-213			PR W/H FIT		8797.29-
	01-00-214			PR W/H SIT		4470.90-
	01-21-421			PD REGULAR SALARIES		24811.01
	01-21-422			PD OVERTIME		3304.04
	01-21-425			PD PART-TIME SALARIES		252.00
	01-21-426			PD LONGEVITY/EDUCATION		242.31
	01-21-427			PD PUBLIC SAFETY STIPEND		450.00
	01-00-193			EXCHANGE - EMPLOYEE CELL PHONES		194.03-
	01-11-431			AD ELECTED SALARIES		3236.53
	01-11-421			AD REGULAR SALARIES		1892.71
	01-11-423			AD OVERTIME		25.10
	01-16-421			ZO REGULAR SALARIES		2174.49
	01-41-421			ST REGULAR SALARIES		5212.63
	01-41-422			ST TEMPORARY SALARIES		320.50
	01-41-423			ST OVERTIME		154.67
	12-23-421			ES REGULAR SALARIES		98.56
	01-00-110			CASH - CITIZENS - GENERAL		98.56
	12-00-110			CASH - CITIZENS - ESDA		98.56-
	51-42-421			WR REGULAR SALARIES		9247.99
	51-42-422			WR TEMP SALARIES		320.50
	51-42-423			WR OVERTIME		227.41
	01-00-110			CASH - CITIZENS - GENERAL		9795.90
	51-00-110			CASH - CITIZENS - WATER		9795.90-
	52-43-421			SR REGULAR SALARIES		7369.83
	52-43-423			SR OVERTIME		174.59
	52-43-422			SR TEMP SALARIES		320.50
	01-00-110			CASH - CITIZENS - GENERAL		7864.92
	52-00-110			CASH - CITIZENS - SEWER		7864.92-
	53-40-421			EL REGULAR SALARIES		20272.36
	53-40-422			EL TEMP SALARIES		320.50
	53-40-423			EL OVERTIME		722.92
	01-00-110			CASH - CITIZENS - GENERAL		21315.78
	53-00-110			CASH - CITIZENS - ELECTRIC		21315.78-
	58-55-422			SWP SAL GAURDS		8964.00
	58-55-421			SWP MANAGER SALARIES		2747.29
	01-00-110			CASH - CITIZENS - GENERAL		11711.29
	58-00-110			CASH - CITIZENS - POOL		11711.29-
CITIZENS - PAYROLL TAXES #14-2022		07/08/22	80000723		27572.27	
	01-00-215			PR W/H FICA		7104.06
	01-00-213			PR W/H FIT		8797.29
	01-00-214			PR W/H SIT		4470.90
	01-21-453			PD UNEMPLOYMENT INSURANCE		1.83

SYS DATE: 07/12/22
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REGISTER # 633
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PAYABLE TO INV NO	GL NO	CHECK DATE DESCRIPTION	CHECK NO	AMOUNT	DISTR
	01-21-461	PD SOCIAL SECURITY		2223.04	
	01-11-461	AD SOCIAL SECURITY		247.59	
	01-11-461	AD SOCIAL SECURITY		146.72	
	01-16-461	ZO SOCIAL SECURITY		166.35	
	01-41-453	ST UNEMPLOYMENT INSURANCE		2.32	
	01-41-461	ST SOCIAL SECURITY		435.12	
	12-23-461	ES SOCIAL SECURITY		7.54	
	01-00-110	CASH - CITIZENS - GENERAL		7.54	
	12-00-110	CASH - CITIZENS - ESDA		7.54-	
	51-42-453	WR UNEMPLOYMENT INSURANCE		2.32	
	51-42-461	WR SOCIAL SECURITY		749.39	
	01-00-110	CASH - CITIZENS - GENERAL		751.71	
	51-00-110	CASH - CITIZENS - WATER		751.71-	
	52-43-453	SR UNEMPLOYMENT INSURANCE		2.32	
	52-43-461	SR SOCIAL SECURITY		601.67	
	01-00-110	CASH - CITIZENS - GENERAL		603.99	
	52-00-110	CASH - CITIZENS - SEWER		603.99-	
	53-40-453	EL UNEMPLOYMENT INSURANCE		2.33	
	53-40-461	EL SOCIAL SECURITY		1630.66	
	01-00-110	CASH - CITIZENS - GENERAL		1632.99	
	53-00-110	CASH - CITIZENS - ELECTRIC		1632.99-	
	58-55-453	SWP UNEMPLOYMENT INSURANCE		84.91	
	58-55-461	SWP SOCIAL SECURITY		895.91	
	01-00-110	CASH - CITIZENS - GENERAL		980.82	
	58-00-110	CASH - CITIZENS - POOL		980.82-	
**	TOTAL CHECKS ISSUED			94347.96	
	TOTAL FOR REGULAR CHECKS:			0.00	
	TOTAL FOR DIRECT PAY VENDORS:			94,347.96	

SYS DATE: 07/12/22
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Village of Freeburg
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SYS TIME: 13:45
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PAYABLE TO INV NO	GL NO	CHECK DATE DESCRIPTION	CHECK NO	AMOUNT	DISTR
ADP - CHARGES 609748969		07/15/22	80000724	230.18	
	01-11-539	AD OTHER PROF SERVICES			57.54
	51-42-539	WR OTHER PROF SERVICES			57.54
	52-43-539	SR OTHER PROF SERVICES			57.55
	53-40-539	EL OTHER PROF SERVICES			57.55
** TOTAL CHECKS ISSUED				230.18	
TOTAL FOR REGULAR CHECKS:				0.00	
TOTAL FOR DIRECT PAY VENDORS:				230.18	

SYS DATE: 07/13/22
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Village of Freeburg
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SYS TIME: 09:18
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PAYABLE TO INV NO	GL NO	CHECK DATE	DESCRIPTION	CHECK NO	AMOUNT	DISTR
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ENERGY CULVERT 2022-07-034	15-41-616	07/13/22	MFT CULVERTS	1727	10939.74	10939.74
** TOTAL CHECKS ISSUED					10939.74	
TOTAL FOR REGULAR CHECKS:					10,939.74	

SYS DATE: 07/13/22
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PAYABLE TO INV NO	GL NO	CHECK DATE DESCRIPTION	CHECK NO	AMOUNT	DISTR
ALPHA FENCE SYSTEMS 65214	53-40-511	07/13/22 EL SERVICES, BUILDING	61286	1276.00	1276.00
BHMG ENGINEERS E01019-101	53-40-532 53-40-532	07/13/22 RETAINER EL ENGINEERING	61287	1114.35	1050.00 64.35
CORE & MAIN R107907 R127974	51-42-615 51-42-615	07/13/22 WR SUPPL, INFRASTRUCTURE WR SUPPL, INFRASTRUCTURE	61288	2764.12	2258.29 505.83
DOLLAR GENERAL-REGIONS JUNE	41052607 01-21-651	07/13/22 PD OFFICE SUPPLIES	61289	101.65	101.65
ELDEN, ROBERT MEDICAL 7/13/22	51-42-534 52-43-534 53-40-534	07/13/22 WR MEDICAL SR MEDICAL EL MEDICAL	61290	229.03	57.26 57.26 114.51
FREEBURG COUNTRY MART 8/14/	01-11-659 58-55-657	07/13/22 AD OTHER GEN SUPPLIES SWP CONCESSION SUPPLIES	61291	152.17	19.95 132.22
FREEBURG DAIRY QUEEN 3820	58-55-657	07/13/22 SWP CONCESSION SUPPLIES	61292	218.75	218.75
FREEBURG PRINTING & PUBLISHING 119481	53-40-553	07/13/22 EL PUBLISH, ADVERTISING	61293	117.30	117.30
GALLS, INC 021592539	01-21-471 01-21-551	07/13/22 PD UNIFORM ALLOWANCE PD POSTAGE	61294	194.75	174.76 19.99
GARCIA, KATIE 7/8 POL PRY CX	58-00-382	07/13/22 SWP RNTL INC-PARTY SALE	61295	120.00	120.00
GATEWAY BOBCAT OF MISSOURI, R40053 R40068 & R40062	01-41-593 01-41-593	07/13/22 ST RENTALS ST RENTALS	61296	408.00	270.00 138.00
HAWKINS, INC 6230529	58-55-656	07/13/22 SWP CHEMICALS	61297	338.04	338.04
HOFFMAN, JACOB MEDICAL 7/13/22	01-21-534	07/13/22 PD MEDICAL	61298	35.00	35.00
ILLINOIS PUBLIC RISK FUND 73908	01-11-454 01-16-454 01-21-454 01-41-454 51-42-454 52-43-454 53-40-454 58-55-454	07/13/22 AD WORKERS COMP INS ZO WORKERS COMP INS PD WORKERS COMP INS ST WORKERS COMP INS WR WORKERS COMP INS SR WORKERS COMP INS EL WORKERS COMP INS SWP WORKERS COMP INS	61299	9754.00	374.36 56.06 3259.79 1846.43 871.03 871.03 2271.71 203.59
KEHRER EQUIPMENT 778879	01-41-517	07/13/22 ST SERVICES, MOWING	61300	36.00	36.00
LANNERT, BRADLEY		07/13/22	61301	2106.51	

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2022 BOOT ALLOW	51-42-471		WR UNIFORM RENTAL		50.16	
	52-43-471		SR UNIFORM RENTAL		50.17	
	53-40-471		EL UNIFORM RENTAL		50.16	
MEDICAL 2021	01-41-534		ST MEDICAL		50.80	
	51-42-534		WR MEDICAL		355.60	
	52-43-534		SR MEDICAL		355.61	
	53-40-534		EL MEDICAL		254.00	
MEDICAL 7/13/22	01-41-534		ST MEDICAL		47.00	
	51-42-534		WR MEDICAL		329.00	
	52-43-534		SR MEDICAL		329.00	
	53-40-534		EL MEDICAL		235.01	
LICKENBROCK & SON'S INC 46831	07/13/22 51-42-612		61302 WR SUPPLIES, EQUIPMT		51.50	51.50
LUBY EQUIPMENT SERVICES PS0061249	07/13/22 01-41-612		61303 ST SUPPLIES, EQUIPMT		131.04	131.04
MUSKOPF, PADEN 2022 BOOT ALLOW	07/13/22 51-42-471		61304 WR UNIFORM RENTAL		183.76	61.25
	52-43-471		SR UNIFORM RENTAL			61.25
	53-40-471		EL UNIFORM RENTAL			61.26
O'REILLY AUTOMOTIVE, INC JUNE 2022	07/13/22 01-41-612		61305 ST SUPPLIES, EQUIPMT		93.91	88.42
	52-43-619		SR SUPPLIES, OTHER			5.49
PEPSI 27994564 LF220618781453	07/13/22 58-55-657		61306 SWP CONCESSION SUPPLIES		919.97	890.63
	58-55-657		SWP CONCESSION SUPPLIES			29.34
SAM'S CLUB JUNE-22	07/13/22 58-55-652		61307 SWP OPERATING SUPPLIES		1153.42	1153.42
SCHULTE SUPPLY S1185957.001	07/13/22 51-42-539		61308 WR OTHER PROF SERVICES		5795.00	5795.00
SHAFFERS TIRE SERVICE 43735	07/13/22 01-41-517		61309 ST SERVICES, MOWING		67.42	67.42
ST CLAIR COUNTY ZONING JUNE	07/13/22 01-16-535		61310 ZO COUNTY INSPECTIONS		6334.50	6334.50
ST CLAIR SERVICE COMPANY 681853 DYED	07/13/22 51-42-655		61311 WR AUTO FUEL/OIL		2475.19	63.89
	52-43-655		SR AUTO FUEL/OIL			63.89
	53-40-655		EL AUTO FUEL/OIL			63.89
	01-41-655		ST AUTO FUEL/OIL			63.88
681854 CLEAR	51-42-655		WR AUTO FUEL/OIL			281.26
	52-43-655		SR AUTO FUEL/OIL			281.25
	53-40-655		EL AUTO FUEL/OIL			281.25
	01-41-655		ST AUTO FUEL/OIL			281.25
681980 DYED	51-42-655		WR AUTO FUEL/OIL			104.91
	52-43-655		SR AUTO FUEL/OIL			104.91
	53-40-655		EL AUTO FUEL/OIL			104.91
	01-41-655		ST AUTO FUEL/OIL			104.91
681981 CLEAR	51-42-655		WR AUTO FUEL/OIL			168.75
	52-43-655		SR AUTO FUEL/OIL			168.75
	53-40-655		EL AUTO FUEL/OIL			168.75
	01-41-655		ST AUTO FUEL/OIL			168.74

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SWITZER FOOD & SUPPLIES JUNE 2022	07/13/22 58-55-657	61312 SWP CONCESSION SUPPLIES		1709.60	1709.60
TEKLAB, INC 275096 275099	07/13/22 52-43-539 52-43-539	61313 SR OTHER PROF SERVICES SR OTHER PROF SERVICES		444.50	222.25 222.25
TITAN INDUSTRIAL CHEMICALS 12820	07/13/22 52-43-656	61314 SR CHEMICALS		515.00	515.00
TOLAN, JOHN MEDICAL 7/13/22	07/13/22 01-41-534 51-42-534 52-43-534 53-40-534	61315 ST MEDICAL WR MEDICAL SR MEDICAL EL MEDICAL		34.93	8.73 8.73 8.73 8.74
TRACTOR SUPPLY CREDIT PLAN JUNE	07/13/22 01-41-612 01-41-652	61316 ST SUPPLIES, EQUIPMT ST OPERATING SUPPLIES		179.94	143.98 35.96
UNIFIRST A077873 A077874 A077875 A077876	07/13/22 58-55-659 58-55-659 52-43-659 58-55-659	61317 SWP OTHER GEN SUPPLIES SWP OTHER GEN SUPPLIES SR OTHER GEN SUPPLIES SWP OTHER GEN SUPPLIES		194.94	142.02 31.71 8.40 12.81
UNITED STATES TREASURY 720 PCORF 2021 720 PCORF 2022	07/13/22 01-11-534 51-42-534 52-43-534 53-40-534 01-11-534 51-42-534 52-43-534 53-40-534	61318 AD MEDICAL WR MEDICAL SR MEDICAL EL MEDICAL AD MEDICAL WR MEDICAL SR MEDICAL EL MEDICAL		358.99	33.25 33.25 33.25 33.25 56.49 56.50 56.50 56.50
WASTE MANAGEMENT OF ST LOUIS 8020349-2052-9	07/13/22 13-44-573	61319 GA GARBAGE DISPOSAL		19181.25	19181.25
** TOTAL CHECKS ISSUED				58790.53	
TOTAL FOR REGULAR CHECKS:				58,790.53	

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PAYABLE TO INV NO	GL NO	CHECK DATE	CHECK NO	DESCRIPTION	AMOUNT	DISTR
AIRGAS USA, LLC 9989560061		07/20/22	61320		59.60	
	01-41-539			ST OTHER PROF SERVICES		14.90
	51-42-539			WR OTHER PROF SERVICES		14.90
	52-43-539			SR OTHER PROF SERVICES		14.90
	53-40-539			EL OTHER PROF SERVICES		14.90
AMANN, MATT MEDICAL 7/20/22		07/20/22	61321		70.00	
	53-40-534			EL MEDICAL		70.00
BEL-O PEST SOLUTIONS, INC 299671		07/20/22	61322		69.00	
	01-11-519			AD SERVICES, OTHER		34.50
	01-21-539			PD OTHER PROF SERVICES		34.50
BOEVING, JOEL MEDICAL 7/20/22		07/20/22	61323		2864.76	
	01-21-534			PD MEDICAL		2864.76
BRINKMAN, DYLAN AEROBICS 7/20/22		07/20/22	61324		70.00	
	58-00-373			SWP WATER AEORBICS		70.00
CORE & MAIN R144372 R180493		07/20/22	61325		1152.97	
	51-42-615			WR SUPPL, INFRASTRUCTURE		732.09
	51-42-615			WR SUPPL, INFRASTRUCTURE		420.88
DITCH WITCH SALES INC P30996		07/20/22	61326		125.21	
	01-41-512			ST SERVICES, EQUIPMT		31.30
	51-42-512			WR SERVICES, EQUIPMT		31.30
	52-43-512			SR SERVICES, EQUIPMT		31.30
	53-40-512			EL SERVICES, EQUIPMT		31.31
FREEBURG DAIRY QUEEN 3821		07/20/22	61327		156.25	
	58-55-657			SWP CONCESSION SUPPLIES		156.25
FREEBURG PRINTING & PUBLISHING 119596		07/20/22	61328		863.31	
	01-11-913			AD COMMUNITY RELATIONS		863.31
FREEBURG TOWNSHIP AMEREN-JUNE22		07/20/22	61329		19.88	
	01-41-571			ST UTILITIES		19.88
FSH WATER COMMISSION 113640		07/20/22	61330		40778.15	
	51-42-575			WR WATER PURCHASES		40778.15
GATEWAY BOBCAT OF MISSOURI, INC W35572		07/20/22	61331		1055.26	
	01-41-512			ST SERVICES, EQUIPMT		263.81
	51-42-512			WR SERVICES, EQUIPMT		263.81
	52-43-512			SR SERVICES, EQUIPMT		263.82
	53-40-512			EL SERVICES, EQUIPMT		263.82

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PAYABLE TO INV NO	GL NO	CHECK DATE	CHECK NO DESCRIPTION	AMOUNT	DISTR
HARTMANN TURF AND TRACTOR 44842M	01-41-517	07/20/22	61332 ST SERVICES, MOWING	71.40	71.40
HAWKINS, INC 6237214	52-43-656	07/20/22	61333 SR CHEMICALS	806.05	806.05
JANSSEN, JESSIE AEROBICS7/20/22	58-00-373	07/20/22	61334 SWP WATER AEORBICS	35.00	35.00
KRAMPER, JANE MEDICAL 7/20/22	01-11-534 51-42-534 52-43-534 53-40-534	07/20/22	61335 AD MEDICAL WR MEDICAL SR MEDICAL EL MEDICAL	299.00	35.88 74.75 74.75 113.62
MCGARRY, LAURA MEDICAL 7/20/22	01-21-534	07/20/22	61336 PD MEDICAL	204.26	204.26
RECKER, DALE N-05	01-41-539	07/20/22	61337 ST OTHER PROF SERVICES	375.00	375.00
SCHUTZENHOFER, MICHAEL MEDICAL 7/20/22	01-21-534	07/20/22	61338 PD MEDICAL	1845.56	1845.56
SHORT CUTS LAWN & LANDSCAPING 11030	01-11-519	07/20/22	61339 AD SERVICES, OTHER	432.60	432.60
TOLAN, JOHN MEDICAL 7/20/22	01-41-534 51-42-534 52-43-534 53-40-534	07/20/22	61340 ST MEDICAL WR MEDICAL SR MEDICAL EL MEDICAL	60.00	15.00 15.00 15.00 15.00
UNIFIRST A077913 A077914 A077917&A077916 A077919	53-40-659 01-41-659 53-40-659 01-41-659 51-42-659 52-43-659 53-40-659 53-40-619	07/20/22	61341 EL OTHER GEN SUPPLIES ST OTHER GEN SUPPLIES EL OTHER GEN SUPPLIES ST OTHER GEN SUPPLIES WR OTHER GEN SUPPLIES SR OTHER GEN SUPPLIES EL OTHER GEN SUPPLIES EL SUPPLIES, OTHER	216.76	57.21 55.80 50.00 4.27- 4.27- 4.28- 4.28- 70.85
VERIZON WIRELESS 9910547838	01-11-552 01-16-552	07/20/22	61342 AD TELEPHONE ZN TELEPHONE	2454.90	220.22 42.41

SYS DATE: 07/20/22
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	01-21-552			PD TELEPHONE	777.44	
	51-42-552			WR TELEPHONE	336.84	
	52-43-552			SR TELEPHONE	336.86	
	53-40-552			EL TELEPHONE	521.36	
	01-00-193			EXCHANGE - EMPLOYEE CELL PHONES	144.04	
	58-55-552			SWP TELEPHONE	75.73	
VOLKERT, INC 406354		07/20/22	61343	#2 SEWER REHAB	4211.98	4211.98
WATTS, JANET MEDICAL 7/20/22		07/20/22	61344	PD MEDICAL	322.32	322.32
WEILMUNSTER KECK 2401	BROWN, P.	07/20/22	61345		8581.13	
	01-11-533			AD LEGAL		1059.27
	01-11-533.1			AD LEGAL - COVID		140.00
	01-16-533			ZO LEGAL		1059.93
	01-21-533			PD LEGAL		3771.79
	01-41-533			ST LEGAL		1059.92
	51-42-533			WR LEGAL		341.57
	52-43-533			SR LEGAL		807.07
	53-40-533			EL LEGAL		341.58
** TOTAL CHECKS ISSUED					67200.35	
TOTAL FOR REGULAR CHECKS:					67,200.35	

SYS DATE: 07/21/22
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Village of Freeburg
A / P BOARD LIST
REGISTER # 638
Thursday July 21, 2022

SYS TIME: 11:39
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PAYABLE TO INV NO	GL NO	CHECK DATE	CHECK NO	AMOUNT	DISTR
IMEA		07/18/22	80000725	328724.49	
JUN-22	53-40-576		EL ELECTRICITY PURCHASES		330575.81
	53-00-395		EL REFUNDS, REIMBURSE (Fuel)		1851.32-
**	TOTAL CHECKS ISSUED			328724.49	
	TOTAL FOR REGULAR CHECKS:			0.00	
	TOTAL FOR DIRECT PAY VENDORS:			328,724.49	



July 14, 2022

Tony Funderburg
Village Administrator
Village of Freeburg, Illinois
14 Southgate Center
Freeburg, IL 62243

Re: Progress Report for Burns & McDonnell Invoice 113084-20

Dear Tony Funderburg:

In accordance with your request, a summary of work activities performed by Burns & McDonnell during the period as shown on invoice 113084-18 for Owner's Engineering Services for the Freeburg Wastewater Treatment Plant is provided below.

SUMMARY OF PROGRESS FOR WASTEWATER TREATMENT PLANT (113084)

The following tasks were performed during the period covered by this Progress Report:

- Invoice contains labor and expense charges utilized to complete the WWTP Final Design Submittal.

The attached invoice contains an hour breakdown by Burns & McDonnell employee for this invoice period. During this period **142.25** hours of work have been completed on the above-mentioned tasks.

SUMMARY OF PROGRESS FOR CMOM & FLOW MONITORING (114528)

No further invoicing will take place for the CMOM and Flow Monitoring project. This task is complete.

UPCOMING DEADLINES/SUBMITTALS: None at this time.

SCHEDULE STATUS: Project is on schedule.



Tony Funderburg
Village of Freeburg, Illinois
July 14, 2022
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PROJECT TASK STATUS:

WWTP Tasks		
Task Name	Total Task Fee	Billed Amount to Date
WWTP 30% Design Submittal	\$273,000	\$273,000.00
WWTP Final Design Submittal*	\$836,500	\$836,500.00
WWTP Bid Phase Services	\$35,000	\$35,000.00
WWTP Construction Phase Services	\$450,000	\$350,411.60
SRF/Regulatory/Rate Assessment	\$85,000	\$85,000.00
WWTP Tasks Total	\$1,679,500	\$1,579,941.60
Collection System Tasks		
Task Name	Total Task Fee	Billed Amount to Date
CMOM Plan Development	\$45,000	\$45,000.00
Flow Monitoring and Strategic Planning	\$60,000	\$60,000.00
Collection System Total	\$105,000	\$105,000.00
WWTP and Collection System Total	\$1,783,000	\$1,684,941.60

*Note: WWTP Design billings exceeded initial budget. Excess design billings are listed in Design submittal, bid phase and construction phase line items above.

INPUT NEEDED FROM CLIENT/OTHERS: None at this time.

REALIZED OR ANTICIPATED CONCERNS: None at this time

Please feel free to contact Jeff Barnard at 314-682-1626 or jbarnard@burnsmcd.com if you have any questions or require additional information.



CREATE AMAZING.

July 05, 2022

Invoice: 113084-20
 Federal ID: 43-0956142
 Client Task Order: No. 1

FREEBURG ILLINOIS TONY FUNDERBURG 14 SOUTHGATE CENTER FREEBURG IL 62243	SEND PAYMENT TO: Burns & McDonnell Engineering Co., Inc. PO Box 411883 Kansas City, MO 64141-1883 Reference Invoice Number with Payment TERMS: PAYABLE UPON RECEIPT - LATE CHARGE AFTER 30 DAYS	WIRE INSTRUCTIONS: Account: 9801192345 Routing: 101000695 SWIFT Code: UMKCUS44 United Missouri Bank 1010 Grand KANSAS CITY, MO 64141 (816)-860-7000
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Professional Engineering Services for the Expansion of the Wastewater Treatment Plant

SERVICE THROUGH: 30-Jun-2022

<u>Labor Classifications</u>	<u>Level</u>	<u>Regular Hours</u>	<u>Regular Rate</u>	<u>Amount</u>
Assistant	7	21.50	85.00	1,827.50
Assistant	8	17.50	116.00	2,030.00
Staff	10	32.25	158.00	5,095.50
Senior	12	18.00	190.00	3,420.00
Senior	13	53.00	212.00	11,236.00
		142.25		23,609.00

Expense
 (See Attached) 1,415.39

Subtotal Amount 25,024.39

TOTAL AMOUNT DUE THIS INVOICE 25,024.39 USD

Contract Maximum 1,679,500.00
 Less Total Billed to Date 1,579,941.60
 Amount Remaining 99,558.40

Send with 114528 and cover letter

tfunderburg@freeburg.com

Thank you for your business. We appreciate the opportunity to serve you.

Project Manager: Allison White +1 (314) 328-5431 alwhite@burnsmcd.com
 Invoice Inquiry: Keegan Holmes +1 (816) 782-6542 kcholmes@burnsmcd.com

Labor Summary Amount					
Reg. Hours	Prem. Hours	Number	Name	Bill Level	Classification
6.00		37958	Jensen, Cooper	7	Assistant
15.50		40234	Mellott, Ayla	7	Assistant
17.50		38342	Laughridge, Jessie	8	Assistant
0.25		24293	Przybylinski, Erin	10	Staff
32.00		21046	Smith, John	10	Staff
16.00		17079	Collins, Caitlin	12	Senior
2.00		30873	Li, Jason	12	Senior
9.00		6920	Anaya, Joe	13	Senior
16.00		38694	Hodge, David	13	Senior
4.00		11988	Lang, Ryan	13	Senior
24.00		8607	Toolen, Mike	13	Senior
142.25					

Technology Charge			
	Hours	Rate	Total
Technology Charge	142.25	9.95	1,415.39
Technology Charge Total			1,415.39

Expense Subtotal: Amount	1,415.39
--------------------------	----------



Burns & McDonnell Timesheet

Burns & McDonnell
Timesheet Run
Request ID: 98092734
Invoice Number: 113084-20
Client Invoice Structure:
Date Range: to
Name:
Project Number: 113084
Billing Group:
Show Approval History: Y
Show Audit Trail: N

Name: Anaya, Joseph R. (Joe)

Number: 6920

Period Ending: 22-AUG-20

Project / Description	Task / Description	Pay Type	Expenditure Type	Sun 08/16	Mon 08/17	Tue 08/18	Wed 08/19	Thu 08/20	Fri 08/21	Sat 08/22	Total
22	1.01	R	LABOR		0.25		1.00				1.25
105637	40WTR.STRUC	R	LABOR		4.25	0.25					4.50
108366	3-DSN-MTWYPEFT.3-2MWDSN	R	LABOR		1.25						1.25
108366	2-DSN-RÖCKCKPS.2-3RCDSN	R	LABOR		1.50						1.50
113084 FREEBURG WWTP	3WTR-KCM-1-0.02 STRUC	OT-S	LABOR						3.25		3.25
113084 FREEBURG WWTP	3WTR-KCM-1-0.02 STRUC	R	LABOR				3.50	5.50			9.00
114461	2WTR-KCM.DPM.BIM-MNT	OT-S	LABOR						4.50		4.50
114461	2WTR-KCM.DPM.BIM-MNT	R	LABOR		4.00	2.00	5.25	2.75	0.25		14.25
114461	2WTR-KCM.DES-340.STR	R	LABOR			6.75					6.75
116790	1WTR.10	R	LABOR			0.25					0.25
119283	1WTR-CHI.50.3	R	LABOR		0.75			0.25			1.00
121588	2WTR-KCM.2-1	R	LABOR			0.25					0.25
Total Hours					12.00	9.50	9.75	8.50	8.00		47.75

Approval History

By (For)	Role	Status	Action Date	Comments
Anaya, Joseph R. (Joe)	Timesheet User	INUSE	08/24/2020 08:25:42	
Anaya, Joseph R. (Joe)	Timesheet User	SUBMITTED	08/24/2020 08:50:05	
--	--	COMPLETED	08/24/2020 08:52:09	
Greenfelder, Kerrie L. (Kerrie)	Manager	APPROVING	08/24/2020 08:52:09	
Johnson, Trevelyn R. (Trevelyn)	P&R Administrator	EXTRACTED	08/24/2020 10:46:45	

Burns & McDonnell Timesheet

Name: Hodge, David B. (David)

Number: 38694

Period Ending: 22-AUG-20

Project / Description	Task / Description	Pay Type	Expenditure Type	Sun 08/16	Mon 08/17	Tue 08/18	Wed 08/19	Thu 08/20	Fri 08/21	Sat 08/22	Total
21	1.01	R	LABOR		2.00						2.00
27	1.01	R	LABOR						3.00		3.00
113084 FREEBURG WWTP	3WTR-KCM-1-0.02 STRUC	R	LABOR			6.00	9.00		4.00		19.00
114461	2WTR-KCM.DES-340.PRO	R	LABOR			2.00					2.00
122362	2WTR-KCM	R	LABOR					4.00	1.00		5.00
124233	2WTR-KCM.2-2	R	LABOR		5.00			4.00			9.00
Total Hours					7.00	8.00	9.00	8.00	8.00		40.00

Approval History

By (For)	Role	Status	Action Date	Comments
Hodge, David B. (David)	Timesheet User	INUSE	08/17/2020 09:14:42	
Hodge, David B. (David)	Timesheet User	SUBMITTED	08/21/2020 15:05:00	
--	--	COMPLETED	08/24/2020 09:07:26	
Anaya, Joseph R. (Joe)	Manager	APPROVING	08/24/2020 09:07:26	
Johnson, Trevelyn R. (Trevelyn)	P&R Administrator	EXTRACTED	08/24/2020 10:46:45	

Name: Hodge, David B. (David)

Number: 38694

Period Ending: 29-AUG-20

Project / Description	Task / Description	Pay Type	Expenditure Type	Sun 08/23	Mon 08/24	Tue 08/25	Wed 08/26	Thu 08/27	Fri 08/28	Sat 08/29	Total
27	1.01	R	LABOR		3.00						3.00
509	1.02	R	LABOR				2.00	1.00			3.00
113084 FREEBURG WWTP	3WTR-KCM-1-0.02 STRUC	R	LABOR		3.00	7.00	6.00	7.00	8.00		31.00
117108	2WTR-KCM.02	R	LABOR		2.00						2.00
122362	2WTR-KCM	R	LABOR			1.00					1.00
Total Hours					8.00	8.00	8.00	8.00	8.00		40.00

Approval History

By (For)	Role	Status	Action Date	Comments
Hodge, David B. (David)	Timesheet User	INUSE	08/24/2020 14:05:25	
Hodge, David B. (David)	Timesheet User	SUBMITTED	08/28/2020 15:46:32	
--	--	COMPLETED	08/31/2020 09:03:42	
Anaya, Joseph R. (Joe)	Manager	APPROVING	08/31/2020 09:03:42	
Cronan, Jan M. (Jan)	P&R Administrator	EXTRACTED	08/31/2020 10:48:07	

Burns & McDonnell Timesheet

Name: Jensen, Cooper D. (Cooper)

Number: 37958

Period Ending: 22-AUG-20

Project / Description	Task / Description	Pay Type	Expenditure Type	Sun 08/16	Mon 08/17	Tue 08/18	Wed 08/19	Thu 08/20	Fri 08/21	Sat 08/22	Total
27	1.01	R	LABOR						4.00		4.00
113084 FREEBURG WWTP	3WTR-KCM-1-0.03 MECH	R	LABOR		4.00	2.00		2.00			8.00
114461	2WTR-KCM.DES-340.MEC	R	LABOR				6.00	2.00	4.00		12.00
115493	3WTRKCM	R	LABOR				2.00				2.00
123434	3WTR	R	LABOR		4.00	6.00		4.00			14.00
Total Hours					8.00	8.00	8.00	8.00	8.00		40.00

Approval History

By (For)	Role	Status	Action Date	Comments
Jensen, Cooper D. (Cooper)	Timesheet User	INUSE	08/24/2020 08:02:05	
Jensen, Cooper D. (Cooper)	Timesheet User	SUBMITTED	08/24/2020 08:05:28	
Jensen, Cooper D. (Cooper)	Timesheet User	INUSE	08/24/2020 09:10:41	
Jensen, Cooper D. (Cooper)	Timesheet User	SUBMITTED	08/24/2020 09:11:05	
--	--	COMPLETED	08/24/2020 09:13:25	
Anaya, Joseph R. (Joe)	Manager	APPROVING	08/24/2020 09:13:25	
Johnson, Trevelyn R. (Trevelyn)	P&R Administrator	EXTRACTED	08/24/2020 10:46:45	

Burns & McDonnell Timesheet

Name: Jensen, Cooper D. (Cooper)

Number: 37958

Period Ending: 29-AUG-20

Project / Description	Task / Description	Pay Type	Expenditure Type	Sun 08/23	Mon 08/24	Tue 08/25	Wed 08/26	Thu 08/27	Fri 08/28	Sat 08/29	Total
113084 FREEBURG WWTP	3WTR-KCM-1-0.03 MECH	R	LABOR		4.00	7.00	6.00	8.00	8.00		33.00
114461	2WTR-KCM.DES-340.MEC	R	LABOR		4.00	1.00	2.00				7.00
Total Hours					8.00	8.00	8.00	8.00	8.00		40.00

Approval History

By (For)	Role	Status	Action Date	Comments
Jensen, Cooper D. (Cooper)	Timesheet User	INUSE	08/24/2020 07:55:59	
Jensen, Cooper D. (Cooper)	Timesheet User	SUBMITTED	08/31/2020 07:46:22	
--	--	COMPLETED	08/31/2020 09:05:32	
Anaya, Joseph R. (Joe)	Manager	APPROVING	08/31/2020 09:05:32	
Cronan, Jan M. (Jan)	P&R Administrator	EXTRACTED	08/31/2020 10:48:07	

Name: Lang, Ryan P. (Ryan)

Number: 11988

Period Ending: 22-AUG-20

Project / Description	Task / Description	Pay Type	Expenditure Type	Sun 08/16	Mon 08/17	Tue 08/18	Wed 08/19	Thu 08/20	Fri 08/21	Sat 08/22	Total
10	1.01	R	LABOR					4.00	8.00		12.00
21	1.01	R	LABOR		0.75 -0.75 0.50 -0.50						0.00
105637	40WTR.ARCH	R	LABOR		0.25						0.25
108366	2-DSN-ROCKCKPS.2-3RCDSN	R	LABOR			0.50	1.00				1.50
110372	1WTR-KCM.3	R	LABOR		0.25						0.25
111855	200	R	LABOR					2.00			2.00
112460	300-KCM.360	R	LABOR			0.50					0.50
113084 FREEBURG WWTP	3WTR-KCM.1-0.01 ARCH	R	LABOR		2.50	1.50	2.00				6.00
114461	2GFS-DFW.DES.340.ARC	R	LABOR		1.00		1.00				2.00
114461	2WTR-KCM.DPM.SPC	R	LABOR		1.00	1.00					2.00
114461	2CDB-KCM.3-0	R	LABOR		0.50 -0.50	1.00 -1.00	1.75 -1.75	1.00 -1.00			0.00
114461	2WTR-KCM.DPM.SUB	R	LABOR		0.50	1.00	1.75				4.25
117108	2WTR-KCM.01	R	LABOR		0.50		0.25				0.75
119283	1WTR-CHI.40.7	R	LABOR		0.50	1.00					1.50
121304	1WTR-KCM.1-1	R	LABOR			0.50	0.75				1.25
121651	1WTR-KCM.1.47.10	R	LABOR				0.50				0.50
123470	1WTR-KCM.1-1	R	LABOR			1.00					1.00
124233	4WTR-KCM.4-1	R	LABOR		1.00	1.00	0.75	2.00 -2.00			3.75
124982	3GFS-KCM	R	LABOR		0.50			1.00			0.50
Total Hours					8.00	8.00	8.00	8.00	8.00		40.00

Approval History

By (For)	Role	Status	Action Date	Comments
Lang, Ryan P. (Ryan)	Timesheet User	INUSE	08/18/2020 22:19:56	
Lang, Ryan P. (Ryan)	Timesheet User	SUBMITTED	08/19/2020 22:22:38	
--	--	COMPLETED	08/23/2020 20:51:37	
Holmes, Adam M. (Adam)	Manager	APPROVING	08/23/2020 20:51:37	
Johnson, Trevelyn R. (Trevelyn)	P&R Administrator	EXTRACTED	08/24/2020 10:46:45	
Lang, Ryan P. (Ryan)	Timesheet User	INUSE (Adjustments)	08/24/2020 21:42:37	
Lang, Ryan P. (Ryan)	Timesheet User	SUBMITTED (Adjustments)	08/24/2020 21:46:20	
--	--	COMPLETED (Adjustments)	08/28/2020 11:01:35	
Holmes, Adam M. (Adam)	Manager	APPROVING	08/28/2020 11:01:35	

Burns & McDonnell Timesheet

By (For)	Role	Status	Action Date	Comments
		(Adjustments)		
Cronan, Jan M. (Jan)	P&R Administrator	EXTRACTED	08/31/2020 10:48:07	
Lang, Ryan P. (Ryan)	Timesheet User	INUSE (Adjustments)	08/31/2020 21:57:23	
Lang, Ryan P. (Ryan)	Timesheet User	SUBMITTED (Adjustments)	08/31/2020 22:07:22	
Yelton, Angie C. (Angie)	Timesheet User	INUSE (Adjustments)	09/02/2020 16:07:50	
Yelton, Angie C. (Angie)	Timesheet User	INUSE (Adjustments)	09/02/2020 16:08:06	
Yelton, Angie C. (Angie)	Timesheet User	SUBMITTED (Adjustments)	09/02/2020 16:08:25	
--	---	COMPLETED (Adjustments)	09/03/2020 14:56:10	
Holmes, Adam M. (Adam)	Manager	APPROVING (Adjustments)	09/03/2020 14:56:10	
Johnson, Trevelyn R. (Trevelyn)	P&R Administrator	EXTRACTED	09/04/2020 10:53:36	

Name: Lang, Ryan P. (Ryan)

Number: 11988

Period Ending: 29-AUG-20

Project / Description	Task / Description	Pay Type	Expenditure Type	Sun 08/23	Mon 08/24	Tue 08/25	Wed 08/26	Thu 08/27	Fri 08/28	Sat 08/29	Total
99250	3.2	R	LABOR			0.75					0.75
101403	CONSTRUCT	R	LABOR				0.75				0.75
108366	2-DSN-ROCKCKPS.2-3RCDSN	R	LABOR					0.25	0.25		0.50
110372	1WTR-KCM.3	R	LABOR				0.25				0.25
111855	200	R	LABOR						0.25		0.25
113084 FREEBURG WWTP	3WTR-KCM.1-0.01 ARCH	R	LABOR		2.00		2.00	1.75	4.00		9.75
114461	2GFS-DFW.DES-340.ARC	R	LABOR		1.00	1.00 1.75 -1.00	2.00	1.00			5.75
114461	2WTR-KCM.DPM.SPC	R	LABOR		1.00						1.00
114461	2TRN-KCM.DPM-OUT	R	LABOR			0.75 -0.75					0.00
114461	2CDB-KCM.3-0	R	LABOR		1.00 -1.00	2.50 -2.50	1.00 -1.00		1.00 -1.00		0.00
114461	2WTR-KCM.DPM.SUB	R	LABOR		1.00	2.50	1.00		1.00		5.50
115493	3WTRKCM	R	LABOR				0.25		0.50		0.75
117108	2WTR-KCM.01	R	LABOR		0.75						0.75
121513	1WTR	R	LABOR			0.25		1.00			1.25
121651	1WTR-KCM.1.47.10	R	LABOR		0.50	2.00		0.50			3.00
121832	1WTR-KCM.1-1	R	LABOR		0.50		1.00		0.50		2.00
122698	1WTR-KCM.1-1	R	LABOR						0.50		0.50
122081	1WTR-DEN.1.40.40	R	LABOR						0.50		0.50
123470	1WTR-KCM.1-1	R	LABOR		0.25	0.50			0.50		1.25
124233	4WTR-KCM.4-1	R	LABOR				0.50				0.50
125460	200.02	R	LABOR		1.00	0.25	0.25	3.50			5.00
Total Hours					8.00	8.00	8.00	8.00	8.00		40.00

Approval History

By (For)	Role	Status	Action Date	Comments
Lang, Ryan P. (Ryan)	Timesheet User	INUSE	08/24/2020 20:56:26	
Lang, Ryan P. (Ryan)	Timesheet User	SUBMITTED	08/28/2020 18:02:09	
--	--	COMPLETED	08/30/2020 21:58:19	
Holmes, Adam M. (Adam)	Manager	APPROVING	08/30/2020 21:58:19	
Cronan, Jan M. (Jan)	P&R Administrator	EXTRACTED	08/31/2020 10:48:07	
Yelton, Angie C. (Angie)	Timesheet User	INUSE (Adjustments)	09/02/2020 16:08:47	
Yelton, Angie C. (Angie)	Timesheet User	INUSE (Adjustments)	09/02/2020 16:09:02	
Yelton, Angie C. (Angie)	Timesheet User	SUBMITTED (Adjustments)	09/02/2020 16:09:16	

Burns & McDonnell Timesheet

By (For)	Role	Status	Action Date	Comments
--	--	COMPLETED (Adjustments)	09/03/2020 14:56:24	
Holmes, Adam M. (Adam)	Manager	APPROVING (Adjustments)	09/03/2020 14:56:24	
Johnson, Trevelyn R. (Trevelyn)	P&R Administrator	EXTRACTED	09/04/2020 10:53:36	
Lang, Ryan P. (Ryan)	Timesheet User	INUSE (Adjustments)	09/25/2020 22:48:05	
Lang, Ryan P. (Ryan)	Timesheet User	SUBMITTED (Adjustments)	09/25/2020 22:48:46	
--	--	COMPLETED (Adjustments)	09/28/2020 07:35:12	
Holmes, Adam M. (Adam)	Manager	APPROVING (Adjustments)	09/28/2020 07:35:12	
Johnson, Trevelyn R. (Trevelyn)	P&R Administrator	EXTRACTED	10/01/2020 09:56:19	

Name: Laughridge, Jessica M. (Jessie)

Number: 38342

Period Ending: 22-AUG-20

Project / Description	Task / Description	Pay Type	Expenditure Type	Sun 08/16	Mon 08/17	Tue 08/18	Wed 08/19	Thu 08/20	Fri 08/21	Sat 08/22	Total
21	1.01	R	LABOR						2.50		2.50
110372	1WTR-KCM.4	R	LABOR		1.00				2.00		3.00
111855	200	R	LABOR		1.50		0.50	1.50	0.50		4.00
112460	300-KCM.360	R	LABOR		1.00	0.75					1.75
113084	3WTR-KCM-1-0.01	R	LABOR		3.00	1.25	2.00	3.00	0.50		9.75
FREEBURG WWTP	ARCH										
114461	2CDB-KCM.3-0	R	LABOR			1.00	1.50	1.50	0.50		0.00
						-1.00	-1.50	-1.50	-0.50		
114461	2WTR-KCM.DPM.SUB	R	LABOR			1.00	1.50	1.50	0.50		4.50
117108	2WTR-KCM.01	R	LABOR		0.50	2.00					2.50
121304	1WTR-KCM.1-1	R	LABOR		0.50	1.50					2.00
124233	4WTR-KCM.4-1	R	LABOR		1.00	1.50	3.50	2.00	2.00		10.00
Total Hours					8.50	8.00	7.50	8.00	8.00		40.00

Approval History

By (For)	Role	Status	Action Date	Comments
Laughridge, Jessica M. (Jessie)	Timesheet User	INUSE	08/17/2020 16:01:14	
Laughridge, Jessica M. (Jessie)	Timesheet User	SUBMITTED	08/21/2020 17:08:12	
--	--	COMPLETED	08/24/2020 08:40:35	
Holmes, Adam M. (Adam)	Manager	APPROVING	08/24/2020 08:40:35	
Johnson, Trevelyn R. (Trevelyn)	P&R Administrator	EXTRACTED	08/24/2020 10:46:45	
Yelton, Angie C. (Angie)	Timesheet User	INUSE (Adjustments)	09/02/2020 16:11:18	
Yelton, Angie C. (Angie)	Timesheet User	INUSE (Adjustments)	09/02/2020 16:11:35	
Yelton, Angie C. (Angie)	Timesheet User	SUBMITTED (Adjustments)	09/02/2020 16:11:53	
--	--	COMPLETED (Adjustments)	09/03/2020 14:56:59	
Holmes, Adam M. (Adam)	Manager	APPROVING (Adjustments)	09/03/2020 14:56:59	
Johnson, Trevelyn R. (Trevelyn)	P&R Administrator	EXTRACTED	09/04/2020 10:53:36	

Name: Laughridge, Jessica M. (Jessie)

Number: 38342

Period Ending: 29-AUG-20

Project / Description	Task / Description	Pay Type	Expenditure Type	Sun 08/23	Mon 08/24	Tue 08/25	Wed 08/26	Thu 08/27	Fri 08/28	Sat 08/29	Total
10	1.01	R	LABOR					8.00	8.00		16.00
110372	1WTR-KCM.4	R	LABOR		1.50		0.50				2.00
113084	3WTR-KCM-1-0.01	R	LABOR		4.00	8.50	6.00				18.50
FREEBURG WWTP	ARCH										
114461	2CDB-KCM.3-0	R	LABOR				0.50				0.00
							-0.50				
114461	2WTR-KCM.DPM.SUB	R	LABOR				0.50				0.50
124233	4WTR-KCM.4-1	R	LABOR		2.50		0.50				3.00
Total Hours					8.00	8.50	7.50	8.00	8.00		40.00

Approval History

By (For)	Role	Status	Action Date	Comments
Laughridge, Jessica M. (Jessie)	Timesheet User	INUSE	08/24/2020 16:59:41	
Laughridge, Jessica M. (Jessie)	Timesheet User	SUBMITTED	08/26/2020 16:49:52	
--	--	COMPLETED	08/30/2020 21:58:27	
Holmes, Adam M. (Adam)	Manager	APPROVING	08/30/2020 21:58:27	
Cronan, Jan M. (Jan)	P&R Administrator	EXTRACTED	08/31/2020 10:48:07	
Yelton, Angie C. (Angie)	Timesheet User	INUSE (Adjustments)	09/02/2020 16:12:09	
Yelton, Angie C. (Angie)	Timesheet User	INUSE (Adjustments)	09/02/2020 16:12:32	
Yelton, Angie C. (Angie)	Timesheet User	SUBMITTED (Adjustments)	09/02/2020 16:12:45	
--	--	COMPLETED (Adjustments)	09/03/2020 14:57:05	
Holmes, Adam M. (Adam)	Manager	APPROVING (Adjustments)	09/03/2020 14:57:05	
Johnson, Trevelyn R. (Trevelyn)	P&R Administrator	EXTRACTED	09/04/2020 10:53:36	

Name: Li, Jason J. (Jason)

Number: 30873

Period Ending: 29-AUG-20

Project / Description	Task / Description	Pay Type	Expenditure Type	Sun 08/23	Mon 08/24	Tue 08/25	Wed 08/26	Thu 08/27	Fri 08/28	Sat 08/29	Total
113084 FREEBURG WWTP	3WTR-KCM-1-0.04 ELEC	R	LABOR		2.00	2.00	4.00				8.00
119283	1WTR-CHL60.2	R	LABOR			2.00	2.00	2.00	2.00		8.00
125942	2.30	R	LABOR		6.00	4.00	2.00		6.00		18.00
126876	2WTR-CHI	R	LABOR					6.00			6.00
Total Hours					8.00	8.00	8.00	8.00	8.00		40.00

Approval History

By (For)	Role	Status	Action Date	Comments
Li, Jason J. (Jason)	Timesheet User	INUSE	08/31/2020 07:08:24	
Li, Jason J. (Jason)	Timesheet User	SUBMITTED	08/31/2020 07:10:24	
--	---	COMPLETED	08/31/2020 08:22:25	
Patchett, Randall L. (Randy)	Manager	APPROVING	08/31/2020 08:22:25	
Cronan, Jan M. (Jan)	P&R Administrator	EXTRACTED	08/31/2020 10:48:07	

Burns & McDonnell Timesheet

Name: Mellott, Ayla M. (Ayla)

Number: 40234

Period Ending: 11-JUL-20

Project / Description	Task / Description	Pay Type	Expenditure Type	Sun 07/05	Mon 07/06	Tue 07/07	Wed 07/08	Thu 07/09	Fri 07/10	Sat 07/11	Total
101403	CONSTRUCT	R	LABOR					2.00	1.00		3.00
108366	2-DSN-ROCKCKPS.2-3RCDSN	R	LABOR		2.00				1.00		3.00
113084 FREEBURG WWTP	3WTR-KCM.1-0.01 ARCH	R	LABOR		2.00	3.00	1.50	2.00	2.00		10.50
114461	2GFS-DFW.DES-340.ARC	R	LABOR		1.00						1.00
114461	2WTR-KCM.DPM.SPC	R	LABOR			3.00	3.00	2.00	2.00		10.00
115493	3WTRKCM	R	LABOR						2.00		2.00
117361	1WTR.01	R	LABOR				1.00				1.00
121651	1WTR-KCM.1.47.15	R	LABOR		3.00	2.00	1.00	2.00			8.00
121832	1WTR-KCM.1-1	R	LABOR				1.50				1.50
Total Hours					8.00	8.00	8.00	8.00	8.00		40.00

Approval History

By (For)	Role	Status	Action Date	Comments
Mellott, Ayla M. (Ayla)	Timesheet User	INUSE	07/06/2020 16:52:07	
Mellott, Ayla M. (Ayla)	Timesheet User	SUBMITTED	07/10/2020 17:49:56	
--	--	COMPLETED	07/10/2020 21:03:43	
Holmes, Adam M. (Adam)	Manager	APPROVING	07/10/2020 21:03:43	
Johnson, Trevelyn R. (Trevelyn)	P&R Administrator	EXTRACTED	07/13/2020 10:48:37	

Name: Mellott, Ayla M. (Ayla)

Number: 40234

Period Ending: 22-AUG-20

Project / Description	Task / Description	Pay Type	Expenditure Type	Sun 08/16	Mon 08/17	Tue 08/18	Wed 08/19	Thu 08/20	Fri 08/21	Sat 08/22	Total
10	1.01	R	LABOR		3.00				3.00		3.00
108366	2-DSN-ROCKCKPS.2-3RCDSN	R	LABOR			3.00	3.00				6.00
113084 FREEBURG WWTP	3WTR-KCM-1-0.01 ARCH	R	LABOR		5.00	3.00	2.00	3.00	3.00	-3.00	18.00
114461	2GFS-DFW.DES-340.ARC	R	LABOR				1.00	3.00	2.00		6.00
114461	2TRN-KCM.DPM-OUT	R	LABOR				1.00	3.00	2.00		6.00
114461	2CDB-KCM.3-0	R	LABOR			2.00	2.00	2.00	1.00		6.00
114461	2WTR-KCM.DPM.SUB	R	LABOR			2.00	2.00	2.00	1.00		7.00
Total Hours					8.00	8.00	8.00	8.00	8.00		40.00

Approval History

By (For)	Role	Status	Action Date	Comments
Mellott, Ayla M. (Ayla)	Timesheet User	INUSE	08/17/2020 17:08:03	
Mellott, Ayla M. (Ayla)	Timesheet User	SUBMITTED	08/21/2020 15:36:54	
--	--	COMPLETED	08/23/2020 22:31:37	
Holmes, Adam M. (Adam)	Manager	APPROVING	08/23/2020 22:31:37	
Johnson, Trevelyn R. (Trevelyn)	P&R Administrator	EXTRACTED	08/24/2020 10:46:45	
Mellott, Ayla M. (Ayla)	Timesheet User	INUSE (Adjustments)	08/25/2020 17:01:11	
Mellott, Ayla M. (Ayla)	Timesheet User	SUBMITTED (Adjustments)	08/25/2020 17:02:34	
--	--	COMPLETED (Adjustments)	08/28/2020 11:02:20	
Holmes, Adam M. (Adam)	Manager	APPROVING (Adjustments)	08/28/2020 11:02:20	
Cronan, Jan M. (Jan)	P&R Administrator	EXTRACTED	08/31/2020 10:48:07	
Yelton, Angie C. (Angie)	Timesheet User	INUSE (Adjustments)	09/02/2020 16:03:17	
Yelton, Angie C. (Angie)	Timesheet User	INUSE (Adjustments)	09/02/2020 16:05:15	
Yelton, Angie C. (Angie)	Timesheet User	SUBMITTED (Adjustments)	09/02/2020 16:05:28	
--	--	COMPLETED (Adjustments)	09/03/2020 14:57:43	
Holmes, Adam M. (Adam)	Manager	APPROVING (Adjustments)	09/03/2020 14:57:43	
Johnson, Trevelyn R. (Trevelyn)	P&R Administrator	EXTRACTED	09/04/2020 10:53:36	
Mellott, Ayla M. (Ayla)	Timesheet User	INUSE	10/01/2020 15:02:27	

Burns & McDonnell Timesheet

By (For)	Role	Status	Action Date	Comments
		(Adjustments)		
Mellott, Ayla M. (Ayla)	Timesheet User	SUBMITTED (Adjustments)	10/01/2020 15:03:24	
Mellott, Ayla M. (Ayla)	Timesheet User	INUSE (Adjustments)	10/01/2020 15:03:35	
Mellott, Ayla M. (Ayla)	Timesheet User	SUBMITTED (Adjustments)	10/01/2020 15:03:58	
--	--	COMPLETED (Adjustments)	10/09/2020 09:57:18	
Holmes, Adam M. (Adam)	Manager	APPROVING (Adjustments)	10/09/2020 09:57:18	
Johnson, Trevelyn R. (Trevelyn)	P&R Administrator	EXTRACTED	10/12/2020 10:21:44	

Name: Mellott, Ayla M. (Ayla)

Number: 40234

Period Ending: 29-AUG-20

Project / Description	Task / Description	Pay Type	Expenditure Type	Sun 08/23	Mon 08/24	Tue 08/25	Wed 08/26	Thu 08/27	Fri 08/28	Sat 08/29	Total
101403	CONSTRUCT	R	LABOR						1.00		1.00
113084 FREEBURG WWTP	3WTR-KCM-1-0.01 ARCH	R	LABOR		4.00	1.00	3.00	3.00	5.00		16.00
114461	2TRN-KCM.DPM-OUT	R	LABOR		2.00	2.50					4.50
114461	2WTR-KCM.DPM.SUB	R	LABOR		1.00	3.00	2.00		1.00		7.00
121454	1WTR	R	LABOR			0.50					0.50
121651	1WTR-KCM.1.47.10	R	LABOR			1.00	1.00	1.00			3.00
121832	1WTR-KCM.1-1	R	LABOR		1.00		2.00		1.00		4.00
125460	200.02	R	LABOR					4.00			4.00
Total Hours					8.00	8.00	8.00	8.00	8.00		40.00

Approval History

By (For)	Role	Status	Action Date	Comments
Mellott, Ayla M. (Ayla)	Timesheet User	INUSE	08/25/2020 16:55:51	
Mellott, Ayla M. (Ayla)	Timesheet User	SUBMITTED	08/31/2020 09:22:47	
--	--	COMPLETED	08/31/2020 09:25:10	
Holmes, Adam M. (Adam)	Manager	APPROVING	08/31/2020 09:25:10	
Cronan, Jan M. (Jan)	P&R Administrator	EXTRACTED	08/31/2020 10:48:07	

Name: Collins, Caitlin A. (Caitlin)

Number: 17079

Period Ending: 22-AUG-20

Project / Description	Task / Description	Pay Type	Expenditure Type	Sun 08/16	Mon 08/17	Tue 08/18	Wed 08/19	Thu 08/20	Fri 08/21	Sat 08/22	Total
113084 FREEBURG WWTP	2WTR-SLO-1-0.02 PROCESS	R	LABOR		5.00	3.00	2.50		6.00		16.50
121588	2WTR-KCM.2-1	R	LABOR		0.50						0.50
122698	1WTR-KCM.1-1	R	LABOR			4.00	4.00	3.00			11.00
122502	1WTR-SLO.1	R	LABOR		1.00		0.50	1.00			2.50
124233	2WTR-KCM.2-2	R	LABOR		1.50	1.00	0.50	3.00			6.00
124681	2WTR-KCM.1	R	LABOR				0.50	1.00	2.00		3.50
Total Hours					8.00	8.00	8.00	8.00	8.00		40.00

Approval History

By (For)	Role	Status	Action Date	Comments
Collins, Caitlin A. (Caitlin)	Timesheet User	INUSE	08/19/2020 07:25:27	
Collins, Caitlin A. (Caitlin)	Timesheet User	SUBMITTED	08/24/2020 08:16:43	
--	--	COMPLETED	08/24/2020 08:26:53	
Greenfelder, Kerrie L. (Kerrie)	Manager	APPROVING	08/24/2020 08:26:53	
Johnson, Trevelyn R. (Trevelyn)	P&R Administrator	EXTRACTED	08/24/2020 10:46:45	

Name: Collins, Caitlin A. (Caitlin)

Number: 17079

Period Ending: 29-AUG-20

Project / Description	Task / Description	Pay Type	Expenditure Type	Sun 08/23	Mon 08/24	Tue 08/25	Wed 08/26	Thu 08/27	Fri 08/28	Sat 08/29	Total
113084 FREEBURG WWTP	2WTR-SLO-1-0.02 PROCESS	R	LABOR		7.50	6.00	6.50	4.00	4.50		28.50
121588	2WTR-KCM.2-1	R	LABOR		0.50	1.00					1.50
122698	1WTR-KCM.1-1	R	LABOR				1.00	0.50	0.50		2.00
124233	2WTR-KCM.2-2	R	LABOR				0.50	3.50	3.00		7.00
124681	2WTR-KCM.1	R	LABOR			1.00					1.00
Total Hours					8.00	8.00	8.00	8.00	8.00		40.00

Approval History

By (For)	Role	Status	Action Date	Comments
Collins, Caitlin A. (Caitlin)	Timesheet User	INUSE	08/28/2020 16:02:29	
Collins, Caitlin A. (Caitlin)	Timesheet User	SUBMITTED	08/28/2020 16:05:10	
--	--	COMPLETED	08/31/2020 07:43:20	
Greenfelder, Kerrie L. (Kerrie)	Manager	APPROVING	08/31/2020 07:43:20	
Cronan, Jan M. (Jan)	P&R Administrator	EXTRACTED	08/31/2020 10:48:07	

Name: Przybylinski, Erin E. (Erin)

Number: 24293

Period Ending: 29-AUG-20

Project / Description	Task / Description	Pay Type	Expenditure Type	Sun 08/23	Mon 08/24	Tue 08/25	Wed 08/26	Thu 08/27	Fri 08/28	Sat 08/29	Total
111556	10	R	LABOR			1.00	2.00	2.00			5.00
113084 FREEBURG WWTP	1WTR-CHL1-0.01 REGULATORY	R	LABOR		.25		0.50		0.25		1.00
121567	1WTR-CHL20	R	LABOR		1.00	1.00	1.50				3.50
121631	1WTR-CHL30	R	LABOR			3.00	1.00	1.00			5.00
121664	1WTR-CHL30	R	LABOR			2.00	0.50	1.00			3.50
123777	1TND-CHL2	R	LABOR		6.75	1.00	2.50	4.00	7.75		22.00
Total Hours					8.00	8.00	8.00	8.00	8.00		40.00

Approval History

By (For)	Role	Status	Action Date	Comments
Przybylinski, Erin E. (Erin)	Timesheet User	INUSE	08/31/2020 07:00:58	
Przybylinski, Erin E. (Erin)	Timesheet User	SUBMITTED	08/31/2020 07:10:41	
--	--	COMPLETED	08/31/2020 07:22:13	
Crede, Stephen (Steve)	Manager	APPROVING	08/31/2020 07:22:13	
Cronan, Jan M. (Jan)	P&R Administrator	EXTRACTED	08/31/2020 10:48:07	

Burns & McDonnell Timesheet

Name: Smith, John T. (John)

Number: 21046

Period Ending: 22-AUG-20

Project / Description	Task / Description	Pay Type	Expenditure Type	Sun 08/16	Mon 08/17	Tue 08/18	Wed 08/19	Thu 08/20	Fri 08/21	Sat 08/22	Total
113084 FREEBURG WWTP	3WTR-KCM-1-0.03 MECH	R	LABOR		8.00	8.00	8.00	8.00	8.00		40.00
Total Hours					8.00	8.00	8.00	8.00	8.00		40.00

Approval History

By (For)	Role	Status	Action Date	Comments
Smith, John T. (John)	Timesheet User	INUSE	08/24/2020 08:17:03	
Smith, John T. (John)	Timesheet User	SUBMITTED	08/24/2020 08:18:31	
--	--	COMPLETED	08/24/2020 08:28:13	
Fabin, Andrew P. (Drew)	Manager	APPROVING	08/24/2020 08:28:13	
Johnson, Trevelyn R. (Trevelyn)	P&R Administrator	EXTRACTED	08/24/2020 10:46:45	

Name: Toolen, Mike (Mike)

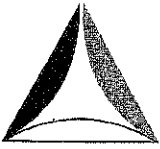
Number: 8607

Period Ending: 22-AUG-20

Project / Description	Task / Description	Pay Type	Expenditure Type	Sun 08/16	Mon 08/17	Tue 08/18	Wed 08/19	Thu 08/20	Fri 08/21	Sat 08/22	Total
102000	1WTR-SLO-1-0.05.01	R	LABOR		1.00						1.00
102364	2WTR-SLO.1	R	LABOR		3.00						3.00
113084 FREEBURG WWTP	2WTR-SLO-1-0.03 CIVIL	OT-S	LABOR				1.00	1.00			2.00
113084 FREEBURG WWTP	2WTR-SLO-1-0.03 CIVIL	R	LABOR			8.00	8.00	8.00	6.00		30.00
117108	1WTR-SLO.03	R	LABOR						2.00		2.00
118441	1WTR-SLO-1-0.01	OT-S	LABOR	8.00							8.00
118441	1WTR-SLO-1-0.01	R	LABOR		4.00						4.00
Total Hours				8.00	8.00	8.00	9.00	9.00	8.00		50.00

Approval History

By (For)	Role	Status	Action Date	Comments
Toolen, Mike (Mike)	Timesheet User	INUSE	08/16/2020 20:14:02	
Toolen, Mike (Mike)	Timesheet User	SUBMITTED	08/21/2020 16:48:07	
--	--	COMPLETED	08/24/2020 09:05:29	
White, Allison L. (Allison)	Manager	APPROVING	08/24/2020 09:05:29	
Johnson, Trevelyn R. (Trevelyn)	P&R Administrator	EXTRACTED	08/24/2020 10:46:45	

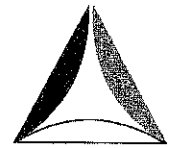


ESDA OFFICE: [618] 539-9996
VILLAGE HALL: [618] 539-5545

FREEBURG EMERGENCY SERVICES AND DISASTER AGENCY

Freeburg Emergency Management Agency

#14 SOUTHGATE CENTER
FREEBURG, IL 62243



DIRECTOR:
[618] 539-3764

Cell: 618-799-9267

Report to Mayor & Village Board of Trustees August 1, 2022

submitted by Eugene Kramer, Coordinator

1. Sent emails to Mayor, Village Trustees, and FD, PD, and ESDA team concerning Storm Prediction Center statements on Level I & Level II Severe Weather potential during the last two weeks. This included Freeburg PW Director and Headline man.
2. During the last reporting period, also sent the potential Hazard Report from FEMA and Space Weather Department on a massive G-2 Class CEM from the sun. Monitored NIST data on HF radio via WWV and WWVH on 5/10/and 15 MHz. Concerns provided in the report updates related to GPS, northern US border electrical grids, and internet communication disruptions.
3. July 26, 2022, at 4:28 AM, texted Freeburg PW Director to advise of a Flood Emergency being issued by NWS with the potential impacts for the Freeburg area, while Freeburg was in the Flash Flood category only this time but St. Louis and areas NW of STL WERE in the "FE" category.
4. Met with PW Department Shane K. and technicians from Blue Valley Public Safety on the afternoon of July 26, 2022, for repairs to the Freeburg ESDA outdoor warning siren located at the SAVE site. Repairs were made to the unit and backup batteries were replaced in the unit. The main failure of the unit was due to a blocking rectifier diode and fuse opening that caused to have the siren on battery backup at ALL TIMES. When the battery level dropped and the siren was started for its weekly test, one of the batteries could not provide the 200 amp surge current needed and opened, burnt itself open, fuse, diode, and 4 new batteries were installed and unit tested by "signal monitor to simulate radio signal activation and battery charger level (current/voltage) checks ok and tested siren on site. Sent an email to St. Clair County EMA to advise Freeburg ESDA SAVE site siren back in service for their county-wide distribution and contacted Matt T., for the update on the Freeburg Website of its back in service status.
5. Monitored communications between County CenCom and Mutual aid with the FD for the Staging area at Freeburg FD operations on Water Rescue operations about the area for possible support communication requests from Freeburg ESDA/ ARES operators with County EMA.
6. School Districts 70, 77, and St. Joseph school Crisis Plan-Annual Review scheduled for August 2, 2022, at 9:30 AM at FCHS and ZOOM mode operations.

RESOLUTION NO. 22-13

**A Resolution 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 (Owner) and Insituform
Technologies USA, LLC (Contractor) for the 2022 Sewer Replacement and Lining Project**

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 Insituform Technologies USA, LLC., for the 2022 Sewer Replacement and Lining Project; and

WHEREAS, said professional services will include the replacement of 205 feet of 12” sanitary sewer, the CIPP lining of 1,400 feet of 12” and 350 feet of 8” sewer and the lining of 5 manholes.

WHEREAS, said contract was bid in the amount of \$167,797.90, and accepted by the Village Board of Trustees on July 18, 2022.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE VILLAGE OF FREEBURG, ILLINOIS, THAT:

SECTION 1: The recitals set forth above hereby adopted are found to be 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 to execute an Agreement between the Village of Freeburg and Insituform Technologies USA, LLC, a copy of which is attached hereto and incorporated herein as “Exhibit A.”

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

ADOPTED BY THE BOARD OF TRUSTEES OF THE VILLAGE OF FREEBURG, ILLINOIS, THIS _____ DAY OF AUGUST, 2022.

Vote Recorded:

AYES: _____	NAYS: _____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

RESOLUTION No. 22-13 cont.

ABSENT: _____ ABSTAIN: _____

Seth Speiser, Village President

ATTEST:

Jerry Menard, Village Clerk

Approval as to Legal Form:

Frederick W. Keck, Village Attorney
Weilmuenster Keck Brown, P.C.

SECTION 00510

AGREEMENT BETWEEN OWNER AND CONTRACTOR

THIS AGREEMENT is dated as of the 1st day of August in the year 2022 by and between the Village of Freeburg, Illinois (hereinafter called OWNER) and Insituform Technologies USA, LLC, (hereinafter called CONTRACTOR).

OWNER and CONTRACTOR, in consideration of the mutual covenants hereinafter set forth, agree as follows:

Article 1. WORK.

CONTRACTOR shall complete all Work as specified or indicated in the Contract Documents. The Work is generally described as follows:

Village of Freeburg 2022 Sewer Replacement & Lining Project consisting of the replacement of 205 feet of 12" sanitary sewer, the CIPP lining of 1400 feet of 12" and 350 feet of 8" sewer and the lining of 5 manholes.

Article 2. ENGINEER.

The Project has been designed by Volkert, Inc. who is hereinafter called ENGINEER and who will assume all duties and responsibilities and will have the rights and authority assigned to ENGINEER in the Contract Documents in connection with completion of the Work in accordance with the Contract Documents.

Article 3. CONTRACT TIME.

3.1 The Work will be completed within forty five (45) calendar days after the date when the Contract Time commences to run as provided in paragraph 2.03 of the General Conditions.

3.2 Liquidated Damages. OWNER and CONTRACTOR recognize that time is of the essence of this Agreement and that OWNER will suffer financial loss if the Work is not complete within the time specified in paragraph 3.1 above, plus any extensions thereof allowed in accordance with Article 12 of the General Conditions. They also recognize the delays, expense and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by OWNER if the Work is not completed on time. Accordingly, instead of requiring any such proof, OWNER and CONTRACTOR agree that as liquidated damages for delay (but not as a penalty) CONTRACTOR shall pay OWNER ~~One Hundred Dollars~~ (\$250.00) for each day that expires after the time specified in paragraph 3.1 for completion until the Work is complete.
Two Hundred Fifty Dollars

Article 4. CONTRACT PRICE.

4.1 OWNER shall pay CONTRACTOR for performance of the Work in accordance with the Contract Documents in current funds as follows:

NOTE: Insert Bid Schedule

Article 5. PAYMENT PROCEDURES.

Contractor shall submit Applications for Payment in accordance with Article 14 of the General Conditions. Applications for Payment will be processed by ENGINEER as provided in the General Conditions.

5.1 Progress Payments. OWNER shall make progress payments on account of the Contract Price on the basis of CONTRACTOR'S Applications for Payment as recommended by ENGINEER, in accordance with paragraph 14.1 of General Conditions. All progress payments will be on the basis of the progress of the Work measured by the schedule of values provided for in paragraph 14.1 of the General Conditions.

5.1.1 Prior to Completion, progress payments will be in an amount equal to: 90% of the Work completed, up to the 50% completion point and 100% of the work completed after the 50% point subject to paragraph 14.7 of the Standard General Conditions, and 90% of materials and equipment not incorporated in the Work but delivered and suitably stored, less in each case the aggregate of payments previously made.

5.1.2 Upon Completion, OWNER shall pay an amount sufficient to increase total payments to CONTRACTOR to 100% of the Contract Price, less such amounts as ENGINEER shall determine in accordance with paragraph 14.7 of the General Conditions.

5.2 Final Payment. Upon final completion and acceptance of the Work in accordance with paragraph 14.13 of the General Conditions, OWNER shall pay the remainder of the Contract Price as recommended by ENGINEER as provided in said paragraph 14.13.

Article 6. INTEREST.

All moneys not paid when due hereunder shall bear interest at the maximum rate allowed by law at the place of the Project.

Article 7. CONTRACTOR'S REPRESENTATIONS.

In order to induce OWNER to enter into this Agreement, CONTRACTOR makes the following representations:

7.1 CONTRACTOR has familiarized himself with the nature and extent of the Contract Documents, Work, locality, and with all local conditions and federal, state and local laws, ordinances, rules and regulations that in any manner affect cost, progress or performance of the Work.

7.2 CONTRACTOR has studied carefully all reports of investigations and tests of subsurface and latent physical conditions at the site or otherwise affecting cost, progress or performance of the Work which were relied upon by ENGINEER in the preparation of the Drawings and Specifications.

7.3 CONTRACTOR has made or caused to be made examinations, investigations and tests and studies of such reports and related data in addition to those referred to in paragraph 7.2 as he deems necessary for the performance of the Work at the Contract Price, within the Contract Time and in accordance with the other terms and conditions of the Contract Documents; and no additional examinations, investigations, tests, reports or similar data are or will be required by CONTRACTOR for such purposes.

7.4 CONTRACTOR has correlated the results of all such observations, examinations, investigations, tests, reports and data with the terms and conditions of the Contract Documents.

7.5 CONTRACTOR has given ENGINEER written notice of all conflicts, errors or discrepancies that he has discovered in the Contract Documents and the written resolution thereof by ENGINEER is acceptable to CONTRACTOR.

Article 8. CONTRACT DOCUMENTS.

The Contract Documents which comprise the entire agreement between OWNER and CONTRACTOR are attached to this Agreement, made a part hereof and consist of the following:

- 8.1 This agreement.
- 8.2 Exhibits to this Agreement.
- 8.3 Performance and other Bonds.
- 8.4 Notice of Award.
- 8.5 General Conditions.
- 8.6 Supplementary Conditions.
- 8.7 Specifications bearing the title " Village of Freeburg 2022 Sanitary Sewer Replacement and Lining Project".
- 8.8 Drawings, sheet numbered 1 through 2 inclusive with each sheet bearing the following general title: "Village of Freeburg 2022 Sewer Replacement & Lining Project ".
- 8.9 Addenda numbers __ to __, inclusive.
- 8.10 CONTRACTOR'S Bid (pages 1 to 5, inclusive).
- 8.11 Documentation submitted by CONTRACTOR prior to Notice of Award.
- 8.12 Any Modification, including Change Orders, duly delivered after execution of Agreement.
- 8.13 Notice to Proceed.

There are no Contract Documents other than those listed above in this Article 8. The Contract Documents may only be altered, amended or repealed by a Modification (as defined in Article 3 of the General Conditions).

Article 9. MISCELLANEOUS.

9.1 Terms used in this Agreement which are defined in Article 1 of the General Conditions shall have the meanings indicated in the General Conditions.

9.2 No assignment by a party hereto of any rights under or interests in the Contract Documents will be binding on another party hereto without the written consent of the party sought to be bound; and specifically but without limitation, moneys that may become due and moneys that are due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

9.3 OWNER and CONTRACTOR each binds himself, his partners, successors, assigns and legal representatives to the other party hereto, his partners, successors, assigns and legal representatives in respect to all covenants, agreements and obligations contained in the Contract Documents.

Article 10. OTHER PROVISIONS.

IN WITNESS WHEREOF, the parties hereto have signed this Agreement in triplicate. One counterpart each has been delivered to OWNER, CONTRACTOR and ENGINEER. All portions of the Contract Documents have been signed or identified by OWNER and CONTRACTOR or by ENGINEER on their behalf.

All work will be constructed in accordance with the "Standard Specifications for Water and Sewer Main Construction in Illinois".

This Agreement will be effective on August 15, 2022.

OWNER Village of Freeburg

CONTRACTOR Insituform Technologies USA, LLC

By _____

By Janet Hass
Janet Hass, Contracting & Attesting Officer

(CORPORATE SEAL)

(CORPORATE SEAL)

Attest _____

Attest Diane Partridge
Diane Partridge, Contracting & Attesting Officer

Address for giving notices

Address for giving notices

14 Southgate Center

580 Goddard Avenue

Freeburg, Illinois 62243

Chesterfield, MO 63005

License No. 14729

Agent for service of process:

CT Corporation

NOTE: Insert Bid Schedule

Article 5. PAYMENT PROCEDURES.

Contractor shall submit Applications for Payment in accordance with Article 14 of the General Conditions. Applications for Payment will be processed by ENGINEER as provided in the General Conditions.

5.1 Progress Payments. OWNER shall make progress payments on account of the Contract Price on the basis of CONTRACTOR'S Applications for Payment as recommended by ENGINEER, in accordance with paragraph 14.1 of General Conditions. All progress payments will be on the basis of the progress of the Work measured by the schedule of values provided for in paragraph 14.1 of the General Conditions.

5.1.1 Prior to Completion, progress payments will be in an amount equal to: 90% of the Work completed, up to the 50% completion point and 100% of the work completed after the 50% point subject to paragraph 14.7 of the Standard General Conditions, and 90% of materials and equipment not incorporated in the Work but delivered and suitably stored, less in each case the aggregate of payments previously made.

5.1.2 Upon Completion, OWNER shall pay an amount sufficient to increase total payments to CONTRACTOR to 100% of the Contract Price, less such amounts as ENGINEER shall determine in accordance with paragraph 14.7 of the General Conditions.

5.2 Final Payment. Upon final completion and acceptance of the Work in accordance with paragraph 14.13 of the General Conditions, OWNER shall pay the remainder of the Contract Price as recommended by ENGINEER as provided in said paragraph 14.13.

Article 6. INTEREST.

All moneys not paid when due hereunder shall bear interest at the maximum rate allowed by law at the place of the Project.

Article 7. CONTRACTOR'S REPRESENTATIONS.

In order to induce OWNER to enter into this Agreement, CONTRACTOR makes the following representations:

7.1 CONTRACTOR has familiarized himself with the nature and extent of the Contract Documents, Work, locality, and with all local conditions and federal, state and local laws, ordinances, rules and regulations that in any manner affect cost, progress or performance of the Work.

7.2 CONTRACTOR has studied carefully all reports of investigations and tests of subsurface and latent physical conditions at the site or otherwise affecting cost, progress or performance of the Work which were relied upon by ENGINEER in the preparation of the Drawings and Specifications.

7.3 CONTRACTOR has made or caused to be made examinations, investigations and tests and studies of such reports and related data in addition to those referred to in paragraph 7.2 as he deems necessary for the performance of the Work at the Contract Price, within the Contract Time and in accordance with the other terms and conditions of the Contract Documents; and no additional examinations, investigations, tests, reports or similar data are or will be required by CONTRACTOR for such purposes.

7.4 CONTRACTOR has correlated the results of all such observations, examinations, investigations, tests, reports and data with the terms and conditions of the Contract Documents.

7.5 CONTRACTOR has given ENGINEER written notice of all conflicts, errors or discrepancies that he has discovered in the Contract Documents and the written resolution thereof by ENGINEER is acceptable to CONTRACTOR.

Article 8. CONTRACT DOCUMENTS.

The Contract Documents which comprise the entire agreement between OWNER and CONTRACTOR are attached to this Agreement, made a part hereof and consist of the following:

- 8.1 This agreement.
- 8.2 Exhibits to this Agreement.
- 8.3 Performance and other Bonds.
- 8.4 Notice of Award.
- 8.5 General Conditions.
- 8.6 Supplementary Conditions.
- 8.7 Specifications bearing the title " Village of Freeburg 2022 Sanitary Sewer Replacement and Lining Project".
- 8.8 Drawings, sheet numbered 1 through 2 inclusive with each sheet bearing the following general title: "Village of Freeburg 2022 Sewer Replacement & Lining Project".
- 8.9 Addenda numbers __ to __, inclusive.
- 8.10 CONTRACTOR'S Bid (pages 1 to 5, inclusive).
- 8.11 Documentation submitted by CONTRACTOR prior to Notice of Award.
- 8.12 Any Modification, including Change Orders, duly delivered after execution of Agreement.
- 8.13 Notice to Proceed.

There are no Contract Documents other than those listed above in this Article 8. The Contract Documents may only be altered, amended or repealed by a Modification (as defined in Article 3 of the General Conditions).

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9.1 Terms used in this Agreement which are defined in Article 1 of the General Conditions shall have the meanings indicated in the General Conditions.

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IN WITNESS WHEREOF, the parties hereto have signed this Agreement in triplicate. One counterpart each has been delivered to OWNER, CONTRACTOR and ENGINEER. All portions of the Contract Documents have been signed or identified by OWNER and CONTRACTOR or by ENGINEER on their behalf.

All work will be constructed in accordance with the "Standard Specifications for Water and Sewer Main Construction in Illinois".

This Agreement will be effective on August 15, 2022.

OWNER Village of Freeburg

CONTRACTOR Insituform Technologies USA, LLC

By _____

By _____

(CORPORATE SEAL)

(CORPORATE SEAL)

Attest _____

Attest _____

Address for giving notices

Address for giving notices

14 Southgate Center

580 Goddard Avenue

Freeburg, Illinois 62243

Chesterfield, MO 63005

License No. _____

Agent for service of process:

ORDINANCE NO. 1745**AN ORDINANCE OF THE BOARD OF TRUSTEES
OF THE VILLAGE OF FREEBURG, ILLINOIS,
APPROVING AND AUTHORIZING THE VILLAGE TO ENTER INTO AND THE
MAYOR TO EXECUTE A SUCCESSOR COLLECTIVE BARGAINING AGREEMENT
BETWEEN THE VILLAGE OF FREEBURG, ILLINOIS AND THE INTERNATIONAL
UNION OF OPERATING ENGINEERS, AFL-CIO, LOCAL 148
FOR OFFICE STAFF**

WHEREAS, the International Union of Operating Engineers, AFL-CIO, Local 148 (the "Union") is the authorized bargaining representative for certain employees of the Village of Freeburg Public Office Staff;

WHEREAS, the duly authorized representatives of the Village of Freeburg in good faith have negotiated a four (4) year collective bargaining agreement ("Agreement") with the Union for the term of April 1, 2022 through March 31, 2026;

WHEREAS, the Agreement has been ratified by the membership of the bargaining unit;

WHEREAS, the Village of Freeburg is authorized to enter into the Agreement under the Illinois Municipal Code (65 ILCS 5/8-1-7) and the Illinois Public Labor Relations Act (5 ILCS 315/21);

WHEREAS, the Board of Trustees has determined that it is in the best interest of the Village of Freeburg to execute the Agreement.

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

SECTION 1. The Agreement between the Village of Freeburg and the Union, in substantially the form of the copy of said agreement attached hereto and hereby incorporated by reference, be and the same is hereby authorized and approved.

SECTION 2. The Mayor of the Village of Freeburg, Illinois is hereby authorized and directed to execute the Agreement attached hereto and made a part hereof, and the Village Clerk is hereby authorized and directed to attest the same.

SECTION 3. The Village Board hereby authorizes disbursement of any retroactive pay, if so provided for, in the Agreement.

SECTION 4. 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 1st day of August, 2022.

AYES _____

NAYS _____

ABSENT _____

ABSTAIN _____

Jerry Menard, Village Clerk

Approved this _____ day of _____, 2022.

VILLAGE OF FREEBURG, ILLINOIS

Seth Speiser, Village President

ATTEST:

Approval as to Legal Form:

Jerry Menard, Village Clerk

Village Attorney

COLLECTIVE BARGAINING AGREEMENT

BETWEEN

*VILLAGE OF FREEBURG, ILLINOIS
(VILLAGE HALL OFFICE WORKERS)*

AND

*INTERNATIONAL UNION OF OPERATING
ENGINEERS, AFL-CIO, LOCAL 148*

April 1, 2022 through March 31, 2026

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PREAMBLE

This agreement is entered into by and between the Village of Freeburg, Illinois (herein referred to as the “Employer”) and The International Union of Operating Engineers, Local 148 (herein referred to as the “Union”).

It is the intent and purpose of the parties to this Agreement to set forth herein their entire agreement covering rates of pay, wages, hours of employment, and other conditions of employment; to achieve and maintain harmonious relations between the Employer and the Union; and to provide for the prompt and fair settlement of grievances without any interruption of, or other interference with, the operations of essential services provided to the Village residents and businesses by the Village of Freeburg. When in this agreement the masculine gender is used, the same shall apply to the members of the female gender.

In consideration of the mutual promises and obligations contained herein, the parties hereto, by their authorized representative and/or agent do mutually agree as follows:

ARTICLE 1 – RECOGNITION

Section 1.01 – Recognition:

The Employer hereby recognizes the Union as the sole and exclusive collective bargaining representative for the purposes of collective bargaining on those matters relating to wages, hours of work, and other terms and conditions of employment in the bargaining unit as certified by the Illinois Labor Relations Board, Case No. S-RC-13-030. The bargaining unit shall include:

Included: All Regular, full-time employees of the Village of Freeburg in the following titles: Office Manager; Utility Billing Clerk; Finance Clerk; Police Department Secretary.

Excluded: All other employees of the Village of Freeburg, including all part-time or temporary employees, of the Village of Freeburg, and all employees excluded by the Illinois Public Labor Relations Act.

ARTICLE 2 – UNION SECURITY

Section 2.01 – Union Security:

It is understood and agreed by and between the parties that as a condition of employment, all persons who are hereafter employed by the Employer in the bargaining unit which is subject of this Agreement shall either become members of the Union not later than the thirty (30) days following the beginning of their regular employment or pay a fair share amount equal the periodic monthly dues and initiation fees uniformly required of all Union members in accordance with Section 2.02 of this agreement.

Section 2.02 – Dues Deduction:

Upon receipt of a written, signed authorization form from an employee, the Employer will deduct the prescribed Union dues and initiation fees from the wages of the employees who individually and voluntarily authorize such deductions. Such deductions shall be paid over to the Union by check not later than the twentieth (20th) day of each month following the deduction of dues and shall be remitted monthly to the Union at 2929 South Jefferson Avenue, St. Louis, Missouri, 63118. The Union accepts full responsibility for the authenticity of each and every payroll deduction card submitted to the Employer and will indemnify and save the Employer harmless from any claim, suits, judgments, and from any liability resulting from any action taken by the Employer for the purpose of complying with the provisions of this Article. The Union will notify the Employer by letter stating changes in the dues thirty (30) days before the effective date of the increase in dues.

Section 2.03 – Fair Share:

Any employee who is not a member of the Union shall, as a condition of employment, be required to pay a fair share (not to exceed the amount of the Union dues) of the cost of the collective bargaining process and contract administration in pursuing matters affecting wages, hours and other conditions of employment, but not to exceed the amount of dues uniformly required of members. All employees hired on or after the effective date of this Agreement who have not made application for membership shall, on or after the thirtieth (30th) day of their hire also be required to pay a fair share as defined above.

Upon notice from the Union the Employer shall with respect to any employee on whose behalf Employer has not received a written authorization as provided for above, deduct from the wages of such employee the fair share financial obligation, including any retroactive amount due and owing, and shall forward said amount to the Union on the tenth day of the month following the month in which the deduction is made.

Upon objection by the employee based on bona-fide religious grounds, the fair share obligation shall be paid by the Village of Freeburg to a non-religious charitable organization mutually agreed upon by the employee and the Union or from a list established by the Illinois Labor Relations Board.

ARTICLE 3 – UNION ACTIVITIES

Section 3.01 - Nondiscrimination:

Neither the Employer nor the Union shall discriminate against employees covered by this Agreement in a manner that would violate applicable law.

Section 3.02 – Visits by Union Representation:

Accredited representatives of the Union may visit work sites during working hours by advance arrangement with the Village Administrator in cases where a claim is made that the provisions of this Agreement are not being followed. Such visits shall not interfere with the normal work duties of the employee. The Employer reserves the right to designate a meeting place or to provide a representative to accompany a Union representative where operational requirements do not permit unlimited access.

Section 3.03 – Union Activities:

Employees shall not engage in Union activities during working hours, except as provided herein. Provided that the efficient operations of the Employer allows, a Union representative will be permitted reasonable time away from his/her assigned job during working hours, not to exceed one (1) hour to:

- a. Investigate, file and process grievances, in accordance with the provisions of the Grievance Procedure Articles of this Agreement.
- b. Transmit communications authorized by the Union or its officers to the Employer or the Employer's authorized representatives, and;
- c. Consult with the Employer or its authorized representatives concerning the interpretation, application or enforcement of any provisions of this Agreement.

The Union shall appoint one (1) employee as the Chief Steward. The Union shall notify the Employer, in writing, as soon as such employees are appointed. Said written notice shall be sent to the Village Administrator.

No employee or the Chief Steward shall leave his/her work to pursue any Union activity without first receiving permission from his/her supervisor. Such permission shall not be unreasonably denied. The undertaking of Union activities authorized in this Section shall not interfere with the efficient operations of the Employer.

Section 3.04 – Union Leaves:

An employee may, at the employer's sole discretion, be given a leave of absence of one (1) week or less in duration without pay, but with no loss of seniority, for the purpose of attending Union meetings, conventions or conferences. It is understood that requests for such leave shall be made ten (10) business days in advance. In no event shall such a leave of absence be granted when an employee's absence would interfere with the Employer's ability to conduct the operations of the Village of Freeburg.

An employee may be granted an unpaid leave of absence of more than one week because of his/her duties as an elected or appointed officer of the Union without loss of seniority. Should the Employer grant such a leave of absence, the terms and conditions of such a leave will be mutually agreed upon by the Employer and the Union.

ARTICLE 4 – MANAGEMENT RIGHTS

Section 4.01 – Rights of Management:

The Union recognizes that the Employer possesses the sole and exclusive right to operate and direct all of the employees in this bargaining unit of the Administration Department and Police Department, in all aspects, including, but not limited to, all rights and authority granted by law, except as expressly modified in this Agreement.

Management rights and authority of Employer include, but are not limited to, the right:

- a. To maintain executive management and administrative control of the Village of Freeburg and its properties and facilities and the staff;
- b. To plan, direct, control, assign and determine the operations or services to be conducted by employees of the Village of Freeburg;
- c. To determine the methods, processes, means, job classifications and number of personnel by which the Village of Freeburg operations are to be conducted;
- d. To select, hire, promote, schedule, train, transfer, assign and evaluate work, of all employees;
- e. To direct and supervise the entire working force of the Village of Freeburg, including the establishment of work standards;
- f. To demote, suspend, discipline, or discharge employees for just cause and to discipline or terminate probationary employees with or without just cause;
- g. To make, add, delete, alter and enforce procedures, rules and regulations;
- h. To introduce new or improved methods, equipment or facilities;
- i. To contract out for goods and services;

The Employer has the sole authority to determine the purpose and mission of the Village of Freeburg and the amount of the budget to be adopted thereto.

Section 4.02 – Other Employment:

In the event an employee is engaged in an enterprise or gainful employment other than by the Village of Freeburg, said activities shall not affect the performance of his/her duties, nor shall such other employment interfere with any operations of the Employer, nor affect an employee's availability for call-outs, nor shall it constitute, nor appear to constitute a conflict of interest with employment for the Employer. Should an employee's employment by an entity other than the Employer violate the terms of this Section, either the

employee will immediately terminate employment with the other entity(ies) or his/her employment by the Employer shall be terminated.

Section 4.03 – Civil Emergency Conditions:

If at the sole discretion of the Employer, it is determined that extreme civil conditions exist, including, but not limited to civil disorder, tornado conditions, floods, or other similar catastrophe, the provisions of this Agreement may be suspended by the Employer during the time of declared emergency. The Employer shall make every reasonable effort to re-establish normal operations as soon as possible.

Section 4.04 – Personnel Policy:

The Village of Freeburg Employee Handbook, if published, shall control where not in conflict with the terms and conditions of this agreement.

Section 4.05 – Contract Work:

- a. The Employer and the Union recognize the right of the Employer to subcontract work to meet operational needs.
- b. The Employer shall give the Union notice at least sixty (60) days before subcontracting work that will result in layoffs of bargaining unit employees. Upon demand from the Union, the Employer agrees to bargain the decision and/or impact of the subcontracting/layoffs. In the event the parties are unable to reach a resolution through bargaining, the Employer may implement the subcontracting/layoffs after the expiration of sixty (60) days.

Section 4.06 – Supervisors Doing Work:

Supervisors may perform bargaining unit work in emergency situations and where such work is necessary to train a bargaining unit employee. Such work by supervisors shall not cause any layoffs of the bargaining unit employees.

ARTICLE 5 – NO STRIKE/NO LOCKOUT

Section 5.01 – No Strike Commitment:

Neither the Union nor its agents or bargaining unit employees will call, initiate, authorize, participate in, or ratify any work stoppage, slow down, unauthorized absence, picketing, "work to rule" action, or the concerted interference with the full, faithful and proper performance of the duties of employment with the Employer during the term of this Agreement. No employee shall refuse to cross any picket line, where refusal to respond to a Village emergency could potentially cause personal injury, property damage or loss of utility services which could cause personal injury or property damage. An employee violating this section will be subject to discipline in accordance with Section 15.01.

Section 5.02 – No Lockout:

The Village will not lock out any employee(s) covered by this Agreement during the term of this Agreement as a result of a labor dispute with the Union.

ARTICLE 6 – HOURS OF WORK

Section 6.01 – Hours of Work:

The standard hours of work shall be 8 hours per day. The work week shall start on Monday at 7:00 a.m. and end on Friday at 4:00 p.m. On shutoff/disconnection day, only one employee will be required to be on duty from 4:00 p.m. to 5:00 p.m.

Section 6.02 – Flexible Hours and Work Schedule: A flexible work schedule shall be available to employees in this bargaining unit at the discretion of the appropriate department head. Flexible schedule shall be scheduled in advance with no employee scheduled to work earlier than 7:00 a.m. nor later than 5:00 p.m. Deviations from and changes to the approved flexible schedule shall be approved by the department head. Hours scheduled will be with the input of the bargaining unit employees and shall be determined by the needs of the Village, the qualifications of the employee assigned to do the work, and are intended to cover the essential job and work functions of the Administration and Police Department.

Employees will be relieved of all active responsibilities and restrictions during meal periods and will not be compensated for that time. The employees shall receive an hour unpaid lunch period. The Employees will also receive two ten (10) minute rest breaks, one in the a.m. and one in the p.m. Employees will be allowed a ten (10) minute cleanup period at the end of their workday. All breaks will be staggered or otherwise scheduled to avoid any interruptions of service to the public. The Village designates the conference/meeting room adjacent to the Board Meeting Room as a separate area for office workers to have lunch away from their desks from 11am-2pm each day.

These definitions shall not constitute a guarantee by the Employer of any number of hours per workday or per pay period, or as limitation on the Employer's right to schedule and require work in excess of the normal workday or normal work period consistent with the terms of this Agreement.

Section 6.03 – Time Clock:

Employees shall follow the Village of Freeburg Time Clock Policies attached as Appendix "C".

Article 7 - Overtime

Section 7.01 - Overtime Assignments:

The Employer shall have the right to require overtime work and has the exclusive right to determine when and if overtime is needed and the number of employees needed to complete the job. Overtime work must be authorized in advance by the supervisor.

Section 7.02 – Overtime Compensation:

Overtime shall be compensated at the rate of one and one half (1 ½) times the employee's regular straight time base rate of compensation; after eight (8) hours per day and/or forty (40) hours per week. All overtime on the calendar day of Sunday shall be paid at two (2) times the rate of pay. If called to work, the employee will receive no less than two (2) hours pay, except for extensions to the normal work day.

For the purposes of this Agreement, any hours for which the employee receives sick time, vacation, holiday, or any other compensation without performing work, shall be considered hours worked and shall be used to calculate the total number of hours worked for determining overtime.

Section 7.03 – Overtime Canvassing:

When canvassing employees for overtime or for call-outs, the employee who normally performs the work shall be canvassed first. Should the employee who normally performs the work not be available or declines

the overtime assignment the overtime will be offered to the senior employee qualified to perform the work. If an employee does not answer their phone or respond to an attempt made by the Employer to contact him/her for overtime, the employee forfeits his/her opportunity to work the available overtime.

Section 7.04 – Meal Allowance:

A meal allowance of eight dollars and fifty cents (\$8.50) will be granted if required to work three (3) hours or more over a normal workday or when called out to work in excess of four hours overtime.

Section 7.05 – Rest Period

Employees will not be required to work more than sixteen (16) continuous hours and shall, upon release, be entitled to an eight (8) hour rest period. Should such rest period extend into an employee's regular scheduled work shift the employee shall receive his/her regular rate of pay for all hours not worked during the rest period and shall report for work immediately following the rest period if the rest period ends during his/her regular shift.

Section 7.06 – Compensatory Time:

Should the method of compensation for authorized overtime hours worked be in the form of compensatory time off, the rate of compensation shall be the same as that provided for in Section 7.02 - Overtime Pay of this Agreement.

The use and scheduling of compensatory time, which is not allotted to an employee's carry over balance, must be taken within the calendar year during which it was earned and at such times as will not interfere with the efficient operations of Employer. Employer may limit the number of employees who can use compensatory time at the same time. Compensatory time shall be used in increments of one (1) hour or more but in any case, compensatory time off will not be taken without approval of the Village Administrator. Use of compensatory time will not create overtime for other bargaining unit members. The employee must request compensatory time off in writing, with (48) hour advance notice. Approval of compensatory time off will be at the Employer's discretion.

Employer reserves the right to buyout unused compensatory time in the form of cash; however, compensatory time may be granted in lieu of overtime cash payment at the discretion of Employer. An employee covered by this Agreement shall be allowed to earn forty (40) hours of compensatory time in any one (1) calendar year which shall not be subject to the buy-out provisions, unless mutually agreed upon by employee and Employer. Compensatory time accrued prior to February 25, 2013, will not be subject to buyout by the Employer unless by mutual agreement between employee and Employer. An employee may carry over to the next year up to forty (40) hours of compensatory time, but in no event shall an employee be allowed to accumulate more than two hundred forty (240) hours of compensatory time.

In the event of termination, an employee's employment with Employer shall not be extended by any or all amounts of compensatory or other leave time accrued. Upon separation of employment with Employer, an employee will be compensated in the form of cash for all unused compensatory and leave time earned.

ARTICLE 8 – HOLIDAYS

Section 8.01 – Designated Holidays:

An employee shall receive a holiday allowance of eight (8) hours pay at his straight time hourly rate for the following holidays. In order to receive this allowance under any Section of this Article, an employee must work his last scheduled shift before and his next scheduled shift after the holiday, unless the employee was unable to work the last scheduled day before and/or the first scheduled day after the holiday due to illness or injury and the employee provides the Employer with a doctor's note verifying an inability to work due to illness or injury (the Department Head in his or her sole discretion may excuse an employee from being required to provide a doctor's note). The use of pre-approved vacation or compensatory time off before and after the holiday shall not affect eligibility.

New Year's Day	Labor Day
Martin Luther King Jr.'s Day	Veterans Day
Presidents Day	Thanksgiving Day
Good Friday	Day after Thanksgiving
Memorial Day	Christmas Eve day
Independence Day	Christmas Day
Employee's Birthday	

Dates of observance of holidays listed above shall be designated annually by the Board of Trustees of the Village of Freeburg, Illinois.

Section 8.02 – Floating Holiday:

Along with the holidays listed in Section 8.01 employees shall select a floating holiday of their choice and shall receive a holiday allowance of eight hours pay at his straight time hourly rate. Each employee shall select a floating holiday on a date of their choice to be taken subject to prior approval by a supervisor. The floating holiday may be taken on any working day the employee is regularly scheduled to work.

Section 8.03 –Work on Designated Holidays:

If an employee works on one of the above designated holidays, the employee shall receive in addition to his holiday allowance:

- a. two (2) times the hourly rate of pay for all hours worked during his regular eight (8) hours on any designated holiday falling on Monday through Saturday;
- b. two (2) times the hourly rate of pay for work performed outside of his regular eight (8) hours on any designated holiday falling on Monday through Saturday;
- c. two (2) times the hourly rate of pay for all work performed on a designated holiday falling on a Sunday.

This section only applies to the dates of observance for holidays designated by the Village under Section 8.01, which may vary from the actual holiday date.

Section 8.04 – Holidays during Vacation Leave:

If a paid holiday occurs during an employee's vacation and it falls on one of his regular work days, the employee shall receive his holiday allowance only for that day and not have it count as a vacation day. (This section is cross-referenced with Section 10.06).

Section 8.05 – Personal Day

Each employee shall receive one (1) personal day per year provided the employee has not taken more than three (3) sick days during the preceding year and the employee has had no lost time due to work related

injuries during the preceding year. The personal day may be taken on any working day the employee is regularly scheduled to work and the employee shall receive an allowance of eight hours pay at his straight time hourly rate. Personal days cannot be carried over from year to year. Personal days shall be taken on a date of the employee's choice subject to prior approval of a supervisor.

ARTICLE 9 – WAGES

Section 9.01 – Base Wages:

The Employer shall pay the wages in accordance with the scheduled set out below.

Payday is to be on every other Friday except when payday falls on a holiday, in which event payday shall be on the workday immediately preceding the holiday.

<u>Classification</u>	<u>3-31-2022</u>	<u>Effective 4-1-2022 3.0%</u>	<u>Effective 4-1-2023 2.75%</u>	<u>Effective 4-1-2024 2.5%</u>	<u>Effective 4-1-2025 2.5%</u>
Utility Billing Clerk	\$24.41	\$25.14	\$25.84	\$26.48	\$27.14
Police Dept. Secretary	\$24.41	\$25.14	\$25.84	\$26.48	\$27.14
Bookkeeper	\$20.00	\$20.60	\$21.17	\$21.70	\$22.24
Administrative Assistant	\$20.00	\$20.60	\$21.17	\$21.70	\$22.24
Office Manager	\$26.77	\$27.57	\$28.33	\$29.04	\$29.77
Finance Clerk	\$24.41	\$25.14	\$25.84	\$26.48	\$27.14

Section 9.02 – Training and Certification Reimbursement:

A. The Employer will pay for any fees for certification or license testing required by the Employer.

The Employer shall pay for the cost of tuition on a prorated basis for accredited courses that pertain to duties involving the employee's employment with the Employer, provided that the employee received written pre-approval, which shall be at the sole discretion of the Department Head.

The reimbursement shall be prorated as follows:

<u>Grade</u>	<u>Reimbursement Percentage</u>
A	100%
Pass on a Pass/Fail Course	100%
B	90%

B. If an employee resigns his/her employment or is terminated for just cause within five (5) years of completing training and/or certification paid for by Village, the employee shall reimburse the Village

for the cost of the training and/or certification exceeding \$500.00 in any calendar year paid by the Village for training and certification, on the following prorated basis:

- i. Less than 1 year following the completion of training/certification = 100%
- ii. More than 1 year but less than 2 years following the completion of training/certification = 80%
- iii. More than 2 year but less than 3 years following the completion of training/certification = 60%
- iv. More than 3 year but less than 4 years following the completion of training/certification = 40%
- v. More than 4 year but less than 5 years following the completion of training/certification = 20%

An employee shall only be obligated to reimburse the Village for training/certification costs expended by the Village after the execution of this Agreement on June ____, 2018.

Employee shall reimburse the Village such monies on or before his last date of employment. Employees shall pay such funds via a cashier's or certified check. In the event Employee fails to reimburse the Village on or before his last day of employment Employee hereby authorizes the Village to withhold such monies from his last payroll check. In the event Employee's last payroll check is insufficient to cover the amount owed to the Village, Employee shall be responsible for the remainder. If the Employee is unable to reimburse the Village in full at the time of separation, the Employee and Village shall agree to a reasonable payment plan. The Village shall have the right to require that the Employee execute a promissory note incorporating the terms of the payment plan.

This provision shall not apply in the event of an Employee's death or permanent disability.

Section 9.03 – Clothing Allowance:

In lieu of a clothing allowance, employees in this bargaining unit of the Administration Department and Police Department will be allowed to wear jeans or capris.

Section 9.04 – Reimbursement for Travel Expenses:

Whenever employees are required by the Employer to travel, employees shall be reimbursed for meals and incidental expenses on a per diem basis pursuant to the guidelines published by the U.S. General Services Administration: www.gsa.gov/perdiem.

ARTICLE 10 – VACATION

Section 10.01 – Eligibility

All regular, full-time employees shall earn vacation time. Employees shall be eligible to take paid vacation after one (1) year's continuous employment with the Employer.

The established vacation year, for purposes of employees' vacation shall be their anniversary year. Vacations are accrued or earned based upon the employee's length of service and on time worked the preceding anniversary year. In addition, vacations are not cumulative and must be taken in the vacation year immediately following the year in which they are accrued.

No employee shall be eligible to receive any benefits under this Article if he/she quits or resigns from the employment of the Employer without giving two (2) weeks' notice in writing of his/her intention to resign. If a two (2) week notice is not given by the employee to the Employer, then the vacation time which would

have been awarded to the employee for his/her current year of employment, during which he/she quits or resigns, shall be forfeited by the employee.

If an employee gives two (2) weeks' notice of his/her intention to resign, he/she will receive vacation credit prorated for that portion of the year of employment which he/she worked (e.g., if an employee would have earned eighty (80) hours of vacation leave during a year in which he/she resigns, and works one-half (1/2) of the year of employment before giving his/her two (2) week notice, he/she will receive forty (40) hours of vacation leave compensation).

Section 10.02 – Accumulation Rate:

1. Full-time employees hired before December 1, 2011 will accumulate vacation leave time in accordance with the following schedule:

After completion of one (1) year; forty (40) hours vacation.

After completion of two (2) years but less than seven (7) years; eighty (80) hours vacation per year.

After completion of seven (7) years; but less than sixteen (16) years; one hundred twenty (120) hours vacation per year.

After completion of sixteen (16) years; one hundred sixty (160) hours vacation per year.

Upon completion of seventeen (17) years and every year after; eight (8) additional hours.

2. Full-time employees hired after December 1, 2011 will accumulate vacation leave time in accordance with the following schedule:

After completion of one (1) year; forty (40) hours vacation.

After completion of two (2) years but less than seven (7) years; eighty (80) hours vacation per year.

After completion of seven (7) years; but less than sixteen (16) years; one hundred twenty (120) hours vacation per year.

After completion of sixteen (16) years; one hundred sixty (160) hours vacation per year.

Upon completion of seventeen (17) years and every year after; eight (8) additional hours with a maximum of two hundred forty (240) hours vacation per year.

Section 10.03 – Vacation Pay:

Vacation pay will be calculated by using the employee's regular straight time hourly rate of pay for the vacation period and will be on his or her regular scheduled payday.

Section 10.04 – Scheduling:

On or before December 1st of each year, the Employer shall post a vacation sign-up sheet; employees shall select vacation leave to be taken during the upcoming year. All vacation requests are subject to approval of the Employer. Employees shall schedule vacations on the basis of seniority as determined under Article 14, Seniority, of this Agreement. For the employee to exercise seniority when scheduling vacation, the employee must submit all vacation requests by February 1 of each year.

Any vacation not selected by February 1 will be scheduled on a first come, first serve basis; provided that if two or more employees request vacation at the same time, the most senior employee will be given first preference.

Section 10.05 - Use:

Vacation hours shall not be taken in advance of actually earning it. The numbers of employees allowed on vacation shall be determined by the Employer. Minimum staffing levels will be set at the beginning of each calendar year by the employer in a vacation guideline letter issued to the employees. Employees shall be granted their vacations as requested provided the employer is able to maintain continuous and efficient service and effective processing of the workload. Each employee must request use of his/her vacation time in writing with at least twenty-four (24) hours of advanced notice. Vacation time shall be used in minimum increments of four (4) hours, unless a lesser amount is approved by the supervisor in his or her sole discretion.

Section 10.06 - Holidays during Vacation:

If a paid holiday occurs during an employee's vacation and it falls on one of his regular work days, the employee shall receive his holiday allowance only for that day and not have it count as a vacation day. (This section is cross-referenced with Section 8.04).

Section 10.07 Hospitalization during Vacation:

If an employee is hospitalized during a period of vacation, he shall have the right to cancel the remainder of that vacation period and schedule it for some time later.

Section 10.08 – Village Emergency:

In the event an employee is called back to work due to a Village emergency, the employee shall be paid vacation time plus one and one half (1 ½) times the regular hourly rate of pay for all hours worked while on scheduled vacation.

ARTICLE 11 – SICK LEAVE

Section 11.01 – Sick Leave Accrual

All regular, full-time employees will earn sick leave at the rate of eight (8) hours per month. The sick leave can be carried forward to succeeding years, but not to exceed one thousand nine hundred twenty (1920) hours at the beginning of any calendar year. On January 1st of the year an employee celebrates their fifth (5th) year employment anniversary, and all years thereafter, ninety-six (96) hours of sick leave annually, subject to the maximum carry over allowed. Each January 1, every employee will be notified by the Employer as to the total of accumulated sick leave the employee has.

Section 11.02 – Eligibility:

(A) Sick leave may be used when it has been accrued. Sick leave benefits may be used for an employee's illness, injury, or other medical needs or those of an immediate family member. Immediate family being defined as grandfather, father, father-in-law, stepfather, grandmother, mother, mother-in-law, stepmother, brother, sister, husband, wife, son, son-in-law, daughter, daughter-in-law, stepchildren, grandchildren, step grandchildren, foster children or foster parent.

(B) If an employee has received sick leave contrary to the provisions of this agreement, or through any misrepresentation made by the employee or others on the employee's behalf, he/she may be subject to discipline, up to and including discharge.

Section 11.03 – Use:

Sick leave shall be used in minimum increments of one (1) hour.

Section 11.04 – Verification of Sick Leave by a Physician:

Upon reasonable suspicion of sick leave abuse, written physician's statements may be required from any employees for use of sick leave if requested by the Village Administrator or, in his/her absence, the immediate supervisor or other designee of the Village Administrator.

Section 11.05 – Light Duty:

Employees that are off duty due to a non-duty related illness or injury may request to return to work on a light duty status. The Employer has the sole discretion on the approval of light duty. An employee with the Employer's permission, and with a physician's statement, may return to work on a "light-duty" status.

ARTICLE 12 – HEALTH AND WELFARE

Section 12.01 – Health Insurance, Dental, and Vision:

(a) The Employer shall provide a health insurance program, dental program and vision program on the same basis as it provides for all other employees of the Village.

(b) Any changes in benefits that are consistent with Village-wide policies and practices will not be subject to impact bargaining during the term of this Agreement.

Section 12.02 – Health Insurance Advisory Committee:

The Employer agrees to establish a health insurance advisory committee. The purpose of the committee is to identify innovative strategies that will allow the Village to continue to maintain quality health insurance, dental and vision plans, while containing future growth in health plan costs. The committee shall periodically review the ongoing operation of the health insurance, dental and vision plans, investigate ways to improve the health care program, evaluate any proposed cost increases and make effective recommendations for changes to the health care program to the Village Board of Trustees. The powers and duties of the Committee shall be advisory and non-binding upon the Village.

The committee shall be comprised of two (2) members selected from each collective bargaining unit group within the Village and two (2) members selected from other non-union Village employees. Each member of the committee shall have equal voice and vote regardless of their position with the Village. The employer shall be represented by two (2) members of the Village Board of Trustees and the Mayor or designee. The employer representatives shall serve as *ex officio* (non-voting) members of the committee. Employees covered by this Agreement shall be compensated at the appropriate rate of pay for attendance at committee meetings that occur during the employee's regularly scheduled work day.

Section 12.03 – Increase of Health Plan Costs:

If the annual average per employee cost of the Village Health Plan increases above the agreed upon amount, then the Employer may require each employee to pay up to fifty percent (50%) of the average per employee increase above the amount. This is paid on the back end of the deductible. In the event that the Health Plan enacted differs from the Plan proposed by a majority of the Health Insurance Advisory Committee, the employees shall only be responsible for up to fifty percent (50%) of the increased average per employee cost above the agreed upon amount of the less expensive of those two (2) plans.

Health Plan Cost:

2022 - \$21,000

2023 - \$21,000

2024 - \$21,000

2025 - \$21,000

(Per year per full-time employee)

Ex. \$21,000,00 x number of full-time employees ÷ by 12 months = monthly deposit.

The Village shall make this monthly deposit into the insurance fund account every month. All bills shall be paid out of this account and all remaining money (i.e. monthly deposits) shall remain in the account. This shall operate as the Health Insurance Stability Fund.

For the purposes of this section, the annual average per employee cost of the Village Health Plan shall be calculated by adding the maximum amount of possible annual reimbursements and the costs of annual insurance premiums for participating full time Village employees (based upon their status of single, couple, or family on that date) divided by the number of participating employees, as of the first day of the policy year. The addition or reduction of the number of full time participating employees or a change in status (single, couple, or family) after the first day of the policy year shall not affect the calculation of the annual average per employee cost of the Village Health Plan for the remainder of the policy year.

The parties acknowledge that the Health Insurance Advisory Committee and the Village Board have established a Health Insurance Stability Fund for the benefit of all employees. The Periodic Statement of this Fund is readily available for review by all employees and updated each year after the Advisory Committee meets. In the event that funds are used from this Fund on behalf of an employee, the Village agrees to notify the Union and provide a summary of payments made, as well as an updated balance of the Fund. In the event the Fund's balance falls below \$100,000.00, the parties agree to meet and discuss the Fund in an effort to maintain its viability for use by all employees.

Section 12.04 – Life Insurance:

The Employer shall obtain for each employee covered by the terms of the Agreement \$15,000 of life insurance, plus not less than \$2,000.00 of term life insurance for the employee's spouse and dependents.

ARTICLE 13 -LEAVE OF ABSENCES

Section 13.01 – Jury or Witness Duty:

An employee serving jury duty while scheduled to work shall be compensated the difference in court payment for wages and normal straight-time wages. The Village shall pay an employee serving on jury duty his normal pay and the employee shall turn over to the Village any pay received for services rendered as a juror for days he was scheduled to work.

An employee must report to work for the hours he is scheduled when not actually reporting for jury duty. Employees must provide notice of required jury service to their supervisor, the Village Administrator or his designee as soon as possible so that the Employer may make arrangements to accommodate their absence. Employees are required to return to work when they are excused from jury duty. However, employees shall not be required to return to work on nights while such employee is performing jury duty in the daytime.

Section 13.02 – Death in Family:

A leave of absence with pay of up to three (3) days, will be allowed in the event of the death of an employee's father, father-in-law, stepfather, mother, mother-in-law, stepmother, brother, sister, husband, wife, son, son-

in-law, daughter, daughter-in-law, stepchildren, grandchildren, step grandchildren, foster children or foster parent.

A leave of absence with pay of up to one (1) day will be allowed in the event of the death of the grandfather or grandmother of an employee or an employee's spouse.

To be eligible for payment under this section the employee must attend the services of the designated relative. Upon request, the employee shall furnish employer with proof of attendance, the deceased relative's name, the name and address of the funeral home, and the date of the funeral. The employee shall not be paid for regularly scheduled days off.

Section 13.03 – Military Leave:

Military leave will be granted as an unpaid leave in accordance with applicable law.

Section 13.04 – Maternity Leave:

Female employees shall be granted maternity leave in accordance with state and federal law.

Section 13.05 – Non-Paid Leave of Absence

(a) The Village Administrator may recommend to the Village Board leaves of absence, without pay or salary, to employees under his supervision. The Village Board may in its sole discretion approve or deny the recommendation.

ARTICLE 14 – SENIORITY

Section 14.01 – Seniority:

For the purpose of this Agreement, seniority shall be defined as an employee's length of continuous, full-time service on behalf of the Employer since his/her last date of hire, less any adjustments due to leaves of absence, if applicable. The employer will maintain a seniority list and update date it whenever necessary. The employer will furnish a copy of the seniority list to the Union whenever applicable.

For the purposes of this Agreement, the following definitions shall apply:

Local Union Seniority:

Local Union seniority is defined as seniority resulting from an employee's length of service in a full-time position in this bargaining unit.

Village Seniority:

Village seniority, as used in this Agreement, shall be defined as seniority resulting from an employee's length of full-time employment by the employer. For the purposes of vacation accrual Village Seniority will be used.

Tied Seniority:

Should any employee be tied with another for Local Union Seniority purposes, the employee with the greater Village Seniority shall be deemed the more senior employee for Local Union Seniority purposes. In the event a tie still exists, seniority shall be determined based upon the alphabetic order of the employees' last names.

Section 14.02 - Breaks in Seniority: Any and all seniority and the employment relationship shall be terminated for the following reasons:

- a. If an employee is discharged, unless the discharge is reversed;
- b. If an employee retires, quits or resigns;
- c. If an employee is absent for three (3) consecutive work days without notifying the Employer, unless the employee can prove physical inability to call in;
- d. If an employee who has been laid off fails to return to work on the prescribed date after being properly notified to report to work;
- e. If an employee fails to return from an authorized leave of absence on the appointed date, unless the employee can prove physical inability to call in;
- f. If an employee is laid off for a period of one (1) continuous year.

Section 14.03 – Layoff/Recall:

Should it become necessary to reduce the work force, the employer shall have the sole discretion to determine which bargaining unit classifications are subject to layoff. Probationary and part-time employees shall be laid off prior to full time employees performing the same job classification. Layoffs shall then be made on the basis of inverse seniority with the least senior person in the job classification laid off first. Employees being laid-off shall receive no less than a seven (7) day notice prior to layoff. A laid-off employee shall be eligible for recall for a period of one (1) year from the date of layoff. The Employer shall have the sole discretion to determine which bargaining unit job classifications are recalled first, provided that laid-off employees in the job classification are recalled in the reverse order of layoff. Notice of recall to a laid-off employee shall be made by telephone or, if said employee cannot be reached by phone, by certified mail to his/her last known address. If said employee fails to return to work within seven (7) working days of the mailing of such request, all employment rights of such employee may be terminated. It shall be the employee's responsibility to keep the Employer notified at all times of a change in his/her telephone number and/or mailing address. Failure by the laid-off employee to do so shall relieve the Employer of any responsibility to recall such employee.

Section 14.04 – Vacancies:

When a permanent vacancy occurs within any job classification covered by this Agreement, a notice of such job vacancy shall be posted for a period of five (5) working days and the Shop Steward shall be notified where the vacancy exists. Any employee desiring to submit a bid for such job may do so in writing within such five (5) day period. The senior employee who bids for such job shall be assigned to such job when it becomes vacant, provided that the employee has the skill and ability to perform the work. A successful bidder shall be on probation for a period of ninety (90) days and shall receive the appropriate pay rate for said job classification, during said ninety (90) days the employee may be transferred back to his/her former position at the sole discretion of the employer or voluntarily elect to return to his/her former job classification and pay rate.

If a vacancy in a classification is not filled in accordance with the bidding procedure, then said vacancy may be filled by the Employer through outside sources.

Section 14.05 Probationary Period:

(a) A new employee entering the full time employment with the Employer shall be subject to a twelve (12) months probationary period to permit the employer to determine his ability and fitness to work. The Employer shall have the sole right to determine such suitability during this probationary period. Probationary employees may be discharged for any cause or no cause at all. After having completed the twelve (12) months, he shall

become a regular employee. For the purposes of determining seniority for probationary employees, they shall be added to the seniority list as the date of their employment.

(b) Nothing shall act to prevent any employee during the twelve (12) month probationary period of his employment from obtaining adjustments of grievances for matters other than discipline and discharge as provided in Article 16. A probationary employee shall have the right to Union representation in matters concerning discipline and discharge. The Union or probationary employee may request a meeting with the Employer to discuss discipline and discharge of a probationary employee, provided that Employer shall have no obligation to grant such a request.

(c) The provisions of Article 14 will not apply to employees expressly employed on a temporary basis.

Section 14.06 Seniority if Injured:

An employee who is injured in the course and in the scope of his/her employment by the Employer shall continue to accumulate seniority and upon recovering shall be reinstated to his former position with full seniority provided he returns to work immediately upon being released by the attending physician.

ARTICLE 15 – DISCIPLINE

Section 15.01 – Progressive Discipline:

Employees may be disciplined for just cause and all discipline is subject to Article 16 – Grievance Procedure, of this Agreement. If the employee so desires, said employee may have Union representation present at any meetings between an employee and the employer concerning discipline. The parties recognize the principles of progressive and corrective discipline. Disciplinary action or measures shall include only the following: oral reprimand, written reprimand, suspension without pay and discharge. Disciplinary action shall be imposed upon non-probationary employees when warranted. Probationary employees may be discharged for any cause or no cause at all.

Section 15.02 – Non-Progressive Discipline:

The use of progressive and corrective disciplinary action does not prohibit the Employer in any case from imposing discipline which is commensurate with the severity of the offense, including immediate discharge. Offenses justifying immediate discharge shall include, but are not limited to:

- (a) Unprovoked or unjustified assault or battery of a supervisor, fellow employee, or any other person while the employee is on duty;
- (b) The conviction of any crime, either felony or misdemeanor, which affects the Employer's insurance rates or exposure to liability or the employee's ability to perform his duties;
- (c) Intoxication or the use of alcoholic beverages or illegal drugs when at work or during work hours;
- (d) Conviction of any felony, whether committed on-duty or off-duty;
- (e) Making a false statement on the application for employment;
- (f) The violation of a rule for which the employee has already received a suspension within the prior three (3) years;
- (g) The violation of any rule within three hundred sixty-five (365) days after returning from a disciplinary suspension when employee has previously been suspended for other rule violations on at least two (2) previous occasions, within the prior three (3) years;
- (h) Possessing or carrying of a firearm or weapon on Village property, in a Village vehicle or at a work site;
- (i) Falsifying time cards or making a false claim for payment to the Employer;

- (j) Theft of Village property;
- (k) Sleeping while on duty, other than during designated break times;
- (l) Other offenses of similar gravity determined by the Employer to warrant immediate removal.

ARTICLE 16 – GRIEVANCE PROCEDURE

Section 16.01 – Definition:

A grievance is defined as a dispute or difference of opinion between an employee or group of employees (with respect to a single common issue) covered by this Agreement, or the Union on behalf of the employee(s), and the Employer with respect to the meaning, interpretation or application of an express provision or provisions of this Agreement as written which involves, as to the grievant, an alleged violation of an expressed provision of this Agreement. "Business Day" as used in this Article shall be defined as a day of which the Employer's Office is open for regular business to the public, Monday through Friday, from 7:00 a.m. to 5:00 p.m., excluding weekends and holidays as defined in Section 8.01, Designated Holidays, of this Agreement.

Section 16.02 – General Rules:

- (A) Unless a grievance is filed in a timely manner, it shall be deemed waived. Unless a grievance decision is appealed within the designated time limits, it shall be deemed resolved at the last response.
- (B) Any and all grievances must be filed in writing on a form identical to that attached hereto as Appendix "A". All appeals and responses to the grievance shall be recorded thereupon and/or with attachments thereto.
- (C) Time limits may be extended by agreement of the parties at the respective step in the procedure. However, such extensions shall be to a date certain.
- (D) In the event of a complaint which may give rise to a grievance, the employee shall first complete his assigned work task, unless the issue involves immediate risk to the employee(s) life and health, the employee shall first complete his assigned work task and grieve later.
- (E) When a grievance is filed, it shall name the employee(s) involved, set forth the nature of the grievance, identify the facts upon which it is based and the express provision(s) of the agreement allegedly violated, state the contention of the employee(s) with respect to said provision(s), indicate the relief requested and be signed and dated by one or more of the employee(s) affected or the Union representative.
- (F) Non-economic past practices not covered by the terms of this Agreement are extinguished upon the date of its execution; past practices may be used to establish the meaning, interpretation or application of the agreement.

Section 16.03 – Procedure for Filing Grievances:

A grievance shall be processed and resolved in the following manner. Grievances shall not be processed unless filed within the specific time period.

Step 1 – Immediate Supervisor/Manager:

The affected employee(s) and the Union Steward shall discuss the grievance with the immediate Supervisor within ten (10) business days of the event giving rise to the grievance unless the immediate supervisor is a member of the bargaining unit in which case the grievance shall be automatically advanced to Step 2. The employee(s) or the Union Steward and the Supervisor shall sign and date a

grievance form indicating the nature of the dispute and the desired settlement before ending the discussion. The Supervisor shall respond to the grievance in writing within ten (10) business days.

Step 2 – Village Administrator:

If the grievance is not resolved at Step 1, the Union Business Representative may, within ten (10) business days of the Step 1 answer, submit the written grievance to the Village Administrator. The written grievance shall name the employee(s) involved, set forth the nature of the grievance, identify the facts upon which it based and the express provision(s) of the Agreement allegedly violated, state the contention of the employee with response to said provision(s), indicate the relief requested and be signed and dated by one or more of the employees affected and the Union.

The Village Administrator shall schedule a closed hearing on the grievance within ten (10) business days of receipt of the grievance. Only those individuals who are directly involved in the grievance proceeding shall be allowed to attend the hearing. The Village Administrator shall render a decision in writing to the Union within ten (10) business days of the hearing.

Step 3 – Mediation:

If the grievance is not resolved at Step 2, the parties may, by mutual agreement only, submit the grievance for mediation within fifteen (15) business days after receipt of the Village Administrators Step 2 response. Should the parties choose mediation, they shall jointly notify the Federal Mediation and Conciliation Service (FMCS) in writing. The grievance mediation shall be held at a time and place mutually agreeable to the parties and the mediator.

Proceedings before the mediator shall be informal, and he/she will have the right to meet jointly and/or separately with any person or persons at the grievance mediation conference. The mediator shall assist the parties in an attempt to reach voluntary settlement. If the parties reach agreement, it shall be reduced to writing and signed by both parties. Nothing herein shall prevent the Union and the Employer from entering into any settlement that would not set precedent for other grievances.

Step 4 – Arbitration:

If the grievance is not resolved as a result of Step 2 or 3, as the case may be, either party may request in writing, within ten (10) business days after the mediation is completed, or, if mediation was not pursued, within ten (10) business days after the Step 2 response, that the grievance be submitted to binding arbitration. The parties shall jointly request that FMCS supply a list of seven (7) arbitrators.

Upon receipt of said list, each party shall alternately strike a name until one name remains. The name remaining shall be the arbitrator. The order of striking names shall be determined by a coin toss. The parties shall jointly notify the arbitrator in writing, requesting a hearing, and shall arrange for the services of a court reporter.

Each party shall bear the expenses and fees of its representatives and witnesses. The parties shall share equally the expenses and fees of the arbitrator, the transcript for the arbitrator and the court reporter. The hearing shall be closed to the public and press, and be held in a mutually agreed to location.

Section 16.04 – Decision of the Arbitrator:

The Arbitrator shall have no right to amend, modify, nullify, ignore, add to nor subtract from the provisions of this Agreement. The arbitrator shall consider and decide only whether there has been a violation,

misinterpretation or misapplication of the specific provisions of this Agreement as submitted to him/her by the parties and shall have no authority to make a decision on any issue not so submitted to him/her.

The arbitrator shall not have the power to make decisions contrary to or inconsistent with applicable Federal or State Law or applicable rules and regulations of government agencies, having the force and effect of law.

The arbitrator shall issue a written decision within thirty (30) days following the close of the hearing or the submission of briefs by the parties, whichever is later, unless the parties agree to a written extension thereof for a date certain. Consistent with the provisions of this Article, the arbitrator shall have the authority to make an award and to order an appropriate remedy, if applicable.

Section 16.05 – Time Limits:

Time limits set forth in the Article may be extended by mutual agreement of the Union and the Employer and confirmed in writing. Should the Union be untimely in any of the steps of the grievance procedure, the grievance shall be considered withdrawn. Should the Employer be untimely in any of the steps of the grievance procedure, the grievance shall be considered granted.

Section 16.06 – Expedited Procedure for Discharge:

Grievances regarding the discharge of an employee by a vote of the Village Board of Trustees shall be filed in writing at Step 4 of this procedure within five (5) business days of discharge.

If the Village Board of Trustees delegates authority to discharge employees to the Department Head in the future, Grievances regarding discharge by the Department head shall be filed in writing at Step 2 of this procedure within five (5) business days of discharge. The Village Administrator shall schedule a closed hearing on the grievance within ten (10) business days of receipt of the grievance. Only those individuals who are directly involved in the grievance proceeding shall be allowed to attend the hearing. The Village Administrator shall render a decision in writing to the Union within ten (10) business days of the hearing. If the grievance is not resolved as a result of Step 2, the grievance will advance to Step 4 of the grievance procedure.

ARTICLE 17 – LABOR / MANAGEMENT MEETINGS

Section 17.01 – Meetings:

Labor and management mutually agree that in the interest of efficient management and harmonious employee relations, it is desirable that meetings be held between labor representatives and management representatives of the employer. Such meetings, called Labor/Management Meetings, may be requested at least ten (10) days in advance by either party by placing in writing a request to the other party for a Labor/Management Meeting. The parties may mutually agree to waive the ten (10) day requirement.

Section 17.02 – Exclusive of Grievances:

It is expressly understood and agreed that such meetings shall be exclusive of the grievance procedure. Grievances being processed under the grievance procedure shall not be considered at "labor-management meetings", nor shall negotiations for the purpose of altering any and all terms of this Agreement be carried on at such meetings.

ARTICLE 18 – SAFETY

Section 18.01 – Safety:

The Village of Freeburg Safety Manual, if published, shall be made part of this agreement. The Union will not object to the establishment and imposition by the Employer of additional or more stringent rules to protect the health and safety of the employees. The Employer agrees that any changes to existing safety and health standards and rules will be discussed with the Union before they are implemented by the Employer. It shall be the exclusive responsibility of the Employer to insure compliance with safety and health standards, rules and laws. Employees shall act responsibly to protect their safety and that of their fellow workers in complying with safety and health standards, rules and laws.

Section 18.02 – Safety Equipment:

The Employer agrees to provide any required safety equipment necessary for the employees to perform work assigned to them at no cost to the employee.

ARTICLE 19 - PENSION

Section 19.01 – Retirement Fund:

From April 1, 2022 through March 31, 2026, the Employer agrees to continue its participation on behalf of the members of the Bargaining Unit in the Illinois Municipal Retirement Fund to include any mandated changes required by the IMRF or Illinois State Law.

ARTICLE 20 – GENERAL PROVISIONS

Section 20.01 – Residency Requirement:

Employees shall maintain their place of residence within fifteen (15) miles of Freeburg Village Hall (14 Southgate Center, Freeburg, IL 622 43). Employees must be in compliance with the residency requirement within six (6) months of completing their probation period. Current employees will be grandfathered in.

Section 20.02 – Bulletin Board

The employer shall provide a bulletin board at all appropriate work locations for the purpose of the posting of all legitimate Union notices and material.

ARTICLE 21 – SUBSTANCE ABUSE POLICY

Section 21.01 – Drug-Free Workplace and Substance Abuse Policy:

The Drug-Free Workplace and Substance Abuse Policy, attached as Appendix B, shall be in full force and effect under this Agreement.

ARTICLE 22 – SEPARABILITY AND SAVINGS

Section 22.01 – Savings Provision:

Nothing in this Agreement shall be construed as requiring either party to this Agreement to do anything inconsistent with Federal or State Law, or the final order or judgment of any court having jurisdiction over the parties.

Section 22.02 – Partial Invalidity:

If any provision of this Agreement should be rendered or declared invalid and unenforceable by any court of competent jurisdiction or by reason of any existing or subsequently enacted legislation, the remaining parts or

portions of this Agreement shall remain in full force and effect and the parties agree to meet within fourteen (14) calendar days to negotiate alternative language to substitute for the invalidated provisions.

ARTICLE 23 – COMPLETE AGREEMENT

The parties acknowledge that during the negotiations which preceded this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter not removed by law from the area of collective bargaining. The understandings and agreements arrived at by the parties after the exercise of that right and opportunity are set forth in this agreement and it constitutes the complete and entire Agreement between the parties.

ARTICLE 24 – TERM OF AGREEMENT

This Agreement shall be effective as of April 1, 2022, and shall continue through March 31, 2026, and from year to year thereafter, unless written notice is given by either party of not less than sixty (60) days prior to March 31, 2022, or any March 31 thereafter, of a desire to terminate or negotiate changes in any Articles of this Agreement.

VILLAGE OF FREEBURG

INTERNATIONAL UNION OF
OPERATING ENGINEERS, LOCAL 148

Village President

Date

Keith L. Jones 7/21/22

Business Manager

Date

Village Clerk

Date

Anthony G. Jones 7/21/22

Business Representative

Date

Chief Steward (Village of Freeburg)

Date

STEP FOUR

REFERRAL TO ARBITRATION

By: _____

Person to Whom Referral Given _____

_____ Date

Union Representative or Village Representative

APPENDIX "B" - DRUG-FREE WORKPLACE AND SUBSTANCE ABUSE POLICY

The Village is committed to providing a safe healthy and efficient working environment for all employees. To help achieve this goal, employees are prohibited from:

- (a) Reporting to work with any illegal drug in his/her system, possessing, distributing, selling, manufacturing, or the usage of any illegal drug;
- (b) reporting to work with any alcohol in his/her system, consuming alcoholic beverage while on Village premises, in Village vehicles, or while on Village business or time, or bringing alcohol onto Village premises or job sites, unless specifically approved by the Village Board of Trustees; and,
- (c) Abusing prescription drugs or possessing prescription drugs that have not been prescribed for the employee by a physician.

An employee who violates this policy is subject to corrective action up to, and including, termination of employment. Use of some drugs is detectable for several days. Detection of such drugs or the presence of alcohol will be considered as usage. Refusal to submit to a drug and/or alcohol screen is grounds for immediate termination.

Employees using prescription drugs according to a physician's instructions or using over-the-counter drugs for medicinal purposes shall, in the event such drugs could impair their physical, mental emotional or other faculties, notify their department head for further consideration.

The Village's substance abuse program includes several components to support its efforts to remain drug-free, including:

- Supervisory training;
- Employee awareness program;
- Drug testing of all applicants;
- Drug testing for accidents involving personal injury requiring medical attention and/or property damage;
- Drug testing when a supervisor reasonably suspects that an employee is using during working hours;
- Drug testing on a random basis at the discretion of the Board.

All information relating to drug and/or alcohol screens is to be kept strictly confidential. The information will be kept in each employee's medical file, which will be maintained separately

from the employee's personnel file. These medical files will be kept locked and secured, and access will be limited to the Mayor, Personnel Committee, Administrator and Health Insurance Coordinator in the Village. Under no circumstances shall the results of a drug and/or alcohol screen be discussed with individuals that do not have a work-related need to know.

If employees are involved in an accident causing damage to property or requiring medical attention, it is mandatory that the employee be screened to determine whether they test positive for drugs and/or alcohol. **NOTE: A positive drug or alcohol test may result in the loss of Workman's Compensation benefits.**

If a supervisor reasonably suspects that an individual is at work and using alcohol and/or drugs, the supervisor should notify the department head or Mayor to seek authorization to test the employee. The supervisor will be granted permission to test the employee if sufficient objective symptoms exist to indicate the employee may be using drugs and/or alcohol. Symptoms may include, but are not limited to, slurred speech, uneven gait, impaired mental functions, extremely dilated pupils, smell of alcohol present or erratic behavior. The supervisor or department head should make a written record of the employee's name, the date, time and symptoms present. This documentation should be attached to the test results and kept in the confidential medical file as justification for why the tests were performed. In the State of Illinois, "reasonable suspicion" is defined as anything more than a hunch. Drug testing may include both blood and urine samples.

In the case of employees being tested for reasonable suspicion of substance abuse, the supervisor shall take the employee to the testing facility designated by the Village and shall arrange for transportation of the employee to his or her home after the testing.

The individual tested for reasonable suspicion shall not return to work the day of testing, but shall be sent home with pay. Pending the outcome of the testing, the employee shall not be permitted to return to work but shall continue to receive their normal pay. If testing results are negative, the employee will be allowed to return to work with no loss in pay. If the test results are positive, the employee shall cease to receive pay, must be re-tested, and must test negative before being allowed to return to work. The employee's normal pay shall resume upon returning to work. At the employee's option, accumulated sick leave and/or vacation can be taken to avoid loss of pay.

Violations of this policy, whether discovered by random testing, compulsory testing following an accident, or by employee admission shall be handled as follows:

For the first violation the employee will be offered an opportunity to enter a substance abuse rehabilitation program.

If the employee chooses not to enter a substance abuse rehabilitation program after a first offense, he or she must test negative before being allowed to return to work and, after returning to work, will be subject to random testing for the next **three (3) years**. A positive test result during that **three (3) year** period will result in the employee's termination.

If the employee chooses to enter a substance abuse rehabilitation program after a first offense, he or she must test negative before being allowed to return to work and, after returning to work, will be subject to random testing once every **three (3) months** for **one (1) year**. If the employee again tests positive during that **one (1) year** period, he or she shall have the option of entering an additional rehabilitation program. Whether or not the employee enters such additional rehabilitation program, he or she will be subject to random testing for an additional three (3) years and another positive test result during that **three (3) year** period will result in termination.

Any employee, who is allowed to return to work following a violation of this policy, whether or not he or she is participating in a substance abuse rehabilitation program, shall be expected to maintain satisfactory job performance. Nothing contained in this policy shall be construed to prevent an employee from being disciplined for any other misconduct, which may occur while using or under the influence of prohibited drugs and/or alcohol. Any employee convicted under any drug or alcohol related criminal statute shall be deemed to be in violation of this policy.

While the Village does not condone the abuse of alcohol, prescription drugs, and/or the use of illegal drugs, the Village does recognize that addiction to drugs and/or alcohol can be treated. If an employee recognizes a personal addiction or abuse problem and seeks assistance from management, the Village will assist the employee in seeking treatment. This treatment will be at the sole cost and expense of the employee. The confidential nature of the employee's counseling and rehabilitation for drug and/or alcohol abuse will be preserved.

While the Village health insurance plan may provide rehabilitation benefits under certain conditions, such benefits are not guaranteed and it shall be the responsibility of the employee to qualify for any available benefits. Employees are encouraged to read the health insurance plan in force from time to time for further information.

Access to the Village/s premises is conditioned upon its right to inspect or search the person, vehicle, or personal effects of any employee or visitor. This may include any employee/s office, desk, file cabinet, closet, locker, or similar place. Because even a routine inspection or search might result in the viewing of an employee's personal possessions, employees are encouraged not to bring any item of personal property to the workplace that they do not want revealed to the Village.

Any prohibited materials (or materials that may be found to be prohibited) that are found in an employee's possession during an inspection or search will be collected by management and placed in a sealed container or envelope. The employee's name, date, circumstances under which the materials were collected, and by whom they were collected will be recorded and attached to the container or written upon the envelope. If after further investigation, the collected materials prove not to be prohibited, they will be returned to the employee, and the employee will sign a receipt for the contents. If the prohibited materials prove to be illegal

and/or dangerous, they will not be returned to the employee but will be turned over to the appropriate law enforcement agency.

From time to time and without prior announcement, inspections or searches may be made of anyone entering, leaving or on the premises or property of the Village. Refusal to cooperate in such an inspection or search is grounds for termination. No employee shall place or utilize a lock on any Village property including lockers, desks or cabinets without providing the Village with a spare key to gain access to the locked area in the event the employee is unable or unwilling to open the lock.

APPENDIX "C" - VILLAGE OF FREEBURG TIME CLOCK POLICIES

- All union, part-time and seasonal (non-exempt, non-appointed) employees are required to "punch" a daily time card using a designated time clock at the start and end of each workday.
- Employees must punch in prior to the start of their work shift and be ready to begin work at their work assignment at the starting time of the shift. Employees must punch out at the end of their work shift. Employees are not required to punch out for regular breaks and/or meal time allowed during their shift.
- Employees who leave during the middle of their shift for approved leave and then return to work must punch out when they leave and then punch in again when they return to work.
- For the purpose of computing compensation, time clock punches will be rounded forward or backward, according to a seven minute time period.
 - Use the following as a guide when determining the round:

7:53 a.m. to 8:07 a.m. = 8:00 a.m.
 8:08 a.m. to 8:22 a.m. = 8:15 a.m.
 8:23 a.m. to 8:37 a.m. = 8:30 a.m.
 8:38 a.m. to 8:52 a.m. = 8:45 a.m.

- This time allowance does not excuse tardiness or leaving early; employees are expected to be ready to work at the beginning of their scheduled shift and remain on the job until the end of their shift.
- A pattern of time clock policy violations, such as late punch ins, early punch outs, or missed punches, will subject an employee to disciplinary procedures set forth on the following schedule:

OCCURRENCES	DISCIPLINE	DURATION OF CORRECTIVE DISCIPLINARY ACTION	OCCURRENCES DURING CORRECTIVE DISCIPLINARY ACTION
(In any 12-month period)			
1 – 3	No Formal Discipline		
4	Verbal Warning		
5	Written Warning		

6	Written Reprimand	90 Days	Any two occurrences within 90 days will result in a 1 day suspension
7	One Day Suspension	90 Days	Any two occurrences within 90 days will result in termination
8	Termination		

- No one may possess or punch the time card of another employee under any circumstance. Falsifying any time card records is strictly prohibited. Such actions shall be grounds for disciplinary action, up to and including immediate dismissal.
- If an employee fails to punch his or her card, he or she must notify the appropriate supervisor. Failure to punch in and out appropriately shall be grounds for disciplinary action.
- Only the appropriate supervisor may alter any information on a time card. Any alterations must be initialed and dated by the supervisor. On rare occasions, such as an employee being unavoidably detained or unable to punch in or out due to an emergency, supervisors may make alterations or excuse a late punch in or punch out, as the case may be. All such requests for alterations or to be excused shall be within the sole discretion of the supervisor.
- The appropriate supervisor must authorize any overtime. Employees must punch the time clock when reporting for a callout or overtime.
- Any time clock malfunctions must be reported immediately to appropriate supervisor.

ORDINANCE NO. 1746**AN ORDINANCE OF THE BOARD OF TRUSTEES
OF THE VILLAGE OF FREEBURG, ILLINOIS,
APPROVING AND AUTHORIZING THE VILLAGE TO ENTER INTO AND THE
MAYOR TO EXECUTE A SUCCESSOR COLLECTIVE BARGAINING AGREEMENT
BETWEEN THE VILLAGE OF FREEBURG, ILLINOIS AND THE INTERNATIONAL
UNION OF OPERATING ENGINEERS, AFL-CIO, LOCAL 148**

WHEREAS, the International Union of Operating Engineers, AFL-CIO, Local 148 (the "Union") is the authorized bargaining representative for certain employees of the Village of Freeburg Public Works Department;

WHEREAS, the duly authorized representatives of the Village of Freeburg in good faith have negotiated a four (4) year collective bargaining agreement ("Agreement") with the Union for the term of April 1, 2022 through March 31, 2026;

WHEREAS, the Agreement has been ratified by the membership of the bargaining unit;

WHEREAS, the Village of Freeburg is authorized to enter into the Agreement under the Illinois Municipal Code (65 ILCS 5/8-1-7) and the Illinois Public Labor Relations Act (5 ILCS 315/21);

WHEREAS, the Board of Trustees has determined that it is in the best interest of the Village of Freeburg to execute the Agreement.

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

SECTION 1. The Agreement between the Village of Freeburg and the Union, in substantially the form of the copy of said agreement attached hereto and hereby incorporated by reference, be and the same is hereby authorized and approved.

SECTION 2. The Mayor of the Village of Freeburg, Illinois is hereby authorized and directed to execute the Agreement attached hereto and made a part hereof, and the Village Clerk is hereby authorized and directed to attest the same.

SECTION 3. The Village Board hereby authorizes disbursement of any retroactive pay, if so provided for, in the Agreement.

SECTION 4. 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 1st day of August, 2022.

AYES _____

NAYS _____

ABSENT _____

ABSTAIN _____

Jerry Menard, Village Clerk

Approved this _____ day of _____, 2022.

VILLAGE OF FREEBURG, ILLINOIS

Seth Speiser, Village President

ATTEST:

Approval as to Legal Form:

Jerry Menard, Village Clerk

Village Attorney

COLLECTIVE BARGAINING AGREEMENT

BETWEEN

***VILLAGE OF FREEBURG, ILLINOIS
(PUBLIC WORKS DEPARTMENT)***

AND

***INTERNATIONAL UNION OF OPERATING
ENGINEERS, AFL-CIO, LOCAL 148***

April 1, 2022 through March 31, 2026

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PREAMBLE

This agreement is entered into by and between the Village of Freeburg, Illinois (herein referred to as the “Employer”) and The International Union of Operating Engineers, Local 148 (herein referred to as the “Union”).

It is the intent and purpose of the parties to this Agreement to set forth herein their entire agreement covering rates of pay, wages, hours of employment, and other conditions of employment; to achieve and maintain harmonious relations between the Employer and the Union; and to provide for the prompt and fair settlement of grievances without any interruption of, or other interference with, the operations of essential services provided to the Village residents and businesses by the Village of Freeburg. When in this agreement the masculine gender is used, the same shall apply to the members of the female gender. In consideration of the mutual promises and obligations contained herein, the parties hereto, by their authorized representative and/or agent do mutually agree as follows:

ARTICLE 1 – RECOGNITION

Section 1.01 – Recognition:

The Employer hereby recognizes the Union as the sole and exclusive collective bargaining representative for the purposes of collective bargaining on those matters relating to wages, hours of work, and other terms

and conditions of employment in the bargaining unit as certified by the Illinois Labor Relations Board, Case No. S-RC-10-230. The bargaining unit shall include:

Included: All persons employed regular and full-time by the Village of Freeburg in the following job titles or classifications: Crew Worker—in the Village’s Sewer, Street and Water Departments; Apprentice Lineman—in the Village’s Electric Department; Lineman—in the Village’s Electric Department.

Excluded: All persons employed part-time or seasonally by the Village of Freeburg in its Public Works Department, who operate the municipal pool and who perform grass-cutting and/or leaf pick-up duties; and all other employees of Village of Freeburg excluded by the Illinois Public Labor Relations Act.

ARTICLE 2 – UNION SECURITY

Section 2.01 – Union Security:

It is understood and agreed by and between the parties that as a condition of employment, all persons who are hereafter employed by the Employer in the bargaining unit which is subject of this Agreement shall either become members of the Union not later than the thirty (30) days following the beginning of their regular employment or pay a fair share amount equal the periodic monthly dues and initiation fees uniformly required of all Union members in accordance with Section 2.02 of this agreement.

Section 2.02 – Dues Deduction:

Upon receipt of a written, signed authorization form from an employee, the Employer will deduct the prescribed Union dues and initiation fees from the wages of the employees who individually and voluntarily authorize such deductions. Such deductions shall be paid over to the Union by check not later than the twentieth (20th) day of each month following the deduction of dues and shall be remitted monthly to the Union at 2929 South Jefferson Avenue, St. Louis, Missouri, 63118. The Union accepts full responsibility for the authenticity of each and every payroll deduction card submitted to the Employer and will indemnify and save the Employer harmless from any claim, suits, judgments, and from any liability resulting from any action taken by the Employer for the purpose of complying with the provisions of this Article. The Union will notify the Employer by letter stating changes in the dues thirty (30) days before the effective date of the increase in dues.

Section 2.03 – Fair Share:

Any employee who is not a member of the Union shall, as a condition of employment, be required to pay a fair share (not to exceed the amount of the Union dues) of the cost of the collective bargaining process and contact administration in pursuing matters affecting wages, hours and other conditions of employment, but not to exceed the amount of dues uniformly required of members. All employees hired on or after the effective date of this Agreement who have not made application for membership shall, on or after the thirtieth (30th) day of their hire also be required to pay a fair share as defined above.

Upon notice from the Union the Employer shall with respect to any employee on whose behalf Employer has not received a written authorization as provided for above, deduct from the wages of such employee the fair share financial obligation, including any retroactive amount due and owing, and shall forward said amount to the Union on the tenth day of the month following the month in which the deduction is made.

Upon objection by the employee based on bona-fide religious grounds, the fair share obligation shall be paid by the Village of Freeburg to a non-religious charitable organization mutually agreed upon by the employee and the Union or from a list established by the Illinois Labor Relations Board.

ARTICLE 3 – UNION ACTIVITIES

Section 3.01 - Nondiscrimination:

Neither the Employer nor the Union shall discriminate against employees covered by this Agreement in a manner that would violate applicable law.

Section 3.02 – Visits by Union Representation:

Accredited representatives of the Union may visit work sites during working hours by advance arrangement with the Department Head in cases where a claim is made that the provisions of this Agreement are not being followed. Such visits shall not interfere with the normal work duties of the employee. The Employer reserves the right to designate a meeting place or to provide a representative to accompany a Union representative where operational requirements do not permit unlimited access.

Section 3.03 – Union Activities:

Employees shall not engage in Union activities during working hours, except as provided herein. Provided that the efficient operations of the Employer allows, a Union representative will be permitted reasonable time away from his/her assigned job during working hours, not to exceed one (1) hour to:

- a. Investigate, file and process grievances, in accordance with the provisions of the Grievance Procedure Articles of this Agreement.
- b. Transmit communications authorized by the Union or its officers to the Employer or the Employer's authorized representatives, and;
- c. Consult with the Employer or its authorized representatives concerning the interpretation, application or enforcement of any provisions of this Agreement.

The Union shall appoint one (1) employee as the Chief Steward and one (1) employee as the Shop Steward. The Union shall notify the Employer, in writing, as soon as such employees are appointed. Said written notice shall be sent to the Department's Head.

No employee, Chief Steward or Shop Steward shall leave his/her work to pursue any Union activity without first receiving permission from his/her supervisor. Such permission shall not be unreasonably denied. The undertaking of Union activities authorized in this Section shall not interfere with the efficient operations of the Employer.

Section 3.04 – Union Leaves:

An employee may, at the employer's sole discretion, be given a leave of absence of one (1) week or less in duration without pay, but with no loss of seniority, for the purpose of attending Union meetings, conventions or conferences. It is understood that requests for such leave shall be made ten (10) business days in advance. In no event shall such a leave of absence be granted when an employee's absence would interfere with the Employer's ability to conduct the operations of the Village of Freeburg Public Works Department.

An employee may be granted an unpaid leave of absence of more than one week because of his/her duties as an elected or appointed officer of the Union without loss of seniority. Should the Employer grant such a leave of absence, the terms and conditions of such a leave will be mutually agreed upon by the Employer and the Union.

ARTICLE 4 – MANAGEMENT RIGHTS

Section 4.01 – Rights of Management

The Union recognizes that the Employer possesses the sole and exclusive right to operate and direct all of the employees in the Public Works Departments, in all aspects, including, but not limited to, all rights and authority granted by law, except as expressly modified in this Agreement.

Management rights and authority of Employer include, but are not limited to, the right:

- a. To maintain executive management and administrative control of the Public Works Department and its properties and facilities and the staff;
- b. To plan, direct, control, assign and determine the operations or services to be conducted by employees of the Village of Freeburg Public Works Department;
- c. To determine the methods, processes, means, job classifications and number of personnel by which the Public Works department are to be conducted;
- d. To select, hire, promote, schedule, train, transfer, assign and evaluate work, of all employees;
- e. To direct and supervise the entire working force of Public Works Department, including the establishment of work standards;
- f. To demote, suspend, discipline, or discharge employees for just cause and to discipline or terminate probationary employees with or without just cause;
- g. To make, add, delete, alter and enforce procedures, rules and regulations;
- h. To introduce new or improved methods, equipment or facilities;
- i. To contract out for goods and services;

The Employer has the sole authority to determine the purpose and mission of the Employer's Public Works Department and the amount of the budget to be adopted thereto.

Section 4.02 – Other Employment:

In the event an employee is engaged in an enterprise or gainful employment other than by the Village of Freeburg, said activities shall not affect the performance of his/her duties, nor shall such other employment interfere with any operations of the Employer, nor affect an employee's availability for call-outs, nor shall it constitute, nor appear to constitute a conflict of interest with employment for the Employer. Should an employee's employment by an entity other than the Employer violate the terms of this Section, either the

employee will immediately terminate employment with the other entity(ies) or his/her employment by the Employer shall be terminated.

Section 4.03 – Civil Emergency Conditions:

If at the sole discretion of the Employer, it is determined that extreme civil conditions exist, including, but not limited to civil disorder, tornado conditions, floods, or other similar catastrophe, the provisions of this Agreement may be suspended by the Employer during the time of declared emergency. The Employer shall make every reasonable effort to re-establish normal operations as soon as possible.

Section 4.04 – Personnel Policy:

The Village of Freeburg Employee Handbook, if published, shall control where not in conflict with the terms and conditions of this agreement.

Section 4.05 – Contract Work:

- a. The Employer and the Union recognize the right of the Employer to subcontract work to meet operational needs.
- b. The Employer shall give the Union notice at least sixty (60) days before subcontracting work that will result in layoffs of bargaining unit employees. Upon demand from the Union, the Employer agrees to bargain the decision and/or impact of the subcontracting/layoffs. In the event the parties are unable to reach a resolution through bargaining, the Employer may implement the subcontracting/layoffs after the expiration of sixty (60) days.

Section 4.06 – Supervisors Doing Work:

Supervisors may continue to perform bargaining unit work they heretofore performed which is incidental to their jobs. They may also perform bargaining unit work in emergency situations and where such work is necessary to train a bargaining unit employee. Such work by supervisors shall not cause any layoffs of the bargaining unit employees.

Section 4.07 - Use of Part-Time Employees during Weekends, Holidays, Non-Normal Hours of Work and Village Emergencies:

If the Village requires additional manpower after attempting to contact bargaining unit employees pursuant to Section 7.04, the Village may utilize part-time (non-bargaining unit) employees to perform any necessary work during weekends, holidays, non-normal working hours and Village emergencies. The Village shall maintain an up to date list of part-time employees and the list shall be made available to the union upon request.

ARTICLE 5 – No Strike/No Lockout

Section 5.01 - No Strike Commitment:

Neither the Union nor its agents or bargaining unit employees will call, initiate, authorize, participate in, or ratify any work stoppage, slow down, unauthorized absence, picketing, "work to rule" action, or the concerted interference with the full, faithful and proper performance of the duties of employment with the Employer during the term of this Agreement. No employee shall refuse to cross any picket line, where refusal to respond to a Village emergency could potentially cause personal injury, property damage or loss of utility services which could cause personal injury or property damage. An employee violating this section will be subject to discipline in accordance with Section 15.01.

SECTION 5.02 - No Lockout:

The Village will not lock out any employee(s) covered by this Agreement during the term of this Agreement as a result of a labor dispute with the Union.

ARTICLE 6 – HOURS OF WORK

Section 6.01 – Workday / Week:

The Public Works Director shall have the right to set the schedule for all employees. A normal work pay period shall consist of eighty (80) hours in a fourteen (14) day pay period. The work week for all employees shall be from 12:01 a.m. on Monday to midnight (12:00) the following Sunday. All employees covered by this agreement shall work eight consecutive hours per day, and five consecutive days per work week. The normal work day shall be from 7:00 a.m. to 3:30 p.m. with one-half (1/2) hour for an unpaid meal period. Supervisors will schedule meal periods to accommodate operating requirements following State of Illinois laws. Employees will be relieved of all active responsibilities and restrictions during meal periods and will not be compensated for that time. The Employees will also receive two ten (10) minute rest breaks, one in the a.m. and one in the p.m. Employees will be allowed a ten (10) minute cleanup period at the end of their work day. Emergencies, including but not limited to Snow Plowing, Water Plant failure, Water Tower failure, Lift Station failure, Ice Storms, Storms, Water Main Breaks, Sewer Line Breaks, Distribution Maintenance, Power Outages, Electrical Emergencies, General Infrastructure repair shall supersede this section.

Employees shall follow the Village of Freeburg Time Clock Policies attached as Appendix "C".

The Employer shall have the exclusive right to determine the work week, the schedule and all other matters pertaining to hours worked. Should current shifts change, employer agrees to give all employees a fourteen (14) day notice of any change.

These definitions shall not constitute a guarantee by the Employer of any number of hours per workday or per pay period, or as limitation on the Employer's right to schedule and require work in excess of the normal workday or normal work period consistent with the terms of this Agreement.

Article 7 - Overtime

Section 7.01 - Overtime Assignments:

The Employer shall have the right to require overtime work and has the exclusive right to determine when and if overtime is needed and the number of employees needed to complete the job. Overtime work must be authorized in advance by the supervisor.

Section 7.02 – Overtime Compensation:

Overtime shall be compensated at the rate of one and one half (1 ½) times the employee's regular straight time base rate of compensation; after eight (8) hours per day and/or forty (40) hours per week. All overtime on the calendar day of Sunday shall be paid at two (2) times the rate of pay. If called to work, the employee will receive no less than two (2) hours pay, except for extensions to the normal work day.

For the purposes of this Agreement, any hours for which the employee receives sick time, vacation, holiday, or any other compensation without performing work, shall be considered hours worked and shall be used to calculate the total number of hours worked for determining overtime.

Section 7.03 Availability on Weekends, Holidays, and Non-Normal Hours of Work:

a) Linemen are subject to twenty-four (24) hour telephone standby which shall be shared equally. Water, Sewer and Street department personnel are subject to twenty-four (24) hour telephone standby which shall be shared equally. All employees are required to keep their Village issued cell phones on and respond to emergency calls from their supervisor at all times. In order to assure equal distribution of the standby duties, the following on-call system shall be followed.

b) One (1) lineman and one (1) non-lineman will be designated "on call" each weekend beginning Tuesday at 7:00 a.m. through the following Tuesday at 6.59 a.m. The "on call" restrictions shall not apply to non-normal work time when a normal work day is followed by a normal work day within twenty-four (24) hours. For example, in a week without a holiday, "on call" restrictions would be in effect from 3:30 p.m. on Friday until 6.59 a.m. on Monday. For the purposes of this section, an employee's birthday shall not be considered a holiday.

c) The employee(s) designated as "on call" shall be available for work for emergencies unless prior arrangements have been made with the Supervisor. If an on call employee becomes unable to respond due to an emergency, sickness, or injury, he must notify his supervisor as soon as practical. Employees who are "on call" for work during a week shall receive five (5) hours pay at their regular rate of pay in the week in which they are "on call" and an additional three (3) hours at their regular rate of pay for each holiday (other than an employee's birthday) whether or not they are called for work during the week, provided that this payment shall not be paid to an employee who could not be reached or refuses a call unless the employee has arranged in advanced with his supervisor for another employee acceptable to the Employer to cover his on-call duties.

d) If called to work, the employee will receive no less than two (2) hours overtime pay, except for extensions to normal work day.

e) When there is a need for an employee to be contacted by the Employer for an emergency, the on-call employees will be contacted first and are expected to answer the call. If extenuating circumstances prevent an immediate answer, the employee will have fifteen (15) minutes to make a return call to the person calling them for directions and an explanation of the emergency at hand. The employee shall report as directed by the supervisor and shall have thirty (30) minutes to clock in.. Upon initial contact with the supervisor, and at the supervisor's discretion, the response time may be extended for up to one and one-half (1 ½) hours. The employee will then make contact with their supervisor and give them a status report. If the employee on call fails to make contact in the above stated time, that employee will be subject to discipline in accordance with Section 15.01.

Section 7.04 – Additional Overtime Canvassing:

When canvassing employees for overtime or for call-outs, employees shall be canvassed in a batting order rotation, beginning with the qualified senior employee on the overtime list. Subsequent overtime canvasses shall begin with the employee next on the list following the employee who last worked the overtime. The Employer shall reasonably attempt to offer the overtime to the employee(s) who are at the top of the batting order rotation. If an employee that is not on call does not answer his/her phone or respond to an attempt made by the Employer to contact him/her for overtime, or has notified his/her supervisor beforehand that he/she is unavailable, the employee forfeits his/her opportunity to work the available overtime and the employee's name will be moved to the bottom of the batting order rotation. In that case, the supervisor shall then move on to the next employee in the batting order. In the event that no

employee responds after canvassing the entire batting order, the supervisor has the right to force in employees in reverse seniority to meet the operational needs of the Village.

Section 7.05– Meal Allowance:

A meal allowance of eight dollars and fifty cents (\$8.50) will be granted if required to work three (3) hours or more over a normal workday or when called out to work in excess of four hours overtime.

Section 7.06 – Rest Period

Except in an emergency, employees will not be required to work more than sixteen (16) continuous hours or eighteen (18) hours in any twenty four (24) hour time period and shall, upon release, be entitled to an eight (8) hour rest period. Should such rest period extend into an employee's regular scheduled work shift the employee shall receive his/her regular rate of pay for all hours not worked during the rest period and shall report for work immediately following the rest period if the rest period ends during his/her regular shift.

Section 7.07 – Compensatory Time:

Should the method of compensation for authorized overtime hours worked be in the form of compensatory time off, the rate of compensation shall be the same as that provided for in Section 7.02 - Overtime Pay of this Agreement.

The use and scheduling of compensatory time, which is not allotted to an employee's carry over balance, must be taken within the calendar year during which it was earned and at such times as will not interfere with the efficient operations of Employer. Employer may limit the number of employees who can use compensatory time at the same time. In any case, compensatory time off will not be taken in increments of less than two (2) hours without the express permission of Employer. Use of compensatory time will not create overtime for other bargaining unit members. The employee must request compensatory time off in writing, with twenty-four (24) hour advance notice. Approval of compensatory time off will be at the Employer's discretion.

Employer reserves the right to buyout unused compensatory time in the form of cash; however, compensatory time may be granted in lieu of overtime cash payment at the discretion of Employer. An employee covered by this Agreement shall be allowed to earn forty (40) hours of compensatory time in any one (1) calendar year which shall not be subject to the buy-out provisions, unless mutually agreed upon by employee and Employer. Compensatory time accrued prior to December 17, 2012, will not be subject to buyout by the Employer unless by mutual agreement between employee and Employer. An employee may carry over to the next year up to forty (40) hours of compensatory time, but in no event shall an employee be allowed to accumulate more than two hundred forty (240) hours of compensatory time.

In the event of termination, an employee's employment with Employer shall not be extended by any or all amounts of compensatory or other leave time accrued. Upon separation of employment with Employer, an employee will be compensated in the form of cash for all unused compensatory and leave time earned.

ARTICLE 8 – HOLIDAYS

Section 8.01 – Designated Holidays:

An employee shall receive a holiday allowance of eight (8) hours pay at his straight time hourly rate for the following holidays. In order to receive this allowance under any Section of this Article, an employee must

work his last scheduled shift before and his next scheduled shift after the holiday, unless the employee was unable to work the last scheduled day before and/or the first scheduled day after the holiday due to illness or injury and the employee provides the Employer with a doctor's note verifying an inability to work due to illness or injury (the Department Head in his or her sole discretion may excuse an employee from being required to provide a doctor's note). The use of pre-approved vacation or compensatory time off before and after the holiday shall not affect eligibility.

New Year's Day	Labor Day
Martin Luther King Jr.'s Day	Veterans Day
Presidents Day	Thanksgiving Day
Good Friday	Day after Thanksgiving
Memorial Day	Christmas Eve day
Independence Day	Christmas Day
Employee's Birthday	

Dates of observance of holidays listed above shall be designated annually by the Board of Trustees of the Village of Freeburg, Illinois.

Section 8.02 – Floating Holiday:

Along with the holidays listed in Section 8.01 employees shall select a floating holiday of their choice and shall receive a holiday allowance of eight hours pay at his straight time hourly rate. Each employee shall select a floating holiday on a date of their choice to be taken subject to prior approval by a supervisor. The floating holiday may be taken on any working day the employee is regularly scheduled to work.

Section 8.03 – Work on Designated Holidays:

If an employee works on one of the above designated holidays, the employee shall receive in addition to his holiday allowance:

- a. two (2) times the hourly rate of pay for all hours worked during his regular eight (8) hours on any designated holiday falling on Monday through Saturday;
- b. two (2) times the hourly rate of pay for work performed outside of his regular eight (8) hours on any designated holiday falling on Monday through Saturday;
- c. two (2) times the hourly rate of pay for all work performed on a designated holiday falling on a Sunday.

This section only applies to the dates of observance for holidays designated by the Village under Section 8.01, which may vary from the actual holiday date.

Section 8.04 – Holidays during Vacation Leave:

If a paid holiday occurs during an employee's vacation and it falls on one of his regular work days, the employee shall receive his holiday allowance only for that day and not have it count as a vacation day. (This section is cross-referenced with Section 10.06).

Section 8.05 – Personal Day

Each employee shall receive one (1) personal day per year provided the employee has not taken more than three (3) sick days during the preceding year and the employee has had no lost time due to work related injuries during the preceding year. The personal day may be taken on any working day the employee is

regularly scheduled to work and the employee shall receive an allowance of eight hours pay at his straight time hourly rate. Personal days cannot be carried over from year to year. Personal days shall be taken on a date of the employee's choice subject to prior approval of a supervisor.

ARTICLE 9 – WAGES

Section 9.01 – Base Wages:

The Employer shall pay the wages in accordance with the scheduled set out below.

Payday is to be on every other Friday except when payday falls on a holiday, in which event payday shall be on the workday immediately preceding the holiday.

<u>Classification</u>	<u>3-31-2022</u>	Effective <u>4-1-2022</u> 3.0%	Effective <u>4-1-2023</u> 2.75%	Effective <u>4-1-2024</u> 2.5%	Effective <u>4-1-2025</u> 2.5%
Crew Worker	\$27.62	\$28.45	\$29.23	\$29.96	\$30.71
Crew Leader	\$29.07	\$29.94	\$30.77	\$31.54	\$32.33
Water/Sewer Operator	\$27.62	\$28.45	\$29.23	\$29.96	\$30.71
Water/Sewer Department Leader	\$33.60	\$34.61	\$35.56	\$36.45	\$37.36
Public Works Specialist	\$28.72	\$29.58	\$30.40	\$31.16	\$31.94
Apprentice Lineman					
Level I	\$28.16	\$29.00	\$29.80	\$30.55	\$31.31
Level II	\$29.46	\$30.34	\$31.18	\$31.96	\$32.76
Level III	\$30.77	\$31.69	\$32.57	\$33.38	\$34.22
Level IV	\$32.08	\$33.04	\$33.95	\$34.80	\$35.67
Journeyman Lineman	\$33.37	\$34.37	\$35.32	\$36.20	\$37.11
Head Journeyman Lineman	\$34.70	\$35.74	\$36.72	\$37.64	\$38.58

Section 9.02– Apprentice Step Rate:

To be advanced to the next level, Apprentice Lineman must complete eighteen hundred (1800) hours of on the job training plus successfully complete any required training classes. All straight time and overtime hours will be calculated toward the accumulation of the eighteen hundred (1800) hours necessary for advancement. Absences from work for any reason, vacation, holidays, sick leave, etc. shall not be used to calculate the hours needed for advancement.

Level I:

- Step 1. Learn the operation of an electric utility, operation of equipment and line tools, light climbing, tree trimming around secondary. Learning to work under and take directions from senior employees. Complete and pass T.V.P.P.A. Climbing Lab A or equivalent within six months.
- Step 2. Operation of equipment and tools, application of material, secondary hookups, service work, tree trimming around secondary and services, learning to work under utility personnel. Climbing to secondary, Power Plant maintenance. Complete and pass T.V.P.P.A. Correspondence Course #1 or equivalent within six months of completing Step 1.

Level II:

- Step 3. Operation of equipment and tools, application of material. Secondary hookups, transferring and stringing of secondary lines energized, climbing to primary and working on de-energized, installation of all material including transformers, tree trimming around secondary and services. Power plant maintenance. Complete and pass T.V.P.P.A. Correspondence Course #2 or equivalent within six months of completing Step 2.
- Step 4. Climbing and bucket work, secondary and service work including three phase de-energizing work on all types of underground and overhead construction, tree trimming with sticks to energized primary lines (not above) and all lines below primary, wiring of transformers. Power Plant maintenance equipment operation. Complete and pass T.V.P.P.A. Line Construction Lab B or equivalent within six months of completing Step 3.

Level III:

- Step 5. Climbing and bucket work, advanced skills in secondary and service work, general underground and overhead construction, work single phase primary energized supervised hot stick work to include fusing and installation of hot line clamps, tree trimming around single phase line on bucket. Complete and pass T.V.P.P.A. of Correspondence Course #3 equivalent within six months of completing Step 4.
- Step 6. Climbing and bucket work, advanced skills in single phase primary work, general underground and overhead construction, supervised three phase, primary work in bucket energized, tree trimming around three phase primary. Complete and pass T.V.P.P.A. of Lab C or equivalent within six months of completing Step 5.

Level IV:

- Step 7. Climbing and bucket work in all phases of line construction and maintenance supervised on three phase energized lines. Complete and pass T.V.P.P.A. Correspondence Course #4 or equivalent within six months of completing Step 6.
- Step 8. Climbing and bucket work in all phases of line work. Complete and pass T.V.P.P.A. Apprenticeship top out exam or equivalent within six months of completing Step 7 or at such time as the next top out exam is scheduled.

Section 9.03 Completion of Apprenticeship Steps:

Apprentice Linemen shall make continuous progress towards the completion of the apprentice program within the timeframes set forth above and failure to do so shall constitute just cause for progressive discipline, up to and including discharge.

Section 9.04 – Training and Certification Reimbursement:

A. The Employer will pay for any fees for certification or license testing required by the Employer.

The Employer shall pay for the cost of tuition on a prorated basis for accredited courses that pertain to duties involving the employee's employment with the Employer, provided that the employee received written pre-approval, which shall be at the sole discretion of the Department Head.

The reimbursement shall be prorated as follows:

<u>Grade</u>	<u>Reimbursement Percentage</u>
A	100%
Pass on a Pass/Fail Course	100%
B	90%

B. If an employee resigns his/her employment or is terminated for just cause within five (5) years of completing training and/or certification paid for by Village, the employee shall reimburse the Village for the cost of the training and/or certification exceeding \$500.00 in any calendar year paid by the Village for training and certification, on the following prorated basis:

- i. Less than 1 year following the completion of training/certification = 100%
- ii. More than 1 year but less than 2 years following the completion of training/certification = 80%
- iii. More than 2 year but less than 3 years following the completion of training/certification = 60%
- iv. More than 3 year but less than 4 years following the completion of training/certification = 40%
- v. More than 4 year but less than 5 years following the completion of training/certification = 20%

An employee shall only be obligated to reimburse the Village for training/certification costs expended by the Village after the execution of this Agreement on June ____, 2014.

Employee shall reimburse the Village such monies on or before his last date of employment. Employees shall pay such funds via a cashier's or certified check. In the event Employee fails to reimburse the Village on or before his last day of employment Employee hereby authorizes the Village to withhold such monies from his last payroll check. In the event Employee's last payroll check is insufficient to cover the amount owed to the Village, Employee shall be responsible for the remainder. If the Employee is unable to reimburse the Village in full at the time of separation, the Employee and Village shall agree to a reasonable payment plan. The Village shall have the right to require that the Employee execute a promissory note incorporating the terms of the payment plan.

This provision shall not apply in the event of an Employee's death or permanent disability.

Section 9.05 – Clothing Allowance:

The Employer agrees to provide uniform service to all employees at no cost to the employee.

Specialty clothing such as rain suits, rubber boots, gloves, etc. shall be furnished by the employer at no cost to the employee

A two hundred dollar (\$200.00) annual allowance on work clothing will be provided for all employees covered by this agreement upon the supervisor's approval and submittals of receipts. The allowance may only be used for work clothes necessary for job performance and not otherwise provided by the Employer. Work boots must be ANSI approved safety shoes in order to qualify for reimbursement. Work boots damaged in the line of duty (beyond normal wear and tear) will either be replaced at no cost to the employee, or a credit may be given based upon the pro-rated life of the boots at the time of damage. The determination on if replacement is necessary or the amount of credit to be given shall be made at the sole discretion of the department head prior to purchase and the cost shall not exceed two hundred dollars (\$200.00).

An employee may carry over a maximum of two hundred dollars (\$200.00) from one year to the next and may accumulate a maximum clothing allowance of four hundred dollars (\$400.00). The clothing allowance must be used for qualified clothing and equipment. In no event shall an employee be entitled to a cash payment for any un-used clothing allowance.

Section 9.06 – Reimbursement for Travel Expenses:

Whenever employees are required by the Employer to travel, employees shall be reimbursed for meals and incidental expenses on a per diem basis pursuant to the guidelines published by the U.S. General Services Administration: www.gsa.gov/perdiem.

ARTICLE 10 – VACATION

Section 10.01 – Eligibility

All regular, full-time employees shall earn vacation time. Employees shall be eligible to take paid vacation after one (1) year's continuous employment with the Employer.

The established vacation year, for purposes of employees' vacation shall be their anniversary year. Vacations are accrued or earned based upon the employee's length of service and on time worked the preceding anniversary year. In addition, vacations are not cumulative and must be taken in the vacation year immediately following the year in which they are accrued.

No employee shall be eligible to receive any benefits under this Article if he/she quits or resigns from the employment of the Employer without giving two (2) weeks' notice in writing of his/her intention to resign. If a two (2) week notice is not given by the employee to the Employer, then the vacation time which would have been awarded to the employee for his/her current year of employment, during which he/she quits or resigns, shall be forfeited by the employee.

If an employee gives two (2) weeks' notice of his/her intention to resign, he/she will receive vacation credit prorated for that portion of the year of employment which he/she worked (e.g., if an employee would have earned eighty (80) hours of vacation leave during a year in which he/she resigns, and works one-half (1/2) of the year of employment before giving his/her two (2) week notice, he/she will receive forty (40) hours of vacation leave compensation).

Section 10.02 – Accumulation Rate:

1. Full-time employees hired before December 1, 2011, will accumulate vacation leave time in accordance with the following schedule:

After completion of one (1) year; forty (40) hours vacation.

After completion of two (2) years but less than seven (7) years; eighty (80) hours vacation per year.

After completion of seven (7) years; but less than sixteen (16) years; one hundred twenty (120) hours vacation per year.

After completion of sixteen (16) years; one hundred sixty (160) hours vacation per year.

Upon completion of seventeen (17) years and every year after; eight (8) additional hours.

2. Full-time employees hired after December 1, 2011, will accumulate vacation leave time in accordance with the following schedule:

After completion of one (1) year; forty (40) hours vacation.

After completion of two (2) years but less than seven (7) years; eighty (80) hours vacation per year.

After completion of seven (7) years; but less than sixteen (16) years; one hundred twenty (120) hours vacation per year.

After completion of sixteen (16) years; one hundred sixty (160) hours vacation per year.

Upon completion of seventeen (17) years and every year after; eight (8) additional hours with a maximum of two hundred forty (240) hours vacation per year.

Section 10.03 – Vacation Pay:

Vacation pay will be calculated by using the employee's regular straight time hourly rate of pay for the vacation period and will be on his or her regular scheduled payday.

Section 10.04 – Scheduling:

On or before December 1st of each year, the Employer shall post a vacation sign-up sheet; employees shall select vacation leave to be taken during the upcoming year. All vacation requests are subject to approval of the Employer. Employees shall schedule vacations on the basis of seniority as determined under Article 14, Seniority, of this Agreement. For the employee to exercise seniority when scheduling vacation, the employee must submit all vacation requests by February 1 of each year.

Any vacation not selected by February 1 will be scheduled on a first come, first serve basis; provided that if two or more employees request vacation at the same time, the most senior employee will be given first preference.

Section 10.05 - Use:

Vacation hours shall not be taken in advance of actually earning it. The numbers of employees allowed on vacation shall be determined by the Employer. Minimum staffing levels will be set at the beginning of each calendar year by the employer in a vacation guideline letter issued to the employees. Employees shall be granted their vacations as requested provided the employer is able to maintain continuous and efficient service and effective processing of the workload. Each employee must request use of his/her vacation time in writing with at least twenty-four (24) hours of advanced notice. Vacation time shall be used in minimum increments of four (4) hours, unless a lesser amount is approved by the supervisor in his or her sole discretion.

Section 10.06 - Holidays during Vacation:

If a paid holiday occurs during an employee's vacation and it falls on one of his regular work days, the employee shall receive his holiday allowance only for that day and not have it count as a vacation day. (This section is cross-referenced with Section 8.04).

Section 10.07 Hospitalization during Vacation:

If an employee is hospitalized during a period of vacation, he shall have the right to cancel the remainder of that vacation period and schedule it for some time later.

Section 10.08 – Village Emergency:

In the event an employee is called back to work due to a Village emergency, the employee shall be paid vacation time plus one and one half (1 ½) times the regular hourly rate of pay for all hours worked while on scheduled vacation.

ARTICLE 11 – SICK LEAVE

Section 11.01 – Sick Leave Accrual

All regular, full-time employees will earn sick leave at the rate of eight (8) hours per month. The sick leave can be carried forward to succeeding years, but not to exceed one thousand nine hundred twenty (1920) hours at the beginning of any calendar year. On January 1st of the year an employee celebrates their fifth (5th) year employment anniversary, and all years thereafter, employees shall be granted ninety-six (96) hours of sick leave annually, subject to the maximum carry over allowed. Each January 1, every employee will be notified by the Employer as to the total of accumulated sick leave the employee has.

Section 11.02-- Eligibility:

(A) Sick leave may be used when it has been accrued. Sick leave benefits may be used for an employee's illness, injury, or other medical needs or those of an immediate family member. Immediate family being defined as grandfather, father, father-in-law, stepfather, grandmother, mother, mother-in-law, stepmother, brother, sister, husband, wife, son, son-in-law, daughter, daughter-in-law, stepchildren, grandchildren, step grandchildren, foster children or foster parent.

(B) If an employee has received sick leave contrary to the provisions of this agreement, or through any misrepresentation made by the employee or others on the employee's behalf, he/she may be subject to discipline, up to and including discharge.

Section 11.03 – Use:

Sick leave shall be used in minimum increments of one (1) hour.

Section 11.04 – Verification of Sick Leave by a Physician:

Upon reasonable suspicion of sick leave abuse, written physician's statements may be required from any employees for use of sick leave if requested by the Public Works Director or, in his/her absence, the immediate supervisor or other designee of the Director of Public Works.

Section 11.05 – Light Duty:

Employees that are off duty due to a non-duty related illness or injury may request to return to work on a light duty status. The Employer has the sole discretion on the approval of light duty. An employee with the Employer's permission, and with a physician's statement, may return to work on a "light-duty" status.

ARTICLE 12 – HEALTH AND WELFARE

Section 12.01 – Health Insurance, Dental, and Vision

- (a) The Employer shall provide a health insurance program, dental program and vision program on the same basis as it provides for all other employees of the Village.
- (b) Any changes in benefits that are consistent with Village-wide policies and practices will not be subject to impact bargaining during the term of this Agreement.

Section 12.02 – Health Insurance Advisory Committee

The Employer agrees to establish a health insurance advisory committee. The purpose of the committee is to identify innovative strategies that will allow the Village to continue to maintain quality health insurance, dental and vision plans, while containing future growth in health plan costs. The committee shall periodically review the ongoing operation of the health insurance, dental and vision plans, investigate ways to improve the health care program, evaluate any proposed cost increases and make effective recommendations for changes to the health care program to the Village Board of Trustees. The powers and duties of the Committee shall be advisory and non-binding upon the Village.

The committee shall be comprised of two (2) members selected from each collective bargaining unit group within the Village and two (2) members selected from other non-union Village employees. Each member of the committee shall have equal voice and vote regardless of their position with the Village. The employer shall be represented by two (2) members of the Village Board of Trustees and the Mayor or designee. The employer representatives shall serve as *ex officio* (non-voting) members of the committee. Employees covered by this Agreement shall be compensated at the appropriate rate of pay for attendance at committee meetings that occur during the employee's regularly scheduled work day.

Section 12.03 – Increase of Health Plan Costs

If the annual average per employee cost of the Village Health Plan increases above the agreed upon amount, then the Employer may require each employee to pay up to fifty percent (50%) of the average per employee increase above the amount. This is paid on the back end of the deductible. In the event that the Health Plan enacted differs from the Plan proposed by a majority of the Health Insurance Advisory Committee, the employees shall only be responsible for up to fifty percent (50%) of the increased average per employee cost above the agreed upon amount of the less expensive of those two (2) plans.

Health Plan Cost:

2022 - \$21,000

2023 - \$21,000

2024 - \$21,000

2025 - \$21,000

(Per year per full-time employee)

Ex. \$21,000,00 x number of full-time employees ÷ by 12 months = monthly deposit.

The Village shall make this monthly deposit into the insurance fund account every month. All bills shall be paid out of this account and all remaining money (i.e. monthly deposits) shall remain in the account. This shall operate as the Health Insurance Stability Fund.

For the purposes of this section, the annual average per employee cost of the Village Health Plan shall be calculated by adding the maximum amount of possible annual reimbursements and the costs of annual insurance premiums for participating full time Village employees (based upon their status of single, couple, or family on that date) divided by the number of participating employees, as of the first day of the policy year. The addition or reduction of the number of full time participating employees or a change in status (single, couple, or family) after the first day of the policy year shall not affect the calculation of the annual average per employee cost of the Village Health Plan for the remainder of the policy year.

The parties acknowledge that the Health Insurance Advisory Committee and the Village Board have established a Health Insurance Stability Fund for the benefit of all employees. The Periodic Statement of this Fund is readily available for review by all employees and updated each year after the Advisory Committee meets. In the event that funds are used from this Fund on behalf of an employee, the Village agrees to notify the Union and provide a summary of payments made, as well as an updated balance of the Fund. In the event the Fund's balance falls below \$100,000.00, the parties agree to meet and discuss the Fund in an effort to maintain its viability for use by all employees.

Section 12.04 – Life Insurance

The Employer shall obtain for each employee covered by the terms of the Agreement \$15,000 of life insurance, plus not less than \$2,000.00 of term life insurance for the employee's spouse and dependents.

ARTICLE 13 -LEAVE OF ABSENCES

Section 13.01 – Jury or Witness Duty:

An employee serving jury duty while scheduled to work shall be compensated the difference in court payment for wages and normal straight-time wages. The Village shall pay an employee serving on jury duty his normal pay and the employee shall turn over to the Village any pay received for services rendered as a juror for days he was scheduled to work.

An employee must report to work for the hours he is scheduled when not actually reporting for jury duty. Employees must provide notice of required jury service to their supervisor, the Public Works Director or his designee as soon as possible so that the Employer may make arrangements to accommodate their absence. Employees are required to return to work when they are excused from jury duty. However, employees shall not be required to return to work on nights while such employee is performing jury duty in the daytime.

Section 13.02 – Death in Family:

A leave of absence with pay of up to three (3) days, will be allowed in the event of the death of an employee's father, father-in-law, stepfather, mother, mother-in-law, stepmother, brother, sister, husband, wife, son, son-in-law, daughter, daughter-in-law, stepchildren, grandchildren, step grandchildren, foster children or foster parent.

A leave of absence with pay of up to one (1) day will be allowed in the event of the death of the grandfather or grandmother of an employee or an employee's spouse.

To be eligible for payment under this section the employee must attend the services of the designated relative. Upon request, the employee shall furnish employer with proof of attendance, the deceased relative's name, the name and address of the funeral home, and the date of the funeral. The employee shall not be paid for regularly scheduled days off.

Section 13.03– Military Leave:

Military leave will be granted as an unpaid leave in accordance with applicable law.

Section 13.04 – Maternity Leave:

Female employees shall be granted maternity leave in accordance with state and federal law.

Section 13.05 – Non-Paid Leave of Absence

(a) The Public Works Director may recommend to the Village Board leaves of absence, without pay or salary, to employees under his supervision. The Village Board may in its sole discretion approve or deny the recommendation.

ARTICLE 14 – SENIORITY

Section 14.01 – Seniority:

For the purpose of this Agreement, seniority shall be defined as an employee's length of continuous, full-time service on behalf of the Employer since his/her last date of hire, less any adjustments due to leaves of absence, if applicable. The employer will maintain a seniority list and update date it whenever necessary. The employer will furnish a copy of the seniority list to the Union whenever applicable.

For the purposes of this Agreement, the following definitions shall apply:

Local Union Seniority:

Local Union seniority is defined as seniority resulting from an employee's length of service in a full-time position in this bargaining unit.

Village Seniority:

Village seniority, as used in this Agreement, shall be defined as seniority resulting from an employee's length of full-time employment by the employer. For the purposes of vacation accrual Village Seniority will be used.

Tied Seniority:

Should any employee be tied with another for Local Union Seniority purposes, the employee with the greater Village Seniority shall be deemed the more senior employee for Local Union Seniority purposes. In the event a tie still exists, seniority shall be determined based upon the alphabetic order of the employees' last names.

Section 14.02 - Breaks in Seniority:

Any and all seniority and the employment relationship shall be terminated for the following reasons:

- a. If an employee is discharged, unless the discharge is reversed;
- b. If an employee retires, quits or resigns;
- c. If an employee is absent for three (3) consecutive work days without notifying the Employer, unless the employee can prove physical inability to call in;
- d. If an employee who has been laid off fails to return to work on the prescribed date after being properly notified to report to work;
- e. If an employee fails to return from an authorized leave of absence on the appointed date, unless the employee can prove physical inability to call in;
- f. If an employee is laid off for a period of one (1) continuous year.

Section 14.03 – Layoff/Recall:

Should it become necessary to reduce the work force, the employer shall have the sole discretion to determine which bargaining unit classifications are subject to layoff. Probationary and part-time employees shall be laid off prior to full time employees performing the same job classification. Layoffs shall then be made on the basis of inverse seniority with the least senior person in the job classification laid off first. Employees being laid-off shall receive no less than a seven (7) day notice prior to layoff. A laid-off employee shall be eligible for recall for a period of one (1) year from the date of layoff. The Employer shall have the sole discretion to determine which bargaining unit job classifications are recalled first, provided that laid-off employees in the job classification are recalled in the reverse order of layoff. Notice of recall to a laid-off employee shall be made by telephone or, if said employee cannot be reached by phone, by certified mail to his/her last known address. If said employee fails to return to work within seven (7) working days of the mailing of such request, all employment rights of such employee may be terminated. It shall be the employee's responsibility to keep the Employer notified at all times of a change in his/her telephone number and/or mailing address. Failure by the laid-off employee to do so shall relieve the Employer of any responsibility to recall such employee.

Section 14.04 – Vacancies:

When a permanent vacancy occurs within any job classification covered by this Agreement, a notice of such job vacancy shall be posted for a period of five (5) working days and the Shop Steward shall be notified where the vacancy exists. Any employee desiring to submit a bid for such job may do so in writing within such five (5) day period. The senior employee who bids for such job shall be assigned to such job when it becomes vacant, provided that the employee has the skill and ability to perform the work. A successful bidder shall be on probation for a period of ninety (90) days and shall receive the

appropriate pay rate for said job classification, during said ninety (90) days the employee may be transferred back to his/her former position at the sole discretion of the employer or voluntarily elect to return to his/her former job classification and pay rate.

If a vacancy in a classification is not filled in accordance with the bidding procedure, then said vacancy may be filled by the Employer through outside sources.

Section 14.05 Probationary Period:

(a) A new employee entering the full time employment with the Employer shall be subject to a twelve (12) months probationary period to permit the employer to determine his ability and fitness to work. The Employer shall have the sole right to determine such suitability during this probationary period. Probationary employees may be discharged for any cause or no cause at all. After having completed the twelve (12) months, he shall become a regular employee. For the purposes of determining seniority for probationary employees, they shall be added to the seniority list as the date of their employment.

(b) Nothing shall act to prevent any employee during the twelve (12) month probationary period of his employment from obtaining adjustments of grievances for matters other than discipline and discharge as provided in Article 16. A probationary employee shall have the right to Union representation in matters concerning discipline and discharge. The Union or probationary employee may request a meeting with the Employer to discuss discipline and discharge of a probationary employee, provided that Employer shall have no obligation to grant such a request.

(c) The provisions of Article 14 will not apply to employees expressly employed on a temporary basis.

Section 14.06 Seniority if Injured:

An employee who is injured in the course and in the scope of his/her employment by the Employer shall continue to accumulate seniority and upon recovering shall be reinstated to his former position with full seniority provided he returns to work immediately upon being released by the attending physician.

ARTICLE 15 – DISCIPLINE

Section 15.01 – Progressive Discipline:

Employees may be disciplined for just cause and all discipline is subject to Article 16 – Grievance Procedure, of this Agreement. If the employee so desires, said employee may have Union representation present at any meetings between an employee and the employer concerning discipline. The parties recognize the principles of progressive and corrective discipline. Disciplinary action or measures shall include only the following: oral reprimand, written reprimand, suspension without pay and discharge. Disciplinary action shall be imposed upon non-probationary employees when warranted. Probationary employees may be discharged for any cause or no cause at all.

Section 15.02 – Non-Progressive Discipline:

The use of progressive and corrective disciplinary action does not prohibit the Employer in any case from imposing discipline which is commensurate with the severity of the offense, including immediate discharge. Offenses justifying immediate discharge shall include, but are not limited to:

- (a) Unprovoked or unjustified assault or battery of a supervisor, fellow employee, or any other person while the employee is on duty;
- (b) The conviction of any crime, either felony or misdemeanor, which affects the Employer's insurance rates or exposure to liability or the employee's ability to perform his duties;
- (c) Intoxication or the use of alcoholic beverages or illegal drugs when at work or during work hours;
- (d) Conviction of any felony, whether committed on-duty or off-duty;
- (e) Making a false statement on the application for employment;
- (f) The violation of a rule for which the employee has already received a suspension within the prior three (3) years;
- (g) The violation of any rule within three hundred sixty-five (365) days after returning from a disciplinary suspension when employee has previously been suspended for other rule violations on at least two (2) previous occasions, within the prior three (3) years;
- (h) Possessing or carrying of a firearm or weapon on Village property, in a Village vehicle or at a work site;
- (i) Falsifying time cards or making a false claim for payment to the Employer;
- (j) Theft of Village property;
- (k) Sleeping while on duty, other than during designated break times;
- (l) Other offenses of similar gravity determined by the Employer to warrant immediate removal.

ARTICLE 16 – GRIEVANCE PROCEDURE

Section 16.01 – Definition:

A grievance is defined as a dispute or difference of opinion between an employee or group of employees (with respect to a single common issue) covered by this Agreement, or the Union on behalf of the employee(s), and the Employer with respect to the meaning, interpretation or application of an express provision or provisions of this Agreement as written which involves, as to the grievant, an alleged violation of an expressed provision of this Agreement. "Business Day" as used in this Article shall be defined as a day of which the Employer's Office is open for regular business to the public, Monday through Friday, from 7:00 a.m. to 5:00 p.m., excluding weekends and holidays as defined in Section 8.01, Designated Holidays, of this Agreement.

Section 16.02 – General Rules:

- (A) Unless a grievance is filed in a timely manner, it shall be deemed waived. Unless a grievance decision is appealed within the designated time limits, it shall be deemed resolved at the last response.
- (B) Any and all grievances must be filed in writing on a form identical to that attached hereto as Appendix "A". All appeals and responses to the grievance shall be recorded thereupon and/or with attachments thereto.

(C) Time limits may be extended by agreement of the parties at the respective step in the procedure. However, such extensions shall be to a date certain.

(D) In the event of a complaint which may give rise to a grievance, the employee shall first complete his assigned work task, unless the issue involves immediate risk to the employee(s) life and health, the employee shall first complete his assigned work task and grieve later.

(E) When a grievance is filed, it shall name the employee(s) involved, set forth the nature of the grievance, identify the facts upon which it is based and the express provision(s) of the agreement allegedly violated, state the contention of the employee(s) with respect to said provision(s), indicate the relief requested and be signed and dated by one or more of the employee(s) affected or the Union representative.

(F) Non-economic past practices not covered by the terms of this Agreement are extinguished upon the date of its execution; past practices may be used to establish the meaning, interpretation or application of the agreement.

Section 16.03 – Procedure for Filing Grievances

A grievance shall be processed and resolved in the following manner. Grievances shall not be processed unless filed within the specific time period.

Step 1 – Immediate Supervisor/Manager:

The affected employee(s) and the Union Steward shall discuss the grievance with the immediate Supervisor within ten (10) business days of the event giving rise to the grievance.

Step 2 – Village Administrator

If the grievance is not resolved at Step 1, the Union Business Representative may, within ten (10) business days of the Step 1 answer, submit the written grievance to the Village Administrator. The written grievance shall name the employee(s) involved, set forth the nature of the grievance, identify the facts upon which it is based and the express provision(s) of the Agreement allegedly violated, state the contention of the employee with response to said provision(s), indicate the relief requested and be signed and dated by one or more of the employees affected and the Union.

The Village Administrator shall schedule a closed hearing on the grievance within ten (10) business days of receipt of the grievance. Only those individuals who are directly involved in the grievance proceeding shall be allowed to attend the hearing. The Village Administrator shall render a decision in writing to the Union within ten (10) business days of the hearing.

Step 3 – Mediation:

If the grievance is not resolved at Step 2, the parties may, by mutual agreement only, submit the grievance for mediation within fifteen (15) business days after receipt of the Village Administrator's Step 2 response. Should the parties choose mediation, they shall jointly notify the Federal

Mediation and Conciliation Service (FMCS) in writing. The grievance mediation shall be held at a time and place mutually agreeable to the parties and the mediator.

Proceedings before the mediator shall be informal, and he/she will have the right to meet jointly and/or separately with any person or persons at the grievance mediation conference. The mediator shall assist the parties in an attempt to reach voluntary settlement. If the parties reach agreement, it shall be reduced to writing and signed by both parties. Nothing herein shall prevent the Union and the Employer from entering into any settlement that would not set precedent for other grievances.

Step 4 – Arbitration:

If the grievance is not resolved as a result of Step 2 or 3, as the case may be, either party may request in writing, within ten (10) business days after the mediation is completed, or, if mediation was not pursued, within ten (10) business days after the Step 2 response, that the grievance be submitted to binding arbitration. The parties shall jointly request that FMCS supply a list of seven (7) arbitrators.

Upon receipt of said list, each party shall alternately strike a name until one name remains. The name remaining shall be the arbitrator. The order of striking names shall be determined by a coin toss. The parties shall jointly notify the arbitrator in writing, requesting a hearing, and shall arrange for the services of a court reporter.

Each party shall bear the expenses and fees of its representatives and witnesses. The parties shall share equally the expenses and fees of the arbitrator, the transcript for the arbitrator and the court reporter. The hearing shall be closed to the public and press, and be held in a mutually agreed to location.

Section 16.04 – Decision of the Arbitrator:

The Arbitrator shall have no right to amend, modify, nullify, ignore, add to nor subtract from the provisions of this Agreement. The arbitrator shall consider and decide only whether there has been a violation, misinterpretation or misapplication of the specific provisions of this Agreement as submitted to him/her by the parties and shall have no authority to make a decision on any issue not so submitted to him/her.

The arbitrator shall not have the power to make decisions contrary to or inconsistent with applicable Federal or State Law or applicable rules and regulations of government agencies, having the force and effect of law.

The arbitrator shall issue a written decision within thirty (30) days following the close of the hearing or the submission of briefs by the parties, whichever is later, unless the parties agree to a written extension thereof for a date certain. Consistent with the provisions of this Article, the arbitrator shall have the authority to make an award and to order an appropriate remedy, if applicable.

Section 16.05 – Time Limits:

Time limits set forth in the Article may be extended by mutual agreement of the Union and the Employer and confirmed in writing. Should the Union be untimely in any of the steps of the grievance procedure, the grievance shall be considered withdrawn. Should the Employer be untimely in any of the steps of the grievance procedure, the grievance shall be considered granted.

Section 16.06 – Expedited Procedure for Discharge:

Grievances regarding the discharge of an employee by a vote of the Village Board of Trustees shall be filed in writing at Step 4 of this procedure within five (5) business days of discharge.

If the Village Board of Trustees delegates authority to discharge employees to the Department Head in the future, Grievances regarding discharge by the Department head shall be filed in writing at Step 2 of this procedure within five (5) business days of discharge. The Village Administer shall schedule a closed hearing on the grievance within ten (10) business days of receipt of the grievance. Only those individuals who are directly involved in the grievance proceeding shall be allowed to attend the hearing. The Village Administer shall render a decision in writing to the Union within ten (10) business days of the hearing. If the grievance is not resolved as a result of Step 2, the grievance will advance to Step 4 of the grievance procedure.

ARTICLE 17 – LABOR / MANAGEMENT MEETINGS

Section 17.01 – Meetings

Labor and management mutually agree that in the interest of efficient management and harmonious employee relations, it is desirable that meetings be held between labor representatives and management representatives of the employer. Such meetings, called Labor/Management Meetings, may be requested at least ten (10) days in advance by either party by placing in writing a request to the other party for a Labor/Management Meeting. The parties may mutually agree to waive the ten (10) day requirement.

Section 17.02 – Exclusive of Grievances:

It is expressly understood and agreed that such meetings shall be exclusive of the grievance procedure. Grievances being processed under the grievance procedure shall not be considered at "labor-management meetings", nor shall negotiations for the purpose of altering any and all terms of this Agreement be carried on at such meetings.

ARTICLE 18 – SAFETY

Section 18.01 – Safety:

The Village of Freeburg Safety Manual, if published, shall be made part of this agreement. The Union will not object to the establishment and imposition by the Employer of additional or more stringent rules to

protect the health and safety of the employees. The Employer agrees that any changes to existing safety and health standards and rules will be discussed with the Union before they are implemented by the Employer. It shall be the exclusive responsibility of the Employer to insure compliance with safety and health standards, rules and laws. Employees shall act responsibly to protect their safety and that of their fellow workers in complying with safety and health standards, rules and laws.

Section 18.02 – Safety Equipment:

The Employer agrees to provide any required safety equipment necessary for the employees to perform work assigned to them at no cost to the employee.

Article 19 – PENSION

Section 19.01 – Retirement Fund:

From April 1, 2022 through March 31, 2026, the Employer agrees to continue its participation on behalf of the members of the Bargaining Unit in the Illinois Municipal Retirement Fund to include any mandated changes required by the IMRF or Illinois State Law.

ARTICLE 20 – GENERAL PROVISIONS

Section 20.01 – Residency Requirement:

Employees shall maintain their place of residence within fifteen (15) miles of Freeburg Village Hall (14 Southgate Center, Freeburg, IL 622 43). Employees must be in compliance with the residency requirement within six (6) months of completing their probation period. Current employees will be grandfathered in.

Section 20.02 – Bulletin Board

The employer shall provide a bulletin board at all appropriate work locations for the purpose of the posting of all legitimate Union notices and material.

ARTICLE 21 – SUBSTANCE ABUSE POLICY

Section 21.01 – Drug-Free Workplace and Substance Abuse Policy:

The Drug-Free Workplace and Substance Abuse Policy, attached as Appendix B, shall be in full force and effect under this Agreement.

ARTICLE 22 – SEPARABILITY AND SAVINGS

Section 22.01 – Savings Provision

Nothing in this Agreement shall be construed as requiring either party to this Agreement to do anything inconsistent with Federal or State Law, or the final order or judgment of any court having jurisdiction over the parties.

Section 22.02 – Partial Invalidity:

If any provision of this Agreement should be rendered or declared invalid and unenforceable by any court of competent jurisdiction or by reason of any existing or subsequently enacted legislation, the remaining parts or portions of this Agreement shall remain in full force and effect and the parties agree to meet within fourteen (14) calendar days to negotiate alternative language to substitute for the invalidated provisions.

ARTICLE 23 – COMPLETE AGREEMENT

The parties acknowledge that during the negotiations which preceded this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter not removed by law from the area of collective bargaining. The understandings and agreements arrived at by the parties after the exercise of that right and opportunity are set forth in this agreement and it constitutes the complete and entire Agreement between the parties.

ARTICLE 24 – TERM OF AGREEMENT

This Agreement shall be effective as of April 1, 2022, and shall continue through March 31, 2026, and from year to year thereafter, unless written notice is given by either party of not less than sixty (60) days prior to March 31, 2022, or any March 31 thereafter, of a desire to terminate or negotiate changes in any Articles of this Agreement.

VILLAGE OF FREEBURG

INTERNATIONAL UNION OF
OPERATING ENGINEERS, LOCAL 148

Village President

Date

Keith L. Lewis 7/24/22

Business Manager

Date

Village Clerk

Date

Anthony G. Gandy 7/24/22

Business Representative

Date

Chief Steward (Village of Freeburg)

Date

Steward (Village of Freeburg)

Date

STEP FOUR

REFERRAL TO ARBITRATION

By: _____

Person to Whom Referral Given

Date

Union Representative or Village Representative

APPENDIX "B" - DRUG-FREE WORKPLACE AND SUBSTANCE ABUSE POLICY

The Village is committed to providing a safe healthy and efficient working environment for all employees. To help achieve this goal, employees are prohibited from:

- (a) Reporting to work with any illegal drug in his/her system, possessing, distributing, selling, manufacturing, or the usage of any illegal drug;
- (b) reporting to work with any alcohol in his/her system, consuming alcoholic beverage while on Village premises, in Village vehicles, or while on Village business or time, or bringing alcohol onto Village premises or job sites, unless specifically approved by the Village Board of Trustees; and,
- (c) Abusing prescription drugs or possessing prescription drugs that have not been prescribed for the employee by a physician.

An employee who violates this policy is subject to corrective action up to, and including, termination of employment. Use of some drugs is detectable for several days. Detection of such drugs or the presence of alcohol will be considered as usage. Refusal to submit to a drug and/or alcohol screen is grounds for immediate termination.

Employees using prescription drugs according to a physician's instructions or using over-the-counter drugs for medicinal purposes shall, in the event such drugs could impair their physical, mental emotional or other faculties, notify their department head for further consideration.

The Village's substance abuse program includes several components to support its efforts to remain drug-free, including:

- Supervisory training;
- Employee awareness program;
- Drug testing of all applicants;
- Drug testing for accidents involving personal injury requiring medical attention and/or property damage;
- Drug testing when a supervisor reasonably suspects that an employee is using during working hours;
- Drug testing on a random basis at the discretion of the Board.

All information relating to drug and/or alcohol screens is to be kept strictly confidential. The information will be kept in each employee's medical file, which will be maintained separately

from the employee's personnel file. These medical files will be kept locked and secured, and access will be limited to the Mayor, Personnel Committee, Administrator and Health Insurance Coordinator in the Village. Under no circumstances shall the results of a drug and/or alcohol screen be discussed with individuals that do not have a work-related need to know.

If employees are involved in an accident causing damage to property or requiring medical attention, it is mandatory that the employee be screened to determine whether they test positive for drugs and/or alcohol. **NOTE: A positive drug or alcohol test may result in the loss of Workman's Compensation benefits.**

If a supervisor reasonably suspects that an individual is at work and using alcohol and/or drugs, the supervisor should notify the department head or Mayor to seek authorization to test the employee. The supervisor will be granted permission to test the employee if sufficient objective symptoms exist to indicate the employee may be using drugs and/or alcohol. Symptoms may include, but are not limited to, slurred speech, uneven gait, impaired mental functions, extremely dilated pupils, smell of alcohol present or erratic behavior. The supervisor or department head should make a written record of the employee's name, the date, time and symptoms present. This documentation should be attached to the test results and kept in the confidential medical file as justification for why the tests were performed. In the State of Illinois, "reasonable suspicion" is defined as anything more than a hunch. Drug testing may include both blood and urine samples.

In the case of employees being tested for reasonable suspicion of substance abuse, the supervisor shall take the employee to the testing facility designated by the Village and shall arrange for transportation of the employee to his or her home after the testing.

The individual tested for reasonable suspicion shall not return to work the day of testing, but shall be sent home with pay. Pending the outcome of the testing, the employee shall not be permitted to return to work but shall continue to receive their normal pay. If testing results are negative, the employee will be allowed to return to work with no loss in pay. If the test results are positive, the employee shall cease to receive pay, must be re-tested, and must test negative before being allowed to return to work. The employee's normal pay shall resume upon returning to work. At the employee's option, accumulated sick leave and/or vacation can be taken to avoid loss of pay.

Violations of this policy, whether discovered by random testing, compulsory testing following an accident, or by employee admission shall be handled as follows:

For the first violation the employee will be offered an opportunity to enter a substance abuse rehabilitation program.

If the employee chooses not to enter a substance abuse rehabilitation program after a first offense, he or she must test negative before being allowed to return to work and, after returning to work, will be subject to random testing for the next **three (3) years**. A positive test result during that **three (3) year** period will result in the employee's termination.

If the employee chooses to enter a substance abuse rehabilitation program after a first offense, he or she must test negative before being allowed to return to work and, after returning to work, will be subject to random testing once every **three (3) months** for **one (1) year**. If the employee again tests positive during that **one (1) year** period, he or she shall have the option of entering an additional rehabilitation program. Whether or not the employee enters such additional rehabilitation program, he or she will be subject to random testing for an additional three (3) years and another positive test result during that **three (3) year** period will result in termination.

Any employee, who is allowed to return to work following a violation of this policy, whether or not he or she is participating in a substance abuse rehabilitation program, shall be expected to maintain satisfactory job performance. Nothing contained in this policy shall be construed to prevent an employee from being disciplined for any other misconduct, which may occur while using or under the influence of prohibited drugs and/or alcohol. Any employee convicted under any drug or alcohol related criminal statute shall be deemed to be in violation of this policy.

While the Village does not condone the abuse of alcohol, prescription drugs, and/or the use of illegal drugs, the Village does recognize that addiction to drugs and/or alcohol can be treated. If an employee recognizes a personal addiction or abuse problem and seeks assistance from management, the Village will assist the employee in seeking treatment. This treatment will be at the sole cost and expense of the employee. The confidential nature of the employee's counseling and rehabilitation for drug and/or alcohol abuse will be preserved.

While the Village health insurance plan may provide rehabilitation benefits under certain conditions, such benefits are not guaranteed and it shall be the responsibility of the employee to qualify for any available benefits. Employees are encouraged to read the health insurance plan in force from time to time for further information.

Access to the Village/s premises is conditioned upon its right to inspect or search the person, vehicle, or personal effects of any employee or visitor. This may include any employee/s office, desk, file cabinet, closet, locker, or similar place. Because even a routine inspection or search might result in the viewing of an employee's personal possessions, employees are encouraged not to bring any item of personal property to the workplace that they do not want revealed to the Village.

Any prohibited materials (or materials that may be found to be prohibited) that are found in an employee's possession during an inspection or search will be collected by management and placed in a sealed container or envelope. The employee's name, date, circumstances under which the materials were collected, and by whom they were collected will be recorded and attached to the container or written upon the envelope. If after further investigation, the collected materials prove not to be prohibited, they will be returned to the employee, and the employee will sign a receipt for the contents. If the prohibited materials prove to be illegal

and/or dangerous, they will not be returned to the employee but will be turned over to the appropriate law enforcement agency.

From time to time and without prior announcement, inspections or searches may be made of anyone entering, leaving or on the premises or property of the Village. Refusal to cooperate in such an inspection or search is grounds for termination. No employee shall place or utilize a lock on any Village property including lockers, desks or cabinets without providing the Village with a spare key to gain access to the locked area in the event the employee is unable or unwilling to open the lock.

APPENDIX "C" - VILLAGE OF FREEBURG TIME CLOCK POLICIES

- All union, part-time and seasonal (non-exempt, non-appointed) employees are required to "punch" a daily time card using a designated time clock at the start and end of each workday.
- Employees must punch in prior to the start of their work shift and be ready to begin work at their work assignment at the starting time of the shift. Employees must punch out at the end of their work shift. Employees are not required to punch out for regular breaks and/or meal time allowed during their shift.
- Employees who leave during the middle of their shift for approved leave and then return to work must punch out when they leave and then punch in again when they return to work.
- For the purpose of computing compensation, time clock punches will be rounded forward or backward, according to a seven minute time period.
 - Use the following as a guide when determining the round:

7:53 a.m. to 8:07 a.m. = 8:00 a.m.
 8:08 a.m. to 8:22 a.m. = 8:15 a.m.
 8:23 a.m. to 8:37 a.m. = 8:30 a.m.
 8:38 a.m. to 8:52 a.m. = 8:45 a.m.

- This time allowance does not excuse tardiness or leaving early; employees are expected to be ready to work at the beginning of their scheduled shift and remain on the job until the end of their shift.
- A pattern of time clock policy violations, such as late punch ins, early punch outs, or missed punches, will subject an employee to disciplinary procedures set forth on the following schedule:

OCCURRENCES	DISCIPLINE	DURATION OF CORRECTIVE DISCIPLINARY ACTION	OCCURRENCES DURING CORRECTIVE DISCIPLINARY ACTION
(In any 12-month period)			
1 – 3	No Formal Discipline		
4	Verbal Warning		
5	Written Warning		

6	Written Reprimand	90 Days	Any two occurrences within 90 days will result in a 1 day suspension
7	One Day Suspension	90 Days	Any two occurrences within 90 days will result in termination
8	Termination		

- No one may possess or punch the time card of another employee under any circumstance. Falsifying any time card records is strictly prohibited. Such actions shall be grounds for disciplinary action, up to and including immediate dismissal.
- If an employee fails to punch his or her card, he or she must notify the appropriate supervisor. Failure to punch in and out appropriately shall be grounds for disciplinary action.
- Only the appropriate supervisor may alter any information on a time card. Any alterations must be initialed and dated by the supervisor. On rare occasions, such as an employee being unavoidably detained or unable to punch in or out due to an emergency, supervisors may make alterations or excuse a late punch in or punch out, as the case may be. All such requests for alterations or to be excused shall be within the sole discretion of the supervisor.
- The appropriate supervisor must authorize any overtime. Employees must punch the time clock when reporting for a callout or overtime.
- Any time clock malfunctions must be reported immediately to appropriate supervisor.

VILLAGE PRESIDENT
Seth Speiser

VILLAGE CLERK
Jerry Menard

VILLAGE TRUSTEES
Denise Albers
Michael Heap
Robert Kaiser
Mike Blaies
Ray Matchett, Jr.
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

Legal and Ordinance Committee Meeting
(Annexation; Building; Zoning; Subdivision)
(Heap/Albers/Matchett/Meehling)
Wednesday, July 27, 2022 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 Brown, P.C.

The meeting of the Legal and Ordinance Committee was called to order at 5:54 p.m. by Chairperson Mike Heap on Wednesday, July 27, 2022. Members present were Chairperson Mike Heap, Trustee Denise Albers, Trustee Ray Matchett, Trustee Lisa Meehling (absent), Mayor Seth Speiser, Village Clerk Jerry Menard, Trustee Mike Blaies, Trustee Bob Kaiser (via Zoom), Zoning Administrator Matt Trout (absent), Chief Mike Schutzenhofer (absent), Public Works Director John Tolan (absent), Village Administrator Tony Funderburg, Village Attorney Fred Keck (absent) and Office Manager Julie Polson. Guests present: Janet Baechle. There were no guests present via Zoom.

A. OLD BUSINESS:

1. Approval of June 29, 2022 Minutes: Trustee Denise Albers motioned to approve the June 29, 2022 minutes and Trustee Ray Matchett seconded the motion. All voting yea, the motion carried.
2. Zoning Report/Nuisance Properties: Chairperson Heap summarized Zoning Administrator Matt Trout's report: there were 15 occupancy permits and 9 building permits issued which include 2 pool, 3 fence, 2 electric, 1 sign and 1 triplex in Edison Estates. The new owner of the Dori Marine property continues to clean it up. Matt talked to Mark from Cardinal Court and thinks everything is lined up to remove the trailer. The home on Kristie Lynn needs to be addressed about high grass/weeds.
3. Meadow Pines/Edison Estates Subdivisions: There is nothing new to report in Meadow Pines. Matt sent a letter to the developer of Edison Estates about completing the detention/rip rap work and sealing the cracks in the curbs and one of the storm inlets. Mayor Speiser advised that has been completed, and it really looks good.
4. Review of Fees Charged by the Village: Village Administrator Tony Funderburg met with John and Shane, and there is a little more work to do. Tony will email it to everyone and take it to the next electric committee meeting.
5. Westview Drive Right of Way: The owners at 114 and 118 Westview agreed to pay for the vacation of property, and Matt has turned that over to Volkert to start the process.

Matt advised Fire Chief Hans Mueller walked the sewer plant with him to familiarize himself with the plant in case any issues arise during construction. Once we near completion, he would like to hold a training out there in case there as ever an emergency. Trustee Heap and Tony would like that to be done after the sewer plant is completed. Freeburg Country Mart Pharmacy is hoping to open by the end of the month. They plan to have an open house and ribbon cutting ceremony in August or September. Matt continues to work with the contractor, architect and developer of 807 N. State Street. They are working to finalize their site plan.

B. NEW BUSINESS:

1. Executive Session to Discuss Real Estate Transactions, 5 ILCS 120/2-(c)(5): Not needed. The committee agreed to discuss this when Attorney Keck is present.

Tony commented for anyone receiving questions about the Police Department FOIA issue, we are following those laws. At this point, that person is satisfied after talking to Officer Ruhmann.

C. GENERAL CONCERNS: None.

D. PUBLIC PARTICIPATION:

- E. **ADJOURN:** *Trustee Denise Albers motioned to adjourn at 6:06 p.m., and Trustee Ray Matchett seconded the motion. All voting yea, the motion carried.*



Julie Polson
Office Manager

VILLAGE PRESIDENT
Seth Speiser

VILLAGE CLERK
Jerry Menard

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

VILLAGE TREASURER
Bryan A. Vogel

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ZONING ADMINISTRATOR
Matt Trout

VILLAGE ATTORNEY
Weilmuenster Keck Brown, P.C.

PERSONNEL AND PUBLIC SAFETY COMMITTEE MEETING (Meehling/Blaies/Heap/Matchett) Wednesday, July 27, 2022 at 6:00 p.m.

Acting Chairperson Mike Blaies called the meeting of the Personnel and Public Safety Committee to order on Wednesday, July 27, 2022 at 6:07 p.m. Those present were Chairperson Lisa Meehling (absent), Trustee Mike Blaies, Trustee Mike Heap, Trustee Ray Matchett, Mayor Seth Speiser, Village Clerk Jerry Menard, Trustee Denise Albers, Trustee Bob Kaiser (via Zoom), Village Attorney Fred Keck (absent), Chief Mike Schutzenhofer (absent), Public Works Director John Tolan (absent), Zoning Administrator Matt Trout (absent), Village Administrator Tony Funderburg and Office Manager Julie Polson. Guest present: Janet Baechle. There were no guests present via Zoom.

POLICE:

A. OLD BUSINESS:

1. Freeburg District #70 School Resource Officer Agreement: Village Administrator Tony Funderburg advised Attorney Keck is working on this.
2. Full and Part-Time Police Officer Hire: We have received one application for a full-time officer. We will interview the top candidates Tony advised we have an officer that is going to retire at the end of the year but have not received any official paperwork. We should start looking for a replacement now.
3. Sale of Police Cars: Nothing new to report.

B. NEW BUSINESS: None.

PERSONNEL:

A. OLD BUSINESS:

1. Approval of June 29, 2022 Minutes: Trustee Ray Matchett motioned to approve the June 29, 2022 Minutes and Trustee Mike Heap seconded the motion. All voting yea, the motion carried.

- B. NEW BUSINESS:** Tony reported two water breaks on Monday, and around the same time, the crews that are boring on State Street hit a gas main, and our guys responded. They started pumping on Tuesday morning about 4:00 a.m., and stayed ahead of the rains all day long. There were very few calls at Village Hall, and Tony said the guys did a great job.

C. GENERAL CONCERNS: None

D. PUBLIC PARTICIPATION: Janet complimented our workers on the great job they did.

E. ADJOURN: Trustee Ray Matchett motioned to adjourn at 6:16 p.m., and Trustee Mike Heap seconded the motion. All voting yea, the motion carried.



Julie Polson
Office Manager

Personnel/Police Committee Meeting
Wednesday, June 29, 2022
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