

**REGULAR BOARD MEETING AGENDA – DECEMBER 4, 2017 - 7:30 P.M.**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Minutes of Previous Meeting
  - 4 – 1. November 20, 2017 – Regular Board Meeting – **Exhibit A**
5. Finance
  - 5 – 1. Finance Committee Meeting – Wednesday, November 29, 2017 - 5:45 p.m. – **Exhibit B**

5 – a. Board Report - MFT:	\$	0.00
5 – b. Board Report – Utility Refunds:	\$	2,586.22
5 – c. Board Report – ACH Transfer/IMEA Bill	\$	233,410.60
5 – d. Board Report - General:	\$	784,734.45
  - 5 – 2. Recommend Employee Christmas Bonus – **Exhibit C**
6. Treasurer’s Report – Treasurer’s Reports for 4/30/17, 5/31/17, 6/30/17, 7/31/17, 8/31/17  
And 9/30/17 – **Exhibit D**
7. Attorney’s Report
8. ESDA Report – December 4, 2017 Report – **Exhibit E**
9. Public Participation
10. Reports and Correspondence
  - 10 – 1. Zoning Administrator’s Report – **Exhibit F**
  - 10 – 2. Illinois Bicentennial Proclamation – **Exhibit G**
11. Recommendations of Boards and Commissions
  - 11 – 1. Meadow Pines Preliminary Plat Recommendation – **Exhibit H**
12. Contracts, Releases, Agreements and Annexations
13. Bids
14. Resolutions
15. Ordinances
  - 15 – 1. Ordinance #1642 – Tax Levy Ordinance – **Exhibit I**
  - 15 – 2. Ordinance #1643 – An Ordinance Abating the Electric Bond Taxes – **Exhibit J**
  - 15 – 3. Ordinance #1644 – An Ordinance Abating the TIF Bond Taxes – **Exhibit K**
  - 15 – 4. Ordinance #1645 – An Ordinance Authorizing the Village to Enter into an Agreement with Arthur Gallagher Insurance for the 2018 Village Insurance Renewal – **Exhibit L**
16. Old Business
17. New Business
18. Appointments
19. Committee Meeting Minutes/Recommendations -
  - 19 – 1. Legal/Ordinance Committee Meeting – Wednesday, October 25, 2017 - 5:30 p.m. - **Exhibit M**
  - 19 – 2. Personnel/Police Committee Meeting – Wednesday, October 25, 2017 – 6:00 p.m. – **Exhibit N**
    - 19 – 2a. Recommend Sale of Patrol Car to the Village of Fayetteville for \$1,500
    - 19 – 2b. Recommend Approval of Job Descriptions for Police Department Administrative Assistant, Finance Clerk, Utility Billing Clerk, Office Manager, Head Lineman, Journeyman Lineman, Crew Worker, Public Works Director, Zoning Administrator and Village Administrator – **Exhibit O**
20. Upcoming Meetings
  - 20 – 1. Combined Planning and Zoning Board – Tuesday, December 12, 2017 – 6:00 p.m.
  - 20 – 2. Electric Committee Meeting – Wednesday, December 13, 2017 – 5:30 p.m.
  - 20 – 3. Water/Sewer Committee Meeting – Wednesday, December 13, 2017 – 5:45 p.m.
  - 20 – 4. Streets Committee Meeting – Wednesday, December 13, 2017 – 6:00 p.m.
  - 20 – 5. Board Meeting – Monday, December 18, 2017 - 7:30 p.m.
21. Village President’s and Trustees’ Comments
22. Staff Comments
23. Adjournment

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

VILLAGE PRESIDENT  
Seth Speiser

VILLAGE CLERK  
Jerry Menard

VILLAGE TRUSTEES  
Ray Matchett, Jr.  
Mike Blaies  
Denise Albers  
Dean Pruett  
Mathew Trout  
Lisa Meehling

# 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 OF FREEBURG, ILLINOIS BOARD MEETING MINUTES MONDAY, NOVEMBER 20, 2017 @ 7:30 P.M.

EXHIBIT A  
VILLAGE ADMINISTRATOR  
Tony Funderburg

VILLAGE TREASURER  
Bryan A. Vogel

PUBLIC WORKS DIRECTOR  
John Tolan

POLICE CHIEF  
Michael J. Schutzenhofer

VILLAGE ATTORNEY  
Weilmuenster & Keck, P.C.

**CALL TO ORDER:** Mayor Seth Speiser called the Regular Board Meeting to order at 7:30 p.m., on Monday, November 20, 2017, in the Freeburg Municipal Board Room.

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

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

### EXHIBIT A:

Mayor Speiser stated we have the minutes of the previous Regular Board Meeting Monday, November 6, 2017 for approval.

*Trustee Mathew Trout motioned to accept the minutes from the previous Regular Board Meeting Monday, November 6, 2017, and Trustee Elizabeth Meehling seconded the motion. All voting aye, the motion carried.*

**FINANCE:** None.

**TREASURER'S REPORT:** Village Treasurer Bryan Vogel informed the village board he has prepared the July, August and September 2017 Treasurer's Reports. Treasurer Bryan Vogel stated he will ask Julie to forward them to everyone.

**ATTORNEY'S REPORT:** None.

### EXHIBIT B:

**ESDA REPORT:** ESDA Coordinator Gene Kramer brought us up to date on his ESDA Report that was in the board packet.

### PUBLIC PARTICIPATION:

1. Janet Baechle and Chris both are residents of Freeburg, came to talk about their concern on Meadow Pines Preliminary Plat. After a lengthy discussion with questions and answers, Mayor Speiser asked are there any more questions on this issue. Hearing none we will move on.

Village of Freeburg Board Meeting Minutes  
Monday, November 20, 2017  
Page 1 of 6

2. Sharon Lautz said she and her husband Gary would like to thank all of the village employees' for everything they have done for them this year. They have gone above and beyond for them. Every time she has called they have been there to help them take care of the problems.

**EXHIBIT C:**

**REPORTS AND CORRESPONDENCE:**

1. Zoning Administrator's Report: Mayor Speiser asked if anyone has any questions for Zoning Administrator Gary Henning. Mayor Speiser stated hearing none we will move on to Exhibit D.

**EXHIBIT D:**

**RECOMMENDATIONS OF BOARDS AND COMMISSIONS:** Mayor Speiser stated we have the Combined Planning/Zoning Board Recommendation Regarding Meadow Pines Preliminary Plat. Trustee Pruett said with all of the concerns that we heard here tonight, he would like to make a motion.

*Trustee Bert Pruett motioned to table the Combined Planning/Zoning Board Recommendation Regarding Meadow Pines Preliminary Plat, and Trustee Ramon Matchett, Jr. seconded the motion. ROLL CALL:* Trustee Bert Pruett – aye; Trustee Ramon Matchett, Jr. – aye; Trustee Denise Albers – aye; Trustee James Blaies – aye; Trustee Mathew Trout – aye; Trustee Elizabeth Meehling – aye; (6 ayes, 0 nays, 0 absent). All voting aye, the motion carried.

Mayor Speiser stated Exhibit D regarding the Combined Planning/Zoning Board Recommendation Regarding Meadow Pines Preliminary Plat will be tabled until further notice.

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

**BIDS:** None.

**RESOLUTIONS:** None.

**OLD BUSINESS:** None.

**NEW BUSINESS:** None.

**APPOINTMENTS:** None.

**COMMITTEE MEETING REPORTS:**

**EXHIBIT E:**

**Electric Committee Meeting:**

Trustee Mathew (Matt) Trout reported on the Electric Committee Meeting held on Wednesday, November 15, 2017 at 5:30 p.m.

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

**OLD BUSINESS:**

1. Surplus Equipment: Trustee Trout said Head Lineman Shane Krauss advised us we have the Harley Davidson motorcycle on the auction site right now. He believes it is up to \$1,400. Shane also let us know the person who bought the Chevy pick-up truck has not picked it up just yet. Public Works Director John Tolan said if the person who brought it doesn't pick it up, we should probably scrap it.

Village of Freeburg Board Meeting Minutes

Monday, November 20, 2017

Page 2 of 6

2. New Electric Customers: Trustee Trout said Public Works Director John Tolan and Head Lineman Shane Krauss have composed a letter and will send that out to those residents that could potentially receive our electric service and see what feedback we get.

3. Village Hall Parking Lot Lights: Trustee Trout said the new village hall parking lights have arrived. The Public Works Department will be putting them up soon.

Trustee Trout said we talked a little about the Meadow Pines Subdivision. Head Lineman Shane Krauss met with BHMG and to get some estimates on the material cost. Head Lineman Shane Krauss said it should be somewhere around \$165,000 which includes moving the existing line that runs through the property. Trustee Trout said it was \$165,000 then, now the cost is up to about \$200,000. This will be passed on to the developer if this goes through.

**EXHIBIT F:**

**Public Works Committee Meeting: (Trash/Water/Sewer)**

Trustee James (Mike) Blaies reported on the Public Works Committee Meeting held on Wednesday, November 15, 2017 at 5:45 p.m.

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

**OLD BUSINESS:**

1. Sewer Project/New Sewer Plant: Trustee Blaies said we talked a little about the new sewer plant. Trustee Blaies said Public Works Director John Tolan said TWM is close to having the plans done for review.

2. Sewer Issues/Sewer Fuel Odors: Trustee Blaies stated nothing new on the fuel odors that we had during the summer.

3. FSH Minutes: Trustee Blaies said we reviewed the FSH Minutes.

4. Sewer Main – Jacks Car Wash: Trustee Blaies stated Public Works Director John Tolan is getting ready to work on the sewer line behind Jacks Car Wash. They are going to reline it.

5. West Apple Street Water Line Extension: Trustee Blaies said we talked about the water line extension for Old Freeburg Road and Schiermemier Road, this is still in the planning stages.

6. Private Sewer at Potter/West Street: Trustee Blaies said Public Works Director John Tolan said he's a little light on manpower right now for this project. We will get it done.

7. East Water Tower Work: Trustee Blaies said Suez inspected the outsides of the east and west towers last week and is putting together a report for Public Works Director John Tolan.

Trustee Blaies stated Public Works Director John Tolan conducted the grade school sampling and obtained 126 sample.

**NEW BUSINESS:** None.

**EXHIBIT G:**

**Public Property Committee Meeting: (Streets/Municipal Center/Pool/Parks & Recreation)**

Trustee Ramon Matchett, Jr. reported on the Public Property Committee Meeting held on Wednesday, November 15, 2017 at 6:02 p.m.

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

**POOL: OLD BUSINESS:**

1. Pool/St. Clair County Parks Grant: Trustee Matchett said Village Administrator Tony Funderburg advised us the playground has been delivered and will hopefully be installed soon. Trustee Matchett stated Public Works Director John Tolan will wrap the spray features again this year.

**NEW BUSINESS:**

1. St. John the Baptist School/ FCHS Music Booster Association Donation Request: Trustee Matchett said St. John the Baptist School and FCHS Music Booster Association asked for a donation request. The committee agreed to donate a 10-day pool pass to both organizations.

Trustee Matchett said Mr. Klemme was present to discuss the Meadow Pines Development. Trustee Matchett said Mr. Klemme biggest issue is the connection to Bozeman Lane and wanted to know what can be done if Mr. Braun does not agree to the land swap. Trustee Matchett stated Village Administrator Tony Funderburg and Trustee Pruett met with Mr. Braun, but no future meetings have been set up at this time. We will still see what we can come up with on this issue.

**STREETS:**

**OLD BUSINESS:**

1. East Apple Proposed Streetscape Project: Trustee Matchett said Village Administrator Tony Funderburg advised us the ITEP grant was for sidewalks and lighting and nowhere in the grant does it fix a road. Trustee Matchett said at this point, we will hold off on that grant for now. Trustee Matchett said Public Works Director John Tolan is looking into another grant for this project. Trustee Matchett said we will keep working on a solution to fix the road.

2. Drainage Problem Areas (East Apple/Hill Mine Road)/Stormwater Run-Off: Trustee Matchett said Village Administrator Tony Funderburg took pictures of the water issue on Hill Mine Road, and talked to the Village Attorney Fred Keck about it. We will prepare a letter and hand deliver it to the schools.

Village of Freeburg Board Meeting Minutes

Monday, November 20, 2017

Page 4 of 6

3. Second Annual 5K Run for FCHS Foundation: Trustee Matchett said we had a request from the FCHS Foundation, and the committee was fine with the request. Trustee Matchett said Public Works Director John Tolan advised us they are still working on Main Street. Public Works Director Tolan talked to Moore Asphalt and they feel confident we can get it done before winter. Leaf pick-up is in full swing.

**NEW BUSINESS:** None.

**Upcoming Meetings:**

CLOSED IN OBSERVANCE OF THANKSGIVING DAY– Thursday, November 23<sup>rd</sup> & Friday, November 24<sup>th</sup>

Legal/ Ordinance Committee Meeting – Wednesday, November 29, 2017 – 5:30 p.m.

Finance Committee Meeting – Wednesday, November 29, 2017 – 5:45 p.m.

Personnel/Police Committee Meeting – Wednesday, November 29, 2017 – 6:00 p.m.

Board Meeting – Monday, December 4, 2017– 7:30 p.m.

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

**Trustee Denise Albers** – She would like to wish everyone a Happy Thanksgiving.

**Trustee Elizabeth (Lisa) Meehling** – Just a reminder the Lights in the Park will be coming up Sunday, December 3, at 5:30 p.m. Please try and to attend.

**Trustee Mathew Trout (Matt)** – Trustee Trout asked Village Administrator Tony Funderburg if the village attorney would be attending the Legal and Ordinance committee meeting to discuss Meadow Pines Subdivision. He stated just to let everyone know that meeting will be Wednesday, November 29<sup>th</sup> at 5:30 p.m.

**Village Clerk Jerry Menard** – Just to let everyone know our Freeburg High School bowling team member Tyler Hunter bowled a 300 game and her grandson Brylee Mueller set a new record for JV team with 714 series.

**Trustee James (Mike) Blaies** – No thank you.

**Trustee Ramon (Ray) Matchett, Jr.** – Happy Thanksgiving.

**Trustee Bert (Dean) Pruett** – No thank you.

**Staff Comments:**

**Village Administrator Tony Funderburg** – He just wanted to let everyone know, he started the bowling program at Smithton Grade School and this is where Tyler Hunter started bowling. Tony said maybe he was a good coach for Tyler.

**Village Administrator Gary Henning** – No thank you.

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

**ESDA Coordinator Gene Kramer** – We did get the two antenna's up at the high school and that project is completed.

**ADJOURNMENT:**

Mayor Speiser called for a motion to adjourn the meeting.

*Trustee Mathew Trout motioned to adjourn the meeting at 7:56 p.m. and Trustee Elizabeth 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  
Ray Matchett, Jr.  
Mike Blaies  
Denise Albers  
Dean Pruett  
Mathew Trout  
Lisa Meehling

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Finance Committee Meeting  
(Finance/Industrial Park/Economic Development/Budget)  
(Albers/Blaies/Matchett/Pruett)

Wednesday, November 29, 2017 at 5:45 p.m.

VILLAGE ADMINISTRATOR  
Tony Funderburg

VILLAGE TREASURER  
Bryan A. Vogel

PUBLIC WORKS DIRECTOR  
John Tolan

POLICE CHIEF  
Michael J. Schutzenhofer

VILLAGE ATTORNEY  
Weilmuenster & Keck, P.C.

Chairperson Denise Albers officially called the meeting of the Finance Committee to order at 5:45 p.m. on Wednesday, November 29, 2017. Those in attendance were Chairperson Denise Albers, Trustee Mike Blaies, Trustee Ray Matchett, Trustee Dean Pruett, Mayor Seth Speiser, Treasurer Bryan Vogel, Trustee Trustee Lisa Meehling, Trustee Matt Trout, Village Clerk Jerry Menard (absent), Public Works Director John Tolan, Chief Mike Schutzenhofer, Village Administrator Tony Funderburg, Finance Clerk Debbie Pierce and Office Manager Julie Polson.

- A. REVIEW OF BOARD LISTS:** Bonnell Industries – manual controller for the leaf machine; Due from medical insurance - retiree premiums; video gaming – Julie reported the revenue continues to increase each month; Short Cuts Lawn – lawn service for the annual fertilizing and aeration of the village park and village hall; Regions -Hursey Telecom bill.
- B. REVIEW OF INVESTMENTS:** Treasurer Vogel stated he went out to bid with the three local banks this afternoon, and they are due in here by Friday afternoon.
- C. INCOME STATEMENT:** Zoning- the zoning map was printed. The electric dues were way up this year and Debbie will check that line item. Electric chemicals - John said this year we bought sterilant which is a one-time weed killer.
- D. TREASURER'S REPORT:** *Trustee Ray Matchett motioned to recommend to the full Board the Treasurer's Reports for 4/30/17; 5/31/17 6/30/17; 7/31/17; 8/31/17 and 9/30/17 for approval and Trustee Dean Pruett seconded the motion. All voting yea, the motion carried.*
- E. OLD BUSINESS:**
1. Approval of October 25, 2017 Minutes. *Trustee Dean Pruett motioned to approve the October 25, 2017 minutes with correction and Trustee Ray Matchett seconded the motion. All voting yea, the motion carried.*
  2. Attorney Invoices: No questions.
  3. Newsletter: The next edition will go out in mid December for the January, February and March timeframe. Julie will include the snow removal policy and the procedure for calling in a leak.
- E. NEW BUSINESS**
1. Agreement Spreadsheet: No questions.
  2. Ordinance #1642 – Tax Levy Ordinance: Tony advised our levy was kept at 4.9% so no hearing is required. Tony also stated we are almost at our max in each department.

*Trustee Ray Matchett motioned to recommend to the full Board the Tax Levy Ordinance for approval and Trustee Dean Pruett seconded the motion. All voting yea, the motion carried.*

3. Ordinance #1643 – An Ordinance Abating the Electric Bond Taxes: *Trustee Dean Pruett motioned to recommend to the full Board an Ordinance Abating the Electric Bond Taxes for approval and Trustee Ray Matchett seconded the motion. All voting yea, the motion carried.*
4. Ordinance #1644 – An Ordinance Abating the TIF Bond Taxes: *Trustee Ray Matchett motioned to recommend to the full Board an Ordinance Abating the TIF Bond Taxes for approval and Trustee Dean Pruett seconded the motion. All voting yea, the motion carried.*
5. Ordinance #1645 – An Ordinance Authorizing the Village to Enter into an Agreement with Arthur Gallagher for the 2018 Village Insurance: *Tony advised we received a significant increase but it was not unexpected with our claims history.*

*Trustee Dean Pruett motioned to recommend to the full Board approving the Arthur Gallagher Insurance 2018 Village Insurance Renewal and Trustee Ray Matchett seconded the motion. All voting yea, the motion carried.*

6. Employee Christmas Bonus: *The annual Christmas bonus list was presented for approval. Trustee Dean Pruett motioned to recommend to the full Board the full-time employees receive a \$75 Christmas Bonus and part-time employees receive a \$25 Christmas Bonus and Ray Matchett seconded the motion. All voting yea, the motion carried.*

**G. PUBLIC PARTICIPATION:** None.

**H. ADJOURN:** *Trustee Ray Matchett motioned to adjourn the meeting at 6:05 p.m. and Trustee Dean Pruett seconded the motion. All voting yea, the motion carried.*



Julie Polson  
Office Manager

PAYABLE TO INV NO	GL NO	CHECK DATE	CHECK NO	DESCRIPTION	AMOUNT	DISTR
ANIXTER POWER SOLUTIONS, LLC 3682020-00	53-40-658	10/25/17	53408	EL SAFETY EQUIPMENT	649.80	649.80
BOBCAT OF ST. LOUIS P38762	01-41-512	10/25/17	53409	ST SERVICES, EQUIPMT	69.27	69.27
CLEAN THE UNIFORM CO 31970953	HIGHLAND 51-42-471	10/25/17	53410	WR UNIFORM RENTAL	1177.55	85.70
	52-43-471		SR UNIFORM RENTAL	85.70		
	53-40-471		EL UNIFORM RENTAL	85.70		
31972921	51-42-471		WR UNIFORM RENTAL	85.70		
	52-43-471		SR UNIFORM RENTAL	85.70		
	53-40-471		EL UNIFORM RENTAL	85.70		
	51-42-652		WR OPERATING SUPPLIES	20.42		
	52-43-652		SR OPERATING SUPPLIES	20.42		
	53-40-652		EL OPERATING SUPPLIES	20.41		
31974934	51-42-471		WR UNIFORM RENTAL	85.70		
	52-43-471		SR UNIFORM RENTAL	85.70		
	53-40-471		EL UNIFORM RENTAL	85.70		
31976892	51-42-471		WR UNIFORM RENTAL	85.70		
	52-43-471		SR UNIFORM RENTAL	85.70		
	53-40-471		EL UNIFORM RENTAL	85.70		
	51-42-652		WR OPERATING SUPPLIES	29.30		
	52-43-652		SR OPERATING SUPPLIES	29.30		
	53-40-652		EL OPERATING SUPPLIES	29.30		
COVENTRY HEALTH CARE 78309024	OF MO, I 01-00-151	10/25/17	53411	DUE FROM EMPLOYEE INSURANCE	24935.46	2040.33
	01-11-451			AD HEALTH INSURANCE		434.83
	01-21-451			PD HEALTH INSURANCE		8211.46
	01-41-451			ST HEALTH INSURANCE		2786.22
	51-42-451			WR HEALTH INSURANCE		2599.75
	52-43-451			SR HEALTH INSURANCE		2062.91
	53-40-451			EL HEALTH INSURANCE		6799.96
DORMA USA, INC 394653	01-11-890	10/25/17	53412	AD OTHER IMPROVEMENTS (ROOF)	2050.00	2050.00
EQUIPMENT SERVICE CO., IN 34820	01-41-512	10/25/17	53413	ST SERVICES, EQUIPMT	3397.64	3391.18
34838	01-41-512			ST SERVICES, EQUIPMT		6.46
FLAKE, MIKE RON&JOS	01-21-471	10/25/17	53414	PD UNIFORM ALLOWANCE	156.37	156.37
HARTMANN FARM SUPPLY		10/25/17	53415		43.80	

SYS DATE: 10/25/17  
FROM: 09/25/17

Village of Freeburg  
A / P B O A R D L I S T  
REGISTER # 842  
Wednesday October 25, 2017

SYS TIME: 14:08  
[NB]

TO: 11/25/17

PAGE 2

PAYABLE TO INV NO	GL NO	CHECK DATE DESCRIPTION	CHECK NO	AMOUNT	DISTR
24136M	01-41-612	ST SUPPLIES, EQUIPMT			43.80
HERZING, DENNIS MEDICAL10/25/17		10/25/17	53416	465.84	
	01-11-534.1	AD MEDICAL/RETIREEES			116.46
	51-42-534.1	WR MEDICAL/RETIREEES			116.46
	52-43-534.1	SR MEDICAL/RETIREEES			116.46
	53-40-534.1	EL MEDICAL/RETIREEES			116.46
IL PUBLIC WORKS MUTUAL AID NE 2017 DUES		10/25/17	53417	100.00	
	01-41-561	ST DUES			100.00
KRAMPER, JANE MEDICAL10/25/17		10/25/17	53418	717.91	
	01-11-534	AD MEDICAL			89.74
	51-42-534	WR MEDICAL			179.48
	52-43-534	SR MEDICAL			179.48
	53-40-534	EL MEDICAL			269.21
KRAUSS SHANE MEDICAL10/25/17		10/25/17	53419	100.00	
	53-40-534	EL MEDICAL			100.00
MCGARRY, LAURA MEDICAL10/25/17		10/25/17	53420	189.24	
	01-21-534	PD MEDICAL			189.24
POLSON, JULIE OCT 2017		10/25/17	53421	34.25	
	01-11-559	AD RECORDING FEES			29.25
	01-11-562	AD TRAVEL EXPENSE			5.00
SCHULTE SUPPLY S1130984.002		10/25/17	53422	673.76	
	51-42-615	WR SUPPL, INFRASTRUCTURE			673.76
TOLAN, JOHN MEDICAL10/25/17		10/25/17	53423	10.00	
	01-41-534	ST MEDICAL			2.50
	51-42-534	WR MEDICAL			2.50
	52-43-534	SR MEDICAL			2.50
	53-40-534	EL MEDICAL			2.50
TOM'S SUPERMARKET OCT 2017		10/25/17	53424	8.94	
	01-41-659	ST OTHER GEN SUPPLIES			8.94
U.S. POST OFFICE USPO20171020		10/25/17	53425	2500.00	
	51-42-551	WR POSTAGE			625.00
	52-43-551	SR POSTAGE			625.00
	53-40-551	EL POSTAGE			625.00
	13-44-551	GA POSTAGE			625.00
UNUM LIFE INSURANCE CO OF AME NOV 2017		10/25/17	53426	181.01	
	01-11-451	AD HEALTH INSURANCE			4.83

SYS DATE: 10/25/17  
FROM: 09/25/17

Village of Freeburg  
A / P B O A R D L I S T  
REGISTER # 842  
Wednesday October 25, 2017

SYS TIME: 14:08  
[NB]

TO: 11/25/17

PAGE 3

PAYABLE TO INV NO	GL NO	CHECK DATE	DESCRIPTION	CHECK NO	AMOUNT	DISTR
	01-21-451		PD HEALTH INSURANCE		59.97	
	01-41-451		ST HEALTH INSURANCE		21.29	
	51-42-451		WR HEALTH INSURANCE		21.93	
	52-43-451		SR HEALTH INSURANCE		17.74	
	53-40-451		EL HEALTH INSURANCE		55.25	
URBANSKI, TYLER MEDICAL10/25/17	53-40-534	10/25/17	EL MEDICAL	53427	111.94	111.94
USA BLUEBOOK 384660	51-42-652	10/25/17	WR OPERATING SUPPLIES	53428	424.36	424.36
WATTS COPY SYSTEMS INC 21407799	01-11-512	10/25/17	AD SERVICES, EQUIPMT	53429	121.70	24.34
	51-42-512		WR SERVICES, EQUIPMT			24.34
	52-43-512		SR SERVICES, EQUIPMT			24.34
	53-40-512		EL SERVICES, EQUIPMT			24.34
	01-21-512		PD SERVICES, EQUIPMT			24.34
** TOTAL CHECKS ISSUED					38118.84	
TOTAL FOR REGULAR CHECKS:					38,118.84	

SYS DATE: 11/01/17  
FROM: 10/01/17

Village of Freeburg  
A / P B O A R D L I S T  
REGISTER # 843  
Wednesday November 1, 2017

SYS TIME: 13:59  
[NB]

TO: 12/01/17

PAGE 1

PAYABLE TO INV NO	GL NO	CHECK DATE	CHECK NO	DESCRIPTION	AMOUNT	DISTR
AFFORDABLE AUTOMOTIVE		11/01/17	53430		873.85	
2549	01-21-513			PD SERVICES, VEHICLE		552.90
2555	01-21-513			PD SERVICES, VEHICLE		320.95
ANIXTER POWER SOLUTIONS, LLC		11/01/17	53431		946.00	
3704527-00	53-40-615			EL SUPPL, INFRASTRUCTURE		336.00
3709360-00	53-40-615			EL SUPPL, INFRASTRUCTURE		610.00
AT&T		11/01/17	53432		402.42	
618539020810 17	52-43-552			SR TELEPHONE		45.67
61853921071017	52-43-552			SR TELEPHONE		47.74
618539365410 17	52-43-552			SR TELEPHONE		42.81
618539483010 17	52-43-552			SR TELEPHONE		47.77
618539483510 17	52-43-552			SR TELEPHONE		47.77
618539562510 17	52-43-552			SR TELEPHONE		43.23
618539591610 17	52-43-552			SR TELEPHONE		41.02
618539971911/17	53-40-552			EL TELEPHONE		45.39
619539309410 17	52-43-552			SR TELEPHONE		41.02
BESHEARS, DAVID		11/01/17	53433		223.28	
MEDICAL11/01/17	01-41-534			ST MEDICAL		66.98
	51-42-534			WR MEDICAL		89.31
	52-43-534			SR MEDICAL		33.49
	53-40-534			EL MEDICAL		33.50
BONNELL INDUSTRIES, INC		11/01/17	53434		2214.89	
0176355-IN	01-41-612			ST SUPPLIES, EQUIPMT		2214.89
BURBANK, LARRY		11/01/17	53435		50.00	
UTILITIES REFUN	51-00-257			WATER CUSTOMER DEPOSITS		15.00
	52-00-257			SEWER CUSTOMER DEPOSITS		15.00
	53-00-257			ELECT CUSTOMER DEPOSITS		20.00
CAMPER EXCHANGE		11/01/17	53436		2522.00	
515057	52-43-512			SR SERVICES, EQUIPMT		711.16
	01-41-512			ST SERVICES, EQUIPMT		711.17
	51-42-512			WR SERVICES, EQUIPMT		711.17
515248	01-41-613			ST SUPPLIES, VEHICLE		129.50
	51-42-613			WR SUPPLIES, VEHICLES		129.50
	52-43-613			SR SUPPLIES, VEHICLES		129.50
COMMUNICATION REVOLVING FUND		11/01/17	53437		265.62	
T1809650	01-21-539			PD OTHER PROF SERVICES		265.62
DAVE SCHMIDT TRK SERVICE		11/01/17	53438		605.78	
85184	53-40-513			EL SERVICES, VEHICLES		605.78

PAYABLE TO INV NO	GL NO	CHECK DATE	CHECK NO	AMOUNT	DISTR
=====					
DESCRIPTION					
ED ROEHR SAFETY PRODUCTS 470648	01-21-613	11/01/17	53439	45.99	45.99
PD SUPPLIES, VEHICLE					
FLETCHER-REINHARDT CO. S1163019.002 S1166485.001 S1166485.002	53-40-615 53-40-615 53-40-615	11/01/17	53440	2225.20	1940.00 152.50 132.70
EL SUPPL, INFRASTRUCTURE					
EL SUPPL, INFRASTRUCTURE					
EL SUPPL, INFRASTRUCTURE					
FREEBURG TOWNSHIP OCT 2017	01-41-571	11/01/17	53441	27.30	27.30
ST UTILITIES					
FUNDERBURG, TONY SAN-ANTINO REIM	01-11-562 51-42-562 52-43-562 53-40-562	11/01/17	53442	104.85	26.21 26.21 26.21 26.22
AD TRAVEL EXPENSE					
WR TRAVEL EXPENSES					
SR TRAVEL EXPENSES					
EL TRAVEL EXPENSES					
GRAINGER 9586442144	53-40-620	11/01/17	53443	55.50	55.50
EL POWER PLANT PARTS					
GREEN GUARD 1226590	01-41-659 51-42-659 52-43-659 53-40-659	11/01/17	53444	232.63	15.15 15.15 15.15 15.13
ST OTHER GEN SUPPLIES					
WR OTHER GEN SUPPLIES					
SR OTHER GEN SUPPLIES					
EL OTHER GEN SUPPLIES					
506617	01-41-659 51-42-659 52-43-659				4.83 4.83 4.83
ST OTHER GEN SUPPLIES					
WR OTHER GEN SUPPLIES					
SR OTHER GEN SUPPLIES					
5066171	01-41-659 51-42-659 52-43-659				13.20 13.19 13.19
ST OTHER GEN SUPPLIES					
WR OTHER GEN SUPPLIES					
SR OTHER GEN SUPPLIES					
5066172	53-40-659				117.98
EL OTHER GEN SUPPLIES					
GUARDIAN OCT 2017	01-00-196.1	11/01/17	53445	4896.10	4896.10
EXCHANGE-INSPIRED WELLNESS/GUARD					
HENNING, GARY OCT 2017	01-11-552 01-11-562	11/01/17	53446	138.60	22.00 116.60
AD TELEPHONE					
AD TRAVEL EXPENSE					
INSPIRED ASSOCIATES 17254	01-00-196.1	11/01/17	53447	1457.70	1457.70
EXCHANGE-INSPIRED WELLNESS/GUARD					
LEON UNIFORM COMPANY, INC 421707	01-21-471	11/01/17	53448	359.99	359.99
PD UNIFORM ALLOWANCE					
MCGARRY, LAURA		11/01/17	53449	1277.73	

SYS DATE: 11/01/17  
FROM: 10/01/17

Village of Freeburg  
A / P B O A R D L I S T  
REGISTER # 843  
Wednesday November 1, 2017

SYS TIME: 13:59  
[NB]

TO: 12/01/17

PAGE 3

PAYABLE TO INV NO	GL NO	CHECK DATE	CHECK NO	DESCRIPTION	AMOUNT	DISTR
MEDICAL11/01/17	01-21-534			PD MEDICAL		1277.73
MIKE'S POOL & SPA SERVICE, 14850	IN11/01/17 58-55-519		53450	SWP SERVICES, OTHER	615.76	615.76
MYRES, JAMA 363		11/01/17	53451	ST OTHER PROF SERVICES	42.00	14.00
	01-41-539			WR OTHER PROF SERVICES		14.00
	51-42-539			SR OTHER PROF SERVICES		14.00
NUWAY CONCRETE FORMS 1230554	TROY, LL11/01/17		53452	ST SMALL TOOLS	391.52	130.51
	01-41-653			WR SMALL TOOLS		130.51
	51-42-653			SR SMALL TOOLS		130.50
POLSON, JULIE MEDICAL11/01/17		11/01/17	53453	AD MEDICAL	378.62	94.66
	01-11-534			WR MEDICAL		94.66
	51-42-534			SR MEDICAL		94.66
	52-43-534			EL MEDICAL		94.64
QUALITY RENTAL 1-502206		11/01/17	53454	ST OPERATING SUPPLIES	155.40	155.40
ROYAL OAK RETRIEVER, LLC 311208	11/01/17		53455	GA RECYCLING	240.00	240.00
	13-44-575					
SHAFFERS TIRE SERVICE 38242		11/01/17	53456	PD SERVICES, VEHICLE	45.00	45.00
	01-21-513					
SHORT CUTS LAWN & LANDSCAPING 5886	11/01/17		53457	ST OTHER PROF SERVICES	519.00	519.00
	01-41-539					
SIRCHIE FINGER PRINT 0321726-IN		11/01/17	53458	PD OPERATING SUPPLIES	124.56	124.56
	01-21-652					
TOLAN, JOHN 11/01/17		11/01/17	53459	WR UNIFORM RENTAL	307.75	59.95
	51-42-471			SR UNIFORM RENTAL		59.95
	52-43-471			EL UNIFORM RENTAL		59.94
MEDICAL11/01/17	01-41-534			ST MEDICAL		31.98
	51-42-534			WR MEDICAL		31.98
	52-43-534			SR MEDICAL		31.98
	53-40-534			EL MEDICAL		31.97
TOLAN, ANDY 11/01/17		11/01/17	53460	WR UNIFORM RENTAL	660.01	72.23
	51-42-471					

SYS DATE: 11/01/17  
FROM: 10/01/17

Village of Freeburg  
A / P B O A R D L I S T  
REGISTER # 843  
Wednesday November 1, 2017

SYS TIME: 13:59  
[NB]

TO: 12/01/17

PAGE 4

PAYABLE TO INV NO	GL NO	CHECK DATE DESCRIPTION	CHECK NO	AMOUNT	DISTR
	52-43-471	SR UNIFORM RENTAL		72.23	
	53-40-471	EL UNIFORM RENTAL		72.23	
MEDICAL11/01/17	53-40-534	EL MEDICAL		443.32	
URBANSKI, TYLER		11/01/17	53461	471.34	
MEDICAL11/01/17	53-40-534	EL MEDICAL			471.34
** TOTAL CHECKS ISSUED				22876.39	
TOTAL FOR REGULAR CHECKS:				22,876.39	

SYS DATE: 11/03/17  
FROM: 10/03/17

Village of Freeburg  
A / P B O A R D L I S T  
REGISTER # 844  
Friday November 3, 2017

SYS TIME: 11:16  
[NB]

TO: 12/03/17

PAGE 1

PAYABLE TO INV NO	GL NO	CHECK DATE DESCRIPTION	CHECK NO	AMOUNT	DISTR
ADP - CHARGES 502018077		11/03/17	80000188	170.30	
	01-11-539	AD OTHER PROF SERVICES			42.57
	51-42-539	WR OTHER PROF SERVICES			42.57
	52-43-539	SR OTHER PROF SERVICES			42.57
	53-40-539	EL OTHER PROF SERVICES			42.59
CITIZENS- PAYROLL #22-2017		11/03/17	80000189	47700.19	
	01-00-215	PR W/H FICA			4176.54-
	01-00-216	PR W/H RETIREMENT			3418.17-
	01-00-213	PR W/H FIT			5565.55-
	01-00-214	PR W/H SIT			2542.35-
	01-00-196.1	EXCHANGE-INSPIRED WELLNESS/GUARD			2450.01-
	01-00-196.1	EXCHANGE-INSPIRED WELLNESS/GUARD			12230.75-
	01-00-196	EXCHANGE - PAYROLL			798.43-
	01-00-196.1	EXCHANGE-INSPIRED WELLNESS/GUARD			11928.43
	01-00-196.1	EXCHANGE-INSPIRED WELLNESS/GUARD			611.50
	01-21-421	PD REGULAR SALARIES			20121.91
	01-21-422	PD OVERTIME			27.70
	01-21-425	PD PART-TIME SALARIES			1372.50
	01-21-426	PD LONGEVITY/EDUCATION			173.08
	01-00-193	EXCHANGE-EMPLOYEE CELL PHONES			483.64-
	01-11-431	AD ELECTED SALARIES			2336.53
	01-11-421	AD REGULAR SALARIES			1742.52
	01-11-423	AD OVERTIME			22.19
	01-16-421	ZO REGULAR SALARIES			644.94
	01-16-431	ZO SALARIES, APPOINTED			350.00
	01-41-421	ST REGULAR SALARIES			6458.61
	01-41-422	ST TEMPORARY SALARIES			343.44
	01-41-423	ST OVERTIME			70.06
	12-23-421	ES REGULAR SALARIES			98.56
	01-00-110	CASH - CITIZEN - GENERAL			98.56
	12-00-110	CASH - CITIZENS - ESDA			98.56-
	51-42-421	WR REGULAR SALARIES			7050.22
	51-42-422	WR TEMP SALARIES			343.44
	51-42-423	WR OVERTIME			163.03
	01-00-110	CASH - CITIZEN - GENERAL			7556.69
	51-00-110	CASH - CITIZENS - WATER			7556.69-
	52-43-421	SR REGULAR SALARIES			6349.83
	52-43-423	SR OVERTIME			343.56
	52-43-422	SR TEMP SALARIES			136.76
	01-00-110	CASH - CITIZEN - GENERAL			6830.15
	52-00-110	CASH - CITIZENS - SEWER			6830.15-
	53-40-421	EL REGULAR SALARIES			18048.27
	01-00-110	CASH - CITIZEN - GENERAL			18676.82
	53-00-110	CASH - CITIZENS - ELECTRIC			18676.82-
	53-40-422	EL TEMP SALARIES			343.56

SYS DATE: 11/03/17  
FROM: 10/03/17

Village of Freeburg  
A / P B O A R D L I S T  
REGISTER # 844  
Friday November 3, 2017

SYS TIME: 11:16  
[NB]

TO: 12/03/17

PAGE 2

PAYABLE TO INV NO	GL NO	CHECK DATE DESCRIPTION	CHECK NO	AMOUNT	DISTR
	53-40-423	EL OVERTIME			284.99
CITIZENS - PAYROLL TAXES #22-2017		11/03/17	80000190	16516.90	
	01-00-215	PR W/H FICA			4176.54
	01-00-213	PR W/H FIT			5565.55
	01-00-214	PR W/H SIT			2542.35
	01-21-453	PD UNEMPLOYMENT INSURANCE			22.65
	01-21-461	PD SOCIAL SECURITY			1554.69
	01-21-461.2	PD SOCIAL SECURITY/INSPIRED WELL			403.41-
	01-21-461	PD SOCIAL SECURITY			105.01
	01-11-461	AD SOCIAL SECURITY			178.73
	01-11-461	AD SOCIAL SECURITY			135.00
	01-11-461.2	AD SOCIAL SECURITY/INSPIRED WELL			24.44-
	01-16-453	ZO UNEMPLOYMENT INSURANCE			10.64
	01-16-461	ZO SOCIAL SECURITY			76.13
	01-41-453	ST UNEMPLOYMENT INSURANCE			9.07
	01-41-461	ST SOCIAL SECURITY			525.72
	01-41-461.2	ST SOCIAL SECURITY/INSPIRED WELL			95.42-
	12-23-461	ES SOCIAL SECURITY			7.54
	01-00-110	CASH - CITIZEN - GENERAL			7.54
	12-00-110	CASH - CITIZENS - ESDA			7.54-
	51-42-453	WR UNEMPLOYMENT INSURANCE			6.80
	51-42-461	WR SOCIAL SECURITY			578.09
	51-42-461.2	WR SOCIAL SECURITY/INSPIRED WELL			127.06-
	01-00-110	CASH - CITIZEN - GENERAL			457.83
	51-00-110	CASH - CITIZENS - WATER			457.83-
	52-43-453	SR UNEMPLOYMENT INSURANCE			3.40
	52-43-461	SR SOCIAL SECURITY			522.51
	52-43-461.2	SR SOCIAL SECURITY/INSPIRED WELL			114.80-
	01-00-110	CASH - CITIZEN - GENERAL			411.11
	52-00-110	CASH - CITIZENS - SEWER			411.11-
	53-40-453	EL UNEMPLOYMENT INSURANCE			3.40
	53-40-461	EL SOCIAL SECURITY			1428.78
	53-40-461.2	EL SOCIAL SECURITY/INSPIRED WELL			170.57-
	01-00-110	CASH - CITIZEN - GENERAL			1261.60
	53-00-110	CASH - CITIZENS - ELECTRIC			1261.60-

\*\* TOTAL CHECKS ISSUED 64387.39  
TOTAL FOR REGULAR CHECKS: 0.00  
TOTAL FOR DIRECT PAY VENDORS: 64,387.39

PAYABLE TO INV NO	GL NO	CHECK DATE	DESCRIPTION	CHECK NO	AMOUNT	DISTR
AMANN, MATT MEDICAL11/08/17	53-40-534	11/08/17	EL MEDICAL	53463	182.10	182.10
ANIXTER POWER SOLUTIONS, LLC 3669448-01 3703268-00 3717585-00	53-40-617 53-40-615 53-40-653	11/08/17	EL SUPPLIES, STREET LIGHTING EL SUPPL, INFRASTRUCTURE EL SMALL TOOLS	53464	3729.00	3480.00 149.00 100.00
BHMG ENGINEERS 1019R.329	53-40-532	11/08/17	EL ENGINEERING	53465	1050.00	1050.00
BHMG SERVICE CORPORATION 1019.SC.314	53-40-532	11/08/17	EL ENGINEERING	53466	450.51	450.51
CARTER WATERS CONST MATRL 30099263	01-41-614	11/08/17	ST SUPPLIES, STREET	53467	87.28	87.28
CHARTER COMMUNICATIONS 0005164102717	01-11-539 51-42-539 52-43-539 53-40-539	11/08/17	AD OTHER PROF SERVICES WR OTHER PROF SERVICES SR OTHER PROF SERVICES EL OTHER PROF SERVICES	53468	1105.40	25.50 25.50 25.50 25.50
002458102117	01-11-539 51-42-539 52-43-539 53-40-539		AD OTHER PROF SERVICES WR OTHER PROF SERVICES SR OTHER PROF SERVICES EL OTHER PROF SERVICES			40.15 40.15 40.15 40.15
0035120102717	01-11-539 01-21-539 51-42-539 52-43-539 53-40-539		AD OTHER PROF SERVICES PD OTHER PROF SERVICES WR OTHER PROF SERVICES SR OTHER PROF SERVICES EL OTHER PROF SERVICES			56.25 56.25 112.50 112.50 112.50
030451102417	01-11-539 51-42-539 52-43-539 53-40-539		AD OTHER PROF SERVICES WR OTHER PROF SERVICES SR OTHER PROF SERVICES EL OTHER PROF SERVICES			25.00 25.00 25.00 24.98
30915102417 31145102317	01-21-552 01-41-539 51-42-539 52-43-539 53-40-539		PD TELEPHONE ST OTHER PROF SERVICES WR OTHER PROF SERVICES SR OTHER PROF SERVICES EL OTHER PROF SERVICES			129.66 40.79 40.79 40.79 40.79
DEAN'S CLEANING SERVICES OCT 2017	01-11-539	11/08/17	AD OTHER PROF SERVICES	53469	450.00	450.00
ERB EQUIPMENT CO 8900	01-41-831	11/08/17	ST EQUIP (SNOW PLOW)	53470	6900.00	2900.00

FROM: 10/08/17

REGISTER # 845

[NB]

TO: 12/08/17

wednesday November 8, 2017

PAGE 2

PAYABLE TO INV NO	GL NO	CHECK DATE	DESCRIPTION	CHECK NO	AMOUNT	DISTR
	51-42-831		WR EQUIPMENT (SKID STEER)		2000.00	
	52-43-831		SR EQUIPMENT (SKID STEER)		2000.00	
FREEBURG PRINTING & PUBLISHING 104797		11/08/17		53471	532.00	
	01-11-553		AD PUBLISHING, ADVERTMT			133.00
	51-42-553		WR PUBLISH, ADVERTISING			133.00
	52-43-553		SR PUBLISH, ADVERTISING			133.00
	53-40-553		EL PUBLISH, ADVERTISING			133.00
FROST ELECTRICAL SUPPLY COMPANY S3828433.001		11/08/17		53472	336.14	
			DISCOUNT TAKEN			6.86-
	53-40-615		EL SUPPL, INFRASTRUCTURE			343.00
H&M HEAVY EQUIPMENT REPAIR, INC T4762		11/08/17		53473	296.89	
	01-41-512		ST SERVICES, EQUIPMT			98.96
	51-42-512		WR SERVICES, EQUIPMT			98.96
	52-43-512		SR SERVICES, EQUIPMT			98.97
HD SUPPLY WATERWORKS, LTD H977257 H999040 I003771 I004146		11/08/17		53474	3082.48	
	01-41-614		ST SUPPLIES, STREET			490.08
	51-42-652		WR OPERATING SUPPLIES			1200.05
	51-42-615		WR SUPPL, INFRASTRUCTURE			35.09
	51-42-615		WR SUPPL, INFRASTRUCTURE			1357.26
ILL DEPT OF AGRICULTURE MCDONALD18/19		11/08/17		53475	40.00	
	01-41-539		ST OTHER PROF SERVICES			40.00
ILLINOIS MUNICIPAL UTILITIES SOL-17002		11/08/17		53476	140.00	
	53-40-563		EL TRAINING			140.00
JM TEST SYSTEMS S529079-IN		11/08/17		53477	182.90	
	53-40-658		EL SAFETY EQUIPMENT			182.90
KASPER, RANDY MEDICAL11/08/17		11/08/17		53478	180.13	
	53-40-534		EL MEDICAL			180.13
KOHNEN CONCRETE PRODUCTS 322167 322168 322169 322170		11/08/17		53479	3080.00	
	01-41-614		ST SUPPLIES, STREET			770.00
	01-41-614		ST SUPPLIES, STREET			770.00
	01-41-614		ST SUPPLIES, STREET			770.00
	01-41-614		ST SUPPLIES, STREET			770.00
KRAMPER, JANE MEDICAL11/08/17		11/08/17		53480	106.81	
	01-11-534		AD MEDICAL			13.35
	51-42-534		WR MEDICAL			26.70
	52-43-534		SR MEDICAL			26.70
	53-40-534		EL MEDICAL			40.06

TO: 12/08/17

PAYABLE TO INV NO	GL NO	CHECK DATE	DESCRIPTION	CHECK NO	AMOUNT	DISTR
KRAUSS SHANE MEDICAL11/08/17	53-40-534	11/08/17	EL MEDICAL	53481	23.34	23.34
MCGARRY, LAURA MEDICAL11/08/17	01-21-534	11/08/17	PD MEDICAL	53482	144.23	144.23
O'REILLY AUTOMOTIVE, INC 222160	52-43-652	11/08/17	SR OPERATING SUPPLIES	53483	67.93	14.99
222815	01-41-613		ST SUPPLIES, VEHICLE			15.98
223675	01-21-613		PD SUPPLIES, VEHICLE			6.29
224238	01-21-613		PD SUPPLIES, VEHICLE			30.67
OMNIGO SOFTWARE Q201711786	01-21-539	11/08/17	PD OTHER PROF SERVICES	53484	4750.00	4750.00
PIERCE, DEBORAH MEDICAL11/08/17	01-11-534	11/08/17	AD MEDICAL	53485	500.00	62.50
	51-42-534		WR MEDICAL			125.00
	52-43-534		SR MEDICAL			125.00
	53-40-534		EL MEDICAL			187.50
PLUMBERS SUPPLY 15908125	52-43-615	11/08/17	SR SUPPL, INFRASTRUCTURE	53486	149.50	149.50
QUALITY RENTAL I-500860	01-41-593	11/08/17	ST RENTALS	53487	255.48	255.48
ROGER'S REDI-MIX, INC. 110817	01-41-614	11/08/17	ST SUPPLIES, STREET	53488	1834.00	642.00
36223	01-41-614		ST SUPPLIES, STREET			657.00
36230	01-41-614		ST SUPPLIES, STREET			535.00
SCHUTZENHOFER, MICHAEL MEDICAL11/08/17	01-21-534	11/08/17	PD MEDICAL	53489	395.42	395.42
SMITHTON LUMBER CO OCT 2017	01-41-614	11/08/17	ST SUPPLIES, STREET	53490	11.92	11.92
ST CLAIR SERVICE COMPANY 668302	01-41-655	11/08/17	ST AUTO FUEL/OIL	53491	977.61	183.22
	51-42-655		WR AUTO FUEL/OIL			183.20
	52-43-655		SR AUTO FUEL/OIL			183.20
	53-40-655		EL AUTO FUEL/OIL			183.20
668303	01-41-655		ST AUTO FUEL/OIL			61.19
	51-42-655		WR AUTO FUEL/OIL			61.19
	52-43-655		SR AUTO FUEL/OIL			61.19

TO: 12/08/17

PAYABLE TO INV NO	GL NO	CHECK DATE	DESCRIPTION	CHECK NO	AMOUNT	DISTR
	53-40-655		EL AUTO FUEL/OIL			61.22
ST LOUIS BUSINESS FORMS, INC 263842		11/08/17		53492	1008.00	
	51-42-652		WR OPERATING SUPPLIES			252.00
	52-43-652		SR OPERATING SUPPLIES			252.00
	53-40-652		EL OPERATING SUPPLIES			252.00
	13-44-652		GA OPERATING SUPP/BILL PRINTING			252.00
STATE CHEMICAL SOLUTIONS 900226814		11/08/17		53493	422.78	
	52-43-656		SR CHEMICALS			422.78
TEKLAB, INC 206535 206771		11/08/17		53494	182.00	
	52-43-539		SR OTHER PROF SERVICES			101.00
	52-43-539		SR OTHER PROF SERVICES			81.00
TELECOM DIRECT 814617		11/08/17		53495	2170.00	
	01-11-511		AD SERVICES, BUILDING			2170.00
TITAN INDUSTRIAL CHEMICALS 8650		11/08/17		53496	1373.00	
	53-40-656		EL CHEMICALS			1373.00
USA BLUEBOOK 400266 400389		11/08/17		53497	231.47	
	51-42-615		WR SUPPL, INFRASTRUCTURE			105.95
	51-42-615		WR SUPPL, INFRASTRUCTURE			125.52
VERIZON WIRELESS 9795071192		11/08/17		53498	1367.42	
	01-11-552		123AD TELEPHONE			123.03
	01-21-552		PD TELEPHONE			179.19
	51-42-552		WR TELEPHONE			104.26
	52-43-552		SR TELEPHONE			104.22
	53-40-552		EL TELEPHONE			105.47
	01-00-193		EXCHANGE-EMPLOYEE CELL PHONES			451.04
	01-00-193		EXCHANGE-EMPLOYEE CELL PHONES			300.21
WASTE MANAGEMENT OF ST LOUIS 6791653-2052-5		11/08/17		53499	17413.30	
	13-44-573		GA GARBAGE DISPOSAL			17413.30
** TOTAL CHECKS ISSUED					55209.04	
TOTAL FOR REGULAR CHECKS:					55,209.04	

SYS DATE: 11/09/17  
FROM: 10/09/17

Village of Freeburg  
A / P BOARD LIST  
REGISTER # 846  
Thursday November 9, 2017

SYS TIME: 11:50  
[NB]

TO: 12/09/17

PAGE 1

PAYABLE TO INV NO	GL NO	CHECK DATE	DESCRIPTION	CHECK NO	AMOUNT	DISTR
REGIONS COMMERICAL	BANKCARD	11/09/17		53504	14106.53	
2614 OCT 2017	01-21-562		PD TRAVEL EXPENSE		590.99	
	01-21-563		PD TRAINING		972.19	
2741 OCT 2017	01-11-560		AD-IML CONFERENCE		258.87	
	01-11-552		AD TELEPHONE		73.38	
	01-11-651		AD OFFICE SUPPLIES		33.58	
	01-11-652		AD OPERATING SUPPLIES		33.99	
	01-11-913		AD COMMUNITY RELATIONS		62.88	
	01-21-613		PD SUPPLIES, VEHICLE		103.37	
	01-21-651		PD OFFICE SUPPLIES		291.16	
	12-23-612		ES SUPP/EQUIPMT/BAT/PATC		42.71	
	12-23-831		ES EQUIPMENT, PAGERS		310.14	
	51-42-552		WR TELEPHONE		73.38	
	51-42-560		WR-IML CONFERENCE		258.87	
	51-42-651		WR OFFICE SUPPLIES		33.58	
	52-43-552		SR TELEPHONE		73.38	
	52-43-560		SR-IML CONFERENCE		258.87	
	52-43-651		SR OFFICE SUPPLIES		33.58	
	53-40-552		EL TELEPHONE		73.38	
	53-40-560		EL-IML CONFERENCE		258.87	
	53-40-561		EL DUES		1126.50	
6262 OCT 2017	53-40-651		EL OFFICE SUPPLIES		75.90	
	53-40-562		EL TRAVEL EXPENSES		554.40	
	53-40-615		EL SUPPL, INFRASTRUCTURE		604.96	
	53-40-562		EL TRAVEL EXPENSES		36.96	
	53-40-653		EL SMALL TOOLS		35.98	
9076 OCT 2017	01-11-560		AD-IML CONFERENCE		786.67	
	51-42-560		WR-IML CONFERENCE		786.67	
	52-43-560		SR-IML CONFERENCE		786.67	
	53-40-560		EL-IML CONFERENCE		786.68	
9084 OCT 2017	01-11-560		AD-IML CONFERENCE		539.36	
	01-21-539		PD OTHER PROF SERVICES		95.67	
	51-42-560		WR-IML CONFERENCE		539.35	
	52-43-560		SR-IML CONFERENCE		539.36	
	53-40-560		EL-IML CONFERENCE		539.34	
9092-OCT 2017	01-11-619		AD SUPPLIES, OTHER		186.37	
9358 OCT 2017	01-11-560		AD-IML CONFERENCE		354.87	
	01-11-913		AD COMMUNITY RELATIONS		99.90	
	01-41-612		ST SUPPLIES, EQUIPMT		180.98	
	01-41-614		ST SUPPLIES, STREET		85.69	
	01-41-659		ST OTHER GEN SUPPLIES		52.46	
	01-41-653		ST SMALL TOOLS		2.99	
	51-42-560		WR-IML CONFERENCE		354.87	
	51-42-562		WR TRAVEL EXPENSES		134.47	
	51-42-652		WR OPERATING SUPPLIES		19.98	
	52-43-560		SR-IML CONFERENCE		354.87	

SYS DATE: 11/09/17  
FROM: 10/09/17

Village of Freeburg  
A / P B O A R D L I S T  
REGISTER # 846  
Thursday November 9, 2017

SYS TIME: 11:50  
[NB]

TO: 12/09/17

PAGE 2

PAYABLE TO INV NO	GL NO	CHECK DATE	CHECK NO	AMOUNT	DISTR
=====					
		DESCRIPTION			
	52-43-562	SR TRAVEL EXPENSES		150.63	
	52-43-652	SR OPERATING SUPPLIES		101.97	
	53-40-560	EL-IML CONFERENCE		354.84	
**	TOTAL CHECKS ISSUED			14106.53	
	TOTAL FOR REGULAR CHECKS:			14,106.53	

SYS DATE: 11/13/17  
FROM: 10/13/17

Village of Freeburg  
A / P B O A R D L I S T  
REGISTER # 847  
Monday November 13, 2017

SYS TIME: 12:21  
[NB]

TO: 12/13/17

PAGE 1

PAYABLE TO INV NO	GL NO	CHECK DATE DESCRIPTION	CHECK NO	AMOUNT	DISTR
DEERE CREDIT, INC 12494062		11/13/17	53506	6900.00	
	01-41-831	ST EQUIP (SNOW PLOW)			2900.00
	51-42-831	WR EQUIPMENT (SKID STEER)			2000.00
	52-43-831	SR EQUIPMENT (SKID STEER)			2000.00
**	TOTAL CHECKS ISSUED			6900.00	
	TOTAL FOR REGULAR CHECKS:			6,900.00	

SYS DATE: 11/15/17  
 FROM: 10/15/17

Village of Freeburg  
 A / P B O A R D L I S T  
 REGISTER # 848  
 Wednesday November 15, 2017

SYS TIME: 12:26  
 [NB]

TO: 12/15/17

PAGE 1

PAYABLE TO INV NO	GL NO	CHECK DATE	CHECK NO	DESCRIPTION	AMOUNT	DISTR
AFLAC 0EPZ5	01-00-196	11/15/17	53511	EXCHANGE - PAYROLL	87.70	87.70
AIRGAS USA, LLC 9948822500	53-40-612	11/15/17	53512	EL SUPPLIES, EQUIPMT	35.21	35.21
AMERICAN BLAST AND BULLET RES S02016-40726	01-21-890.1	11/15/17	53513	PD OTHER IMPR/HELMETS	5682.76	5682.76
ANIXTER POWER SOLUTIONS, LLC 3710836-00 3717898-00 3717898-01 3724462-00	53-40-615 53-40-615 53-40-615 53-40-615	11/15/17	53514	EL SUPPL, INFRASTRUCTURE EL SUPPL, INFRASTRUCTURE EL SUPPL, INFRASTRUCTURE EL SUPPL, INFRASTRUCTURE	2647.61	196.11 701.50 223.00 1527.00
BLOMENKAMP, GREG MEAL 11/17	51-42-562	11/15/17	53515	WR TRAVEL EXPENSES	25.50	25.50
BOEVING, JOEL OCT 2017	01-21-670	11/15/17	53516	PD POLICE CANINE	55.88	55.88
CARLTON, JESSIE MEAL 11/17	51-42-562	11/15/17	53517	WR TRAVEL EXPENSES	17.00	17.00
CASEY'S GENERAL STORES 16290 10/17	01-41-655 51-42-655 52-43-655 53-40-655	11/15/17	53518	ST AUTO FUEL/OIL WR AUTO FUEL/OIL SR AUTO FUEL/OIL EL AUTO FUEL/OIL	814.03	188.86 188.86 188.86 188.85
16290 10/17 PD	01-21-655			PD AUTO FUEL/OIL		58.60
COMPUTRON 57125	01-11-539 51-42-539 52-43-539 53-40-539	11/15/17	53519	AD OTHER PROF SERVICES WR OTHER PROF SERVICES SR OTHER PROF SERVICES EL OTHER PROF SERVICES	4290.98	44.55 74.25 74.25 103.95
57152	01-11-835 51-42-835 52-43-835 53-40-835			AD EQUIPMENT, COMP WR-COMPUTER SR-COMPUTER EL-COMPUTERS		232.35 387.25 387.25 542.14
57158	01-11-539 01-21-539 51-42-539 52-43-539 53-40-539			AD OTHER PROF SERVICES PD OTHER PROF SERVICES WR OTHER PROF SERVICES SR OTHER PROF SERVICES EL OTHER PROF SERVICES		223.87 223.88 449.75 449.75 449.75
57160	01-00-195			EXCHANGE		578.99

SYS DATE: 11/15/17  
FROM: 10/15/17

Village of Freeburg  
A / P B O A R D L I S T  
REGISTER # 848  
Wednesday November 15, 2017

SYS TIME: 12:26  
[NB]

TO: 12/15/17

PAGE 2

PAYABLE TO INV NO	GL NO	CHECK DATE DESCRIPTION	CHECK NO	AMOUNT	DISTR
67115	51-42-539	WR OTHER PROF SERVICES			23.00
	52-43-539	SR OTHER PROF SERVICES			23.00
	53-40-539	EL OTHER PROF SERVICES			23.00
DAVE'S HOME IMPROVEMENT 3578	11/15/17 01-41-539	53520 ST OTHER PROF SERVICES		1306.00	1306.00
ELDEN, ROBERT MEAL 11/17	11/15/17 51-42-562	53521 WR TRAVEL EXPENSES		17.00	17.00
ELECTRICO, INC 870-7990	11/15/17 01-41-515	53522 ST MAINT SERVICE/SIGNAL LIGHT MA		265.00	265.00
EQUIPMENT SERVICE CO., IN 34896	11/15/17 51-42-513 52-43-513	53523 WR SERVICES, VEHICLES SR SERVICES, VEHICLES		534.90	267.45 267.45
FKG OIL I-0071346	11/15/17 01-41-655 52-43-655 53-40-655 51-42-655	53524 ST AUTO FUEL/OIL SR AUTO FUEL/OIL EL AUTO FUEL/OIL WR AUTO FUEL/OIL		2028.51	95.18 95.18 95.18 95.19
I-0071346 PD	01-21-655	PD AUTO FUEL/OIL			1647.78
FSH WATER COMMISSION 113471	11/15/17 51-42-575	53525 WR WATER PURCHASES		33922.12	33922.12
GRAINGER 9601215396	11/15/17 53-40-620	53526 EL POWER PLANT PARTS		51.00	51.00
HAIER PLUMBING & HEATING, INC 126135	11/15/17 52-43-515	53527 SR SERV, INFRAS/HYDRO CNT		3025.00	3025.00
HD SUPPLY WATERWORKS, LTD H920000 I071627	11/15/17 01-41-614 51-42-615	53528 ST SUPPLIES, STREET WR SUPPL, INFRASTRUCTURE		4517.32	2533.32 1984.00
ILLINOIS MUNICIPAL LEAGUE 2018 DUES	11/15/17 51-42-561 52-43-561 53-40-561	53529 WR DUES SR DUES EL DUES		575.00	191.67 191.67 191.66
ILLINOIS PUBLIC RISK FUND 41141	11/15/17 01-11-454 01-16-454 01-21-454 01-41-454	53530 AD WORKERS COMPENSATION ZO WORKERS COMPENSATION PD WORKERS COMPENSATION ST WORKERS COMPENSATION		6344.00	44.40 30.45 1332.24 2537.60

SYS DATE: 11/15/17  
FROM: 10/15/17

Village of Freeburg  
A / P B O A R D L I S T  
REGISTER # 848  
Wednesday November 15, 2017

SYS TIME: 12:26  
[NB]

TO: 12/15/17

PAGE 3

PAYABLE TO INV NO	GL NO	CHECK DATE	CHECK NO	DESCRIPTION	AMOUNT	DISTR
	51-42-454			WR WORKER'S COMP INSURANCE		533.53
	52-43-454			SR WORKER'S COMP INSURANCE		768.25
	53-40-454			EL WORKER'S COMP INSURANCE		964.92
	58-55-454			SWP WORKER'S COMP INSURANCE		132.61
JENKINS, ROBERT		11/15/17	53531		78.72	
MEAL 11/17	51-42-562			WR TRAVEL EXPENSES		17.00
MEDICAL11/15/17	01-41-534			ST MEDICAL		18.52
	51-42-534			WR MEDICAL		24.69
	52-43-534			SR MEDICAL		9.26
	53-40-534			EL MEDICAL		9.25
JERRY'S TRK & ATO BDY INC		11/15/17	53532		1091.40	
2036	01-41-513			ST SERVICES, VEHICLE		272.85
	51-42-513			WR SERVICES, VEHICLES		272.85
	52-43-513			SR SERVICES, VEHICLES		272.85
	53-40-513			EL SERVICES, VEHICLES		272.85
KASPER, RANDY		11/15/17	53533		137.68	
MEDICAL11/15/17	53-40-534			EL MEDICAL		137.68
KRAMPER, JANE		11/15/17	53534		146.00	
MEDICAL11/15/17	01-11-534			AD MEDICAL		18.25
	51-42-534			WR MEDICAL		36.50
	52-43-534			SR MEDICAL		36.50
	53-40-534			EL MEDICAL		54.75
KRAUSS SHANE		11/15/17	53535		58.96	
MEAL 11/17	51-42-562			WR TRAVEL EXPENSES		8.50
MEDICAL11/15/17	53-40-534			EL MEDICAL		50.46
LUBY EQUIPMENT SERVICES		11/15/17	53536		445.60	
DV202	01-41-612			ST SUPPLIES, EQUIPMT		445.60
MCGARRY, LAURA		11/15/17	53537		358.17	
MEDICAL11/15/17	01-21-534			PD MEDICAL		358.17
MICK'S AUTO REPAIR, INC		11/15/17	53538		498.00	
74428	53-40-513			EL SERVICES, VEHICLES		498.00
PIERCE, DEBORAH		11/15/17	53539		488.49	
MEDICAL11/15/17	01-11-534			AD MEDICAL		61.06
	51-42-534			WR MEDICAL		122.12
	52-43-534			SR MEDICAL		122.12
	53-40-534			EL MEDICAL		183.19
POLSON, JULIE		11/15/17	53540		2185.74	

SYS DATE: 11/15/17  
 FROM: 10/15/17

Village of Freeburg  
 A / P B O A R D L I S T  
 REGISTER # 848  
 Wednesday November 15, 2017

SYS TIME: 12:26  
 [NB]

TO: 12/15/17

PAGE 4

PAYABLE TO INV NO	GL NO	CHECK DATE DESCRIPTION	CHECK NO	AMOUNT	DISTR
MEDICAL11/15/17	01-11-534	AD MEDICAL		546.44	
	51-42-534	WR MEDICAL		546.44	
	52-43-534	SR MEDICAL		546.44	
	53-40-534	EL MEDICAL		546.42	
SALLMAN, MAX MEAL 11/17	51-42-562	11/15/17 WR TRAVEL EXPENSES	53541	17.00	17.00
SCHULTE SUPPLY S1131498.001	52-43-539	11/15/17 SR OTHER PROF SERVICES	53542	95.00	95.00
SHAFFERS TIRE SERVICE 38224	53-40-512	11/15/17 EL SERVICES, EQUIPMT	53543	23.00	23.00
SIPCA 2018 DUES	01-21-561	11/15/17 PD DUES	53544	100.00	100.00
ST CLAIR COUNTY TREASURER BZOP1754	01-16-535	11/15/17 ZO COUNTY INSPECTIONS	53545	748.85	191.23
BZOP1755	01-16-535	ZO COUNTY INSPECTIONS			199.88
BZOP1756	01-16-535	ZO COUNTY INSPECTIONS			157.74
FE1710	01-16-535	ZO COUNTY INSPECTIONS			50.00
FE1712	01-16-535	ZO COUNTY INSPECTIONS			50.00
FE1713	01-16-535	ZO COUNTY INSPECTIONS			50.00
FE1714	01-16-535	ZO COUNTY INSPECTIONS			50.00
ST CLAIR SERVICE COMPANY 93292	53-40-656	11/15/17 EL CHEMICALS	53546	92.40	92.40
T & R ELECTRIC SUPPLY CO 146266	53-40-615	11/15/17 EL SUPPL, INFRASTRUCTURE	53547	2000.00	2000.00
THOUVENOT, WADE & MOERCHEN 58758	52-43-880	11/15/17 SR NEW SEWER PLANT	53548	638.00	638.00
TOLAN, JOHN MEDICAL11/15/17	01-41-534	11/15/17 ST MEDICAL	53549	182.38	45.60
	51-42-534	WR MEDICAL			45.60
	52-43-534	SR MEDICAL			45.60
	53-40-534	EL MEDICAL			45.58
UMB BANK N.A. ELECTRICBD10/17	53-40-711	11/15/17 EL BOND DEBT SERVICE	53550	411333.75	36861.25
	53-40-711	EL BOND DEBT SERVICE			330000.00
POOL BOND/10/17	58-55-711	SWP BOND INTEREST			9472.50
	58-55-712	SWP Debt Service - Bonds			35000.00
WATTS COPY SYSTEMS		11/15/17	53551	185.13	

SYS DATE: 11/15/17  
FROM: 10/15/17

Village of Freeburg  
A / P B O A R D L I S T  
REGISTER # 848  
wednesday November 15, 2017

SYS TIME: 12:26  
[NB]

TO: 12/15/17

PAGE 5

PAYABLE TO INV NO	GL NO	CHECK DATE	CHECK NO	DESCRIPTION	AMOUNT	DISTR
21580948	01-11-512			AD SERVICES, EQUIPMT		46.28
	51-42-512			WR SERVICES, EQUIPMT		46.28
	52-43-512			SR SERVICES, EQUIPMT		46.28
	53-40-512			EL SERVICES, EQUIPMT		46.29
**	TOTAL CHECKS ISSUED				487146.79	
	TOTAL FOR REGULAR CHECKS:				487,146.79	

SYS DATE: 11/15/17  
FROM: 10/15/17

Village of Freeburg  
A / P B O A R D L I S T  
REGISTER # 849  
Wednesday November 15, 2017

SYS TIME: 13:19  
[NB]

TO: 12/15/17

PAGE 1

PAYABLE TO INV NO	GL NO	CHECK DATE DESCRIPTION	CHECK NO	AMOUNT	DISTR
ST CLAIR COUNTY TREASURER BZOP1761	11/15/17 01-16-535		53552 ZO COUNTY INSPECTIONS	75.63	75.63
** TOTAL CHECKS ISSUED				75.63	
TOTAL FOR REGULAR CHECKS:				75.63	

SYS DATE: 11/15/17  
FROM: 10/15/17

Village of Freeburg  
A / P B O A R D L I S T  
REGISTER # 850  
wednesday November 15, 2017

SYS TIME: 16:10  
[NB]

TO: 12/15/17

PAGE 1

PAYABLE TO INV NO	GL NO	CHECK DATE	DESCRIPTION	CHECK NO	AMOUNT	DISTR
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VILLAGE OF FRG UTILITIES		11/07/17		80000191	2353.77	
OCT 2017	01-11-571		AD UTILITIES			378.17
	01-21-571		PD UTILITIES			252.12
	01-41-571		ST UTILITIES			46.27
	51-42-571		WR UTILITIES			186.54
	52-43-571		SR UTILITIES			1078.53
	53-40-571		EL UTILITIES			412.14

\*\* TOTAL CHECKS ISSUED 2353.77

TOTAL FOR REGULAR CHECKS: 0.00

TOTAL FOR DIRECT PAY VENDORS: 2,353.77

SYS DATE: 11/15/17  
FROM: 10/15/17

Village of Freeburg  
A / P B O A R D L I S T  
REGISTER # 851  
Wednesday November 15, 2017

SYS TIME: 16:13  
[NB]

TO: 12/15/17

PAGE 1

PAYABLE TO INV NO	GL NO	CHECK DATE	CHECK NO	AMOUNT	DISTR
=====					
DESCRIPTION					
ILL DEPT OF REVENUE OCTOBER 2017	53-00-219.2	11/09/17	80000192	10490.73	10490.73
** TOTAL CHECKS ISSUED				10490.73	
TOTAL FOR REGULAR CHECKS:				0.00	
TOTAL FOR DIRECT PAY VENDORS:				10,490.73	

SYS DATE: 11/15/17  
FROM: 10/15/17

Village of Freeburg  
A / P B O A R D L I S T  
REGISTER # 852  
Wednesday November 15, 2017

SYS TIME: 16:17  
[NB]

TO: 12/15/17

PAGE 1

PAYABLE TO INV NO	GL NO	CHECK DATE	CHECK NO	DESCRIPTION	AMOUNT	DISTR
ADP - CHARGES 502751670		11/17/17	80000193		174.11	
	01-11-539			AD OTHER PROF SERVICES		43.52
	51-42-539			WR OTHER PROF SERVICES		43.52
	52-43-539			SR OTHER PROF SERVICES		43.52
	53-40-539			EL OTHER PROF SERVICES		43.55
CITIZENS- PAYROLL #23-2017		11/17/17	80000194		49830.35	
	01-00-215			PR W/H FICA		4413.69-
	01-00-216			PR W/H RETIREMENT		3672.10-
	01-00-213			PR W/H FIT		6284.84-
	01-00-214			PR W/H SIT		2702.30-
	01-00-196.1			EXCHANGE-INSPIRED WELLNESS/GUARD		2433.05-
	01-00-196.1			EXCHANGE-INSPIRED WELLNESS/GUARD		12230.75-
	01-00-196.1			EXCHANGE-INSPIRED WELLNESS/GUARD		798.43-
	01-00-196.1			EXCHANGE-INSPIRED WELLNESS/GUARD		11928.43
	01-00-196.1			EXCHANGE-INSPIRED WELLNESS/GUARD		611.50
	01-21-421			PD REGULAR SALARIES		20121.91
	01-21-422			PD OVERTIME		147.72
	01-21-423			PD HOLIDAY OVERTIME		2411.76
	01-21-425			PD PART-TIME SALARIES		1860.00
	01-21-426			PD LONGEVITY/EDUCATION		173.08
	01-00-193			EXCHANGE-EMPLOYEE CELL PHONES		100.00-
	01-11-431			AD ELECTED SALARIES		986.53
	01-11-421			AD REGULAR SALARIES		1742.52
	01-11-423			AD OVERTIME		27.76
	01-16-421			ZO REGULAR SALARIES		644.94
	01-41-421			ST REGULAR SALARIES		4724.07
	01-41-422			ST TEMPORARY SALARIES		348.00
	01-41-423			ST OVERTIME		195.78
	12-23-421			ES REGULAR SALARIES		98.56
	01-00-110			CASH - CITIZEN - GENERAL		98.56
	12-00-110			CASH - CITIZENS - ESDA		98.56-
	51-42-421			WR REGULAR SALARIES		8317.91
	51-42-422			WR TEMP SALARIES		348.00
	51-42-423			WR OVERTIME		720.86
	01-00-110			CASH - CITIZEN - GENERAL		9386.77
	51-00-110			CASH - CITIZENS - WATER		9386.77-
	52-43-421			SR REGULAR SALARIES		6616.80
	52-43-423			SR OVERTIME		348.00
	52-43-422			SR TEMP SALARIES		591.63
	01-00-110			CASH - CITIZEN - GENERAL		7556.43
	52-00-110			CASH - CITIZENS - SEWER		7556.43-
	53-40-421			EL REGULAR SALARIES		18297.44
	53-40-422			EL TEMP SALARIES		348.00
	01-00-110			CASH - CITIZEN - GENERAL		19499.75
	53-00-110			CASH - CITIZENS - ELECTRIC		19499.75-

SYS DATE: 11/15/17  
FROM: 10/15/17

Village of Freeburg  
A / P B O A R D L I S T  
REGISTER # 852  
wednesday November 15, 2017

SYS TIME: 16:17  
[NB]

TO: 12/15/17

PAGE 2

PAYABLE TO INV NO	GL NO	CHECK DATE DESCRIPTION	CHECK NO	AMOUNT	DISTR
	53-40-423	EL OVERTIME			854.31
CITIZENS - PAYROLL TAXES #23-2017		11/17/17	80000195	17873.37	
	01-00-215	PR W/H FICA			4413.69
	01-00-213	PR W/H FIT			6284.84
	01-00-214	PR W/H SIT			2702.30
	01-21-453	PD UNEMPLOYMENT INSURANCE			30.69
	01-21-461	PD SOCIAL SECURITY			1748.37
	01-21-461.2	PD SOICAL SECURITY/INSPIRED WELL			403.30-
	01-21-461	PD SOCIAL SECURITY			142.30
	01-11-461	AD SOCIAL SECURITY			75.47
	01-11-461	AD SOCIAL SECURITY			135.43
	01-11-461.2	AD SOCIAL SECURITY/INSPIRED WELL			19.20-
	01-16-453	ZO UNEMPLOYMENT INSURANCE			5.16
	01-16-461	ZO SOCIAL SECURITY			48.07
	01-41-453	ST UNEMPLOYMENT INSURANCE			7.92
	01-41-461	ST SOCIAL SECURITY			402.99
	01-41-461.2	ST SOCIAL SECURITRY/INSPIRED WELL			67.71-
	12-23-461	ES SOCIAL SECURITY			7.54
	01-00-110	CASH - CITIZEN - GENERAL			7.54
	12-00-110	CASH - CITIZENS - ESDA			7.54-
	51-42-453	WR UNEMPLOYMENT INSURANCE			5.94
	51-42-461	WR SOCIAL SECURITY			718.09
	51-42-461.2	WR SOCIAL SECURITY/INSPIRED WELL			103.41-
	01-00-110	CASH - CITIZEN - GENERAL			620.61
	51-00-110	CASH - CITIZENS - WATER			620.61-
	52-43-453	SR UNEMPLOYMENT INSURANCE			2.97
	52-43-461	SR SOCIAL SECURITY			578.07
	52-43-461.2	SR SOCIAL SECURITY/INSPIRED WELL			103.09-
	01-00-110	CASH - CITIZEN - GENERAL			477.94
	52-00-110	CASH - CITIZENS - SEWER			477.94-
	53-40-453	EL UNEMPLOYMENT INSURANCE			2.97
	53-40-461	EL SOCIAL SECURITY			1491.73
	01-00-110	CASH - CITIZEN - GENERAL			1260.26
	53-00-110	CASH - CITIZENS - ELECTRIC			1260.26-
	53-40-461.2	EL SOCIAL SECURITY/INSPIRED WELL			234.46-
**	TOTAL CHECKS ISSUED			67877.83	
	TOTAL FOR REGULAR CHECKS:			0.00	
	TOTAL FOR DIRECT PAY VENDORS:			67,877.83	

SYS DATE: 11/15/17  
FROM: 10/15/17

Village of Freeburg  
A / P BOARD LIST  
REGISTER # 853  
Wednesday November 15, 2017

SYS TIME: 16:20  
[NB]

TO: 12/15/17

PAGE 1

PAYABLE TO INV NO	GL NO	CHECK DATE	DESCRIPTION	CHECK NO	AMOUNT	DISTR
IMEA OCT 2017	53-40-576 53-00-395	11/20/17	EL ELECTRICITY PURCHASES EL REFUNDS, REIMBURSE (Fuel)	80000196	233410.60	235156.20 1745.60-
**	TOTAL CHECKS ISSUED				233410.60	
	TOTAL FOR REGULAR CHECKS:				0.00	
	TOTAL FOR DIRECT PAY VENDORS:				233,410.60	

SYS DATE: 11/21/17  
FROM: 10/21/17

Village of Freeburg  
A / P B O A R D L I S T  
REGISTER # 854

SYS TIME: 14:18  
[NB]

TO: 12/21/17

Tuesday November 21, 2017

PAGE 1

PAYABLE TO INV NO	GL NO	CHECK DATE	CHECK NO	AMOUNT	DISTR
=====					
		DESCRIPTION			
AFFORDABLE AUTOMOTIVE 2568		11/21/17 01-21-513	53553	248.03	248.03
		PD SERVICES, VEHICLE			
ANIXTER POWER SOLUTIONS, LLC 3704523-00 3717586-00		11/21/17 01-11-890 53-40-612	53554	2655.00	2625.00 30.00
		AD OTHER IMPROVEMENTS (ROOF)			
		EL SUPPLIES, EQUIPMT			
AZAVAR AUDIT SOLUTIONS 13692		11/21/17 01-11-539	53555	36.87	36.87
		AD OTHER PROF SERVICES			
BEL-O PEST SOLUTIONS, INC 153537		11/21/17 01-11-519 01-21-539	53556	45.00	22.50 22.50
		AD SERVICES, OTHER			
		PD OTHER PROF SERVICES			
CAMPER EXCHANGE 511553		11/21/17 01-21-613	53557	111.50	111.50
		PD SUPPLIES, VEHICLE			
COMPUTRON 57162 67104 67105 67112 67113 67114 67116 67117 67118 67123		11/21/17 12-23-512 01-21-834 01-21-834 01-21-513 01-21-512 01-11-512 01-21-512 01-21-512 01-16-539 01-21-834	53558	5038.96	79.00 1998.99 1998.99 129.00 297.00 69.00 99.00 129.00 69.00 169.98
		ES SERVICES, EQUIPMT			
		PD COMPUTER SOFTWARE			
		PD COMPUTER SOFTWARE			
		PD SERVICES, VEHICLE			
		PD SERVICES, EQUIPMT			
		AD SERVICES, EQUIPMT			
		PD SERVICES, EQUIPMT			
		PD SERVICES, EQUIPMT			
		ZO OTHER PROF SERVICES			
		PD COMPUTER SOFTWARE			
DAVE SCHMIDT TRK SERVICE 85303		11/21/17 01-41-513 51-42-513 52-43-513 53-40-513	53559	2754.11	688.52 688.53 688.53 688.53
		ST SERVICES, VEHICLE			
		WR SERVICES, VEHICLES			
		SR SERVICES, VEHICLES			
		EL SERVICES, VEHICLES			
FREEBURG PRINTING & PUBLISHING 104924		11/21/17 01-16-553	53560	1801.80	1801.80
		ZO PUBLISHING, ADVERTMT			
HEROS IN STYLE 159347 159436 164069		11/21/17 01-21-471 01-21-471 01-21-471	53561	115.93	44.99 44.99 25.95
		PD UNIFORM ALLOWANCE			
		PD UNIFORM ALLOWANCE			
		PD UNIFORM ALLOWANCE			
INTOXIMETERS, INC 580199		11/21/17 01-21-612	53562	205.25	205.25
		PD SUPPLIES, EQUIPMT			
JACK'S AUTO WASH		11/21/17	53563	165.00	

SYS DATE: 11/21/17  
FROM: 10/21/17

Village of Freeburg  
A / P B O A R D L I S T  
REGISTER # 854

SYS TIME: 14:18  
[NB]

TO: 12/21/17

Tuesday November 21, 2017

PAGE 2

PAYABLE TO INV NO	GL NO	CHECK DATE DESCRIPTION	CHECK NO	AMOUNT	DISTR
NOV 2017	01-21-613	PD SUPPLIES, VEHICLE			165.00
MCDONALD, TONY		11/21/17	53564	290.35	
2017 BOOT ALLOW	51-42-471	WR UNIFORM RENTAL			96.78
	52-43-471	SR UNIFORM RENTAL			96.78
	53-40-471	EL UNIFORM RENTAL			96.79
SHAFFERS TIRE SERVICE		11/21/17	53565	40.00	
38351	01-21-513	PD SERVICES, VEHICLE			40.00
SOS TECHNOLOGIES		11/21/17	53566	999.88	
137821	01-21-834	PD COMPUTER SOFTWARE			999.88
SRPS		11/21/17	53567	67.51	
44761437	01-21-534	PD MEDICAL			67.51
USA BLUEBOOK		11/21/17	53568	175.62	
415091	52-43-657	SR LAB SUPPLIES			175.62
VERIZON WIRELESS		11/21/17	53569	290.70	
9795829959	01-11-552	AD TELEPHONE			65.42
	51-42-552	WR TELEPHONE			65.42
	52-43-552	SR TELEPHONE			65.42
	53-40-552	EL TELEPHONE			94.44
WIRELESS USA		11/21/17	53570	150.00	
256095	01-21-512	PD SERVICES, EQUIPMT			150.00
** TOTAL CHECKS ISSUED				15191.51	
TOTAL FOR REGULAR CHECKS:				15,191.51	

AMANN, MATT	\$75
BECHERER, GREG	\$25
BESHEARS, DAVE	\$75
BLOMENKAMP, GREGG	\$75
BOLLE, RANDY	\$25
BOEVING, JOEL	\$75
CARLTON, JESSE	\$75
CARPENTER, NOAH	\$25
DONALD, WILLIAM	\$75
ELDEN, BOB	\$75
FLAKE, MIKE	\$75
FLYNN, CHRIS	\$75
FUNDERBURG, TONY	\$75
HAMON, TERRY	\$25
HENNING, GARY	\$25
HOWES, TYLER	\$25
JENKINS, BOB	\$75
KRAMPER, JANE	\$75
KRAMER, GENE	\$25
KRAUSS, SHANE	\$75
MARQUARDT, TERRY	\$75
MCDONALD, TONY	\$75
MCGARRY, LAURA	\$75
MENSE, RICHARD	\$25
MOHR, JEFF	\$75
PENSONEAU, SCOTT	\$75
PERRINE, JAMES	\$25
PIERCE, DEBBIE	\$75
POLSON, KURT	\$25
POLSON, JULIE	\$75
REID, CAMERON	\$25
RETTIG, CAMERON	\$25
RUHMANN, STAN	\$75
SALLMAN, MAX	\$75
SCHUTZENHOFER, MIKE	\$75
TOLAN, ANDY	\$75
TOLAN, JOHN	\$75
TURNER, DAN	\$75
UNVERFERTH, DAVID	\$75
URBANSKI, TYLER	\$75
VOGEL, BRYAN	\$25
WILEY, CODY	\$25

**VILLAGE OF FREEBURG  
MONTHLY TREASURER'S REPORT**

**SUMMARY OF RECEIPTS  
4/30/17**

Taxes & Miscellaneous Receipts

Sales Tax - Jan. '17	\$33,286.96	
Local Use Tax	7,968.70	
Replacement Tax	1,491.56	
Telecommunications Tax	8,161.99	
Motor Fuel Tax	7,981.96	
Licenses & Fees	6,895.71	
Garbage Fund & Penalties	18,828.41	
Water Sales & Penalties	52,771.21	
Sewer Charges & Penalties	46,073.06	
Electric Sales & Penalties	283,617.21	
Tap-on Fees, Connection Charges & Supplies	17,795.84	
Electric Franchise Fee	14,061.57	
St. Clair County Traffic Fines	3,352.04	
Police Canine Donations	3,380.00	
Police Dare Donations	100.00	
Swimming Pool Income	415.00	
		<b>\$506,181.22</b>

Total

Interest

Regions - Cash Management Account	509.13	
Interest Earned on Water, Sewer & Electric Funds	6,647.45	
MFT Interest Income	444.00	
Swimming Pool Interest Income	0.44	
Bond Interest Income	11.33	
Insurance Surplus Interest Income	21.90	
Interest Income	108.01	
TIF Interest Income	69.10	
		<u>7,811.36</u>

Total

\$513,992.58

TOTAL RECEIPTS

Bryan A. Vogel

*Bryan A. Vogel*

Village Treasurer

**VILLAGE OF FREEBURG**  
**2017-2018 FISCAL YEAR RECEIPTS**  
**4/30/2017**

<u>Month</u>	<u>Income Tax</u>	<u>Telecom. Tax</u>	<u>Interest</u>	<u>Sales Tax for Month of</u>
April	\$0.00	\$8,161.99	\$7,811.36	\$33,286.96
May				January
June				February
July				March
August				April
September				May
October				June
November				July
December				August
January				September
February				October
March				November
				December
<b>TOTALS</b>	<u>\$0.00</u>	<u>\$8,161.99</u>	<u>\$7,811.36</u>	<u>\$33,286.96</u>

<u>Month</u>	<u>MFT</u>	<u>Property Tax</u>	<u>Repl. PP Tax</u>	<u>Franchises</u>
April	\$7,981.96		\$1,491.56	\$14,061.57
May				
June				
July				
August				
September				
October				
November				
December				
January				
February				
March				
<b>TOTALS</b>	<u>\$7,981.96</u>	<u>\$0.00</u>	<u>\$1,491.56</u>	<u>\$14,061.57</u>

<u>Month</u>	<u>Utilities</u>	<u>Use Tax</u>	<u>Fines</u>	<u>Other</u>
April	\$401,289.89	\$7,968.70	\$3,352.04	\$28,586.55
May				
June				
July				
August				
September				
October				
November				
December				
January				
February				
March				
<b>TOTALS</b>	<u>\$401,289.89</u>	<u>\$7,968.70</u>	<u>\$3,352.04</u>	<u>\$28,586.55</u>

**VILLAGE OF FREEBURG**  
**CASH-IN-BANKS, CHECKING**  
**04/30/17**

	<u>Regions</u>	<u>CSB</u>	<u>Citizens</u>	<u>IPTIP</u>	<u>Total</u>
General/Salary	\$124,243.20		\$570,902.84	\$66,769.04	\$761,915.08
Audit	0.00		0.00		0.00
ESDA	0.00		(207.04)		(207.04)
Garbage Disposal Fund	663.00	18,794.66	48,468.12		67,925.78
Motor Fuel Tax	0.00		26,488.35	138,147.27	164,635.62
Water Operations	(188,048.07)	4,431.23	(342,220.22)		(525,837.06)
Water Meter Deposits	0.00				0.00
Water Bond Issues			\$0.00		0.00
Sewer Operations	146,649.16	322.51	45,915.98		192,887.65
Sewer Meter Deposits	0.00				0.00
Sewer Capital Improvement	0.00		0.00		0.00
Sewer IEPA Loan	0.00				0.00
Sewer Bond Issues			0.00		0.00
Electric Operations	17,285.68	1,223.17	605,228.77		623,737.62
Electric Meter Deposits	0.00				0.00
Swimming Pool	0.00		28.06		28.06
<b>Totals</b>	<u>\$100,792.97</u>	<u>\$24,771.57</u>	<u>\$954,604.86</u>	<u>\$204,916.31</u>	<u>\$1,285,085.71</u>

**VILLAGE OF FREEBURG**  
**CERTIFICATES OF DEPOSIT & MONEY MARKET ACCOUNTS**  
**4/30/2017**

	<u>Midland</u>	<u>Citizens</u>	<u>Total</u>
General	\$20,770.08	\$348,933.50	\$369,703.58
Motor Fuel Tax	\$0.00	\$124,000.00	\$124,000.00
Water Operations	\$0.00	\$1,205,795.56	\$1,245,795.56
Sewer Operations	\$0.00	\$0.00	\$0.00
Sewer Meter Deposits	\$0.00	\$0.00	\$0.00
Sewer Capital Improvements	\$0.00	\$293,198.61	\$293,198.61
Sewer IEPA Loan	\$0.00	\$0.00	\$0.00
Electric Operations	\$0.00	\$1,776,555.25	\$1,776,555.25
Electric Bond Fund	\$0.00	\$11,828.85	\$11,828.85
Swimming Pool	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
TOTALS	<u>\$20,770.08</u>	<u>\$3,760,311.77</u>	<u>\$3,781,081.85</u>

**VILLAGE OF FREEBURG**  
**CASH IN BANK & INVESTMENTS**  
4/30/2017

<u>FUND</u>	<u>REGIONS</u> <u>CHECKING</u>	<u>CSB</u> <u>CHECKING</u>	<u>CITIZENS</u> <u>CHECKING</u>	<u>MONEY MARKET</u> <u>&amp; CD'S</u>	<u>IP/TIP</u>	<u>PETTY</u> <u>CASH</u>	<u>INVEST. &amp; CASH</u> <u>TOTALS</u>
General Audit	\$124,243.20 0.00		\$570,902.84 0.00	\$369,703.58	\$66,769.04	\$400.00	\$1,132,018.66 0.00
ESDA	0.00		(207.04)				(207.04)
Garbage Disposal Fund	663.00	18,794.66	48,468.12				67,925.78
Motor Fuel Tax	0.00		26,488.35	124,000.00	138,147.27		288,635.62
<u>Water</u>							
Operations	(201,985.40)	1,682.06	(345,059.35)	227,392.25		0.00	(317,970.44)
Depr/Cash Reserve	13,937.33	2,749.17	2,839.13	891,403.31			910,928.94
Bank Transfer Exchange							0.00
Meter Deposits	0.00			87,000.00			87,000.00
Total Water	(188,048.07)	4,431.23	(342,220.22)	1,205,795.56	0.00	0.00	679,958.50
<u>Sewer</u>							
Operations	146,649.16	322.51	45,915.98	134,656.00		0.00	327,543.65
IEPA Loan	0.00			158,542.61			158,542.61
Capital Improvements	0.00		0.00				0.00
Meter Deposits	0.00			0.00			0.00
Bank Transfer Exchange							0.00
B&I Reserve 67 Series			0.00				0.00
Total Sewer	146,649.16	322.51	45,915.98	293,198.61	0.00	0.00	486,086.26
<u>Electric</u>							
Operations	17,285.68	1,223.17	605,228.77	1,776,555.25		0.00	2,400,292.87
Electric Bond Fund				11,828.85			11,828.85
Bank Transfer Exchange							
Meter Deposits	0.00			0.00			0.00
Total Electric	17,285.68	1,223.17	605,228.77	1,788,384.10	0.00	0.00	2,412,121.72
Swimming Pool	0.00		28.06	0.00		215.00	243.06
<b>TOTAL FUNDS</b>	<b>\$100,792.97</b>	<b>\$24,771.57</b>	<b>\$954,604.86</b>	<b>\$3,781,081.85</b>	<b>\$204,916.31</b>	<b>\$615.00</b>	<b>\$5,066,782.56</b>

**VILLAGE OF FREEBURG**  
**FUND ASSET TOTALS**  
4/30/17

<u>FUND</u>	<u>ACCOUNTS RECEIVABLES</u>	<u>DUE TO/ FROM</u>	<u>PREPAID ACCOUNTS</u>	<u>FIXED ASSET NET</u>	<u>FUND ASSET TOTALS</u>
General Audit		\$193,081.74			\$1,325,100.40 \$0.00
ESDA					(\$207.04)
Garbage Disposal Fund	0.00			67,000.00	\$134,925.78
Motor Fuel Tax		0.00			\$288,635.62
<u>Water</u>					
Operations	\$79,655.88	0.00	\$40,320.00	\$1,294,446.87	\$1,096,452.31
Bank Transfer Exchange Meter Deposits		1,442.25			\$910,928.94
Total Water	79,655.88	1,442.25	40,320.00	1,294,446.87	\$1,442.25 \$87,000.00
<u>Sewer</u>					
Operations	70,739.04	0.00	34,418.00	2,473,396.45	\$2,906,097.14
IEPA Loan					\$158,542.61
Capital Improvements					\$0.00
Meter Deposits					\$0.00
Bank Transfer Exchange		0.00			\$0.00
B&I Reserve 67 Series					\$0.00
Total Sewer	70,739.04	0.00	34,418.00	2,473,396.45	\$0.00 \$3,064,639.75
<u>Electric</u>					
Operations	414,357.13	3,847.83	138,240.00	6,268,940.28	\$9,225,678.11
Electric Bond Fund					\$11,828.85
Bank Transfer Exchange		0.00			\$0.00
Meter Deposits		0.00			\$0.00
Total Electric	414,357.13	3,847.83	138,240.00	6,268,940.28	\$9,237,506.96
Swimming Pool	15,545.29	0.00	0.00	892,060.80	\$907,849.15
<b>TOTAL FUNDS</b>	<b>\$580,297.34</b>	<b>\$198,371.82</b>	<b>\$212,978.00</b>	<b>\$10,995,844.40</b>	<b>\$17,054,274.12</b>

**VILLAGE OF FREEBURG  
FUND ASSET BALANCES  
04/30/17**

	<u>Operational</u>	<u>Restricted</u>	<u>Total</u>
General	\$1,325,100.40		\$1,325,100.40
Audit	0.00		0.00
ESDA	(207.04)		(207.04)
Garbage Disposal Fund	134,925.78		134,925.78
Motor Fuel Tax	288,635.62		288,635.62
<u>Water Funds</u>			
Operational	1,096,452.31		1,096,452.31
Depr/Cash Reserve	910,928.94		910,928.94
Bank Transfer Exchange	1,442.25		1,442.25
Meter Deposits	<u>0.00</u>	<u>87,000.00</u>	<u>87,000.00</u>
Total Water Funds	<u>2,008,823.50</u>	<u>87,000.00</u>	<u>2,095,823.50</u>
<u>Sewer Funds</u>			
Operational	2,906,097.14		2,906,097.14
Capital Improvements		158,542.61	158,542.61
Bank Transfer Exchange	0.00	0.00	0.00
Meter Deposits	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Sewer Funds	<u>2,906,097.14</u>	<u>158,542.61</u>	<u>3,064,639.75</u>
<u>Electric Funds</u>			
Operational	9,225,678.11		9,225,678.11
Electric Bond Fund	11,828.85		11,828.85
Bank Transfer Exchange	0.00		0.00
Meter Deposits		<u>0.00</u>	<u>0.00</u>
Total Electric Funds	<u>9,237,506.96</u>	<u>0.00</u>	<u>9,237,506.96</u>
Swimming Pool	<u>907,849.15</u>	<u>0.00</u>	<u>907,849.15</u>
Total of All Accounts	<u>\$16,808,731.51</u>	<u>\$245,542.61</u>	17,054,274.12
		Total Prior Month	17,023,006.20
		Increase/(Decrease)	<u>\$31,267.92</u>
	<u>ELECTRIC</u>	<u>WATER</u>	<u>SEWER</u>
Current Month	\$9,237,506.96	\$2,095,823.50	\$3,064,639.75
Prior Month	9,288,824.00	2,129,204.99	3,054,418.17
Balance 4/01/2017	9,288,824.00	2,129,204.99	3,054,418.17
Monthly Change	(51,317.04)	(33,381.49)	10,221.58
Year to Date Change	<b>(51,317.04)</b>	<b>(33,381.49)</b>	<b>10,221.58</b>
	<u>GENERAL</u>	<u>SWIMMING POOL</u>	<u>MOTOR FUEL TAX</u>
Current Month	1,325,100.40	907,849.15	288,635.62
Prior Month	1,651,170.97	523,826.81	282,765.17
Balance 4/01/2017	1,651,170.97	523,826.81	282,765.17
Monthly Change	(326,070.57)	384,022.34	5,870.45
Year to Date Change	<b>(326,070.57)</b>	<b>384,022.34</b>	<b>5,870.45</b>
	<u>AUDIT &amp; ESDA</u>	<u>GARBAGE DISP.</u>	<u>TOTAL</u>
Current Month	(207.04)	134,925.78	17,054,274.12
Prior Month	(41,293.98)	134,090.07	17,023,006.20
Balance 4/01/2017	(41,293.98)	134,090.07	17,023,006.50
Monthly Change	41,086.94	835.71	31,267.92
Year to Date Change	<b>\$41,086.94</b>	<b>\$835.71</b>	<b>\$31,267.92</b>

VILLAGE OF FREEBURG  
MONTHLY TREASURER'S REPORT

SUMMARY OF RECEIPTS  
5/31/17

Taxes & Miscellaneous Receipts

Sales Tax - Feb. '17	\$29,961.98	
Income Tax	22,663.76	
Local Use Tax	7,499.41	
Replacement Tax	960.56	
Telecommunications Tax	7,844.87	
Motor Fuel Tax	9,532.95	
Discounts	6.06	
Licenses & Fees	11,214.96	
Garbage Fund & Penalties	22,556.36	
Water Sales & Penalties	69,977.33	
Sewer Charges & Penalties	59,286.09	
Electric Sales & Penalties	370,459.07	
Tap-on Fees, Connection Charges & Supplies	9,648.66	
Electric Franchise Fee	18,384.37	
St. Clair County Traffic Fines	2,675.95	
Police Canine Donations	7,600.00	
Swimming Pool Income	21,325.50	
		\$671,597.88

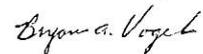
Total

Interest

Regions - Cash Management Account	377.95	
Interest Earned on Water, Sewer & Electric Funds	1,593.56	
MFT Interest Income	102.41	
Swimming Pool Interest Income	0.48	
Bond Interest Income	12.56	
Insurance Surplus Interest Income	75.15	
TIF Interest Income	24.25	
		<u>2,186.36</u>
Total		<u>\$673,784.24</u>

TOTAL RECEIPTS

Bryan A. Vogel



Village Treasurer

**VILLAGE OF FREEBURG**  
**2017-2018 FISCAL YEAR RECEIPTS**  
**05/31/17**

<u>Month</u>	<u>Income Tax</u>	<u>Telecom. Tax</u>	<u>Interest</u>	<u>Sales Tax for Month of</u>
April	\$0.00	\$8,161.99	\$7,811.36	\$33,286.96 January
May	22,663.76	7,844.87	2,186.36	29,961.98 February
June				March
July				April
August				May
September				June
October				July
November				August
December				September
January				October
February				November
March				December
<b>TOTALS</b>	<b><u>\$22,663.76</u></b>	<b><u>\$16,006.86</u></b>	<b><u>\$9,997.72</u></b>	<b><u>\$63,248.94</u></b>

<u>Month</u>	<u>MFT</u>	<u>Property Tax</u>	<u>Repl. PP Tax</u>	<u>Franchises</u>
April	\$7,981.96		\$1,491.56	\$14,061.57
May	9,532.95		960.56	18,384.37
June				
July				
August				
September				
October				
November				
December				
January				
February				
March				
<b>TOTALS</b>	<b><u>\$17,514.91</u></b>	<b><u>\$0.00</u></b>	<b><u>\$2,452.12</u></b>	<b><u>\$32,445.94</u></b>

<u>Month</u>	<u>Utilities</u>	<u>Use Tax</u>	<u>Fines</u>	<u>Other</u>
April	\$401,289.89	\$7,968.70	\$3,352.04	\$28,586.55
May	522,278.85	7,499.41	2,675.95	49,795.18
June				
July				
August				
September				
October				
November				
December				
January				
February				
March				
<b>TOTALS</b>	<b><u>\$923,568.74</u></b>	<b><u>\$15,468.11</u></b>	<b><u>\$6,027.99</u></b>	<b><u>\$78,381.73</u></b>

**VILLAGE OF FREEBURG**  
**CASH-IN-BANKS, CHECKING**  
**05/31/17**

	<u>Regions</u>	<u>CSB</u>	<u>Citizens</u>	<u>IPTIP</u>	<u>Total</u>
General/Salary	\$131,843.20		\$579,790.45	\$11,861.13	\$723,494.78
Audit	0.00		0.00		0.00
ESDA	0.00		(1,106.94)		(1,106.94)
Garbage Disposal Fund	1,530.00	19,036.91	50,951.41		71,518.32
Motor Fuel Tax	0.00		26,491.76	147,779.22	174,270.98
Water Operations	(185,563.65)	5,065.82	(346,444.68)		(526,942.51)
Water Meter Deposits	0.00				0.00
Water Bond Issues			\$0.00		0.00
Sewer Operations	148,906.57	894.39	(119,073.36)		30,727.60
Sewer Meter Deposits	0.00				0.00
Sewer Capital Improveme	0.00		0.00		0.00
Sewer IEPA Loan	0.00				0.00
Sewer Bond Issues			0.00		0.00
Electric Operations	26,663.29	5,718.73	613,222.95		645,604.97
Electric Meter Deposits	0.00				0.00
Swimming Pool	0.00		4,718.29		4,718.29
<b>Totals</b>	<u>\$123,379.41</u>	<u>\$30,715.85</u>	<u>\$808,549.88</u>	<u>\$159,640.35</u>	<u>\$1,122,285.49</u>

**VILLAGE OF FREEBURG  
 CERTIFICATES OF DEPOSIT & MONEY MARKET ACCOUNTS  
 5/31/2017**

	<u>Midland</u>	<u>Citizens</u>	<u>Total</u>
General	\$20,770.08	\$349,265.44	\$370,035.52
Motor Fuel Tax	\$0.00	\$124,000.00	\$124,000.00
Water Operations	\$0.00	\$1,206,867.74	\$1,246,867.74
Sewer Operations	\$0.00	\$0.00	\$0.00
Sewer Meter Deposits	\$0.00	\$0.00	\$0.00
Sewer Capital Improvements	\$0.00	\$289,591.71	\$289,591.71
Sewer IEPA Loan	\$0.00	\$0.00	\$0.00
Electric Operations	\$0.00	\$1,748,316.14	\$1,748,316.14
Electric Bond Fund	\$0.00	\$11,841.41	\$11,841.41
Swimming Pool	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
TOTALS	<u>\$20,770.08</u>	<u>\$3,729,882.44</u>	<u>\$3,750,652.52</u>

**VILLAGE OF FREEBURG  
CASH IN BANK & INVESTMENTS  
5/31/2017**

<u>FUND</u>	<u>REGIONS CHECKING</u>	<u>CSB CHECKING</u>	<u>CITIZENS CHECKING</u>	<u>MONEY MARKET &amp; CDS</u>	<u>IP TIP</u>	<u>PETTY CASH</u>	<u>INVEST. &amp; CASH TOTALS</u>
General	\$131,843.20		\$579,790.45	\$370,035.52	\$11,861.13	\$400.00	\$1,093,930.30
Audit	0.00		0.00				0.00
ESDA	0.00		(1,106.94)				(1,106.94)
Garbage Disposal Fund	1,530.00	19,036.91	50,951.41				71,518.32
Motor Fuel Tax	0.00		26,491.76	124,000.00	147,779.22		298,270.98
<u>Water</u>							
Operations	(199,896.20)	2,216.33	(346,444.68)	227,392.25		0.00	(316,732.30)
Depr/Cash Reserve	14,332.55	2,849.49	0.00	892,475.49			909,657.53
Bank Transfer Exchange							0.00
Meter Deposits	0.00			87,000.00			87,000.00
Total Water	(185,563.65)	5,065.82	(346,444.68)	1,206,867.74	0.00	0.00	679,925.23
<u>Sewer</u>							
Operations	148,906.57	894.39	(119,073.36)	134,656.00		0.00	165,383.60
IEPA Loan	0.00			154,935.71			154,935.71
Capital Improvements	0.00		0.00				0.00
Meter Deposits	0.00			0.00			0.00
Bank Transfer Exchange							0.00
B&I Reserve 67 Series			0.00				0.00
Total Sewer	148,906.57	894.39	(119,073.36)	289,591.71	0.00	0.00	320,319.31
<u>Electric</u>							
Operations	26,663.29	5,718.73	613,222.95	1,748,316.14		0.00	2,393,921.11
Electric Bond Fund				11,841.41			11,841.41
Bank Transfer Exchange							0.00
Meter Deposits	0.00			0.00			0.00
Total Electric	26,663.29	5,718.73	613,222.95	1,760,157.55	0.00	0.00	2,405,762.52
Swimming Pool	0.00		4,718.29			215.00	4,933.29
<b>TOTAL FUNDS</b>	<b>\$123,379.41</b>	<b>\$30,715.85</b>	<b>\$808,549.88</b>	<b>\$3,750,652.52</b>	<b>\$159,640.35</b>	<b>\$615.00</b>	<b>\$4,873,553.01</b>

**VILLAGE OF FREEBURG**  
**FUND ASSET TOTALS**  
5/31/17

<u>FUND</u>	<u>ACCOUNTS RECEIVABLES</u>	<u>DUE TO/ FROM</u>	<u>PREPAID ACCOUNTS</u>	<u>FIXED ASSET NET</u>	<u>FUND ASSET TOTALS</u>
General Audit		\$194,221.02			\$1,288,151.32 \$0.00
ESDA					(\$1,106.94)
Garbage Disposal Fund	0.00			67,000.00	\$138,518.32
Motor Fuel Tax		0.00			\$298,270.98
<u>Water</u>					
Operations	\$77,728.74	0.00	\$40,320.00	\$1,294,446.87	\$1,095,763.31
Bank Transfer Exchange Meter Deposits		1,442.25			\$909,657.53 \$1,442.25 \$87,000.00
<u>Sewer</u>					
Total Water	77,728.74	1,442.25	40,320.00	1,294,446.87	\$2,093,863.09
Operations	70,687.68	0.00	34,418.00	2,473,396.45	\$2,743,885.73
IEPA Loan					\$154,935.71
Capital Improvements					\$0.00
Meter Deposits					\$0.00
Bank Transfer Exchange		0.00			\$0.00
B&I Reserve 67 Series					\$0.00
<u>Electric</u>					
Total Sewer	70,687.68	0.00	34,418.00	2,473,396.45	\$2,898,821.44
Operations	414,277.13	3,847.83	138,240.00	6,268,940.28	\$9,219,226.35
Electric Bond Fund					\$11,841.41
Bank Transfer Exchange		(2,903.96)			(\$2,903.96)
Meter Deposits		0.00			\$0.00
Total Electric	414,277.13	943.87	138,240.00	6,268,940.28	\$9,228,163.80
Swimming Pool	15,545.29	0.00	0.00	892,060.80	\$912,539.38
<b>TOTAL FUNDS</b>	<b>\$578,238.84</b>	<b>\$196,607.14</b>	<b>\$212,978.00</b>	<b>\$10,995,844.40</b>	<b>\$16,857,221.39</b>

**VILLAGE OF FREEBURG  
FUND ASSET BALANCES  
05/31/17**

	<u>Operational</u>	<u>Restricted</u>	<u>Total</u>
General	\$1,288,151.32		\$1,288,151.32
Audit	0.00		0.00
ESDA	(1,106.94)		(1,106.94)
Garbage Disposal Fund	138,518.32		138,518.32
Motor Fuel Tax	298,270.98		298,270.98
<u>Water Funds</u>			
Operational	1,095,763.31		1,095,763.31
Depr/Cash Reserve	909,657.53		909,657.53
Bank Transfer Exchange	1,442.25		1,442.25
Meter Deposits	<u>0.00</u>	<u>87,000.00</u>	<u>87,000.00</u>
Total Water Funds	<u>2,006,863.09</u>	<u>87,000.00</u>	<u>2,093,863.09</u>
<u>Sewer Funds</u>			
Operational	2,743,885.73		2,743,885.73
Capital Improvements		154,935.71	154,935.71
Bank Transfer Exchange	0.00	0.00	0.00
Meter Deposits	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Sewer Funds	<u>2,743,885.73</u>	<u>154,935.71</u>	<u>2,898,821.44</u>
<u>Electric Funds</u>			
Operational	9,219,226.35		9,219,226.35
Electric Bond Fund	11,841.41		11,841.41
Bank Transfer Exchange	(2,903.96)		(2,903.96)
Meter Deposits		<u>0.00</u>	<u>0.00</u>
Total Electric Funds	<u>9,228,163.80</u>	<u>0.00</u>	<u>9,228,163.80</u>
Swimming Pool	<u>912,539.38</u>	<u>0.00</u>	<u>912,539.38</u>
Total of All Accounts	<u>\$16,615,285.68</u>	<u>\$241,935.71</u>	16,857,221.39
		Total Prior Month	<u>17,054,274.12</u>
		Increase/(Decrease)	<u>(\$197,052.73)</u>
	<u>ELECTRIC</u>	<u>WATER</u>	<u>SEWER</u>
Current Month	\$9,228,163.80	\$2,093,863.09	\$2,898,821.44
Prior Month	9,237,506.96	2,095,823.50	3,064,639.75
Balance 4/01/2017	9,288,824.00	2,129,204.99	3,054,418.17
Monthly Change	(9,343.16)	(1,960.41)	(165,818.31)
Year to Date Change	<u>(60,660.20)</u>	<u>(35,341.90)</u>	<u>(155,596.73)</u>
	<u>GENERAL</u>	<u>SWIMMING POOL</u>	<u>MOTOR FUEL TAX</u>
Current Month	1,288,151.32	912,539.38	298,270.98
Prior Month	1,325,100.40	907,849.15	288,635.62
Balance 4/01/2017	1,651,170.97	523,826.81	282,765.17
Monthly Change	(36,949.08)	4,690.23	9,635.36
Year to Date Change	<u>(363,019.65)</u>	<u>388,712.57</u>	<u>15,505.81</u>
	<u>AUDIT &amp; ESDA</u>	<u>GARBAGE DISP.</u>	<u>TOTAL</u>
Current Month	(1,106.94)	138,518.32	16,857,221.39
Prior Month	(207.04)	134,925.78	17,054,274.12
Balance 4/01/2017	(41,293.98)	134,090.07	17,023,006.50
Monthly Change	(899.90)	3,592.54	(197,052.73)
Year to Date Change	<u>\$40,187.04</u>	<u>\$4,428.25</u>	<u>(\$165,784.81)</u>

VILLAGE OF FREEBURG  
MONTHLY TREASURER'S REPORT

SUMMARY OF RECEIPTS  
6/30/17

Taxes & Miscellaneous Receipts

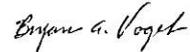
Sales Tax - Mar. '17	\$33,945.23
Income Tax	43,706.45
Local Use Tax	9,752.35
Road & Bridge Tax	13,861.22
Telecommunications Tax	8,429.53
Audit Tax	1,138.96
ESDA Tax	478.34
IMRF	22,357.49
Motor Fuel Tax	9,665.48
Discounts	2.86
Licenses & Fees	8,575.52
Garbage Fund & Penalties	20,647.27
Water Sales & Penalties	73,726.02
Sewer Charges & Penalties	62,220.07
Electric Sales & Penalties	371,860.94
Tap-on Fees, Connection Charges & Supplies	4,270.22
Electric Franchise Fee	18,466.66
St. Clair County Traffic Fines	3,714.32
St Clair County Property Tax	22,881.40
TIF-Property Tax	13,016.77
Police Protection Tax	8,018.14
Sewer Grants and Loans	279,401.86
Swimming Pool Income	37,661.60
Swimming Pool Tax Levy	7,482.86
	\$1,075,281.56
Total	

Interest

Regions - Cash Management Account	487.90
Interest Earned on Water, Sewer & Electric Funds	8,197.33
MFT Interest Income	446.31
Swimming Pool Interest Income	0.50
Bond Interest Income	12.97
Insurance Surplus Interest Income	25.04
TIF Interest Income	77.99
	<u>9,248.04</u>
Total	<u>\$1,084,529.60</u>

TOTAL RECEIPTS

Bryan A. Vogel



Village Treasurer

**VILLAGE OF FREEBURG**  
**2017-2018 FISCAL YEAR RECEIPTS**  
06/30/17

<u>Month</u>	<u>Income Tax</u>	<u>Telecom. Tax</u>	<u>Interest</u>	<u>Sales Tax for Month of</u>
April	\$0.00	\$8,161.99	\$7,811.36	\$33,286.96 January
May	22,663.76	7,844.87	2,186.36	29,961.98 February
June	43,706.45	8,429.53	9,248.04	33,945.23 March
July				April
August				May
September				June
October				July
November				August
December				September
January				October
February				November
March				December
<b>TOTALS</b>	<u>\$66,370.21</u>	<u>\$24,436.39</u>	<u>\$19,245.76</u>	<u>\$97,194.17</u>

<u>Month</u>	<u>MFT</u>	<u>Property Tax</u>	<u>Repl. PP Tax</u>	<u>Franchises</u>
April	\$7,981.96		\$1,491.56	\$14,061.57
May	9,532.95		960.56	18,384.37
June	9,665.48	22,881.40	0.00	18,466.66
July				
August				
September				
October				
November				
December				
January				
February				
March				
<b>TOTALS</b>	<u>\$27,180.39</u>	<u>\$22,881.40</u>	<u>\$2,452.12</u>	<u>\$50,912.60</u>

<u>Month</u>	<u>Utilities</u>	<u>Use Tax</u>	<u>Fines</u>	<u>Other</u>
April	\$401,289.89	\$7,968.70	\$3,352.04	\$28,586.55
May	522,278.85	7,499.41	2,675.95	49,795.18
June	528,454.30	9,752.35	3,714.32	396,265.84
July				
August				
September				
October				
November				
December				
January				
February				
March				
<b>TOTALS</b>	<u>\$1,452,023.04</u>	<u>\$25,220.46</u>	<u>\$9,742.31</u>	<u>\$474,647.57</u>

**VILLAGE OF FREEBURG**  
**CASH-IN-BANKS, CHECKING**  
**06/30/17**

	<u>Regions</u>	<u>CSB</u>	<u>Citizens</u>	<u>IPTIP</u>	<u>Total</u>
General/Salary	\$131,843.20		\$625,891.93	\$3,429.09	\$761,164.22
Audit	0.00		1,138.96		1,138.96
ESDA	0.00		(4,025.95)		(4,025.95)
Garbage Disposal Fund	2,384.25	19,177.16	49,913.55		71,474.96
Motor Fuel Tax	0.00		21,200.87	157,556.51	178,757.38
Water Operations	(182,942.17)	5,329.77	(347,371.32)		(524,983.72)
Water Meter Deposits	0.00				0.00
Water Bond Issues			\$0.00		0.00
Sewer Operations	151,174.38	1,165.01	(94,767.22)		57,572.17
Sewer Meter Deposits	0.00				0.00
Sewer Capital Improveme	0.00		0.00		0.00
Sewer IEPA Loan	0.00				0.00
Sewer Bond Issues			0.00		0.00
Electric Operations	36,565.70	6,618.68	599,328.22		642,512.60
Electric Meter Deposits	0.00				0.00
Swimming Pool	0.00		10,767.56		10,767.56
<b>Totals</b>	<u>\$139,025.36</u>	<u>\$32,290.62</u>	<u>\$862,076.60</u>	<u>\$160,985.60</u>	<u>\$1,194,378.18</u>

**VILLAGE OF FREEBURG  
 CERTIFICATES OF DEPOSIT & MONEY MARKET ACCOUNTS  
 6/30/2017**

	<u>Midland</u>	<u>Citizens</u>	<u>Total</u>
General	\$20,770.08	\$349,708.65	\$370,478.73
Motor Fuel Tax	\$0.00	\$124,331.30	\$124,331.30
Water Operations	\$0.00	\$1,200,817.50	\$1,240,817.50
Sewer Operations	\$0.00	\$0.00	\$0.00
Sewer Meter Deposits	\$0.00	\$0.00	\$0.00
Sewer Capital Improvements	\$0.00	\$284,474.21	\$284,474.21
Sewer IEPA Loan	\$0.00	\$0.00	\$0.00
Electric Operations	\$0.00	\$1,706,843.93	\$1,706,843.93
Electric Bond Fund	\$0.00	\$14,283.03	\$14,283.03
Swimming Pool	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
<b>TOTALS</b>	<u>\$20,770.08</u>	<u>\$3,680,458.62</u>	<u>\$3,701,228.70</u>

**VILLAGE OF FREEBURG  
CASH IN BANK & INVESTMENTS  
6/30/2017**

<u>FUND</u>	<u>REGIONS CHECKING</u>	<u>CSB CHECKING</u>	<u>CITIZENS CHECKING</u>	<u>MONEY MARKET &amp; CD'S</u>	<u>IPTIP</u>	<u>PETTY CASH</u>	<u>INVEST. &amp; CASH TOTALS</u>
General	\$131,843.20		\$625,891.93	\$370,478.73	\$3,429.09	\$400.00	\$1,132,042.95
Audit	0.00		1,138.96				1,138.96
ESDA	0.00		(4,025.95)				(4,025.95)
Garbage Disposal Fund	2,384.25	19,177.16	49,913.55				71,474.96
Motor Fuel Tax	0.00		21,200.87	124,331.30	157,556.51		303,088.68
<u>Water</u>							
Operations	(197,690.97)	2,438.48	(350,351.19)	228,677.30		0.00	(316,926.38)
Depr/Cash Reserve	14,748.80	2,891.29	2,979.87	885,140.20			905,760.16
Bank Transfer Exchange							0.00
Meter Deposits	0.00			87,000.00			87,000.00
Total Water	(182,942.17)	5,329.77	(347,371.32)	1,200,817.50	0.00	0.00	675,833.78
<u>Sewer</u>							
Operations	151,174.38	1,165.01	(94,767.22)	134,907.98		0.00	192,480.15
IEPA Loan	0.00			149,566.23			149,566.23
Capital Improvements	0.00		0.00				0.00
Meter Deposits	0.00			0.00			0.00
Bank Transfer Exchange							0.00
B&I Reserve 67 Series			0.00				0.00
Total Sewer	151,174.38	1,165.01	(94,767.22)	284,474.21	0.00	0.00	342,046.38
<u>Electric</u>							
Operations	36,565.70	6,618.68	599,328.22	1,706,843.93		0.00	2,349,356.53
Electric Bond Fund				14,283.03			14,283.03
Bank Transfer Exchange							0.00
Meter Deposits	0.00			0.00			0.00
Total Electric	36,565.70	6,618.68	599,328.22	1,721,126.96	0.00	0.00	2,363,639.56
Swimming Pool	0.00		10,767.56	0.00		215.00	10,982.56
<b>TOTAL FUNDS</b>	<b>\$139,025.36</b>	<b>\$32,290.62</b>	<b>\$862,076.60</b>	<b>\$3,701,228.70</b>	<b>\$160,985.60</b>	<b>\$615.00</b>	<b>\$4,896,221.88</b>

**VILLAGE OF FREEBURG**  
**FUND ASSET TOTALS**  
**6/30/17**

<u>FUND</u>	<u>ACCOUNTS RECEIVABLES</u>	<u>DUE TO/ FROM</u>	<u>PREPAID ACCOUNTS</u>	<u>FIXED ASSET NET</u>	<u>FUND ASSET TOTALS</u>
General Audit		\$192,049.59			\$1,324,092.54 \$1,138.96
ESDA					(\$4,025.95)
Garbage Disposal Fund	0.00			67,000.00	\$138,474.96
Motor Fuel Tax		0.00			\$303,088.68
<u>Water</u>					
Operations	\$78,608.00	0.00	\$40,320.00	\$1,294,446.87	\$1,096,448.49 \$905,760.16
Bank Transfer Exchange Meter Deposits		1,442.25			\$1,442.25 \$87,000.00
Total Water	78,608.00	1,442.25	40,320.00	1,294,446.87	\$2,090,650.90
<u>Sewer</u>					
Operations	70,739.04	0.00	34,418.00	2,473,396.45	\$2,771,033.64 \$149,566.23
IEPA Loan					\$0.00
Capital Improvements					\$0.00
Meter Deposits					\$0.00
Bank Transfer Exchange		0.00			\$0.00
B&I Reserve 67 Series					\$0.00
Total Sewer	70,739.04	0.00	34,418.00	2,473,396.45	\$2,920,599.87
<u>Electric</u>					
Operations	414,287.13	3,847.83	138,240.00	6,268,940.28	\$9,174,671.77 \$14,283.03
Electric Bond Fund					(\$2,903.96)
Bank Transfer Exchange		(2,903.96)			\$0.00
Meter Deposits		0.00			\$0.00
Total Electric	414,287.13	943.87	138,240.00	6,268,940.28	\$9,186,050.84
Swimming Pool	15,545.29	0.00	0.00	892,060.80	\$918,588.65
<b>TOTAL FUNDS</b>	<u>\$579,179.46</u>	<u>\$194,435.71</u>	<u>\$212,978.00</u>	<u>\$10,995,844.40</u>	<u>\$16,878,659.45</u>

**VILLAGE OF FREEBURG  
FUND ASSET BALANCES  
06/30/17**

	<u>Operational</u>	<u>Restricted</u>	<u>Total</u>
General	\$1,324,092.54		\$1,324,092.54
Audit	1,138.96		1,138.96
ESDA	(4,025.95)		(4,025.95)
Garbage Disposal Fund	138,474.96		138,474.96
Motor Fuel Tax	303,088.68		303,088.68
<u>Water Funds</u>			
Operational	1,096,448.49		1,096,448.49
Depr/Cash Reserve	905,760.16		905,760.16
Bank Transfer Exchange	1,442.25		1,442.25
Meter Deposits	<u>0.00</u>	<u>87,000.00</u>	<u>87,000.00</u>
Total Water Funds	<u>2,003,650.90</u>	<u>87,000.00</u>	<u>2,090,650.90</u>
<u>Sewer Funds</u>			
Operational	2,771,033.64		2,771,033.64
Capital Improvements		149,566.23	149,566.23
Bank Transfer Exchange	0.00	0.00	0.00
Meter Deposits	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Sewer Funds	<u>2,771,033.64</u>	<u>149,566.23</u>	<u>2,920,599.87</u>
<u>Electric Funds</u>			
Operational	9,174,671.77		9,174,671.77
Electric Bond Fund	14,283.03		14,283.03
Bank Transfer Exchange	(2,903.96)		(2,903.96)
Meter Deposits		<u>0.00</u>	<u>0.00</u>
Total Electric Funds	<u>9,186,050.84</u>	<u>0.00</u>	<u>9,186,050.84</u>
Swimming Pool	<u>918,588.65</u>	<u>0.00</u>	<u>918,588.65</u>
Total of All Accounts	<u>\$16,642,093.22</u>	<u>\$236,566.23</u>	16,878,659.45
		Total Prior Month	16,857,221.39
		Increase/(Decrease)	<u>\$21,438.06</u>
	<u>ELECTRIC</u>	<u>WATER</u>	<u>SEWER</u>
Current Month	\$9,186,050.84	\$2,090,650.90	\$2,920,599.87
Prior Month	9,228,163.80	2,093,863.09	2,898,821.44
Balance 4/01/2017	9,288,824.00	2,129,204.99	3,054,418.17
Monthly Change	(42,112.96)	(3,212.19)	21,778.43
Year to Date Change	(102,773.16)	(38,554.09)	(133,818.30)
	<u>GENERAL</u>	<u>SWIMMING POOL</u>	<u>MOTOR FUEL TAX</u>
Current Month	1,324,092.54	918,588.65	303,088.68
Prior Month	1,288,151.32	912,539.38	298,270.98
Balance 4/01/2017	1,651,170.97	523,826.81	282,765.17
Monthly Change	35,941.22	6,049.27	4,817.70
Year to Date Change	(327,078.43)	394,761.84	20,323.51
	<u>AUDIT &amp; ESDA</u>	<u>GARBAGE DISP.</u>	<u>TOTAL</u>
Current Month	(2,886.99)	138,474.96	16,878,659.45
Prior Month	(1,106.94)	138,518.32	16,857,221.39
Balance 4/01/2017	(41,293.98)	134,090.07	17,023,006.50
Monthly Change	(1,780.05)	(43.36)	21,438.06
Year to Date Change	<u>\$38,406.99</u>	<u>\$4,384.89</u>	<u>(\$144,346.75)</u>

VILLAGE OF FREEBURG  
MONTHLY TREASURER'S REPORT

SUMMARY OF RECEIPTS  
7/31/17

Taxes & Miscellaneous Receipts

Sales Tax - Apr. '17	\$37,543.83
Income Tax	88,536.39
Local Use Tax	8,374.79
Replacement Tax	982.25
Road & Bridge Tax	38,354.86
Telecommunications Tax	7,840.44
Audit Tax	3,216.13
ESDA Tax	1,350.72
IMRF	63,131.95
Motor Fuel Tax	7,675.61
Licenses & Fees	6,047.60
Garbage Fund & Penalties	21,902.20
Water Sales & Penalties	81,572.39
Sewer Charges & Penalties	61,496.62
Electric Sales & Penalties	471,739.95
Tap-on Fees, Connection Charges & Supplies	6,413.17
Electric Franchise Fee	23,464.87
St. Clair County Traffic Fines	1,162.91
St Clair County Property Tax	64,611.38
TIF-Property Tax	88,775.46
Police Protection Tax	22,641.21
Swimming Pool County Grant	15,545.28
Swimming Pool Income	20,296.85
Swimming Pool Tax Levy	21,129.73
	\$1,163,806.59

Total

Interest

Regions - Cash Management Account	510.58
Interest Earned on Water, Sewer & Electric Funds	6,686.65
Interest Income	109.78
MFT Interest Income	478.90
Swimming Pool Interest Income	0.45
Bond Interest Income	11.78
Insurance Surplus Interest Income	22.70
TIF Interest Income	17.72

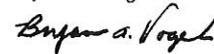
7,838.56

Total

\$1,171,645.15

TOTAL RECEIPTS

Bryan A. Vogel



Village Treasurer

**VILLAGE OF FREEBURG**  
**2017-2018 FISCAL YEAR RECEIPTS**  
07/31/17

<u>Month</u>	<u>Income Tax</u>	<u>Telecom. Tax</u>	<u>Interest</u>	<u>Sales Tax for Month of</u>
April	\$0.00	\$8,161.99	\$7,811.36	\$33,286.96 January
May	22,663.76	7,844.87	2,186.36	29,961.98 February
June	43,706.45	8,429.53	9,248.04	33,945.23 March
July	88,536.39	7,840.44	7,838.56	37,543.83 April
August				May
September				June
October				July
November				August
December				September
January				October
February				November
March				December
<b>TOTALS</b>	<u>\$154,906.60</u>	<u>\$32,276.83</u>	<u>\$27,084.32</u>	<u>\$134,738.00</u>

<u>Month</u>	<u>MFT</u>	<u>Property Tax</u>	<u>Repl. PP Tax</u>	<u>Franchises</u>
April	\$7,981.96		\$1,491.56	\$14,061.57
May	9,532.95		960.56	18,384.37
June	9,665.48	22,881.40	0.00	18,466.66
July	7,675.61	64,611.38	982.25	23,464.87
August				
September				
October				
November				
December				
January				
February				
March				
<b>TOTALS</b>	<u>\$34,856.00</u>	<u>\$87,492.78</u>	<u>\$3,434.37</u>	<u>\$74,377.47</u>

<u>Month</u>	<u>Utilities</u>	<u>Use Tax</u>	<u>Fines</u>	<u>Other</u>
April	\$401,289.89	\$7,968.70	\$3,352.04	\$28,586.55
May	522,278.85	7,499.41	2,675.95	49,795.18
June	528,454.30	9,752.35	3,714.32	396,265.84
July	636,711.16	8,374.79	1,162.91	286,902.96
August				
September				
October				
November				
December				
January				
February				
March				
<b>TOTALS</b>	<u>\$2,088,734.20</u>	<u>\$33,595.25</u>	<u>\$10,905.22</u>	<u>\$761,550.53</u>

**VILLAGE OF FREEBURG  
CASH-IN-BANKS, CHECKING  
07/31/17**

	<u>Regions</u>	<u>CSB</u>	<u>Citizens</u>	<u>IPTIP</u>	<u>Total</u>
General/Salary	\$131,843.20		\$941,577.62	\$6,268.80	\$1,079,689.62
Audit	0.00		4,355.09		4,355.09
ESDA	0.00		(2,882.27)		(2,882.27)
Garbage Disposal Fund	3,315.00	19,362.03	52,626.73		75,303.76
Motor Fuel Tax	0.00		28,159.40	140,362.07	168,521.47
Water Operations	(179,371.78)	5,925.40	(331,488.14)		(504,934.52)
Water Meter Deposits	0.00				0.00
Water Bond Issues			\$0.00		0.00
Sewer Operations	154,224.15	1,629.77	(81,897.82)		73,956.10
Sewer Meter Deposits	0.00				0.00
Sewer Capital Improvemei	0.00		0.00		0.00
Sewer IEPA Loan	0.00				0.00
Sewer Bond Issues			0.00		0.00
Electric Operations	50,630.82	12,844.20	651,859.34		715,334.36
Electric Meter Deposits	0.00				0.00
Swimming Pool	0.00		40,181.71		40,181.71
<b>Totals</b>	<u>\$160,641.39</u>	<u>\$39,761.40</u>	<u>\$1,302,491.66</u>	<u>\$146,630.87</u>	<u>\$1,649,525.32</u>

**VILLAGE OF FREEBURG**  
**CERTIFICATES OF DEPOSIT & MONEY MARKET ACCOUNTS**  
**07/31/17**

	<u>Midland</u>	<u>Citizens</u>	<u>Total</u>
General	\$20,879.86	\$350,015.14	\$370,895.00
Motor Fuel Tax	\$0.00	\$124,331.30	\$124,331.30
Water Operations	\$0.00	\$1,201,959.93	\$1,241,959.93
Sewer Operations	\$0.00	\$0.00	\$0.00
Sewer Meter Deposits	\$0.00	\$0.00	\$0.00
Sewer Capital Improvements	\$0.00	\$284,622.76	\$284,622.76
Sewer IEPA Loan	\$0.00	\$0.00	\$0.00
Electric Operations	\$0.00	\$1,706,861.65	\$1,706,861.65
Electric Bond Fund	\$0.00	\$14,294.81	\$14,294.81
Swimming Pool	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
TOTALS	<u>\$20,879.86</u>	<u>\$3,682,085.59</u>	<u>\$3,702,965.45</u>

**VILLAGE OF FREEBURG**  
**CASH IN BANK & INVESTMENTS**  
**7/31/2017**

<u>FUND</u>	<u>REGIONS CHECKING</u>	<u>CSB CHECKING</u>	<u>CITIZENS CHECKING</u>	<u>MONEY MARKET &amp; CD'S</u>	<u>IPTIP</u>	<u>PETTY CASH</u>	<u>INVEST. &amp; CASH TOTALS</u>
General	\$131,843.20		\$941,577.62	\$370,895.00	\$6,268.80	\$400.00	\$1,450,984.62
Audit	0.00		4,355.09				4,355.09
ESDA	0.00		(2,882.27)				(2,882.27)
Garbage Disposal Fund	3,315.00	19,362.03	52,626.73				75,303.76
Motor Fuel Tax	0.00		28,159.40	124,331.30	140,362.07		292,852.77
<u>Water</u>							
Operations	(194,690.22)	2,940.12	(338,256.50)	228,940.65		0.00	(301,065.95)
Depr/Cash Reserve	15,318.44	2,985.28	6,768.36	886,019.28			911,091.36
Bank Transfer Exchange							0.00
Meter Deposits	0.00			87,000.00			87,000.00
Total Water	(179,371.78)	5,925.40	(331,488.14)	1,201,959.93	0.00	0.00	697,025.41
<u>Sewer</u>							
Operations	154,224.15	1,629.77	(81,897.82)	134,907.98		0.00	208,864.08
IEPA Loan	0.00			149,714.78			149,714.78
Capital Improvements	0.00		0.00				0.00
Meter Deposits	0.00			0.00			0.00
Bank Transfer Exchange							0.00
B&I Reserve 67 Series			0.00				0.00
Total Sewer	154,224.15	1,629.77	(81,897.82)	284,622.76	0.00	0.00	358,578.86
<u>Electric</u>							
Operations	50,630.82	12,844.20	651,859.34	1,706,861.65		0.00	2,422,196.01
Electric Bond Fund				14,294.81			14,294.81
Bank Transfer Exchange							0.00
Meter Deposits	0.00			0.00			0.00
Total Electric	50,630.82	12,844.20	651,859.34	1,721,156.46	0.00	0.00	2,436,490.82
Swimming Pool	0.00		40,181.71	0.00		215.00	40,396.71
<b>TOTAL FUNDS</b>	<b>\$160,641.39</b>	<b>\$39,761.40</b>	<b>\$1,302,491.66</b>	<b>\$3,702,965.45</b>	<b>\$146,630.87</b>	<b>\$615.00</b>	<b>\$5,353,105.77</b>

**VILLAGE OF FREEBURG**  
**FUND ASSET TOTALS**  
7/31/17

<u>FUND</u>	<u>ACCOUNTS RECEIVABLES</u>	<u>DUE TO/ FROM</u>	<u>PREPAID ACCOUNTS</u>	<u>FIXED ASSET NET</u>	<u>FUND ASSET TOTALS</u>
General Audit		\$191,120.00			\$1,642,104.62 \$4,355.09
ESDA					(\$2,882.27)
Garbage Disposal Fund	0.00			67,000.00	\$142,303.76
Motor Fuel Tax		0.00			\$292,852.77
<u>Water</u>					
Operations	\$81,033.25	0.00	\$40,320.00	\$1,294,446.87	\$1,114,734.17
Bank Transfer Exchange Meter Deposits		1,442.25			\$911,091.36
Total Water Sewer	81,033.25	1,442.25	40,320.00	1,294,446.87	\$87,000.00 \$2,114,267.78
<u>Operations</u>					
IEPA Loan	70,739.04	0.00	34,418.00	2,473,396.45	\$2,787,417.57
Capital Improvements					\$149,714.78
Meter Deposits					\$0.00
Bank Transfer Exchange		0.00			\$0.00
B&I Reserve 67 Series					\$0.00
Total Sewer Electric	70,739.04	0.00	34,418.00	2,473,396.45	\$2,937,132.35
<u>Operations</u>					
Electric Bond Fund	414,287.13	3,847.83	138,240.00	6,268,940.28	\$9,247,511.25
Bank Transfer Exchange Meter Deposits		(2,903.96)			\$14,294.81 (\$2,903.96)
Total Electric	414,287.13	943.87	138,240.00	6,268,940.28	\$9,258,902.10
Swimming Pool	15,545.29	0.00	0.00	892,060.80	\$948,002.80
<b>TOTAL FUNDS</b>	<b>\$581,604.71</b>	<b>\$193,506.12</b>	<b>\$212,978.00</b>	<b>\$10,995,844.40</b>	<b>\$17,337,039.00</b>

**VILLAGE OF FREEBURG  
FUND ASSET BALANCES  
07/31/17**

	<u>Operational</u>	<u>Restricted</u>	<u>Total</u>
General	\$1,642,104.62		\$1,642,104.62
Audit	4,355.09		4,355.09
ESDA	(2,882.27)		(2,882.27)
Garbage Disposal Fund	142,303.76		142,303.76
Motor Fuel Tax	292,852.77		292,852.77
<u>Water Funds</u>			
Operational	1,114,734.17		1,114,734.17
Depr/Cash Reserve	911,091.36		911,091.36
Bank Transfer Exchange	1,442.25		1,442.25
Meter Deposits	<u>0.00</u>	<u>87,000.00</u>	<u>87,000.00</u>
Total Water Funds	<u>2,027,267.78</u>	<u>87,000.00</u>	<u>2,114,267.78</u>
<u>Sewer Funds</u>			
Operational	2,787,417.57		2,787,417.57
Capital Improvements		149,714.78	149,714.78
Bank Transfer Exchange	0.00	0.00	0.00
Meter Deposits	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Sewer Funds	<u>2,787,417.57</u>	<u>149,714.78</u>	<u>2,937,132.35</u>
<u>Electric Funds</u>			
Operational	9,247,511.25		9,247,511.25
Electric Bond Fund	14,294.81		14,294.81
Bank Transfer Exchange	(2,903.96)		(2,903.96)
Meter Deposits		<u>0.00</u>	<u>0.00</u>
Total Electric Funds	<u>9,258,902.10</u>	<u>0.00</u>	<u>9,258,902.10</u>
Swimming Pool	<u>948,002.80</u>	<u>0.00</u>	<u>948,002.80</u>
Total of All Accounts	<u>\$17,100,324.22</u>	<u>\$236,714.78</u>	17,337,039.00
		Total Prior Month	<u>16,878,659.45</u>
		Increase/(Decrease)	<u>\$458,379.55</u>
	<u>ELECTRIC</u>	<u>WATER</u>	<u>SEWER</u>
Current Month	\$9,258,902.10	\$2,114,267.78	\$2,937,132.35
Prior Month	9,186,050.84	2,090,650.90	2,920,599.87
Balance 4/01/2017	9,288,824.00	2,129,204.99	3,054,418.17
Monthly Change	72,851.26	23,616.88	16,532.48
Year to Date Change	<b>(29,921.90)</b>	<b>(14,937.21)</b>	<b>(117,285.82)</b>
	<u>GENERAL</u>	<u>SWIMMING POOL</u>	<u>MOTOR FUEL TAX</u>
Current Month	1,642,104.62	948,002.80	292,852.77
Prior Month	1,324,092.54	918,588.65	303,088.68
Balance 4/01/2017	1,651,170.97	523,826.81	282,765.17
Monthly Change	318,012.08	29,414.15	(10,235.91)
Year to Date Change	<b>(9,066.35)</b>	<b>424,175.99</b>	<b>10,087.60</b>
	<u>AUDIT &amp; ESDA</u>	<u>GARBAGE DISP.</u>	<u>TOTAL</u>
Current Month	1,472.82	142,303.76	17,337,039.00
Prior Month	(2,886.99)	138,474.96	16,878,659.45
Balance 4/01/2017	(41,293.98)	134,090.07	17,023,006.50
Monthly Change	4,359.81	3,828.80	458,379.55
Year to Date Change	<b>\$42,766.80</b>	<b>\$8,213.69</b>	<b>\$314,032.80</b>

VILLAGE OF FREEBURG  
MONTHLY TREASURER'S REPORT

SUMMARY OF RECEIPTS  
8/31/17

Taxes & Miscellaneous Receipts

Sales Tax - May '17	\$37,621.34	
Income Tax	39,924.46	
Local Use Tax	8,437.87	
Replacement Tax	45.29	
Road & Bridge Tax	8,147.93	
Telecommunications Tax	8,097.45	
Audit Tax	671.02	
ESDA Tax	281.82	
IMRF	13,171.99	
Motor Fuel Tax	10,064.27	
Licenses & Fees	16,980.90	
Garbage Fund & Penalties	20,365.98	
Water Sales & Penalties	76,665.41	
Sewer Charges & Penalties	59,280.59	
Electric Sales & Penalties	521,348.24	
Tap-on Fees, Connection Charges & Supplies	13,641.92	
Electric Franchise Fee	25,939.20	
St. Clair County Traffic Fines	586.92	
St Clair County Property Tax	13,480.64	
TIF-Property Tax	19,824.40	
Discounts	1.39	
Police Protection Tax	4,723.92	
Lot Sale Proceeds	42,637.00	
Swimming Pool Income	4,515.79	
Swimming Pool Tax Levy	4,408.56	
		\$950,864.30

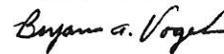
Total

Interest

Regions - Cash Management Account	398.79	
Interest Earned on Water, Sewer & Electric Funds	1,518.50	
MFT Interest Income	131.46	
Swimming Pool Interest Income	0.49	
Bond Interest Income	12.59	
Insurance Surplus Interest Income	24.27	
TIF Interest Income	89.31	
		<u>2,175.41</u>
Total		<u>\$953,039.71</u>

TOTAL RECEIPTS

Bryan A. Vogel

  
Village Treasurer

**VILLAGE OF FREEBURG**  
**2017-2018 FISCAL YEAR RECEIPTS**  
**08/31/17**

<u>Month</u>	<u>Income Tax</u>	<u>Telecom. Tax</u>	<u>Interest</u>	<u>Sales Tax for Month of</u>
April	\$0.00	\$8,161.99	\$7,811.36	\$33,286.96 January
May	22,663.76	7,844.87	2,186.36	29,961.98 February
June	43,706.45	8,429.53	9,248.04	33,945.23 March
July	88,536.39	7,840.44	7,838.56	37,543.83 April
August	39,924.46	8,097.45	2,175.41	37,621.34 May
September				June
October				July
November				August
December				September
January				October
February				November
March				December
<b>TOTALS</b>	<b><u>\$194,831.06</u></b>	<b><u>\$40,374.28</u></b>	<b><u>\$29,259.73</u></b>	<b><u>\$172,359.34</u></b>

<u>Month</u>	<u>MFT</u>	<u>Property Tax</u>	<u>Repl. PP Tax</u>	<u>Franchises</u>
April	\$7,981.96		\$1,491.56	\$14,061.57
May	9,532.95		960.56	18,384.37
June	9,665.48	22,881.40	0.00	18,466.66
July	7,675.61	64,611.38	982.25	23,464.87
August	10,064.27	13,480.64	45.29	25,939.20
September				
October				
November				
December				
January				
February				
March				
<b>TOTALS</b>	<b><u>\$44,920.27</u></b>	<b><u>\$100,973.42</u></b>	<b><u>\$3,479.66</u></b>	<b><u>\$100,316.67</u></b>

<u>Month</u>	<u>Utilities</u>	<u>Use Tax</u>	<u>Fines</u>	<u>Other</u>
April	\$401,289.89	\$7,968.70	\$3,352.04	\$28,586.55
May	522,278.85	7,499.41	2,675.95	49,795.18
June	528,454.30	9,752.35	3,714.32	396,265.84
July	636,711.16	8,374.79	1,162.91	286,902.96
August	677,660.22	8,437.87	586.92	129,006.64
September				
October				
November				
December				
January				
February				
March				
<b>TOTALS</b>	<b><u>\$2,766,394.42</u></b>	<b><u>\$42,033.12</u></b>	<b><u>\$11,492.14</u></b>	<b><u>\$890,557.17</u></b>

**VILLAGE OF FREEBURG**  
**CASH-IN-BANKS, CHECKING**  
**08/31/17**

	<u>Regions</u>	<u>CSB</u>	<u>Citizens</u>	<u>IPTIP</u>	<u>Total</u>
General/Salary	\$131,843.20		\$916,145.98	\$45,922.82	\$1,093,912.00
Audit	0.00		5,026.11		5,026.11
ESDA	0.00		(2,835.91)		(2,835.91)
Garbage Disposal Fund	3,939.75	19,553.28	54,969.26		78,462.29
Motor Fuel Tax	0.00		18,341.07	150,554.20	168,895.27
Water Operations	(177,028.97)	6,317.78	(384,334.07)		(555,045.26)
Water Meter Deposits	0.00				0.00
Water Bond Issues			\$0.00		0.00
Sewer Operations	156,292.81	2,070.72	(118,233.66)		40,129.87
Sewer Meter Deposits	0.00				0.00
Sewer Capital Improvement	0.00		0.00		0.00
Sewer IEPA Loan	0.00				0.00
Sewer Bond Issues			0.00		0.00
Electric Operations	63,221.74	15,855.58	678,125.03		757,202.35
Electric Meter Deposits	0.00				0.00
Swimming Pool	0.00		2,177.37		2,177.37
<b>Totals</b>	<u>\$178,268.53</u>	<u>\$43,797.36</u>	<u>\$1,169,381.18</u>	<u>\$196,477.02</u>	<u>\$1,587,924.09</u>

**VILLAGE OF FREEBURG**  
**CERTIFICATES OF DEPOSIT & MONEY MARKET ACCOUNTS**  
**08/31/17**

	<u>Midland</u>	<u>Citizens</u>	<u>Total</u>
General	\$20,879.86	\$369,534.30	\$390,414.16
Motor Fuel Tax	\$0.00	\$124,331.30	\$124,331.30
Water Operations	\$0.00	\$1,241,288.15	\$1,281,288.15
Sewer Operations	\$0.00	\$0.00	\$0.00
Sewer Meter Deposits	\$0.00	\$0.00	\$0.00
Sewer Capital Improvements	\$0.00	\$303,969.84	\$303,969.84
Sewer IEPA Loan	\$0.00	\$0.00	\$0.00
Electric Operations	\$0.00	\$1,706,880.96	\$1,706,880.96
Electric Bond Fund	\$0.00	\$14,307.40	\$14,307.40
Swimming Pool	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
TOTALS	<u>\$20,879.86</u>	<u>\$3,760,311.95</u>	<u>\$3,781,191.81</u>

**VILLAGE OF FREEBURG**  
**CASH IN BANK & INVESTMENTS**  
8/31/2017

<u>FUND</u>	<u>REGIONS</u> <u>CHECKING</u>	<u>CSB</u> <u>CHECKING</u>	<u>CITIZENS</u> <u>CHECKING</u>	<u>MONEY MARKET</u> <u>&amp; CD'S</u>	<u>IPTIP</u>	<u>PETTY</u> <u>CASH</u>	<u>INVEST. &amp; CASH</u> <u>TOTALS</u>
General	\$131,843.20		\$916,145.98	\$390,414.16	\$45,922.82	\$400.00	\$1,484,726.16
Audit	0.00		5,026.11				5,026.11
ESDA	0.00		(2,835.91)				(2,835.91)
Garbage Disposal Fund	3,939.75	19,553.28	54,969.26				78,462.29
Motor Fuel Tax	0.00		18,341.07	124,331.30	150,554.20		293,226.57
<u>Water</u>							
Operations	(192,720.78)	3,269.77	(394,867.46)	240,820.93		0.00	(343,497.54)
Depr/Cash Reserve	15,691.81	3,048.01	10,533.39	913,467.22			942,740.43
Bank Transfer Exchange							0.00
Meter Deposits	0.00			87,000.00			87,000.00
Total Water	(177,028.97)	6,317.78	(384,334.07)	1,241,288.15	0.00	0.00	686,242.89
<u>Sewer</u>							
Operations	156,292.81	2,070.72	(118,233.66)	134,907.98		0.00	175,037.85
IEPA Loan	0.00			169,061.86			169,061.86
Capital Improvements	0.00		0.00				0.00
Meter Deposits	0.00			0.00			0.00
Bank Transfer Exchange							0.00
B&I Reserve 67 Series			0.00				0.00
Total Sewer	156,292.81	2,070.72	(118,233.66)	303,969.84	0.00	0.00	344,099.71
<u>Electric</u>							
Operations	63,221.74	15,855.58	678,125.03	1,706,880.96		0.00	2,464,083.31
Electric Bond Fund				14,307.40			14,307.40
Bank Transfer Exchange							0.00
Meter Deposits	0.00			0.00			0.00
Total Electric	63,221.74	15,855.58	678,125.03	1,721,188.36	0.00	0.00	2,478,390.71
Swimming Pool	0.00		2,177.37	0.00		215.00	2,392.37
<b>TOTAL FUNDS</b>	<b>\$178,268.53</b>	<b>\$43,797.36</b>	<b>\$1,169,381.18</b>	<b>\$3,781,191.81</b>	<b>\$196,477.02</b>	<b>\$615.00</b>	<b>\$5,369,730.90</b>

**VILLAGE OF FREEBURG**  
**FUND ASSET TOTALS**  
8/31/17

<u>FUND</u>	<u>ACCOUNTS RECEIVABLES</u>	<u>DUE TO/ FROM</u>	<u>PREPAID ACCOUNTS</u>	<u>FIXED ASSET NET</u>	<u>FUND ASSET TOTALS</u>
General Audit		\$201,198.26			\$1,685,924.42 \$5,026.11
ESDA					(\$2,835.91)
Garbage Disposal Fund	0.00			67,000.00	\$145,462.29
Motor Fuel Tax		0.00			\$293,226.57
<u>Water</u>					
Operations	\$81,855.28	0.00	\$40,320.00	\$1,294,446.87	\$1,073,124.61 \$942,740.43
Bank Transfer Exchange Meter Deposits		1,442.25			\$1,442.25 \$87,000.00
Total Water Sewer	81,855.28	1,442.25	40,320.00	1,294,446.87	\$2,104,307.29
<u>Sewer</u>					
Operations	70,739.04	0.00	34,418.00	2,473,396.45	\$2,753,591.34 \$169,061.86
IEPA Loan					\$0.00
Capital Improvements					\$0.00
Meter Deposits					\$0.00
Bank Transfer Exchange		0.00			\$0.00
B&I Reserve 67 Series					\$0.00
Total Sewer Electric	70,739.04	0.00	34,418.00	2,473,396.45	\$2,922,653.20
<u>Electric</u>					
Operations	414,327.13	3,847.83	138,240.00	6,268,940.28	\$9,289,438.55 \$14,307.40
Electric Bond Fund					(\$2,903.96)
Bank Transfer Exchange Meter Deposits		(2,903.96)			\$0.00
Total Electric	414,327.13	943.87	138,240.00	6,268,940.28	\$9,300,841.99
Swimming Pool	15,545.29	0.00	0.00	892,060.80	\$909,998.46
<b>TOTAL FUNDS</b>	<b>\$582,466.74</b>	<b>\$203,584.38</b>	<b>\$212,978.00</b>	<b>\$10,995,844.40</b>	<b>\$17,364,604.42</b>

**VILLAGE OF FREEBURG  
FUND ASSET BALANCES  
08/31/17**

	<u>Operational</u>	<u>Restricted</u>	<u>Total</u>
General	\$1,685,924.42		\$1,685,924.42
Audit	5,026.11		5,026.11
ESDA	(2,835.91)		(2,835.91)
Garbage Disposal Fund	145,462.29		145,462.29
Motor Fuel Tax	293,226.57		293,226.57
<u>Water Funds</u>			
Operational	1,073,124.61		1,073,124.61
Depr/Cash Reserve	942,740.43		942,740.43
Bank Transfer Exchange	1,442.25		1,442.25
Meter Deposits	<u>0.00</u>	<u>87,000.00</u>	<u>87,000.00</u>
Total Water Funds	<u>2,017,307.29</u>	<u>87,000.00</u>	<u>2,104,307.29</u>
<u>Sewer Funds</u>			
Operational	2,753,591.34		2,753,591.34
Capital Improvements		169,061.86	169,061.86
Bank Transfer Exchange	0.00	0.00	0.00
Meter Deposits	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Sewer Funds	<u>2,753,591.34</u>	<u>169,061.86</u>	<u>2,922,653.20</u>
<u>Electric Funds</u>			
Operational	9,289,438.55		9,289,438.55
Electric Bond Fund	14,307.40		14,307.40
Bank Transfer Exchange	(2,903.96)		(2,903.96)
Meter Deposits		<u>0.00</u>	<u>0.00</u>
Total Electric Funds	<u>9,300,841.99</u>	<u>0.00</u>	<u>9,300,841.99</u>
Swimming Pool	<u>909,998.46</u>	<u>0.00</u>	<u>909,998.46</u>
Total of All Accounts	<u>\$17,108,542.56</u>	<u>\$256,061.86</u>	17,364,604.42
		Total Prior Month	<u>17,337,039.00</u>
		Increase/(Decrease)	<u>\$27,565.42</u>
	<u>ELECTRIC</u>	<u>WATER</u>	<u>SEWER</u>
Current Month	\$9,300,841.99	\$2,104,307.29	\$2,922,653.20
Prior Month	9,258,902.10	2,114,267.78	2,937,132.35
Balance 4/01/2017	9,288,824.00	2,129,204.99	3,054,418.17
Monthly Change	41,939.89	(9,960.49)	(14,479.15)
Year to Date Change	<b>12,017.99</b>	<b>(24,897.70)</b>	<b>(131,764.97)</b>
	<u>GENERAL</u>	<u>SWIMMING POOL</u>	<u>MOTOR FUEL TAX</u>
Current Month	1,685,924.42	909,998.46	293,226.57
Prior Month	1,642,104.62	948,002.80	292,852.77
Balance 4/01/2017	1,651,170.97	523,826.81	282,765.17
Monthly Change	43,819.80	(38,004.34)	373.80
Year to Date Change	<b>34,753.45</b>	<b>386,171.65</b>	<b>10,461.40</b>
	<u>AUDIT &amp; ESDA</u>	<u>GARBAGE DISP.</u>	<u>TOTAL</u>
Current Month	2,190.20	145,462.29	17,364,604.42
Prior Month	1,472.82	142,303.76	17,337,039.00
Balance 4/01/2017	(41,293.98)	134,090.07	17,023,006.50
Monthly Change	717.38	3,158.53	27,565.42
Year to Date Change	<b>\$43,484.18</b>	<b>\$11,372.22</b>	<b>\$341,598.22</b>

VILLAGE OF FREEBURG  
MONTHLY TREASURER'S REPORT

SUMMARY OF RECEIPTS  
9/30/17

Taxes & Miscellaneous Receipts

Sales Tax - Jun. '17	\$36,762.44	
Income Tax	41,584.79	
Local Use Tax	8,924.71	
Road & Bridge Tax	26,137.77	
Telecommunications Tax	7,694.57	
Audit Tax	2,192.36	
ESDA Tax	920.77	
IMRF	43,035.87	
Motor Fuel Tax	9,506.19	
Licenses & Fees	5,722.22	
Garbage Fund & Penalties	21,271.07	
Water Sales & Penalties	81,543.72	
Sewer Charges & Penalties	63,438.50	
Electric Sales & Penalties	532,398.97	
Tap-on Fees, Connection Charges & Supplies	6,742.00	
Electric Franchise Fee	26,495.78	
St. Clair County Traffic Fines	3,194.69	
St Clair County Property Tax	44,044.35	
TIF-Property Tax	10,143.25	
TIF-Debt Service Funds	52,221.57	
Discounts	12.08	
Police Protection Tax	15,434.09	
Swimming Pool Income	(85.00)	
Swimming Pool Tax Levy	14,403.74	
		\$1,053,740.50

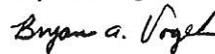
Total

Interest

Regions - Cash Management Account	709.36	
Interest Earned on Water, Sewer & Electric Funds	8,241.66	
MFT Interest Income	471.59	
Swimming Pool Interest Income	0.49	
Bond Interest Income	12.42	
Insurance Surplus Interest Income	24.28	
TIF Interest Income	91.17	
		<u>9,550.97</u>
Total		<u>\$1,063,291.47</u>

TOTAL RECEIPTS

Bryan A. Vogel



Village Treasurer

**VILLAGE OF FREEBURG  
2017-2018 FISCAL YEAR RECEIPTS  
09/30/17**

<u>Month</u>	<u>Income Tax</u>	<u>Telecom. Tax</u>	<u>Interest</u>	<u>Sales Tax for Month of</u>
April	\$0.00	\$8,161.99	\$7,811.36	\$33,286.96 January
May	22,663.76	7,844.87	2,186.36	29,961.98 February
June	43,706.45	8,429.53	9,248.04	33,945.23 March
July	88,536.39	7,840.44	7,838.56	37,543.83 April
August	39,924.46	8,097.45	2,175.41	37,621.34 May
September	41,584.79	7,694.57	9,550.97	36,762.44 June
October				July
November				August
December				September
January				October
February				November
March				December
<b>TOTALS</b>	<b><u>\$236,415.85</u></b>	<b><u>\$48,068.85</u></b>	<b><u>\$38,810.70</u></b>	<b><u>\$209,121.78</u></b>

<u>Month</u>	<u>MFT</u>	<u>Property Tax</u>	<u>Repl. PP Tax</u>	<u>Franchises</u>
April	\$7,981.96		\$1,491.56	\$14,061.57
May	9,532.95		960.56	18,384.37
June	9,665.48	22,881.40	0.00	18,466.66
July	7,675.61	64,611.38	982.25	23,464.87
August	10,064.27	13,480.64	45.29	25,939.20
September	9,506.19	44,044.35	0.00	26,495.78
October				
November				
December				
January				
February				
March				
<b>TOTALS</b>	<b><u>\$54,426.46</u></b>	<b><u>\$145,017.77</u></b>	<b><u>\$3,479.66</u></b>	<b><u>\$126,812.45</u></b>

<u>Month</u>	<u>Utilities</u>	<u>Use Tax</u>	<u>Fines</u>	<u>Other</u>
April	\$401,289.89	\$7,968.70	\$3,352.04	\$28,586.55
May	522,278.85	7,499.41	2,675.95	49,795.18
June	528,454.30	9,752.35	3,714.32	396,265.84
July	636,711.16	8,374.79	1,162.91	286,902.96
August	677,660.22	8,437.87	586.92	129,006.64
September	698,652.26	8,924.71	3,194.69	176,880.72
October				
November				
December				
January				
February				
March				
<b>TOTALS</b>	<b><u>\$3,465,046.68</u></b>	<b><u>\$50,957.83</u></b>	<b><u>\$14,686.83</u></b>	<b><u>\$1,067,437.89</u></b>

**VILLAGE OF FREEBURG  
CASH-IN-BANKS, CHECKING  
09/30/17**

	<u>Regions</u>	<u>CSB</u>	<u>Citizens</u>	<u>IPTIP</u>	<u>Total</u>
General/Salary	\$108,607.54		\$1,029,505.13	\$140,972.15	\$1,279,084.82
Audit	0.00		7,218.47		7,218.47
ESDA	0.00		(2,127.34)		(2,127.34)
Garbage Disposal Fund	(9,321.82)	14,122.85	76,589.03		81,390.06
Motor Fuel Tax	0.00		14,865.93	160,196.73	175,062.66
Water Operations	(189,525.81)	489.37	(414,698.76)		(603,735.20)
Water Meter Deposits	0.00				0.00
Water Bond Issues			\$0.00		0.00
Sewer Operations	72,664.89	440.95	(36,038.97)		37,066.87
Sewer Meter Deposits	0.00				0.00
Sewer Capital Improvemei	0.00		0.00		0.00
Sewer IEPA Loan	0.00				0.00
Sewer Bond Issues			0.00		0.00
Electric Operations	80,445.89	3,011.38	744,446.09		827,903.36
Electric Meter Deposits	0.00				0.00
Swimming Pool	0.00		16,035.20		16,035.20
<b>Totals</b>	<u>\$62,870.69</u>	<u>\$18,064.55</u>	<u>\$1,435,794.78</u>	<u>\$301,168.88</u>	<u>\$1,817,898.90</u>

**VILLAGE OF FREEBURG  
 CERTIFICATES OF DEPOSIT & MONEY MARKET ACCOUNTS  
 09/30/17**

	<u>Midland</u>	<u>Citizens</u>	<u>Total</u>
General	\$20,879.86	\$370,117.38	\$390,997.24
Motor Fuel Tax	\$0.00	\$124,664.37	\$124,664.37
Water Operations	\$0.00	\$1,307,636.23	\$1,347,636.23
Sewer Operations	\$0.00	\$0.00	\$0.00
Sewer Meter Deposits	\$0.00	\$0.00	\$0.00
Sewer Capital Improvements	\$0.00	\$302,342.85	\$302,342.85
Sewer IEPA Loan	\$0.00	\$0.00	\$0.00
Electric Operations	\$0.00	\$1,789,774.87	\$1,789,774.87
Electric Bond Fund	\$0.00	\$14,028.32	\$14,028.32
Swimming Pool	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
<b>TOTALS</b>	<u>\$20,879.86</u>	<u>\$3,908,564.02</u>	<u>\$3,929,443.88</u>

**VILLAGE OF FREEBURG**  
**CASH IN BANK & INVESTMENTS**  
 9/30/2017

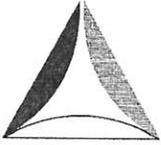
<u>FUND</u>	<u>REGIONS</u> <u>CHECKING</u>	<u>CSB</u> <u>CHECKING</u>	<u>CITIZENS</u> <u>CHECKING</u>	<u>MONEY MARKET</u> <u>&amp; CD'S</u>	<u>IPTIP</u>	<u>PETTY</u> <u>CASH</u>	<u>INVEST. &amp; CASH</u> <u>TOTALS</u>
General	\$108,607.54		\$1,029,505.13	\$390,997.24	\$140,972.15	\$400.00	\$1,670,482.06
Audit	0.00		7,218.47				7,218.47
ESDA	0.00		(2,127.34)				(2,127.34)
Garbage Disposal Fund	(9,321.82)	14,122.85	76,589.03				81,390.06
Motor Fuel Tax	0.00		14,865.93	124,664.37	160,196.73		299,727.03
<u>Water</u>							
Operations	(189,775.87)	329.65	(414,698.76)	230,161.83		0.00	(373,983.15)
Depr/Cash Reserve	250.06	159.72	0.00	990,401.88			990,811.66
Bank Transfer Exchange							0.00
Meter Deposits	0.00			87,072.52			87,072.52
Total Water	(189,525.81)	489.37	(414,698.76)	1,307,636.23	0.00	0.00	703,901.03
<u>Sewer</u>							
Operations	72,664.89	440.95	(36,038.97)	135,161.31		0.00	172,228.18
IEPA Loan	0.00			167,181.54			167,181.54
Capital Improvements	0.00		0.00				0.00
Meter Deposits	0.00			0.00			0.00
Bank Transfer Exchange							0.00
B&I Reserve 67 Series			0.00				0.00
Total Sewer	72,664.89	440.95	(36,038.97)	302,342.85	0.00	0.00	339,409.72
<u>Electric</u>							
Operations	80,445.89	3,011.38	744,446.09	1,789,774.87		0.00	2,617,678.23
Electric Bond Fund				14,028.32			14,028.32
Bank Transfer Exchange							
Meter Deposits	0.00			0.00			0.00
Total Electric	80,445.89	3,011.38	744,446.09	1,803,803.19	0.00	0.00	2,631,706.55
Swimming Pool	0.00		16,035.20	0.00		215.00	16,250.20
<b>TOTAL FUNDS</b>	<b>\$62,870.69</b>	<b>\$18,064.55</b>	<b>\$1,435,794.78</b>	<b>\$3,929,443.88</b>	<b>\$301,168.88</b>	<b>\$615.00</b>	<b>\$5,747,957.78</b>

**VILLAGE OF FREEBURG**  
**FUND ASSET TOTALS**  
9/30/17

<u>FUND</u>	<u>ACCOUNTS RECEIVABLES</u>	<u>DUE TO/ FROM</u>	<u>PREPAID ACCOUNTS</u>	<u>FIXED ASSET NET</u>	<u>FUND ASSET TOTALS</u>
General Audit		\$192,005.47			\$1,862,487.53 \$7,218.47
ESDA					(\$2,127.34)
Garbage Disposal Fund	0.00			67,000.00	\$148,390.06
Motor Fuel Tax		0.00			\$299,727.03
<u>Water</u>					
Operations	\$79,983.16	0.00	\$40,320.00	\$1,294,446.87	\$1,040,766.88
Bank Transfer Exchange Meter Deposits		1,442.25			\$990,811.66
Total Water	79,983.16	1,442.25	40,320.00	1,294,446.87	\$87,072.52
<u>Sewer</u>					\$2,120,093.31
Operations	70,739.04	0.00	34,418.00	2,473,396.45	\$2,750,781.67
IEPA Loan					\$167,181.54
Capital Improvements					\$0.00
Meter Deposits					\$0.00
Bank Transfer Exchange		0.00			\$0.00
B&I Reserve 67 Series					\$0.00
Total Sewer	70,739.04	0.00	34,418.00	2,473,396.45	\$2,917,963.21
<u>Electric</u>					
Operations	414,441.33	3,847.83	138,240.00	6,268,940.28	\$9,443,147.67
Electric Bond Fund					\$14,028.32
Bank Transfer Exchange		(2,903.96)			(\$2,903.96)
Meter Deposits		0.00			\$0.00
Total Electric	414,441.33	943.87	138,240.00	6,268,940.28	\$9,454,272.03
Swimming Pool	15,545.29	0.00	0.00	892,060.80	\$923,856.29
<b>TOTAL FUNDS</b>	<b>\$580,708.82</b>	<b>\$194,391.59</b>	<b>\$212,978.00</b>	<b>\$10,995,844.40</b>	<b>\$17,731,880.59</b>

**VILLAGE OF FREEBURG  
FUND ASSET BALANCES  
09/30/17**

	<u>Operational</u>	<u>Restricted</u>	<u>Total</u>
General	\$1,862,487.53		\$1,862,487.53
Audit	7,218.47		7,218.47
ESDA	(2,127.34)		(2,127.34)
Garbage Disposal Fund	148,390.06		148,390.06
Motor Fuel Tax	299,727.03		299,727.03
<u>Water Funds</u>			
Operational	1,040,766.88		1,040,766.88
Depr/Cash Reserve	990,811.66		990,811.66
Bank Transfer Exchange	1,442.25		1,442.25
Meter Deposits	<u>0.00</u>	<u>87,072.52</u>	<u>87,072.52</u>
Total Water Funds	<u>2,033,020.79</u>	<u>87,072.52</u>	<u>2,120,093.31</u>
<u>Sewer Funds</u>			
Operational	2,750,781.67		2,750,781.67
Capital Improvements		167,181.54	167,181.54
Bank Transfer Exchange	0.00	0.00	0.00
Meter Deposits	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Sewer Funds	<u>2,750,781.67</u>	<u>167,181.54</u>	<u>2,917,963.21</u>
<u>Electric Funds</u>			
Operational	9,443,147.67		9,443,147.67
Electric Bond Fund	14,028.32		14,028.32
Bank Transfer Exchange	(2,903.96)		(2,903.96)
Meter Deposits		<u>0.00</u>	<u>0.00</u>
Total Electric Funds	<u>9,454,272.03</u>	<u>0.00</u>	<u>9,454,272.03</u>
Swimming Pool	<u>923,856.29</u>	<u>0.00</u>	<u>923,856.29</u>
Total of All Accounts	<u>\$17,477,626.53</u>	<u>\$254,254.06</u>	17,731,880.59
		Total Prior Month	<u>17,364,604.42</u>
		Increase/(Decrease)	<u>\$367,276.17</u>
	<u>ELECTRIC</u>	<u>WATER</u>	<u>SEWER</u>
Current Month	\$9,454,272.03	\$2,120,093.31	\$2,917,963.21
Prior Month	9,300,841.99	2,104,307.29	2,922,653.20
Balance 4/01/2017	9,288,824.00	2,129,204.99	3,054,418.17
Monthly Change	153,430.04	15,786.02	(4,689.99)
Year to Date Change	<b>165,448.03</b>	<b>(9,111.68)</b>	<b>(136,454.96)</b>
	<u>GENERAL</u>	<u>SWIMMING POOL</u>	<u>MOTOR FUEL TAX</u>
Current Month	1,862,487.53	923,856.29	299,727.03
Prior Month	1,685,924.42	909,998.46	293,226.57
Balance 4/01/2017	1,651,170.97	523,826.81	282,765.17
Monthly Change	176,563.11	13,857.83	6,500.46
Year to Date Change	<b>211,316.56</b>	<b>400,029.48</b>	<b>16,961.86</b>
	<u>AUDIT &amp; ESDA</u>	<u>GARBAGE DISP.</u>	<u>TOTAL</u>
Current Month	5,091.13	148,390.06	17,731,880.59
Prior Month	2,190.20	145,462.29	17,364,604.42
Balance 4/01/2017	(41,293.98)	134,090.07	17,023,006.50
Monthly Change	2,900.93	2,927.77	367,276.17
Year to Date Change	<b>\$46,385.11</b>	<b>\$14,299.99</b>	<b>\$708,874.39</b>

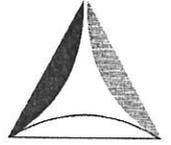


ESDA OFFICE: [618] 539-9996  
VILLAGE HALL: [618] 539-5545

# FREEBURG EMERGENCY SERVICES AND DISASTER AGENCY

*Freeburg Emergency Management Agency*

#14 SOUTHGATE CENTER  
FREEBURG, IL 62243



DIRECTOR:  
[618] 539-3764

TFT 01000013

Report to Mayor and Village Board Dec. 4, 2017

Submitted by Eugene Kramer , Coordinator *EK*

1. Preprogrammed Issued Weather Alerts for area Churches with FIPS code 017163-prep. before contact to obtain the units from the ESDA office.
  
2. Communications Exercise with Nationwide National Weather Service offices starting Dec. 1 at 6:00 PM and continuing until 6:00 PM Dec. 2, 2017. Exercise called "Skywarn Recognition" that utilizes Amateur Radio communications on VHF and HF as part of recognizing the "National Alert" capabilities for ALL Emergencies and the partnership with the AR community for a Nationwide back up in an emergency AND the local NWS office data interface with ARES during weather alert events. This event is annual and started in 1999 as a "back up" communications system in the event of Nationwide communication faults and/or disruptions during the turn of the century.
  
3. WRN and NWS - continue Winter Preparedness information for the General Public through the Freeburg Tribune. Data will be submitted to the Freeburg Tribune in small sections (wind chill/ winter preparedness in home, winter preparedness when mobile in car, during the month of Dec.2017.
  
4. Ordered special heliax antenna connectors to interface from "N"-style on heliax cable on our tower to SO239 for our PL259 antenna cable connector interface for our office HF equipment.
  
5. Advised by FEMA training changes via their Webinars , will be sent in early Jan. 2018. I will advise as to its impact to our local operations - if any.

VILLAGE BOARD MEETING

DECEMBER 4<sup>th</sup>, 2017

Gary Henning Zoning Administrator

9 Occupancy Permits issued in November:

6 Building Permits issued in November:

- 1-Building Addition
- 1-New Home
- 2-Fence
- 2-Electric

Nuisances Corrected in November -- 14

Tony will email the board members the updated spreadsheet on current nuisances.

# PROCLAMATION

WHEREAS, Sunday, December 3, 2017, marks Illinois' 199<sup>th</sup> birthday, as Illinois became the 21<sup>st</sup> state in the union on December 3, 1818; and

WHEREAS, Illinois Bicentennial will be a yearlong celebration between December 3, 2017 and December 3, 2018, which will be our state's 200<sup>th</sup> birthday; and

WHEREAS, Illinois Bicentennial will remind us all that every day in Illinois, amazing things are BORN, BUILT & GROWN; and,

WHEREAS, Illinois Bicentennial will honor the many ways that Illinois has influenced American history, achievement, culture, innovation, and more; and,

WHEREAS, Illinois Bicentennial is a once-in-a-lifetime invitation to fall in love with Illinois all over again; and

WHEREAS, together we can inspire pride in Illinois and show the world what makes this state so great; and

WHEREAS, our community should encourage citizens, organizations, businesses, congregations, and cultural and education institutions to participate in the yearlong celebration by submitting applications for endorsement of their events and projects by Illinois Bicentennial on the PARTICIPATE page at [illinois200.com](http://illinois200.com); and

THEREFORE, BE IT RESOLVED, that the Village of Freeburg endorses the efforts of Illinois Bicentennial and encourages all citizens to participate and celebrate in the upcoming year by visiting [illinois200.com](http://illinois200.com) and using the hashtag #IllinoisProud.

Dated this 4th day of December, 2017.

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Seth E. Speiser  
Village President

## VILLAGE OF FREEBURG MEMORANDUM

**DATE:** November 17, 2017  
**TO:** Village of Freeburg Board  
**FROM:** Tony Funderburg, Village Administrator  
**RE:** Combined Planning and Zoning Board Meeting November 14, 2017

---

On November 14, 2017, the above board held a meeting to review the preliminary plat and variances requested for the Meadow Pines Subdivision.

Gale Hake and Aaron Klemme were present to discuss their proposed preliminary plat and variances requested. The board agreed to the first two variances requested (Increase of cul-de-sac street length from 500 to 665 feet on Juniper Drive and Torrey Lane; and relaxation of the minimum frontage requirements for lots 57, 74, 92, 93 and 94). However, the board did not grant the variance request to change the pavement for a collector and local street. They asked the Village Board to look into this further.

*Rita Green motioned to recommend to approve the Meadow Pines Preliminary Plat including variances #1 and #2 and not variance #3 and Kevin Groth seconded the motion.*

**ROLL CALL VOTE:** Rita Green – yes; Kevin Groth – yes; Mike Heap – no; David Parrish – yes; Gary Mack – absent; Lee Smith – yes; Steve Woodward – yes. With five yes votes, the motion carries.

cc: Seth Speiser, Mayor of Freeburg

VILLAGE OF FREEBURG

**ORDINANCE NO. 1642**

TAX LEVY ORDINANCE FOR THE VILLAGE OF FREEBURG

ADOPTED BY THE  
VILLAGE PRESIDENT AND BOARD OF TRUSTEES  
OF THE  
VILLAGE OF FREEBURG  
THIS 21st DAY OF NOVEMBER, 2017

Published in pamphlet form by authority of the Village President and Board of Trustees of the Village of Freeburg, St. Clair County, Illinois, this 21st day of November, 2017.

**ORDINANCE NO. 1642**

**TAX LEVY ORDINANCE**

An Ordinance levying taxes for all Corporate purposes for the Village of Freeburg, St. Clair County, Illinois, for the fiscal year beginning April 1, 2017 and ending March 31, 2018.

WHEREAS, on June 19, 2017, the Village Board of the Village of Freeburg, Illinois, passed the Annual Appropriation Ordinance of the Village of Freeburg for the fiscal year beginning April 1, 2017, and ending March 31, 2018, in the amount of \$15,250,349.25 which Ordinance was approved by the Village President and Village Board on June 19, 2017, and which Ordinance was published in pamphlet form and posted at the Municipal Center, 14 Southgate Center, Freeburg, Illinois.

BE IT ORDAINED by the Village President and Board of Trustees of the Village of Freeburg, Illinois, as follows:

**SECTION 1.** That the amount hereinafter set forth based on \$85,500,000 EAV, or so much thereof as may be authorized by law, and the same are hereby levied upon all property subject to taxation within the municipality as that property is assessed and equalized for the current year, and for such purposes as: General Corporate, Audit, Police Protection, Civil Defense (Emergency Services Disaster Agency), and Illinois Municipal Retirement Fund (IMRF), for the fiscal year beginning April 1, 2017, and ending March 31, 2018.

<b>1. <u>ADMINISTRATIVE</u></b>	<u>AMOUNT</u> <u>APPROPRIATED</u>	<u>AMOUNT</u> <u>LEVIED</u>
Personnel Services	\$ 111,995.80	
Contractual Services	\$ 121,414.00	
Commodities	\$ 11,200.00	
Capital Outlay	\$ 44,800.00	
Other Expenses	\$ 103,780.00	
 TOTAL AMOUNT APPROPRIATED:	 <u>\$ 393,189.80</u>	 <b>\$180,000.00</b>

<b>2.</b>	<b><u>ZONING</u></b>	<b><u>AMOUNT</u></b>	<b><u>AMOUNT</u></b>
		<b><u>APPROPRIATED</u></b>	<b><u>LEVIED</u></b>
	Personnel Services	\$ 30,795.80	
	Contractual Services	\$ 36,330.00	
	Commodities	\$ 4,900.00	
	Capital Outlay	\$ 0.00	
	Other Expenses	\$ 10,000.00	
	<b>TOTAL AMOUNT APPROPRIATED:</b>	<b>\$ 82,025.80</b>	<b>\$ 0.00</b>
<b>3.</b>	<b><u>POLICE PROTECTION</u></b>	<b><u>AMOUNT</u></b>	<b><u>AMOUNT</u></b>
		<b><u>APPROPRIATED</u></b>	<b><u>LEVIED</u></b>
	Personnel Services	\$ 1,279,985.35	
	Contractual Services	\$ 323,834.00	
	Commodities	\$ 59,150.00	
	Capital Outlay	\$ 74,880.00	
	Other Expenses	\$ 27,700.00	
	<b>TOTAL AMOUNT APPROPRIATED:</b>	<b>\$ 1,765,549.35</b>	<b>\$ 60,000.00</b>
<b>4.</b>	<b><u>STREET</u></b>	<b><u>AMOUNT</u></b>	<b><u>AMOUNT</u></b>
		<b><u>APPROPRIATED</u></b>	<b><u>LEVIED</u></b>
	Personnel Services	\$ 346,630.20	
	Contractual Services	\$ 116,200.00	
	Commodities	\$ 138,740.00	
	Capital Outlay	\$ 76,300.00	
	Other Expenses	\$ 50,000.00	
	<b>TOTAL AMOUNT APPROPRIATED:</b>	<b>\$ 727,870.20</b>	<b>\$ 0.00</b>
<b>5.</b>	<b><u>AUDIT</u></b>	<b><u>AMOUNT</u></b>	<b><u>AMOUNT</u></b>
		<b><u>APPROPRIATED</u></b>	<b><u>LEVIED</u></b>
	Contractual Services	\$ 13,440.00	
	<b>TOTAL AMOUNT APPROPRIATED:</b>	<b>\$ 13,440.00</b>	<b>\$ 8,500.00</b>
<b>6.</b>	<b><u>ESDA</u></b>	<b><u>AMOUNT</u></b>	<b><u>AMOUNT</u></b>
		<b><u>APPROPRIATED</u></b>	<b><u>LEVIED</u></b>
	Personnel Services	\$ 4,620.00	
	Contractual Services	\$ 910.00	
	Commodities	\$ 1,540.00	
	Capital Outlay	\$ 4,900.00	
	Other Expenses	\$ 5,000.00	
	<b>TOTAL AMOUNT APPROPRIATED:</b>	<b>\$ 16,970.00</b>	<b>\$ 8,550.00</b>

7.	<b><u>GARBAGE</u></b>	<u>AMOUNT</u> <u>APPROPRIATED</u>	<u>AMOUNT</u> <u>LEVIED</u>
	Contractual Services	\$ 345,100.00	
	Capital Outlay	\$ 5,000	
	TOTAL AMOUNT APPROPRIATED:	\$ 350,100.00	<b>\$ 0.00</b>
8.	<b><u>MOTOR FUEL TAX</u></b>	<u>AMOUNT</u> <u>APPROPRIATED</u>	<u>AMOUNT</u> <u>LEVIED</u>
	Personnel Services	\$ 0.00	
	Contractual Services	\$ 41,300.00	
	Commodities	\$ 15,400.00	
	Capital Outlay	\$ 422,135.00	
	Other Expenses	\$ 25,000.00	
	TOTAL AMOUNT APPROPRIATED:	\$ 503,835.00	<b>\$ 0.00</b>
9.	<b><u>WATER FUND</u></b>	<u>AMOUNT</u> <u>APPROPRIATED</u>	<u>AMOUNT</u> <u>LEVIED</u>
	Personnel Services	\$ 426,192.20	
	Contractual Services	\$ 749,070.00	
	Commodities	\$ 107,100.00	
	Water Debt Service	\$ 10,080.00	
	Capital Outlay	\$ 176,400.00	
	Other Expenses	\$ 50,000.00	
	TOTAL AMOUNT APPROPRIATED:	\$ 1,518,842.20	<b>\$ 0.00</b>
10.	<b><u>WASTE WATER FUND</u></b>	<u>AMOUNT</u> <u>APPROPRIATED</u>	<u>AMOUNT</u> <u>LEVIED</u>
	Personnel Services	\$ 404,705.00	
	Contractual Services	\$ 358,350.00	
	Commodities	\$ 78,610.00	
	Waste Water Debt Services	\$ 196,000.00	
	Capital Outlay	\$ 1,329,300.00	
	Other Expenses	\$ 50,000.00	
	TOTAL AMOUNT APPROPRIATED:	\$ 2,416,965.00	<b>\$ 0.00</b>

<b>11. <u>ELECTRIC FUND</u></b>	<u>AMOUNT</u> <u>APPROPRIATED</u>	<u>AMOUNT</u> <u>LEVIED</u>
Personnel Services	\$ 1,107,596.00	
Contractual Services	\$ 4,772,600.00	
Commodities	\$ 234,600.00	
Electric Debt Service	\$ 908,600.00	
Capital Outlay	\$ 90,200.00	
Other Expenses	\$ 100,000	
TOTAL AMOUNT APPROPRIATED:	\$ 7,213,116.00	<b>\$ 0.00</b>
 <b>12. <u>SWIMMING POOL FUND</u></b>	 <u>AMOUNT</u> <u>APPROPRIATED</u>	 <u>AMOUNT</u> <u>LEVIED</u>
Personnel Services	\$ 81,550.00	
Contractual Services	\$ 14,480.00	
Commodities	\$ 34,510.00	
Debt Service	\$ 153,106.00	
Capital Outlay	\$ 49,000.00	
Other Expenses	\$ 25,000.00	
TOTAL AMOUNT APPROPRIATED:	\$ 357,646.00	<b>\$ 0.00</b>
 <b>13. <u>IMRF</u></b>	 <u>AMOUNT</u> <u>APPROPRIATED</u>	 <u>AMOUNT</u> <u>LEVIED</u>
Municipal Retirement (IMRF)	\$ 242,798.00	
TOTAL AMOUNT APPROPRIATED:	\$ 242,798.00	<b>\$ 170,000.00</b>

SUMMARY:

CORPORATE LEVY	<b>\$ 180,000.00</b>
IMRF LEVY	<b>\$ 170,000.00</b>
POLICE PROTECTION LEVY	<b>\$ 60,000.00</b>
AUDIT LEVY	<b>\$ 8,500.00</b>
ESDA LEVY	<b>\$ 8,550.00</b>

TOTAL – ALL LEVIES: **\$ 427,050.00**

**SECTION 2.** That the amount levied for each object and purpose is placed in a separate column under the heading “Amount to be Raised by Tax Levy”, which appears over the same, being as follows, to wit:

**SECTION 3.** That the Village Clerk (or Deputy Clerk) shall make and file with the County Clerk of said County of St. Clair, on or before the last Tuesday in December, a duly certified copy of this Ordinance.

**SECTION 4.** That if any section, subdivision, or sentence of this Ordinance shall for any reason be held invalid or to be unconstitutional, such decision shall not affect the validity of the remaining portion of this Ordinance.

AYES \_\_\_\_\_

NAYS \_\_\_\_\_

ABSENT: \_\_\_\_\_

ABSENT: \_\_\_\_\_

Approved this 21<sup>st</sup> day of November, 2017.

\_\_\_\_\_  
Seth Speiser, Village President

ATTEST:

\_\_\_\_\_  
Jerry Menard, Village Clerk

Approved as to Legal Form: \_\_\_\_\_  
Village Attorney

**TRUTH IN TAXATION  
CERTIFICATION OF COMPLIANCE**

The undersigned, presiding officer of VILLAGE OF FREEBURG, hereby certifies that I am the presiding officer of the VILLAGE OF FREEBURG, and as such presiding officer I hereby certify that the levy ordinance, a copy of which is appended hereto, was adopted pursuant to, and in all respects in compliance with, the provisions of Sections 18-55 through 18-100 of the "Truth-In-Taxation" law.

CHECK ONE OF THE CHOICES BELOW:

- 1) The taxing district published a notice in the newspaper and conducted a hearing, meeting the requirements of the Truth in Taxation Law.
- 2) The taxing district's aggregate levy did not exceed a 5% increase over the prior year's extension. Therefore, notice and a hearing were not necessary.
- 3) The proposed aggregate levy did not exceed a 5% increase over the year's extension. Therefore, a hearing was not held. The adopted aggregate tax levy exceeded 105% of the prior year's extension and a notice was published within 15 days of its adoption in accordance with the Truth in Taxation Law.
- 4) The adopted levy exceeded the amount stated in the published notice. A second notice was published within 15 days of the adoption in accordance with the Truth in Taxation Law.

Certificate applies to the levy for the fiscal year commencing April 1, 2017, and ending March 31, 2018.

Date: \_\_\_\_\_

\_\_\_\_\_  
Seth Speiser, Village President

ATTEST:

\_\_\_\_\_  
Jerry Menard, Village Clerk

CERTIFICATE

STATE OF ILLINOIS            )  
COUNTY OF ST. CLAIR       ) SS  
VILLAGE OF FREEBURG        )

I, JERRY MENARD, being duly appointed, and acting Village Clerk of the Village of Freeburg, St. Clair County, Illinois, and as such, the legal custodian of all records of said Village, do hereby certify that the attached foregoing is a true, correct and complete copy of Ordinance 1642 of said Village, the same being entitled "TAX LEVY ORDINANCE FOR THE VILLAGE OF FREEBURG", FOR THE FISCAL YEAR COMMENCING APRIL 1, 2017, AND ENDING MARCH 31, 2018."

I FURTHER CERTIFY that said Ordinance was duly and regularly adopted by the Village President and Village Board of the Village of Freeburg, St. Clair County, Illinois, at a duly convened meeting of the President and Board of Trustees of the Village of Freeburg, Illinois, on the 20th day of November, 2017.

I FURTHER CERTIFY that said Ordinance 1642 was approved by the Village President of the Village of Freeburg, Illinois and that he duly affixed his signature thereto, and that said Ordinance was duly signed and attested by me, as Village Clerk of said Village; and that said Ordinance was duly recorded and filed in the Office of the Village Clerk and that the attached Ordinance is a true and correct copy of the original as the same appears of record in the minutes of said Village Board meeting of November 20, 2017.

I FURTHER CERTIFY that the Village Board of said Village is composed of six Trustees and the Village President; that on November 20, 2017, at the duly convened meeting of said Village Board, when said Tax Levy Ordinance was adopted, that \_\_\_\_\_ Trustees and the Village President were present, and that said Ordinance was adopted by the \_\_\_\_\_ vote of all members of the Village Board who were present.

I FURTHER CERTIFY that a copy of this original Tax Levy Ordinance is hereby certified by me to the County Clerk of St. Clair County, Illinois, by Order of the Village Board as provided in said Ordinance.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the Village of Freeburg, Illinois, this \_\_\_\_\_ day of November, 2017.

\_\_\_\_\_  
JERRY MENARD  
Village Clerk  
Village of Freeburg, Illinois

(SEAL)

VILLAGE OF FREEBURG

ORDINANCE NO. 1643

AN ORDINANCE ABATING THE TAX HERETO LEVIED FOR THE  
YEAR 2017 TO PAY THE PRINCIPAL OF AND INTEREST ON  
\$4,780,000 GENERAL OBLIGATION BONDS (ELECTRIC SYSTEM  
ALTERNATE REVENUE SOURCE), SERIES 2012, OF THE VILLAGE OF  
FREEBURG, ST. CLAIR COUNTY, ILLINOIS

ADOPTED BY THE  
VILLAGE PRESIDENT AND BOARD OF TRUSTEES  
OF THE  
VILLAGE OF FREEBURG  
THIS 4<sup>th</sup> DAY OF DECEMBER, 2017

ORDINANCE NO. 1643

AN ORDINANCE ABATING THE TAX HERETO LEVIED FOR THE YEAR 2017 TO PAY THE PRINCIPAL OF AND INTEREST ON \$4,780,000 GENERAL OBLIGATION BONDS (ELECTRIC SYSTEM ALTERNATE REVENUE SOURCE), SERIES 2012, OF THE VILLAGE OF FREEBURG, ST. CLAIR COUNTY, ILLINOIS

WHEREAS, the President and Board of Trustees of the Village (the "Corporate Authorities") of the Village of Freeburg, St. Clair County, Illinois (the "Village"), by Ordinance No. 1432 adopted on the 20th of August, 2012 and a Notification of Sale of Bonds, dated August 30, 2012 (together, the "Ordinance"), did provide for the issue of not to exceed \$4,800,000 General Obligation Bonds (Electric System Alternate Revenue Source), Series 2012 (the "Bonds"), and the levy of a direct annual tax sufficient to pay the principal of and interest on the Bonds; and

WHEREAS, the Pledged Revenues (as defined in the Ordinance) have been determined by the Village Treasurer to provide an amount not less than 1.00 times debt service of all Outstanding Bonds (as defined in the Ordinance) in the next succeeding bond year (June 1st and December 1st); and

WHEREAS, the Revenues have been deposited in the Village of Freeburg 2012 Bond Fund (as created in the Ordinance) in an amount sufficient to pay debt service on all Outstanding Bonds in the next succeeding bond year; and

WHEREAS, it is necessary and in the best interests of the Village that the tax heretofore levied for the year 2017 to pay the principal of and interest on the Bonds be abated.

NOW, THEREFORE BE IT ORDAINED BY THE CORPORATE AUTHORITIES OF THE VILLAGE OF FREEBURG, ST. CLAIR COUNTY, ILLINOIS, AS FOLLOWS:

SECTION 1. Abatement of Tax. The Tax heretofore levied for the year 2017 in the Ordinance is hereby abated in its entirety.

SECTION 2. Filing of Ordinance. Forthwith upon the adoption of this Ordinance, the Village Clerk shall file a certified copy hereof with the County of St. Clair, Illinois, and it shall be the duty of said County Clerk to abate said tax levied for the year 2017 in accordance with the provisions hereof.

SECTION 3. Effective Date. This Ordinance shall be in full force and effect forthwith upon its passage by the Corporate Authorities and signing and approval by the Village President.

PASSED BY THE CORPORATE AUTHORITIES OF THE VILLAGE OF FREEBURG, ILLINOIS, ST. CLAIR COUNTY, AND APPROVED BY THE VILLAGE PRESIDENT THIS 4<sup>th</sup> DAY OF DECEMBER, 2017.

Vote Recorded:

AYES _____	NAYS _____
ABSENT _____	ABSTAIN _____
ABSENT _____	ABSTAIN _____

\_\_\_\_\_  
Seth E. Speiser, Village President

ATTEST:

\_\_\_\_\_  
Jerry L. Menard, Village Clerk

Approval as to Legal Form: \_\_\_\_\_  
Village Attorney

STATE OF ILLINOIS     )  
  )  
COUNTY OF ST. CLAIR )     SS

Filing certificate

I, THE UNDERSIGNED, DO HEREBY CERTIFY THAT I AM THE DULY QUALIFIED AND ACTING County Clerk of the County of St. Clair, Illinois, and as such official I do further certify that on the \_\_\_\_\_ day of \_\_\_\_\_, 2017, there was filed in my office a duly certified copy of Ordinance No. 1643 entitled:

AN ORDINANCE ABATING THE TAX HERETO LEVIED FOR THE YEAR 2017 TO PAY THE PRINCIPAL OF AND INTEREST ON \$4,780,000 GENERAL OBLIGATION BONDS (ELECTRIC SYSTEM ALTERNATE REVENUE SOURCE), SERIES 2012, OF THE VILLAGE OF FREEBURG, ST. CLAIR COUNTY, ILLINOIS.

(the "Ordinance") duly adopted by the Village Board of Trustees of the Village of Freeburg, St. Clair County, Illinois (the "Village"), on the 4<sup>th</sup> day of December, 2017, and that the same has been deposited in the official files and records of my office.

I do further certify that the taxes heretofore levied for the year 2017 for the payment of the Village's \$4,800,000 General Obligation Bonds (Electric System Alternate Revenue Source), Series 2012, as described in the Ordinance will be abated in their entirety as provided in the Ordinance.

IN WITNESS WHEREOF I hereunto affix my official signature and the seal of said County this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Thomas Holbrook  
County Clerk

(SEAL)

**ORDINANCE NO. 1644**

**AN ORDINANCE OF THE BOARD OF TRUSTEES OF THE VILLAGE OF FREEBURG, ILLINOIS, ABATING THE TAXES HERETOFORE LEVIED FOR THE YEAR 2017 TO PAY DEBT SERVICE ON GENERAL OBLIGATION REFUNDING BONDS (TAX INCREMENT ALTERNATE REVENUE SOURCE), SERIES 2014 OF THE VILLAGE OF FREEBURG, ST. CLAIR COUNTY, ILLINOIS**

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ADOPTED BY THE  
VILLAGE PRESIDENT AND BOARD OF TRUSTEES  
OF THE  
VILLAGE OF FREEBURG  
THIS 4<sup>th</sup> DAY OF DECEMBER, 2017

Published in pamphlet form by authority of the Village President and Board of Trustees of the Village of Freeburg, St. Clair County, this 4<sup>th</sup> day of December, 2017.

**Return To:**

**Village of Freeburg  
14 Southgate Center  
Freeburg, IL 62243**

WHEREAS, the Board of Trustees (the “*Board of Trustees*”) of the Village of Freeburg, St. Clair County, Illinois (the “*Village*”), by ordinance adopted on the 7<sup>th</sup> day of April, 2014 (the “*Ordinance*”), did provide for the issue of not to exceed \$2,200,000 General Obligation Refunding Bonds (Tax Increment Alternate Revenue Source), Series 2014, and the levy of a direct annual tax sufficient to pay the principal of and interest on said bonds; and

WHEREAS, pursuant to the Ordinance, the Village has heretofore issued \$1,950,000 General Obligation Refunding Bonds (Tax Increment Alternate Revenue Source), Series 2014, dated April 30, 2014 (the “*Bonds*”), and has filed in the office of the County Clerk of the County of St. Clair, Illinois (the “*County Clerk*”), a Notification of Bond Order for the levy of taxes to pay the Bonds; and

WHEREAS, the Village has Pledged Revenues (as defined in the Ordinance) on deposit in the Debt Service Fund available for the purpose of paying debt service on the Bonds heretofore imposed by the 2017 levy; and

WHEREAS, such Pledged Revenues are hereby directed to be used for the purpose of paying debt service on the Bonds; and

WHEREAS, it is necessary and in the best interests of the Village that the taxes heretofore levied for the year 2017 to pay the Bonds be abated:

NOW, THEREFORE, Be It and It is Hereby Resolved by the Board of Trustees of the Village of Freeburg, St. Clair County, Illinois, as follows:

*Section 1. Abatement of Taxes.* The taxes heretofore levied for the year 2017 in the Ordinance are hereby abated in their entirety in the amount of \$189, 623.

*Section 2. Filing of Ordinance.* Forthwith upon the adoption of this ordinance, the Village Clerk of the Board of Trustees shall file a certified copy hereof with the County Clerk and

it shall be the duty of the County Clerk to abate said taxes levied for the year 2017 in accordance with the provisions hereof.

*Section 3.* That all ordinances or parts of ordinances in conflict herewith are repealed, and that Ordinance No. 1644 adopting the December 2017 levy, above described, except as to this abatement, shall in all other things remain in full force and effect.

*Section 4. Effective Date.* This ordinance shall be in full force and effect forthwith upon its adoption.

PASSED by the Board of Trustees and approved by the Mayor this 4<sup>th</sup> day of December, 2017.

AYES _____	NAYS _____
_____	_____
_____	_____
_____	_____
_____	_____

ABSENT _____	ABSTAIN _____
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\_\_\_\_\_  
Jerry Menard, Village Clerk

Approved this 4<sup>th</sup> day of December, 2017.

**VILLAGE OF FREEBURG, ILLINOIS**

\_\_\_\_\_  
Seth Speiser, Village President

ATTEST:

Approval as to Legal Form:

\_\_\_\_\_  
Jerry Menard, Village Clerk

\_\_\_\_\_  
Village Attorney

STATE OF ILLINOIS        )  
  ) SS  
COUNTY OF ST. CLAIR    )

**CERTIFICATION**

I, the undersigned, do hereby certify that I am the duly qualified and acting Village Clerk of the Village of Freeburg, St. Clair County, Illinois (the "*Village*"), and as such official I am the keeper of the records and files of the Village and the Board of Trustees.

I do further certify that at a regular meeting of the President and Board of Trustees of the Village of Freeburg, Illinois held on the 4<sup>th</sup> day of December, 2017, the foregoing ordinance entitled:

ORDINANCE #1644 abating the taxes heretofore levied for the year 2017 to pay debt service on General Obligation Refunding Bonds (Tax Increment Alternate Revenue Source), Series 2014 of the Village of Freeburg, St. Clair County, Illinois.

was duly passed by the President and Board of Trustees of the Village of Freeburg, Illinois.

I do further certify that the deliberations of the Board of Trustees on the adoption of said ordinance were conducted openly, that the vote on the adoption of said ordinance was taken openly, that said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that an agenda for said meeting was posted at the location where said meeting was held and at the principal office of the Board of Trustees at least 48 hours in advance of the holding of said meeting, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and that the Board of Trustees has complied with all of the provisions of said Act and with all of the procedural rules of the Board of Trustees in the passage of said ordinance.

IN WITNESS WHEREOF, I hereunto affix my official signature, this 4<sup>th</sup> day of December, 2017.

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Jerry Menard  
Village Clerk

STATE OF ILLINOIS        )  
  ) SS  
COUNTY OF ST. CLAIR    )

**FILING CERTIFICATE**

I, the undersigned, do hereby certify that I am the duly qualified and acting County Clerk of the County of St. Clair, Illinois, and as such official I do further certify that on the \_\_\_\_\_ day of \_\_\_\_\_, 2017, there was filed in my office a duly certified copy of an ordinance entitled:

ORDINANCE #1644 abating the taxes heretofore levied for the year 2017 to pay debt service on General Obligation Refunding Bonds (Tax Increment Alternate Revenue Source), Series 2014 of the Village of Freeburg, St. Clair County, Illinois.

duly adopted by the Board of Trustees of the Village of Freeburg, Illinois, on the 4<sup>th</sup> day of December, 2017, and that the same has been deposited in the official files and records of my office.

I do further certify that the taxes heretofore levied for the year 2017 for the payment of General Obligation Refunding Bonds (Tax Increment Alternate Revenue Source), Series 2014 as described in said ordinance will be abated in their entirety as provided in said ordinance.

In Witness Whereunto, I hereunto affix my official signature and the seal of said County, this \_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
County Clerk of St. Clair County, Illinois

(SEAL)

**ORDINANCE NO. 1645****AN ORDINANCE OF THE BOARD OF TRUSTEES  
OF THE VILLAGE OF FREEBURG, ILLINOIS,  
AUTHORIZING THE VILLAGE TO ENTER INTO AND THE MAYOR AND/OR  
VILLAGE ADMINISTRATOR TO EXECUTE AN AGREEMENT BETWEEN THE  
VILLAGE OF FREEBURG, ILLINOIS AND ARTHUR J. GALLAGHER RISK  
MANAGEMENT SERVICES, INC.**

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**WHEREAS, Arthur J. Gallagher, Inc.** has submitted its proposal dated November 15, 2017 to provide risk management services for the Village of Freeburg during calendar year 2018, and;

**WHEREAS,** the Board of Trustees of the Village of Freeburg, Illinois believes it is in the best interest of the Village to enter into an agreement with **Arthur J. Gallagher, Inc.** to provide such professional services,

**WHEREAS,** the Board of Trustees of the Village of Freeburg, Illinois believes it is in the best interest of the Village to renew its property and liability coverage with BRIT (Lloyds of London). Renewal quotes are attached as "Exhibit A;" and

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

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

**SECTION 2.** The Board of Trustees hereby determines that it is advisable, necessary and in the public interest that the Municipality enter into an agreement for professional services for risk management for the village.

**SECTION 3.** The Mayor and/or Village Administrator of the Village of Freeburg, Illinois is hereby authorized and directed to execute the Authorization to Bind Coverage and to do all other things necessary and essential, including the execution of any documents and certificates necessary to carry out the provisions of said Risk Management 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 20<sup>th</sup> day of November, 2017.

YEAS \_\_\_\_\_  
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\_\_\_\_\_

NAYS \_\_\_\_\_  
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\_\_\_\_\_  
\_\_\_\_\_

ABSENT \_\_\_\_\_

ABSTAIN \_\_\_\_\_

\_\_\_\_\_  
Jerry Menard  
Village Clerk

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

**VILLAGE OF FREEBURG, ILLINOIS**

\_\_\_\_\_  
Seth Speiser  
Village President

ATTEST:

\_\_\_\_\_  
Jerry Menard  
Village Clerk

Approval as to Legal Form:

\_\_\_\_\_  
Village Attorney

# Village of Freeburg

## Premium Summary

The estimated program cost for the options are outlined in the following table:

LINE OF COVERAGE		EXPIRING PROGRAM CARRIER	EXPIRING PROGRAM EXPIRING COST	PROPOSED PROGRAM CARRIER	PROPOSED PROGRAM ESTIMATED COST
Package	Estimated Cost	Underwriters at Lloyd's London (Brit)	\$45,810.00	Underwriters at Lloyd's London (Brit)	\$46,870.00
Automobile	TRIA Premium Estimated Cost	Underwriters at Lloyd's London (Brit)	Rejected \$17,718.00	Underwriters at Lloyd's London (Brit)	Rejected \$24,711.00
Umbrella	Estimated Cost	Underwriters at Lloyd's London (Brit)	\$7,258.00	Underwriters at Lloyd's London (Brit)	\$7,406.00
Equipment Breakdown	TRIA Premium Estimated Cost	Liberty Mutual Fire Insurance Company	Rejected \$15,193.00	Liberty Mutual Fire Insurance Company	Rejected \$15,993.00
Earthquake	TRIA Premium Estimated Cost	Atlantic Specialty Insurance Company	Included \$9,955.00	Atlantic Specialty Insurance Company	Included \$9,955.00
Crime	Estimated Cost	Citizens Insurance Company of America (Hanover)	\$1,108.00	Citizens Insurance Company of America (Hanover)	\$1,155.00
Cyber Liability	Estimated Cost	BCS Insurance Company	\$2,632.00	BCS Insurance Company	\$2,632.00
Workers Compensation	TRIA Premium Estimated Cost 3% Premium Fee	Illinois Public Risk Fund	\$27.00 \$76,147.00 \$73,929.00 \$2,218.00 Included	Illinois Public Risk Fund	\$26.00 \$112,760.00 \$109,476.00 \$3,2847.00 Included
<b>Total Estimated Program Cost</b>			<b>\$175,821.00</b>		<b>\$221,482.00</b>

VILLAGE PRESIDENT  
Seth Speiser

VILLAGE CLERK  
Jerry Menard

VILLAGE TRUSTEES  
Ray Matchett, Jr.  
Mike Blaies  
Denise Albers  
Dean Pruett  
Mathew Trout  
Lisa Meehling

# 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)  
(Pruett/Albers/Matchett/Meehling)

Wednesday, November 29, 2017 at 5:30 p.m.

EXHIBIT M

VILLAGE ADMINISTRATOR  
Tony Funderburg

VILLAGE TREASURER  
Bryan A. Vogel

PUBLIC WORKS DIRECTOR  
John Tolan

POLICE CHIEF  
Michael J. Schutzenhofer

VILLAGE ATTORNEY  
Weilmuenster & Keck, P.C.

The meeting of the Legal and Ordinance Committee was called to order at 5:30 p.m. by Chairman Dean Pruett on Wednesday, November 29, 2017, in the Freeburg Municipal Center. Members attending were Chairman Dean Pruett, Trustee Denise Albers, Trustee Ray Matchett, Trustee Lisa Meehling, Mayor Seth Speiser, Village Clerk Jerry Menard (absent), Trustee Mike Blaies, Trustee Matt Trout, Zoning Administrator Gary Henning, Public Works Director John Tolan, Village Administrator Tony Funderburg and Office Manager Julie Polson, Police Chief Mike Schutzenhofer. Guests present: Mike Heap, Kris Gebke and Andy Jackson.

### A. OLD BUSINESS:

1. Approval of October 25, 2017 Minutes: Trustee Lisa Meehling motioned to approve the October 25, 2017 minutes and Trustee Denise Albers seconded the motion. All voting yea, the motion carried.
2. Zoning Report/Nuisance Properties: Zoning Administrator Gary Henning reported a new home started this past week.

### B. NEW BUSINESS:

1. Meadow Pines Preliminary Plat: Village Administrator Tony Funderburg stated Attorney Keck could not make it tonight. Tony stated the recommendation to either approve or disapprove the preliminary plat has to be done at the next board meeting. Unless new information comes to light, he recommends denying the plat.
2. St. Clair County Board of Appeals Hearing on December 4, 2017: The board had no issue with the request of the Eitzenhefer land being divided into a 6-acre parcel for Matthew and Ashley Reeder.
3. Illinois Bicentennial Celebration Proclamation: Trustee Lisa Meehling motioned to recommend to the full Board the Illinois Bicentennial Celebration Proclamation for approval and Trustee Denise Albers seconded the motion. All voting yea, the motion carried.

### C. GENERAL CONCERNS: None.

**D. PUBLIC PARTICIPATION:** Kris Gebke expressed his concern about the additional traffic this subdivision would bring. Tony stated our code states there can't be undue stress placed on a connecting subdivision, and Tony stated the builders don't believe it is the right time to build.

**E. ADJOURN:** Trustee Lisa Meehling motioned to adjourn at 5:35 p.m. and Trustee Denise Albers seconded the motion. All voting yea, the motion carried.

  
Julie Polson  
Office Manager

Legal and Ordinance Committee Meeting  
Wednesday, November 29, 2017

VILLAGE PRESIDENT  
Seth Speiser

VILLAGE CLERK  
Jerry Menard

VILLAGE TRUSTEES  
Ray Matchett, Jr.  
Mike Blaies  
Denise Albers  
Dean Pruett  
Mathew Trout  
Lisa Meehling

# 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

PERSONNEL AND PUBLIC SAFETY COMMITTEE MEETING  
(Meehling/Blaies/Matchett/Trout)  
Wednesday, November 29, 2017 at 6:00 p.m.

EXHIBIT N  
VILLAGE ADMINISTRATOR  
Tony Funderburg  
VILLAGE TREASURER  
Bryan A. Vogel  
PUBLIC WORKS DIRECTOR  
John Tolan  
POLICE CHIEF  
Michael J. Schutzenhofer  
VILLAGE ATTORNEY  
Weilmuenster & Keck, P.C.

Chairperson Lisa Meehling called the meeting of the Personnel and Public Safety Committee to order on Wednesday, November 29, 2017 at 6:06 p.m. Those present were Chairperson Lisa Meehling, Trustee Mike Blaies, Trustee Ray Matchett, Trustee Matt Trout, Mayor Seth Speiser, Trustee Denise Albers, Trustee Dean Pruett, Village Clerk Jerry Menard, Chief Mike Schutzenhofer, Public Works Director John Tolan, Village Administrator Tony Funderburg and Office Manager Julie Polson.

## POLICE:

### A. OLD BUSINESS:

1. Police Department Expansion: EWR's proposal for the expansion was emailed to everyone. The quote is \$54,000 which includes architectural, structural, mechanical, electrical and plumbing design. They discounted their cost and deducted \$4,000. There are estimated additional costs of \$2,000 for printing, \$2,000 for surveying and \$3,000 for geotechnical. They anticipate the cost for the building of \$675,000. Tony believes this completes our task which was to find out where we were. He believes we are in the range of \$600,000 - \$700,000.

Mayor Speiser asked if we can get a stamped set of plans from EWR, and then possibly use other companies to cut the costs. Tony believes EWR doesn't want to do that unless they have the entire project. Mayor Speiser believes we can oversee the general contractor ourselves. We will get a permit and have the county do the inspection so they have to make sure it is done right. The committee agreed to pursue that route.

### B. NEW BUSINESS:

1. Purchase of Patrol Car by the Village of Fayetteville: Village Administrator Tony Funderburg said they need a car, and he believes anytime we get a chance to help a municipality out, we should do so.

*Trustee Matt Trout motioned to recommend to the full Board the sale of the patrol car to the Village of Fayetteville for \$1,500 and Trustee Ray Matchett seconded the motion. All voting yea, the motion carried.*

## PERSONNEL:

### A. OLD BUSINESS:

1. Approval of October 25, 2017 Minutes: *Trustee Matt Trout motioned to approve the October 25, 2017 Minutes and Trustee Ray Matchett seconded the motion. All voting yea, the motion carried.*
2. Job Descriptions: Chairperson Meehling stated the job descriptions have been out for review and action needs to be taken. Tony will make the requested changes and have them ready for Monday's meeting.

*Trustee Matt Trout motioned to recommend to the full Board the Job Descriptions for approval and Trustee Ray Matchett seconded the motion. All voting yea, the motion carried.*

- B. NEW BUSINESS:** Tony advised Scott is worried about retaining the lifeguards and asked about increasing their rate of pay. The committee wants salaries from surrounding municipalities. Trustee Albers suggested giving the lifeguards a set allowance.
- C. GENERAL CONCERNS:** None.
- D. PUBLIC PARTICIPATION:** None.
- E. ADJOURN:** *Trustee Matt Trout motioned to adjourn at 6:36 p.m. and Trustee Dean Pruett seconded the motion. All voting yea, the motion carried.*



Julie Polson  
Office Manager

Village of Freeburg

Job Description

Village Administrator

**JOB TITLE: Village Administrator****DEPARTMENT: Administration****REPORTS TO: Mayor and Village Board of Trustees****STATUS: Full-time****FLSA STATUS: Exempt****Prepared Date: 11/30/2017 TF**

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**JOB SUMMARY:**

- The Village Administrator shall be appointed by the Mayor, said appointment being subject to confirmation by the Board of Trustees.
- The Village Administrator shall serve at the pleasure of the Mayor and the Board of Trustees.
- The Village Administrator shall be appointed on the basis of education and professional ability. The appointment shall be made without regard to political considerations, race, religion, age, or sex. The successful candidate need not be a resident of the village at the time of appointment, but shall become a resident of the village within 180 days of assuming office, unless the residency requirement is waived by the Board of Trustees.

**ESSENTIAL DUTIES:**

- Supervise and coordinate the administrative functions of all departments, offices and agencies of the Village.
- Oversee the day to day operations of the corporate office and directs all clerical staff and Zoning Administrator to perform task which provide for the effective and efficient operations of the department.
- Prepare the agenda for regular meetings of the Board of Trustees.
- Keep the Village President and Board of Trustees informed of the activities of the various departments.
- Act as purchasing agent for the village within limitations and under conditions as established from time-to-time by the Board of Trustees.
- Effectively and efficiently administer the policies adopted by the Board of Trustees.
- Recommend various courses of actions to the Board of Trustees along with possible alternatives.
- Promote good relations with other governmental agencies and the public.
- Coordinate the enforcement of ordinances and the codes of the Village of Freeburg.
- Recommend personnel actions to the Village President and Board of Trustees, including original appointment, salary and wage adjustments, promotions, demotions, lay-offs, suspensions, discharges, and other disciplinary actions.
- Attend all Village Board meetings and committee meetings, and participate, as required, in all discussions. Participation does not include the right to vote.
- Assist the Mayor and Board of Trustees as the Chief administrative officer of the Village and perform such duties as may be directed by the Mayor and the Board of Trustees.

**Village of Freeburg****Job Description****Village Administrator**

- Coordinate activities between the departments through the department heads to ensure efficient utilization of resources and maximize interdepartmental coordination.
- Prepare the Village's annual budget, Tax Levy and Appropriation Ordinance With the assistance of the Office manager and Finance Clerk.
- Make such reports to the Mayor and Board of Trustees as may be required concerning the operations of the Village departments and offices.
- Propose and recommend to the Village Board of Trustees such personnel rules and regulations as may be useful for management of policies, handbooks, manuals and collective bargaining.
- Prepare an annual report at the end of the fiscal year on the workings of the various village departments.
- Serve as facilitator in the collective bargaining process of the Village.
- Oversee the operations of the Village departments.
- Oversee the investigation of and responses to resident inquiries and complaints related to the operations of the Village based upon reports of directors.
- Participate in the development and implementation of economic development programs for the Village, including business retention, expansion and recruitment.
- Serve as a liaison to Chamber of Commerce and various civic organizations.
- Research and apply for governmental grants as appropriate.
- Complete annual 3-5 year plan with the assistance of Public Works Director and review with Mayor and Board of Trustees.
- Perform such other duties which may be required of him or her from time-to-time by the Village President and Board of Trustees.
- Develops financial studies and plans. Forecasts, estimates, and monitors the financial condition of the Village to assure the fiscal wellbeing of the Village.
- Assures the investment of Village funds, consistent with law and best practices in municipal government.

**MINIMUM QUALIFICATIONS:**

- **EDUCATION, TRAINING AND EXPERIENCE**
  - Bachelor's Degree in Public Administration or related field of study acceptable to the Board of Trustees.
  - Accounting experience.
  - Excellent working knowledge of the principles of municipal government.
  - Good communication skills.
  - Valid Illinois driver's license.
  - Driving record acceptable to the Village.
- **LICENSURE, CERTIFICATION, OR OTHER QUALIFICATIONS**
  - Must reside in the Village of Freeburg within 180 days of taking office unless waived by the board.

**WORKING CONDITIONS:**

- Exposure to outdoor weather conditions
- Exposure to fumes or dust
- Office environment and travel to multiple locations to attend meetings.

**OTHER JOB REQUIREMENTS**

- Position requires time outside of normal working hours for events and meetings.

**SUPERVISORY RESPONSIBILITIES**

- Supervise and coordinate the administrative functions of all departments, offices and agencies of the Village.

**PHYSICAL REQUIREMENTS**

- Ability to quickly bend, stretch, twist, or reach out with one's body, arms, and/or legs
- Ability to climb staircases, ladders, and/or step stools
- Ability to lift and/or move on a regular basis a maximum of 50 pounds.
- Requires effective audio-visual discrimination and perception to make quick and accurate observations and ensure the safety of employees and others in response to exposure to the hazards associated with this position
- Specific vision abilities required by this job include close vision, distance vision, limited color vision, peripheral vision, depth perception, and the ability to adjust focus.
- Ability to respond to emergency calls outside of normal shift hours, work irregular shifts on occasion, due to personnel shortage, workload, work in progress and emergency situations.
- Tolerance for working in adverse weather conditions or other unusual conditions such as, but not limited to, cold, heat, rain, snow, wind, dark, dusty and noisy surroundings.
- Must be able to communicate effectively with others.
- Must be able to see to the degree necessary to read and analyze complex data.
- Manual dexterity necessary to operate office machinery, computer keyboard, telephones, etc.

**MENTAL REQUIREMENTS**

- Constant mental alertness and attention to detail to ensure work is performed in compliance with all specifications/regulations and to maintain a safe work environment
- Must possess excellent planning/organizational skills and ability to delegate work in order to ensure completion of all projects within required deadlines
- Must be able to use independent judgment, problem-solving skills, and ability to apply knowledge and experience to all situations in order to determine materials, parts, and equipment requirements
- Must be able to read and understand technical information, manuals, policies, procedures, work orders, blueprints, diagrams and Material Safety Data Sheet guidelines
- Must have excellent problem-solving skills.

**KNOWLEDGE, SKILLS, ABILITIES, AND OTHER WORK REQUIREMENTS**

- Experience with federal, state and local laws, ordinances, rules and regulations relating to municipal government.
- Experience with federal, state, regional and county programs, procedures and funding sources related to municipal government.
- Experience with planning, developing and controlling large budgets.
- Experience with principles and practices of administration, supervision and training.
- Experience with contract law and developing, reviewing, negotiating and enforcing contracts.
- Experience with federal and state grant applications and administration procedures.
- Experience with Village organization, operations, policies and objectives.
- Experience with language, grammar, spelling, punctuation and vocabulary interpersonal skills.
- Experience directing the operation of a diverse workforce.
- Ability to plan, organize, control and direct the activities, services, operations, budgets and policy formulation of a Village.
- Ability to represent and promote the Village.
- Ability to negotiate and administer contracts with outside vendors and service providers.
- Ability to provide clear and concise recommendations and alternative solutions.
- Ability to develop a vision for the future and set up the steps to reach specific goals.
- Ability to effectively and persuasively communicate, both verbally and in writing.
- Experience with laws, rules and regulations related to assigned duties.
- Ability to use tact in dealing with members of the general public
- Pass a Village of Freeburg drug test and be able to perform essential job functions
- Pass a Village of Freeburg physical examination and be able to perform essential job functions

**SALARY**

- The salary of the Village Administrator shall be as determined by the Board of Trustees from time to time.

**Note: The preceding statements describe the general nature and level of work performed by the individual assigned to this position. This is not an exhaustive list of all duties, responsibilities, and skills required of this position. Nothing in this job description restricts management's right to assign or reassign duties, tasks, and responsibilities to this job at any time.**

**JOB TITLE: Zoning Administrator**  
**DEPARTMENT: Admin**  
**REPORTS TO: Village Administrator**  
**STATUS: Part-time**  
**FLSA STATUS: Non-Exempt**  
**Prepared Date: 11/9/2017 TF**

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**JOB SUMMARY:**

- The Zoning Administrator is responsible for the overall administration and enforcement of the Village of Freeburg Zoning Ordinances.
- Accepts and reviews zoning permit applications. Determines compliance with the provisions of the Zoning Ordinance and completeness of the application.
- Create safe work practices and procedures.
- The Director shall attend all Legal and Ordinance Committee and Board meetings.
- The Director shall be appointed by the Mayor, by and with the advice and consent of the Village Board and shall hold office until a successor is appointed and qualified.

**ESSENTIAL DUTIES:**

- Must become thoroughly familiar with the zoning ordinances and appropriate forms for the Village of Freeburg.
- Issues the appropriate land-use permit when all provisions of the Ordinance are in compliance and maintains a complete file of permits issued. Notifies applicant, in writing, if the proposed use is not in compliance with ordinance standards, and assists with an appropriate alternative administrative remedies necessary to attain compliance.
- Performs inspection duties to ensure land use changes are in compliance with the Zoning Ordinance. The use of check lists and instruction lists is required.
- Identifies, inventories, and monitors nonconforming uses.
- Attends the Combined Planning Commission and Zoning Board of Appeals meetings, as needed, to report on zoning issues and advise on issues related to zoning administration. Evening meetings can be expected.
- Review, inspect, and approve all property splits (land divisions, platted subdivision splits and combinations, and properties exempt from land division).
- Conducts technical reviews, site inspections, and makes staff reports to the Planning Commission and Zoning Board of Appeals on specific project proposals such as, but not limited to, special use permit applications, conditional use permit applications, zoning amendments, variances, and appeals.
- Ability to write with clarity, to carry basic communications with permit applicants, related government agencies and other offices as necessary.
- Shall enforce the provisions of this Chapter and make such inspections, measurements, and tests as necessary for that purpose.

- Shall perform such other duties as may be assigned to him by the provisions of this Code or by the Village Board.
- Direct the development of capital improvement plans and the subsequent construction of public works projects; review engineering plans for private developments; inspect construction of public facilities by private developers.
- Direct the planning, preparation and control of department budgets, including operating and capital improvement budgets.
- Control and authorize expenditures in accordance with established limitations.
- Prepare and update short and long range strategic plans to assure the department's contribution to the Village's overall plan and strategies; participate in the development of regional plans.
- Manage the coordination of department activities with other departments and agencies.
- Represent the Village on regional and State committees.
- Communicate and coordinate efforts with a variety of individuals and organizations, including employees and executive staff, local cities, citizens, contractors, employers, boards, committees and public and private sector agencies.
- Participate in the review of municipal engineering and public works plans, drawings and plats submitted by engineering consultants, developers and other engineers or technicians.
- Direct the inspection and review of construction projects; assure compliance with federal, State and local laws, codes and ordinances.
- Oversee the administration of federal and State construction project grants.
- Assist Village Administrator in the preparation of grant applications.
- Coordinate short and long term planning and project reviews with other Village functions to assure consistent efforts to meet the public's needs.
- Communicate with, respond to and resolve complaints, conflicts, concerns and questions from citizens, contractors, customers, developers and public and private agencies regarding department services, activities and programs.
- Prepare reports for Mayor, Board of Trustees and others as necessary.
- Provide input to annual 3-5 year plan.
- Identify infrastructure system problems and recommend solutions to prevent extended service interruptions.
- Perform related duties as assigned.

**ZONING ENFORCEMENT:**

- Investigates alleged violations of the Ordinance and advises landowners/applicants of necessary corrective measures. Keeps an inventory of said violations, including dated photographs and/or other evidence.
- Presents case facts and explains decisions of the Zoning Administrator's office before the Village Board.

- Develops recommendations regarding zoning amendments, zoning permit fee structures, zoning forms; and may propose solutions to any problem encountered in administering the Zoning Ordinance.
- Coordinates the enforcement of the zoning ordinance with the enforcement of other related land use statutes and codes by active cooperation with other appropriate agencies.

**OFFICE ADMINISTRATION:**

- Submits, at least monthly, report of zoning permit fees collected to the Village Board.
- Submits one copy of the zoning permit applications to the tax assessor in a timely manner.
- Administers and follows procedures and policies established for the office.
- Distributes zoning ordinances to Combined Planning Commission and Zoning Board of Appeals members, and to the public.
- Keeps the zoning map, text, and office records up-to-date by recording all amendments and retaining all official documents; and makes copies of the zoning ordinance available to the public.
- Works with the appropriate staff or offices (such as but not limited to, Village Clerk, Combined Plan Commission and Board of Appeals, Office Manager) to prepare, publish, post, send and/or deliver public notices and/or meetings and hearings.
- Turns in written report (each month or frequent) to the legislative body, which itemizes mileage and expenses and hours worked.
- Turns in written (annual, or more frequent) reports which includes: permit issues/denials, appeals, request for amendments, request for variances, and other pertinent zoning administration information.
- Attends meetings of the legislative body, as necessary, usually evening meetings.

**PUBLIC RELATIONS, ASSISTANCE, PERSONAL DEVELOPMENT:**

- Ability to work and communicate with elected and appointed officials, and the public, with appropriate etiquette and diplomacy.
- Assists the general public, applicants, developers, and their representatives with zoning inquiries, proposals, and applications. Directs the individual(s) to the proper agency/agencies for other needed permits.
- Attends professional schools, seminars, and/or conferences as needed to stay up-to-date on laws, zoning trends, and other information pertinent to zoning.
- Be accessible to the public with established hours at Village Hall.

**EDUCATION, TRAINING AND EXPERIENCE:**

- An employee in this class, upon appointment, should have the equivalent of the following training and experience:
  - Graduation from an accredited high school or GED equivalent with drafting and/or site plan and blueprint reading skills.
  - A deductive, logical system of thought common in reading and interpreting legal documents.
  - An ability to read legal descriptions and similar pertinent documents to zoning administration.
  - Optionally, an associate's or higher degree in planning, geography, economics, or a related field.
- Some basic computer skills and knowledge in use of word processing, data base, and computer operating systems.
- Prefer individuals who have working knowledge of zoning law or past experience as a zoning administrator.
- Ability to work and communicate with other elected and appointed officials and the public with appropriate etiquette and diplomacy (written and oral).
- Telephone etiquette and skills.
- Ability to speak before groups and organizations.
- Knowledge of construction and construction terms as appropriate to zoning reviews.
- Ability to pay close attention to details.
- Must possess good organizational skills.
  - Prioritize and schedule work load appropriately.
  - Be able to work independently with little supervision.
  - Meet deadlines.
- Must have current, valid Illinois vehicle operator's license and provide own transportation.
- Driving record acceptable to the Village.
- Must reside in the Village of Freeburg within 180 days of taking office unless waived by the board.

**WORKING CONDITIONS/ENVIRONMENTAL FACTORS:**

- Office environment; travel to a variety of locations for site visits or to attend meetings.
- Exposure to outdoor weather conditions, despite weather conditions, and exposure to environmental allergens (grasses, weeds, pollens, trees) due to little flexibility for scheduling.
- Regularly travel to locations throughout municipality.
- Subject to irregular or extended working hours in order to meet schedules and respond to complaints as quickly as possible.
- Subject to work related calls after hours.

**PHYSICAL REQUIREMENTS:**

- Ability to quickly bend, stretch, twist, or reach out with one's body, arms, and/or legs
- Must be able to communicate effectively with others and be able to see to the degree necessary to read and analyze complex data.
- Must be able to sit and stand for extended periods of time.
- Ability to traverse rough and/or uneven surfaces to conduct project inspections.
- Ability to climb staircases, ladders, and/or step stools
- Ability to lift and/or move on a regular basis a maximum of 25 pounds.
- While performing duties of this position, employee will regularly be required to use hands to handle, feel or operate objects, tools or controls and reach with hands and arms.
- Ability to stand, walk, sit, climb, balance, stoop, kneel, crouch and crawl for extended or continuous periods of time.
- Sitting at a desk to operate computers, review applications and site plans, and meet with public.
- Prolonged walking over uneven terrain, on stairs, hand grip to pull one's self over obstacles in order to conduct site inspections, perform site inspections, specific studies, and evaluations.
- Operating a vehicle (including at night) to attend various meetings, site inspections, and other functions.

**MENTAL REQUIREMENTS:**

- Constant mental alertness and attention to detail to ensure work is performed in compliance with all specifications/regulations and to maintain a safe work environment
- Must possess excellent planning/organizational skills and ability to delegate work in order to ensure completion of all projects within required deadlines
- Must be able to use independent judgment, problem-solving skills, and ability to apply knowledge and experience to all situations.
- Must be able to read and understand technical information, manuals, policies, procedures, work orders, blueprints, diagrams and Material Safety Data Sheet guidelines
- Must have excellent problem-solving skills

**SALARY:**

- The Zoning Administrator shall receive such salary as may be provided by the annual budget of the Village Board at the time of the appointment.

**KNOWLEDGE, SKILLS, ABILITIES, AND OTHER WORK REQUIREMENTS:**

- Experience with federal, state and local laws, ordinances, rules and regulations relating to projects and activities.
- Experience with federal and state-wide environmental concerns and regulations.

- Experience with contract law and developing, reviewing, negotiating and enforcing construction contracts.
- Experience with federal and state grant applications and administration procedures.
- Experience with laws, rules and regulations related to assigned duties.
- Experience with Village organization, operations, policies and objectives.
- Experience with of a computer terminal and word processing software.
- Experience directing the operation of a diverse work force.
- Ability to plan, organize, control and direct the activities, services, operations, budgets and policy formulation of Village public works.
- Ability to analyze complex issues and impacts and provide clear and concise recommendations and alternative solutions.
- Ability to develop a vision for the future and set up the steps to reach specific goals.
- Ability to direct the maintenance of complex, detailed and official records, files and reports.
- Ability to maintain current knowledge of technological advances in the field of public works.
- Ability to effectively and persuasively communicate, both verbally and in writing.
- Ability to physically perform the essential job functions.
- Ability to use tact in dealing with members of the general public
- Knowledge of basic electronics.
- Pass a Village of Freeburg drug test and be able to perform essential job functions
- Pass a Village of Freeburg physical examination and be able to perform essential job functions

**Note: The preceding statements describe the general nature and level of work performed by the individual assigned to this position. This is not an exhaustive list of all duties, responsibilities, and skills required of this position. Nothing in this job description restricts management's right to assign or reassign duties, tasks, and responsibilities to this job at any time.**

**JOB TITLE: Public Works Director**  
**DEPARTMENT: Public Works**  
**REPORTS TO: Village Administrator**  
**STATUS: Full-time**  
**FLSA STATUS: Exempt**  
**Prepared Date: 11/30/2017 TF**

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**JOB SUMMARY:**

- The Director of Public Works shall plan, organize, direct and evaluate the activities of the Public Works Department; administer Village public works activities, construction, maintenance and testing, including building maintenance, vehicle maintenance, street construction and maintenance and electric generation and distribution system construction, maintenance and repair.
- Create safe work practices and procedures.
- The Director shall attend all Committee and Board meetings.
- The Director shall be appointed by the Mayor, by and with the advice and consent of the Village Board and shall hold office until a successor is appointed and qualified.

**ESSENTIAL DUTIES:**

- Plan, organize, direct and evaluate the village's public works functions; oversee village electric department, street maintenance and construction, storm sewers and drainage, equipment, pool and building maintenance.
- The Director shall exercise general management and control over the respective department and
- Shall supervise over and be responsible for the conduct and performance of all employees of the departments as a Department Head in accordance with the Employee Code, if any.
- Shall be responsible for the operation and maintenance of the Village's water system and sewer system as provided in this Code.
- Shall be the custodian of all vehicles, equipment, structures, and property provided by the Village for the use of his department.
- Shall enforce the provisions of this Chapter and make such inspections, measurements, and tests as necessary for that purpose.
- Shall perform such other duties as may be assigned to him by the provisions of this Code or by the Village Board.
- Direct the development of capital improvement plans and the subsequent construction of public works projects; review engineering plans for private developments; inspect construction of public facilities by private developers.
- Direct, coordinate and encourage the development of strategies to resolve Village issues related to public works.
- Supervise and evaluate the performance of assigned staff; interview and make recommendations to the Village Board for the selection of employees, transfers, promotions, reassignment, termination and/or disciplinary actions.

- Direct the planning, preparation and control of department budgets, including operating and capital improvement budgets.
- Control and authorize expenditures in accordance with established limitations.
- Prepare and update short and long range strategic plans to assure the department's contribution to the Village's overall plan and strategies; participate in the development of regional plans.
- Manage the coordination of department activities with other departments and agencies.
- Represent the Village on regional and State committees.
- Serve as a member of the management team, participating in the Village's strategic planning efforts and addressing Village-wide policy and management issues.
- Present departmental issues and recommendations requiring policy direction to the Mayor.
- Communicate and coordinate efforts with a variety of individuals and organizations, including employees and executive staff, local cities, citizens, contractors, employers, boards, committees and public and private sector agencies.
- Manages MFT program.
- Make available Public Works services to the public and others.
- Take an active part in planning and scheduling construction and maintenance projects to meet with Village's infrastructure needs.
- Participate in the review of municipal engineering and public works plans, drawings and plats submitted by engineering consultants, developers and other engineers or technicians.
- Direct the inspection and review of construction projects; assure compliance with federal, State and local laws, codes and ordinances.
- Oversee the administration of federal and State construction project grants.
- Assist Village Administrator in the preparation of grant applications.
- Coordinate short and long term planning and project reviews with other Village functions to assure consistent efforts to meet the public's needs.
- Direct procedures for the replacement of Village vehicles and equipment as necessary.
- Communicate with, respond to and resolve complaints, conflicts, concerns and questions from citizens, contractors, customers, developers and public and private agencies regarding department services, activities and programs.
- Prepare reports for Mayor, Board of Trustees and others as necessary.
- Provide input to annual 3-5 year plan.
- Identify infrastructure system problems and recommend solutions to prevent extended service interruptions.
- Oversees the operation and maintenance of Village wastewater treatment plants.
- Perform related duties as assigned.

**MINIMUM QUALIFICATIONS:**

- **EDUCATION, TRAINING AND EXPERIENCE**
  - Bachelor's degree in Engineering or extensive prior experience in Public Works management acceptable to the Board of Trustees.
  - Seven years of progressive experience in management of public works in a public sector setting.
- Valid Illinois driver's license.
- Driving record acceptable to the Village.
- Residency in Freeburg.
- **LICENSURE, CERTIFICATION, OR OTHER QUALIFICATIONS**
  - Must possess a valid Illinois Class B Commercial Driver's License (CDL) within 30 days of hire date.
  - Must have valid First Aid card with Cardiopulmonary Resuscitation (CPR) endorsement

**WORKING CONDITIONS:**

- Exposure to outdoor weather conditions
- Office environment; travel to a variety of locations for site visits or to attend meetings.
- Exposure to fumes or dust
- Exposure to hazardous conditions (e.g., traffic, heavy machinery, high voltage electricity)
- Work performed above or below ground level

**SUPERVISORY RESPONSIBILITIES**

- Responsible for the Public Works and Electric Departments personnel.

**PHYSICAL REQUIREMENTS**

- Ability to quickly bend, stretch, twist, or reach out with one's body, arms, and/or legs
- Must be able to communicate effectively with others and be able to see to the degree necessary to read and analyze complex data.
- Must be able to sit and stand for extended periods of time.
- Ability to traverse rough and/or uneven surfaces to conduct project inspections.
- Ability to climb staircases, ladders, and/or step stools
- Ability to climb poles, structures and ladders; to climb on, off and around trucks and other equipment and to work in elevated positions up to 150 feet.
- Ability to lift and/or move on a regular basis a maximum of 50 pounds.
- While performing duties of this position, employee will regularly be required to use hands to handle, feel or operate objects, tools or controls and reach with hands and arms.
- Ability to stand, walk, sit, climb, balance, stoop, kneel, crouch and crawl for extended or continuous periods of time.

- Ability to respond to emergency calls outside of normal shift hours, work irregular shifts on occasion, due to personnel shortage, workload, work in progress and emergency situations.
- Tolerance for working in adverse weather conditions or other unusual conditions such as, but not limited to, cold, heat, rain, snow, wind, dark, dusty, noisy and cramped surroundings.
- Ability to access difficult to enter spaces (e.g., roofs, basements, cramped quarters)
- Ability to operate applicable hand tools, power tools, equipment, vehicles and machinery
- Ability to tolerate heights while working

**MENTAL REQUIREMENTS**

- Constant mental alertness and attention to detail to ensure work is performed in compliance with all specifications/regulations and to maintain a safe work environment
- Must possess excellent planning/organizational skills and ability to delegate work in order to ensure completion of all projects within required deadlines
- Must be able to use independent judgment, problem-solving skills, and ability to apply knowledge and experience to all situations in order to determine materials, parts, and equipment requirements
- Must possess excellent mechanical aptitude and spatial reasoning abilities in order to determine the best method to accomplish desired results
- Must be able to read and understand technical information, manuals, policies, procedures, work orders, blueprints, diagrams and Material Safety Data Sheet guidelines
- Must have excellent problem-solving skills

**SALARY**

- The Director shall receive such salary as may be provided by the annual budget of the Village Board at the time of the appointment.

**KNOWLEDGE, SKILLS, ABILITIES, AND OTHER WORK REQUIREMENTS**

- Experience with federal, state and local laws, ordinances, rules and regulations relating to municipal public works projects and activities.
- Experience with federal and state-wide environmental concerns and regulations.
- Experience with technical aspects of electric systems, street maintenance, water distribution systems and wastewater systems.
- Experience with federal, state, regional and county programs, procedures and funding sources related to assigned duties.
- Experience with planning, developing and controlling large budgets.
- Experience with principles and practices of administration, supervision and training.
- Experience with contract law and developing, reviewing, negotiating and enforcing construction contracts.

- Experience with federal and state grant applications and administration procedures.
- Experience with laws, rules and regulations related to assigned duties.
- Experience with Village organization, operations, policies and objectives.
- Experience with of a computer terminal and word processing software.
- Experience with technical record-keeping techniques and requirements.
- Interpersonal skills.
- Experience directing the operation of a diverse work force.
- Ability to plan, organize, control and direct the activities, services, operations, budgets and policy formulation of Village public works.
- Ability to represent the Village and attend various board, commission and committee meetings.
- Ability to negotiate and administer contracts with outside vendors and service providers.
- Ability to analyze complex issues and impacts and provide clear and concise recommendations and alternative solutions.
- Ability to develop a vision for the future and set up the steps to reach specific goals.
- Ability to develop schedules, personnel assignments, work programs and cost estimations for assigned tasks.
- Ability to direct the maintenance of complex, detailed and official records, files and reports.
- Ability to maintain current knowledge of technological advances in the field of public works.
- Ability to effectively and persuasively communicate, both verbally and in writing.
- Ability to promote the plans and programs of the public works department and Village administration to managers, supervisors and employees.
- Ability to physically perform the essential job functions.
- First aid, CPR, AED operations, pole top and bucket rescue training.
- Ability to use tact in dealing with members of the general public
- Knowledge of basic electronics.
- Knowledge of proper and safe operations of equipment used in the Village of Freeburg including, but not limited to, the following: trucks, trailers, trenchers, backhoes, fault-finding equipment, test equipment and computers.
- Pass a Village of Freeburg drug test and be able to perform essential job functions
- Pass a Village of Freeburg physical examination and be able to perform essential job functions

**Note: The preceding statements describe the general nature and level of work performed by the individual assigned to this position. This is not an exhaustive list of all duties, responsibilities, and skills required of this position. Nothing in this job description restricts management's right to assign or reassign duties, tasks, and responsibilities to this job at any time.**

**JOB TITLE: Journeyman Lineman**  
**DEPARTMENT: Public Works**  
**REPORTS TO: Head Lineman/Public Works Director**  
**STATUS: Full-time**  
**FLSA STATUS: Non-exempt**  
**Prepared Date: 11/29/2017 TF**

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**JOB SUMMARY:**

- To facilitate construction, operation, and maintenance of the services for transmitting power from distribution points to consumers within the Village of Freeburg. Work is frequently performed in close proximity to high tension and high voltage wires requiring skill and safe work practices and procedures.

**ESSENTIAL DUTIES:**

- Installs, maintains, and operates the electrical system facilities, including distribution systems and substations.
- Operates utility vehicles, including boom truck, service trucks, and other specialized equipment and machinery used in the electric industry.
- Installs and maintains wood poles and steel towers, involving setting, framing, and installing hardware, guys, and other related materials.
- Installs and removes transformers, capacitors, switches, conductors, and other similar equipment.
- Installs and maintains underground conductors, conduits, vaults, transformers, high voltage elbows, terminators, splices, and secondary voltage conductors and connections.
- Performs the electric utility connections, disconnections, and the more hazardous electrical work concerning customer service activity, as required.
- Flags traffic, as necessary.
- Performs rubber glove work on energized lines per applicable Safety rules.

**MINIMUM QUALIFICATIONS:**

- **EDUCATION, TRAINING AND EXPERIENCE**
  - Graduation from high school or GED.
  - Completion of the Village of Freeburg's 4 year journeyman lineman apprentice program or another approved program of equal caliber.
- **LICENSURE, CERTIFICATION, OR OTHER QUALIFICATIONS**
  - Must possess a valid Illinois Class B Commercial Driver's License (CDL) within 30 days of hire date.
  - Must reside in the Village of Freeburg as stated in the Collective Bargaining Agreement negotiated between the Village of Freeburg and the Public Works Department.
  - Must have valid First Aid card with Cardiopulmonary Resuscitation (CPR) endorsement

**WORKING CONDITIONS:**

- Exposure to outdoor weather conditions
- Exposure to fumes or dust
- Exposure to hazardous conditions (e.g., traffic, heavy machinery, high voltage electricity)
- Work performed above or below ground level

**SUPERVISORY RESPONSIBILITIES**

- May direct crew in absence of Head Lineman as directed by Public Works Director.

**PHYSICAL REQUIREMENTS**

- Ability to quickly bend, stretch, twist, or reach out with one's body, arms, and/or legs
- Ability to climb staircases, ladders, and/or step stools
- Ability to climb poles, structures and ladders; to climb on, off and around trucks and other equipment and to work in elevated positions up to 70 feet.
- Ability to lift and/or move on a regular basis a maximum of 50 pounds.
- While performing duties of this position, employee will regularly be required to use hands to handle, feel or operate objects, tools or controls and reach with hands and arms.
- Ability to stand, walk, sit, climb, balance, stoop, kneel, crouch and crawl for extended or continuous periods of time.
- Requires effective audio-visual discrimination and perception to make quick and accurate observations and ensure the safety of employees and others in response to exposure to the hazards associated with this position
- Specific vision abilities required by this job include close vision, distance vision, limited color vision, peripheral vision, depth perception, and the ability to adjust focus.
- Ability to respond to emergency calls outside of normal shift hours, work irregular shifts on occasion, due to personnel shortage, workload, work in progress and emergency situations.
- Tolerance for working in adverse weather conditions or other unusual conditions such as, but not limited to, cold, heat, rain, snow, wind, dark, dusty, noisy and cramped surroundings.
- Ability to access difficult to enter spaces (e.g., roofs, basements, cramped quarters)
- Ability to operate applicable hand tools, power tools, equipment, vehicles and machinery
- Ability to tolerate heights while working

**MENTAL REQUIREMENTS**

- Constant mental alertness and attention to detail to ensure work is performed in compliance with all specifications/regulations and to maintain a safe work environment
- Must possess excellent planning/organizational skills and ability to delegate work in order to ensure completion of all projects within required deadlines

- Must be able to use independent judgment, problem-solving skills, and ability to apply knowledge and experience to all situations in order to determine materials, parts, and equipment requirements
- Must be able to read and understand technical information, manuals, policies, procedures, work orders, blueprints, diagrams and Material Safety Data Sheet guidelines
- Must have excellent problem-solving skills and be able to troubleshoot malfunctions in power lines and transformers and other power equipment

**KNOWLEDGE, SKILLS, ABILITIES, AND OTHER WORK REQUIREMENTS**

- Worker is substantially subject to hazards while working with, or near electrical current.
- First aid, CPR, AED operations, pole top and bucket rescue training.
- Ability to use tact in dealing with members of the general public
- Knowledge of basic electronics.
- Knowledge of proper and safe operations of equipment used in the Village of Freeburg including, but not limited to, the following: bucket trucks, digger-derrick trucks, trailers, trenchers, backhoes, fault-finding equipment, test equipment and computers.
- Pass a Village of Freeburg drug test and be able to perform essential job functions
- Pass a Village of Freeburg physical examination and be able to perform essential job functions

**Note: The preceding statements describe the general nature and level of work performed by the individual assigned to this position. This is not an exhaustive list of all duties, responsibilities, and skills required of this position. Nothing in this job description restricts management's right to assign or reassign duties, tasks, and responsibilities to this job at any time.**

**JOB TITLE: Crew Worker**

**DEPARTMENT: Public Works**

**REPORTS TO: Public Works Director**

**STATUS: Full-time**

**FLSA STATUS: Non-exempt**

**Prepared Date: 11/9/2017 TF**

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**JOB SUMMARY:**

- To facilitate construction, operation, and maintenance of village services.
- Performs any combination of following duties to maintain and repair property of municipality, using variety of machines, tools, and equipment: Receives written work orders or verbal instructions from Public Works Director.

**ESSENTIAL DUTIES:**

- Cuts grass and trims weeds on town property and parks, using lawn mower and weed trimmer.
- Paints interior and exterior walls and trim, using paint and painting tools.
- Operates backhoe to dig trenches for water and sewer pipe.
- Drives truck and loads fallen tree limbs and roadside trash onto truck, and delivers refuse to landfill.
- Repairs streets and sidewalks with asphalt, cold patching materials, and concrete, using shovel, hand roller, trowel, level, and long-handled tamp.
- Removes and replaces damaged parking meters and traffic signs.
- Operates snow removal equipment to maintain streets, sidewalks, and driveways.
- Reads water meters and records reading in logbook.
- Maintains and repairs municipal buildings' plumbing and electrical systems, including replacing worn or defective parts, such as switches and fuses.
- Repairs or replaces building brick, stone, and concrete.
- Maintains and repairs wood parts of buildings, using carpenter tools.
- Replaces worn or damaged parts, such as hoses, wiring, and belts, in machines and equipment, such as truck, street sweeper, and riding mower.
- Operates utility vehicles, including boom truck, service trucks, and other specialized equipment and machinery.
- Assist with Leaf Collection Program – operates the leaf machine, rakes leaves to the machine, provides traffic control and drives the truck pulling the leaf machine.
- Assist with the overall maintenance of the water distribution system to include water main install, water main repair, water service install and repair.
- Assist with overall maintenance of Village streets and roads to include culverts, ditching and storm water control.
- Assist with operation and maintenance of the municipal pool.
- Assist with maintenance of all Village own properties to include the Village Park.
- Assist with overall maintenance of Village vehicles and equipment.

- Assist with overall maintenance of the Village sewer collection system to include operation of sewer machine, installation of backflow valves and maintenance of lift stations.
- Assist with operation and maintenance of Village wastewater treatment plants.
- Assist with traffic control to include flagging and safe traffic control.
- Operate utility vehicles, backhoes, service trucks, leaf machine, roller, tractor, mowers and any other specialized equipment and machinery in a safe manner.

**MINIMUM QUALIFICATIONS:**

- **EDUCATION, TRAINING AND EXPERIENCE**
  - Graduation from high school or GED.
- **LICENSURE, CERTIFICATION, OR OTHER QUALIFICATIONS**
  - Must possess a valid Illinois Class B Commercial Driver's License (CDL) within 30 days of hire date.
  - Must reside in the Village of Freeburg as stated in the Collective Bargaining Agreement negotiated between the Village of Freeburg and the Public Works Department.
  - Must have valid First Aid card with Cardiopulmonary Resuscitation (CPR) endorsement

**WORKING CONDITIONS:**

- Exposure to outdoor weather conditions
- Exposure to fumes or dust
- Exposure to hazardous conditions (e.g., traffic, heavy machinery, high voltage electricity)
- Work performed above or below ground level

**SUPERVISORY RESPONSIBILITIES**

- N/A

**PHYSICAL REQUIREMENTS**

- Ability to quickly bend, stretch, twist, or reach out with one's body, arms, and/or legs
- Ability to climb staircases, ladders, and/or step stools
- Ability to lift and/or move on a regular basis a maximum of 50 pounds.
- While performing duties of this position, employee will regularly be required to use hands to handle, feel or operate objects, tools or controls and reach with hands and arms.
- Ability to stand, walk, sit, climb, balance, stoop, kneel, crouch and crawl for extended or continuous periods of time.
- Requires effective audio-visual discrimination and perception to make quick and accurate observations and ensure the safety of employees and others in response to exposure to the hazards associated with this position
- Specific vision abilities required by this job include close vision, distance vision, limited color vision, peripheral vision, depth perception, and the ability to adjust focus.

- Ability to respond to emergency calls outside of normal shift hours, work irregular shifts on occasion, due to personnel shortage, workload, work in progress and emergency situations.
- Tolerance for working in adverse weather conditions or other unusual conditions such as, but not limited to, cold, heat, rain, snow, wind, dark, dusty, noisy and cramped surroundings.
- Ability to access difficult to enter spaces (e.g., roofs, basements, cramped quarters)
- Ability to operate applicable hand tools, power tools, equipment, vehicles and machinery
- Ability to tolerate heights while working

#### **MENTAL REQUIREMENTS**

- Constant mental alertness and attention to detail to ensure work is performed in compliance with all specifications/regulations and to maintain a safe work environment
- Must possess excellent planning/organizational skills and ability to delegate work in order to ensure completion of all projects within required deadlines
- Must be able to use independent judgment, problem-solving skills, and ability to apply knowledge and experience to all situations in order to determine materials, parts, and equipment requirements
- Must possess excellent mechanical aptitude and spatial reasoning abilities in order to determine the best method to accomplish desired results
- Must be able to read and understand technical information, manuals, policies, procedures, work orders, blueprints, diagrams and Material Safety Data Sheet guidelines
- Must have excellent problem-solving skills and be able to troubleshoot malfunctions in power lines and transformers and other power equipment

#### **KNOWLEDGE, SKILLS, ABILITIES, AND OTHER WORK REQUIREMENTS**

- First aid, CPR, AED operations, pole top and bucket rescue training.
- Ability to use tact in dealing with members of the general public
- Knowledge of basic electronics.
- Knowledge of proper and safe operations of equipment used in the Village of Freeburg including, but not limited to, the following: trucks, digger-derrick trucks, trailers, trenchers, backhoes, fault-finding equipment, test equipment and computers.
- Pass a Village of Freeburg drug test and be able to perform essential job functions
- Pass a Village of Freeburg physical examination and be able to perform essential job functions

**Note: The preceding statements describe the general nature and level of work performed by the individual assigned to this position. This is not an exhaustive list of all duties, responsibilities, and skills required of this position. Nothing in this job description restricts management's right to assign or reassign duties, tasks, and responsibilities to this job at any time.**

**JOB TITLE: Head Lineman****DEPARTMENT: Public Works****REPORTS TO: Public Works Director****STATUS: Full-time****FLSA STATUS: Non-exempt****Prepared Date:11/21/2017 TF**

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**JOB SUMMARY:**

- To facilitate construction, operation, and maintenance of the services for transmitting power from distribution points to consumers within the Village of Freeburg. Work is frequently performed in close proximity to high tension and high voltage wires requiring skill and safe work practices and procedures.
- The Head Lineman Position shall coordinate with the Public Works Director the day-to-day operation and long range plans of the Village Electric Department

**ESSENTIAL DUTIES:**

- Installs, maintains, and operates the electrical system facilities, including distribution systems and substations.
- Operates utility vehicles, including boom truck, service trucks, and other specialized equipment and machinery used in the electric industry.
- Installs and maintains wood poles and steel towers, involving setting, framing, and installing hardware, guys, and other related materials.
- Installs and removes transformers, capacitors, switches, conductors, and other similar equipment.
- Installs and maintains underground conductors, conduits, vaults, transformers, high voltage elbows, terminators, splices, and secondary voltage conductors and connections.
- Performs the electric utility connections, disconnections, and the more hazardous electrical work concerning customer service activity, as required.
- Flags traffic, as necessary.
- Performs rubber glove work on energized lines per applicable Safety rules.
- Will have supervisory responsibilities of the Electric Dept., work force on a daily basis.
- Will assist the Public Works Director with supervisory responsibilities in his absence.
- Will coordinate and direct the Electric Dept., in emergency situations to include emergency generation.
- Will oversee the electric generation (power plant and North sub) to include exercising the units on a monthly basis, maintenance of the generators and all equipment associated with the power plants.
- Will supervise and coordinate with the Village's electrical engineer compliance and maintenance issues.
- Supervise and evaluate the performance of the Electric Dept., employees; assist in interviewing and make recommendations to the Village Board for hiring purposes, transfers, promotions, reassignment, termination and/or disciplinary actions.
- Assist in the planning, preparation and control of the Electric Dept., budget including operating and capital improvements.



## Village of Freeburg

## Job Description

## Head Lineman

- Ability to climb staircases, ladders, and/or step stools
- Ability to climb poles, structures and ladders; to climb on, off and around trucks and other equipment and to work in elevated positions up to 70 feet.
- Ability to lift and/or move on a regular basis a maximum of 50 pounds.
- While performing duties of this position, employee will regularly be required to use hands to handle, feel or operate objects, tools or controls and reach with hands and arms.
- Ability to stand, walk, sit, climb, balance, stoop, kneel, crouch and crawl for extended or continuous periods of time.
- Requires effective audio-visual discrimination and perception to make quick and accurate observations and ensure the safety of employees and others in response to exposure to the hazards associated with this position
- Specific vision abilities required by this job include close vision, distance vision, limited color vision, peripheral vision, depth perception, and the ability to adjust focus.
- Ability to respond to emergency calls outside of normal shift hours, work irregular shifts on occasion, due to personnel shortage, workload, work in progress and emergency situations.
- Tolerance for working in adverse weather conditions or other unusual conditions such as, but not limited to, cold, heat, rain, snow, wind, dark, dusty, noisy and cramped surroundings.
- Ability to access difficult to enter spaces (e.g., roofs, basements, cramped quarters)
- Ability to operate applicable hand tools, power tools, equipment, vehicles and machinery
- Ability to tolerate heights while working

### **MENTAL REQUIREMENTS**

- Constant mental alertness and attention to detail to ensure work is performed in compliance with all specifications/regulations and to maintain a safe work environment
- Must possess excellent planning/organizational skills and ability to delegate work in order to ensure completion of all projects within required deadlines
- Must be able to use independent judgment, problem-solving skills, and ability to apply knowledge and experience to all situations in order to determine materials, parts, and equipment requirements
- Must be able to read and understand technical information, manuals, policies, procedures, work orders, blueprints, diagrams and Material Safety Data Sheet guidelines
- Must have excellent problem-solving skills and be able to troubleshoot malfunctions in power lines and transformers and other power equipment

### **KNOWLEDGE, SKILLS, ABILITIES, AND OTHER WORK REQUIREMENTS**

- Worker is substantially subject to hazards while working with, or near electrical current.
- First aid, CPR, AED operations, pole top and bucket rescue training.
- Ability to use tact in dealing with members of the general public
- Knowledge of basic electronics.
- Knowledge of proper and safe operations of equipment used in the Village of Freeburg including, but not limited to, the following: bucket trucks, digger-derrick trucks, trailers, trenchers, backhoes, fault-finding equipment, test equipment and computers.

- Pass a Village of Freeburg drug test and be able to perform essential job functions
- Pass a Village of Freeburg physical examination and be able to perform essential job functions

**Note: The preceding statements describe the general nature and level of work performed by the individual assigned to this position. This is not an exhaustive list of all duties, responsibilities, and skills required of this position. Nothing in this job description restricts management's right to assign or reassign duties, tasks, and responsibilities to this job at any time.**

**JOB TITLE: Finance Clerk**

**DEPARTMENT: Administration**

**REPORTS TO: Office Manager/Village Administrator**

**STATUS: Full-time**

**FLSA STATUS: Non-exempt**

**Prepared Date: 11/29/2017 TF**

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**JOB SUMMARY:**

- Performs a variety of complex, professional, administrative and technical accounting and finance functions in maintaining the fiscal records and systems and treasury functions of the Village.
- Serves as Finance Clerk in the Village Office
- Responsible to the Administrative Administrator and Treasurer for accounting duties of the Village Office. Assures compliance of state and federal regulations as relative to programs directed.
- This position is a non-exempt, full-time hourly position that requires a forty (40) hour workweek. The position demands the ability to coordinate multiple resources in a professional and efficient manner. The position has frequent interaction with other departments and is responsible to the Office Manager.

**ESSENTIAL DUTIES:**

- The Finance Clerk shall perform the bookkeeping duties of the Village, including but not limited to maintaining the General Ledger, accounts payable, accounts receivable, payroll, and all related reports. Recommend course of action to the Village Administrator, which will enhance or increase productivity within feasible financial constraints of the Village.
- The Finance Clerk shall assist the Office Manager and the Village Administrator in preparing the annual Budget, Appropriation and Tax Levy.
- The Finance Clerk shall assist the Village Treasurer in preparing a daily and itemized list of all moneys received and delivering a copy of the same to the Village Board and pay over to the Treasurer all moneys received by him or her and take a receipt therefore.
- The Finance Clerk shall assist the Village Treasurer in keeping an accurate register of the bills paid, specifying the date, to whom payable, the amount, and the particular fund or appropriations to which the same is chargeable.
- The Finance Clerk shall maintain an accurate record of accounts of the Village's funds on hand and as relative to budgetary, appropriation and tax levy amounts. The records shall be available once a month or for inspection at a lesser time period as prescribed by the Village Board.
- The Finance Clerk shall perform other duties as assigned to her or him by the Village Administrator or Office Manager.

- Performs the accounting duties of the Village, including but not limited to, accounts payable, accounts receivable, payroll, and all related reports.
- Assists in the utility billing process, including bill preparation through collection and disconnection process.
- Maintain a general knowledge of federal and state regulations pertaining to the operation of municipal government sufficient to operate the office and reports to the Administrative Assistant.
- Deal with the public in a professional and courteous manner.
- Communicates adopted financial plans, policies and procedures to staff and the general public.
- Assures that assigned areas of responsibility are performed within budget; performs cost control activities; monitors revenues and expenditures in assigned area to assure sound fiscal control; prepares annual budget requests; assures effective and efficient use of budgeted funds, personnel, materials, facilities, and time.
- Establishes and maintains internal control procedures and assures that state and national standard accounting procedures are maintained.
- Supervises the collection of taxes, fees, other receipts and monies owed to the Village of Freeburg in accordance with laws and regulations.
- Prepares monthly and annual financial reports.
- Oversees the central computerized financial and management information system of the Village.
- Assists the preparation of state and federal reports, including tax reports.
- Attends regular and special Village Board meetings as needed. Prepares reports for Committee Meetings as directed.

**MINIMUM QUALIFICATIONS:**

- **EDUCATION, TRAINING AND EXPERIENCE**
  - Bachelor's Degree in accounting and/or High School diploma and a minimum of five (5) years related accounting/bookkeeping experience at the discretion of the Village Board of Trustees.

**SUPERVISORY RESPONSIBILITIES**

- N/A

**PERSONAL ATTRIBUTES**

- Must be honest and trustworthy
- Must be respectful
- Must possess cultural awareness and sensitivity
- Must demonstrate sound work ethics

**RESIDENTIAL REQUIREMENTS**

- Must reside in the area as stated in the Collective Bargaining Agreement negotiated between the Village of Freeburg and the Village Hall Office Workers.

**WORKING CONDITIONS:**

- The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with ADA disabilities to perform the essential functions.
- The noise level in the work environment is usually quiet.

**PHYSICAL REQUIREMENTS**

- Ability to climb staircases, ladders, and/or step stools
- Ability to lift and/or move on a regular basis a maximum of 25 pounds.
- Ability to stand, walk and sit for extended or continuous periods of time.
- Ability to spend long hours sitting and using office equipment and computers, which can cause muscle strain.
- The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with ADA disabilities to perform the essential functions.

**MENTAL REQUIREMENTS**

- Constant mental alertness and attention to detail to ensure work is performed in compliance with all specifications/regulations and to maintain a safe work environment
- Must possess excellent planning/organizational skills and ability to delegate work in order to ensure completion of all projects within required deadlines
- Must be able to use independent judgment, problem-solving skills, and ability to apply knowledge and experience to all situations.
- Must also deal with a wide variety of people on various issues.

**SALARY**

- The Finance Clerk shall receive a salary as provided for in the union contract.

**KNOWLEDGE, SKILLS, ABILITIES, AND OTHER WORK REQUIREMENTS**

- Knowledge of basic electronics.
- Pass a Village of Freeburg drug test and be able to perform essential job functions
- Pass a Village of Freeburg physical examination and be able to perform essential job functions.
- Considerable knowledge of the principles and practices of accounting /bookkeeping.
- Ability to communicate effectively verbally and in writing. Ability to prepare accurate and grammatically correct written reports.
- Ability to prioritize work projects and meet deadlines.
- Ability to provide quality training and clear instructions to other staff members.
- Ability to work effectively with the Village Board and various other Boards and Commissions.

- Ability to understand and follow complex oral and written instructions.
- Thorough knowledge of personal computer applications; ability to operate software applications.
- Ability to maintain confidentiality when situation warrants.
- Ability to work independently, needing little supervision to complete tasks.
- Experience in operations, management, personnel, and risk management.
- Able to develop effective working relationships based upon respect, trust, and confidence.
- Disciplined and persuasive, while fair and poised in relations with fellow employees and the general public.
- Requires ability to independently conduct research, gather data, analyze information, prepare reports, and make recommendations.
- Able to develop effective working relationships based upon respect, trust, and confidence.
- Requires ability to independently conduct research, gather data, analyze information, prepare reports, and make recommendations.
- Requires ability to use tact, judgment, courtesy and initiative.
- Ability to prepare and analyze complex financial reports; ability to maintain efficient and effective financial systems and procedures; ability to effectively supervise staff; ability to establish and maintain effective working relationships with employees and Village officials; ability to communicate effectively orally and in writing.

#### **TOOLS AND EQUIPMENT USED**

- Personal computer, including word processing and spreadsheet software; mainframe computer system; 10-key calculator; phone; copy machine; fax machine.

**Note: The preceding statements describe the general nature and level of work performed by the individual assigned to this position. This is not an exhaustive list of all duties, responsibilities, and skills required of this position. Nothing in this job description restricts management's right to assign or reassign duties, tasks, and responsibilities to this job at any time.**

**JOB TITLE: Office Manager**

**DEPARTMENT: Administration**

**REPORTS TO: Village Administrator, Mayor, Board of Trustees**

**STATUS: Full-time**

**FLSA STATUS: Non-exempt**

**Prepared Date: 11/29/2017 TF FK**

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**JOB SUMMARY:**

- The Office Manager is responsible for organizing and coordinating the office operations and procedures in order to ensure organizational effectiveness and efficiency.
- This position is a full-time hourly position that requires a minimum forty (40) hour workweek. This position requires the incumbent to be available for evening and weekend meetings. The position demands the ability to coordinate multiple resources in a professional and efficient manner. The position has frequent interaction with other departments, and the general public. The Office Manager will be included in closed sessions.
- Shall assist the Village Clerk in the performance of duties as set forth in Sections 1-2-69, 1-2-72, 1-2-73 of the Village Code of Ordinances.

**ESSENTIAL DUTIES:**

- Assist the Village Administrator in the day-to-day operations of the Corporate Office. Recommend courses of action to the Village Administrator which will enhance or increase productivity within feasible financial constraints of the Village.
- The Office Manager shall be required to attend all committee meetings and prepare written minutes of said meetings.
- The Office Manager shall maintain a schedule of all meetings and will follow the posting and notification requirements of said meetings.
- The Office Manager shall prepare and distribute the appropriate meeting packets.
- The Office Manager shall post all meeting packets on the website.
- The Office Manager shall be required to maintain audio recordings of all meetings.
- Responsible for filing ordinances, utility liens, easements, and any other such documents at the St. Clair County Recorder's Office.
- Deal with the public in a professional and courteous manner.
- The Office Manager shall manage and prepare the Village payroll for all persons who come under appropriation for salaries.
- The Office Manager shall assist the Village Administrator in preparing, on or before the fifteenth (15<sup>th</sup>) of March in each year, and before the annual appropriation to be made by the Village Board, a report of estimates of monies necessary to defray the expenses of the corporation during the current fiscal year. Such reports shall classify the different objects and branches of expenditures, giving as nearly as may be estimated the amount required for each; and for the purpose of making such a report, he or she is hereby authorized to require of all officers, their statement of the condition and expenses of their respective offices or departments with any proposed improvements and the probable

expense thereof, all contracts made and unfinished and the amount of any and all unexpended appropriations of the preceding year. Such reports shall show the aggregate income of the preceding fiscal year, from all sources, the amount of liabilities outstanding upon which interest is to be paid, the bonds and debts payable during the year, when due and when payable and, in such report, he or she shall give such other information to the Village Board as he or she may deem necessary to the end that the Village Board may fully understand the money

- The Office Manager shall, under the direction of the Committee on Finance, assist the Village Administrator in opening and keeping a complete set of books in which, among other things, shall be set forth the appropriation, budget and tax levy amounts of the fiscal year for which each distinct object and branch of expenditures and also the receipts from each and every source of revenue so far as he or she can ascertain the same.
- The Office Manager shall prepare reports regarding delinquent special assessments as are required by statute and shall assist in making a monthly report to the Board of Trustees showing what money has been received and the source thereof.
- In all cases where the Village requires a license to be obtained for the purpose of engaging in or carrying on any business or occupation and the licensee is required to obtain from the Village a printed license or certificate, it may be the duty of the Office Manager to assist the Administrator in delivering such license or certificate.
- In all cases where the Village requires a liquor license to be obtained, it is the duty of the Office Manager to issue the approved license and keep up-to-date records of liquor licenses issued within the Village.
- In all cases where the Village requires a video gaming license to be obtained, it is the duty of the Office Manager to issue the approved license and keep up-to-date records of video gaming licenses issued within the Village.
- The Office Manager shall assist the Village Administrator in maintaining and filing of various insurance premiums, claims, and records necessary to operate efficiently the Village's insurance programs, which have been accepted and approved for use by the Village Board. Such records shall be maintained within the corporate office of the Village.
- The Office Manager shall keep in his or her office in a book or books kept expressly for that purpose a correct list of all the outstanding bonds of the Village, showing the number and amount of each, for and to whom the bonds are issued; and when the Village bonds are issued, or purchased, or paid, or cancelled, the book or books shall show that fact; [and in the annual report, the Office Manager shall describe particularly the bonds sold during the year and the terms of sale with each and every item of expense thereof]. (See 65 ILCS 5/3.1-35-110)
- The Office Manager shall, on or before the regular meeting in each month, make out and submit to the Village Board a statement or report in writing of all the monies received and warrants drawn during the preceding month, showing therein from or what sources and on what account monies were received, and for what purposes and on what account the warrants were drawn or paid.

- Deputy Registrar for the Village of Freeburg to include handling voter registration for Freeburg residents. Oversee and maintain election files and preparation of election packets. Responsible for maintaining all election paperwork and filing appropriate paperwork with the St. Clair County Clerk's Office.
- Provide Administrative support to the Combined Planning/Zoning Board. Responsible for preparation of publication notices and packets to the board members and public. Attend meetings and provide written transcription of the minutes and maintain audio recordings.
- Oversees Recycling Center and maintains maintenance schedules. Also responsible to schedule quarterly electronics recycling events held at Village Hall.
- Maintain office services Main Activities:
  - Assist in designing and implementing office policies
  - Assist in establishing standards and procedures
  - Organize office operations and procedures
  - Monitor and record long distance phone calls
  - Prepare time sheets and maintain employee attendance records
  - Prepare and maintain OSHA logs
  - Ensure all Department of Labor/OSHA-required postings are made available to departments and posted as required
  - Oversee and maintain content of the Village of Freeburg website
  - Review and approve supply requisitions
  - Liaise with other agencies, organizations and groups
  - Update organizational memberships
  - Maintain office equipment
  - Maintain the official Ordinance and Resolution record books
  - Maintain Village of Freeburg Website
  - Prepare Quarterly Village of Freeburg Newsletter
  - Assist in orienting and training employees
  - Provide on the job and other training opportunities when requested
- Maintain office records Main Activities:
  - Design filing systems
  - Ensure filing systems are maintained and up to date
  - Define procedures for record retention
  - Ensure protection and security of files and records
  - Ensure effective transfer of files and records
  - Transfer and dispose records according to retention schedules and policies
  - Ensure personnel files are up to date and secure
- Maintain office efficiency Main Activities:
  - Assist in planning and implementing office systems, layout and equipment procurement
  - Maintain and replenish inventory
  - Check stock to determine inventory levels

- Anticipate needed supplies
- Verify receipt of supply
- Perform other related duties as required

**MINIMUM QUALIFICATIONS:****● EDUCATION, TRAINING AND EXPERIENCE**

- Bachelor's Degree and/or High School diploma and a minimum of five (5) years related human resources experience at the discretion of the Village Board of Trustees.
- Must possess a valid Driver's License within 30 days of hire date.
- The Office Manager shall be hired on the basis of education and professional ability. The selection shall be made without regard to political considerations, race, religion, age, or sex.

**● KNOWLEDGE, SKILLS AND ABILITIES**

- Knowledge The incumbent must have proficient knowledge in the following areas:
  - Knowledge of office administration
  - Knowledge of human resource management
  - Ability to maintain a high level of accuracy in preparing and entering information
- The incumbent must demonstrate the following skills:
  - Excellent interpersonal skills
  - Team building skills
  - Analytical and problem solving skills
  - Decision making skills
  - Effective verbal and listening communications skills
  - Attention to detail and high level of accuracy
  - Very effective organizational skills
  - Effective written communications skills
  - Computer skills including the spreadsheet and word processing programs, and e-mail at a highly proficient level
  - Stress management skills
  - Time management skills
  - The incumbent must maintain strict confidentiality in performing the duties of the Finance and Administration Officer.

**PERSONAL ATTRIBUTES**

- Must be honest and trustworthy
- Must be respectful
- Must possess cultural awareness and sensitivity
- Must be flexible
- Must demonstrate sound work ethics

**RESIDENTIAL REQUIREMENTS**

- Must reside in the area as stated in the Collective Bargaining Agreement negotiated between the Village of Freeburg and the Village Hall Office Workers.

**PHYSICAL REQUIREMENTS**

- Ability to quickly bend, stretch, twist, or reach out with one's body, arms, and/or legs
- Ability to climb staircases, ladders, and/or step stools
- Ability to lift and/or move on a regular basis a maximum of 25 pounds.
- Ability to stand, walk or sit for continuous periods of time.
- Requires effective audio-visual discrimination and perception to make quick and accurate observations and ensure the safety of employees and others in response to exposure to the hazards associated with this position
- Specific vision abilities required by this job include close vision, distance vision, limited color vision, peripheral vision, depth perception, and the ability to adjust focus.
- Ability to respond to emergency calls outside of normal shift hours, work irregular shifts on occasion, due to personnel shortage, workload, work in progress and emergency situations.
- Ability to spend long hours sitting and using office equipment and computers, which can cause muscle strain.

**MENTAL REQUIREMENTS**

- Constant mental alertness and attention to detail to ensure work is performed in compliance with all specifications/regulations and to maintain a safe work environment
- Must possess excellent planning/organizational skills and ability to delegate work in order to ensure completion of all projects within required deadlines
- Must be able to use independent judgment, problem-solving skills, and ability to apply knowledge and experience to all situations.
- Must be able to spend long hours in intense concentration. The incumbent must also spend long hours on the computer entering financial information which requires attention to detail and high levels of accuracy.
- Must also deal with a wide variety of people on various issues.

**SALARY**

- The Office Manager shall receive a salary as provided for in the union contract.

**KNOWLEDGE, SKILLS, ABILITIES, AND OTHER WORK REQUIREMENTS**

- Ability to use tact in dealing with members of the general public
- Knowledge of proper and safe operations of equipment used in the Village of Freeburg.
- Pass a Village of Freeburg drug test and be able to perform essential job functions
- Pass a Village of Freeburg physical examination and be able to perform essential job functions

**Note: The preceding statements describe the general nature and level of work performed by the individual assigned to this position. This is not an exhaustive list of all duties, responsibilities, and skills required of this position. Nothing in this job description restricts**

**management's right to assign or reassign duties, tasks, and responsibilities to this job at any time.**

**JOB TITLE: Utility Billing Clerk**  
**DEPARTMENT: Administration**  
**REPORTS TO: Village Administrator**  
**STATUS: Full-time**  
**FLSA STATUS: Non-exempt**  
**Prepared Date: 11/29/2017 TF**

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**JOB SUMMARY:**

- This position responsibility will include but is not limited to water, sewer, and electric billing, accounts receivable and payable entries.

**ESSENTIAL DUTIES:**

- The duties listed are for illustrative purposes and do not necessarily include all the duties or activities performed by this position. Actual duties performed will vary on a day-to-day basis.
- Prepare water, sewer, and electric and trash billing.
- Enter meter readings.
- Maintain the sewer, water, and electric and trash billing system.
- Records and maintains utility deposits.
- Send monthly Ach file to Citizen's Bank.
- Enters utility payments into utility billing system.
- Maintain list of current utility customers.
- Assists Zoning Administration in the issuance of building permits.
- Notarizes documents.
- Prepares monthly reports for the council regarding the utility bills Utility Billing Clerk
- Coordinates with the Maintenance Department to assure all water meters are in working order.
- Answer phones and handle appropriately.
- Greet and handle resident inquiries.
- Filing
- Other duties as assigned by the office manager or administrator.
- Be able to back-up the office manager or finance clerk in their absence.
- Invoice for water and electric meter supplies.
- Deal with the public in a professional and courteous manner.
- Process handheld and manual monthly readings.
- Collect payments from drop box.
- Produce final billings
- Send out late notices
- Prepare disconnect listing
- Input and monitor direct debits
- Monitor suspended trash accounts

- Follow-up on unpaid final bills and submit to Illinois Local Debt Recovery as needed.
- Keep log of occupancy permits.
- Prepare notice of lien and/or release of lien.
- Do meter replacements.
- Coordinate and pick up payments at banks.
- Monitor LIHEAP payments.
- Prepare list of Medical Emergency locations.
- Reconcile FSH accounts at year-end.
- Monitor NSF customers.
- Prepare electric excise tax return monthly.
- Monitor fuel factor.
- Prepare requests for water and/or sewer credits.
- Prepare adjustments/corrections to utility accounts when verified.
- Balance cash register daily.
- Bill trailer parks for unmetered water usage monthly.
- Process refunds to customers on final accounts.

**MINIMUM QUALIFICATIONS:**

- **EDUCATION, TRAINING AND EXPERIENCE**
  - High school graduation or equivalent
  - At least two years of billing experience, preferably in the public sector;
- Knowledge of accounts receivable; knowledge of accounts payable;
- Valid driver's license,
- Proficient in the use of Windows based computer programs;
- Ability to effectively communicate verbally and in writing.
- Any combination of education and experience that provides equivalent knowledge, skills, and abilities will be considered.

**KNOWLEDGE, SKILLS, ABILITIES, AND OTHER WORK REQUIREMENTS**

- Good knowledge of office practices and procedures.
- Skill and proficiency in the operation of window based computer programs.
- Ability to perform general clerical work requiring a high degree of accuracy.
- Ability to efficiently organize work tasks.
- Ability to deal confidently and effectively with members of the public, both in person and on the telephone.
- Ability to communicate effectively in English.
- Have a general understanding of village government.
- Ability to use tact in dealing with members of the general public
- Pass a Village of Freeburg drug test and be able to perform essential job functions
- The incumbent must demonstrate the following skills:
  - Effective verbal and listening communications skills

- Attention to detail and high level of accuracy
- Effective written communications skills
- Computer skills including the spreadsheet and word processing programs, and e-mail at a highly proficient level
- Stress management skills

**PERSONAL ATTRIBUTES**

- Must be honest and trustworthy
- Must be respectful
- Must possess cultural awareness and sensitivity
- Must demonstrate sound work ethics

**RESIDENTIAL REQUIREMENTS**

- Must reside in the area as stated in the Collective Bargaining Agreement negotiated between the Village of Freeburg and the Village Hall Office Workers.

**SUPERVISORY RESPONSIBILITIES**

- N/A

**PHYSICAL REQUIREMENTS**

- Ability to quickly bend, stretch, twist, or reach out with one's body, arms, and/or legs
- Ability to climb staircases, ladders, and/or step stools
- Ability to lift and/or move on a regular basis a maximum of 25 pounds.
- Ability to stand, walk or sit for extended or continuous periods of time.
- Specific vision abilities required by this job include close vision, distance vision, limited color vision, peripheral vision, depth perception, and the ability to adjust focus.
- Ability to respond to emergency calls outside of normal shift hours, work irregular shifts on occasion, due to personnel shortage, workload, work in progress and emergency situations.

**MENTAL REQUIREMENTS**

- Constant mental alertness and attention to detail to ensure work is performed in compliance with all specifications/regulations and to maintain a safe work environment
- Must possess excellent planning/organizational skills and ability to delegate work in order to ensure completion of all projects within required deadlines
- Must be able to use independent judgment, problem-solving skills, and ability to apply knowledge and experience to all situations.
- Must also deal with a wide variety of people on various issues.

**Note: The preceding statements describe the general nature and level of work performed by the individual assigned to this position. This is not an exhaustive list of all duties, responsibilities, and skills required of this position. Nothing in this job description restricts management's right to assign or reassign duties, tasks, and responsibilities to this job at any time.**

**JOB TITLE: POLICE DEPARTMENT ADMINISTRATIVE ASSISTANT****DEPARTMENT: Police Department****REPORTS TO: Chief of Police****STATUS: Full-time****FLSA STATUS: Non-exempt****Prepared Date: 11/9/2017 TF****Job Summary:**

- The Police Department Secretary is responsible for typing all police department correspondences, entering daily reports in the computer system and special projects assigned by the Chief of Police.
- This position is a full-time hourly position that requires a forty (40) hour workweek. The position demands the ability to coordinate multiple resources in a professional and efficient manner. The position has frequent interaction with the public and other departments and is responsible to the Chief of Police.

**Essential Duties:**

- The Police Department Administrative Assistant is responsible for the administrative and support functions of the Police Department and ESDA offices.
- Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public.
- Ability to apply common sense understanding to carryout instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.
- Police Department Duties.
  - Provide public assistance and information to the public;
  - Maintain record keeping and file maintenance;
  - Keep the Chief of Police informed of situations as they come in;
  - Prepare the News Release for the local publishing office;
  - Log all citations;
  - Assist with insurance forms to agencies requesting reports and mail;
  - Prepare and provide criminal reports to requesting agencies and/or individuals;
  - Maintain and log 10-50 Illinois Traffic Crash Reports and route to IDOT;
  - Maintain, log and route the Illinois Uniform Crime Reporting data to Illinois State Police;
  - Maintain and update Illinois Law Enforcement Training forms for State of Illinois;

- Maintain Criminal History Files for audit;
- Maintain the Registered Sex Offender files;
- Maintain Racial Profile data;
- Maintain and update Training logs for Officers;
- Radio dispatches Officers on required calls and relays necessary information to the dispatched Officer;
- Assist the Chief and Officer on duty with data base information;
- Inform Officers of upcoming court cases and route hard copy;
- Provide Background checks to agencies and the public as requested;
- Performs various word processing and spreadsheet tasks;
- Processes incoming and outgoing mail and shipping;
- Assist with nuisance violation notices and help maintain files;
- Maintain FPD data bases;
- Update Business listings for officers;
- Maintain and order necessary office supplies, forms and janitorial supplies as needed;
- Prepare purchase orders for A/P and maintain files and route to Administrative office;
- Order officer uniforms and track uniform allowance;
- All other duties as assigned by Chief of Police.
- ESDA Duties.
  - Support the Coordinator with weather alert system;
  - Monitor daily weather and record status when required;
  - Sound the monthly warning system;
  - Be on call to support the ESDA weather alert Monday through Friday and sound the alert sirens as needed;
  - Sort and route mail and route purchase orders to accounting department;
  - All other duties as assigned by ESDA Coordinator subject to approval of the Police Chief.

#### MINIMUM QUALIFICATIONS

- **Education, Training and Experience**
  - Bachelor's Degree and/or High School diploma and a minimum of **five (5) years** law enforcement related administrative experience at the discretion of the Village Board of Trustees.
- Microsoft Word, Microsoft Excel, Microsoft FrontPage, Adobe Photoshop, Outlook, Police records software experience a plus.
- To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**SALARY**

- The Police Department Administrative Assistant shall receive an hourly rate of pay as provided for by the current union contract.

**Working Conditions:**

- The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential fundamentals of the job.

**PERSONAL ATTRIBUTES**

- Must be honest and trustworthy
- Must be respectful
- Must possess cultural awareness and sensitivity
- Must be flexible
- Must demonstrate sound work ethics

**RESIDENTIAL REQUIREMENTS**

- Must reside in the Village of Freeburg as stated in the Collective Bargaining Agreement negotiated between the Village of Freeburg and the Public Works Department.

**PHYSICAL REQUIREMENTS**

- Ability to climb staircases, ladders, and/or step stools
- Ability to lift and/or move on a regular basis a maximum of 25 pounds.
- Ability to stand, walk or sit for continuous periods of time.
- Requires effective audio-visual discrimination and perception to make quick and accurate observations and ensure the safety of employees and others in response to exposure to the hazards associated with this position
- Specific vision abilities required by this job include close vision, distance vision, limited color vision, peripheral vision, depth perception, and the ability to adjust focus.
- Ability to respond to emergency calls outside of normal shift hours, work irregular shifts on occasion, due to personnel shortage, workload, work in progress and emergency situations.
- Ability to spend long hours sitting and using office equipment and computers, which can cause muscle strain.

**MENTAL REQUIREMENTS**

- Constant mental alertness and attention to detail to ensure work is performed in compliance with all specifications/regulations and to maintain a safe work environment
- Must possess excellent planning/organizational skills and ability to delegate work in order to ensure completion of all projects within required deadlines

- Must be able to use independent judgment, problem-solving skills, and ability to apply knowledge and experience to all situations.
- Must be able to spend long hours in intense concentration. The incumbent must also spend long hours on the computer entering financial information which requires attention to detail and high levels of accuracy.
- Must also deal with a wide variety of people on various issues.

**KNOWLEDGE, SKILLS, ABILITIES, AND OTHER WORK REQUIREMENTS**

- Ability to use tact in dealing with members of the general public
- Knowledge of proper and safe operations of equipment used in the Village of Freeburg.
- Pass a Village of Freeburg drug test and be able to perform essential job functions
- Pass a Village of Freeburg physical examination and be able to perform essential job functions

**Note: The preceding statements describe the general nature and level of work performed by the individual assigned to this position. This is not an exhaustive list of all duties, responsibilities, and skills required of this position. Nothing in this job description restricts management's right to assign or reassign duties, tasks, and responsibilities to this job at any time.**