

**VILLAGE PRESIDENT**  
Seth Speiser

**VILLAGE CLERK**  
Jerry Menard

**VILLAGE TRUSTEES**  
Mathew Trout  
Dean Pruett  
Elizabeth Niebruegge  
Lisa Meehling  
Ray Matchett, Jr.  
Mike Blaies

# **VILLAGE OF FREEBURG**

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

**VILLAGE ADMINISTRATOR**  
Tony Funderburg

**VILLAGE TREASURER**  
Bryan A. Vogel

**PUBLIC WORKS DIRECTOR**  
John Tolan

**POLICE CHIEF**  
Stanley Donald

**VILLAGE ATTORNEY**  
Weilmuenster Law Group, P.C

September 14, 2015

## **NOTICE MEETING OF THE ELECTRIC COMMITTEE (Blaies/Matchett/Niebruegge/Pruett)**

An Electric Committee Meeting of the Village of Freeburg will be held at the Municipal Center, Executive Board Room, on **Wednesday, September 16, 2015, at 5:30 p.m.**

### **ELECTRIC COMMITTEE MEETING AGENDA**

#### **I. Items to be Discussed**

##### **A. Old Business**

1. Approval of August 12, 2015 Minutes
2. Surplus Equipment
3. IMEA Grant Program
4. Charter Pole Agreement
5. Safety Award Program
6. Portable Generator
7. Spreadsheet of Agreements

##### **B. New Business**

1. Equipment Breakdown Customer Report

##### **C. General Concerns**

##### **D. Public Participation**

##### **E. Adjourn**

At said Electric Committee Meeting, the Village 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)], litigation [5 ILCS, 120/2 - (c)(11)] personnel [5 ILCS, 120/2 - (c)(1)]; or real estate transactions [5 ILCS, 120/2 - (c)(5)].



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ELECTRIC COMMITTEE MEETING  
(Blaies/Matchett/Niebruegge/Pruett)  
Wednesday, August 12, 2015 at 5:30 p.m.

VILLAGE ADMINISTRATOR  
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The meeting of the Electric Committee was called to order at 5:35 p.m. on Wednesday, August 12, 2015 by Chairman Mike Blaies. Committee members present were Chairman Mike Blaies, Trustee Ray Matchett, Trustee Elizabeth Niebruegge, Trustee Dean Pruett, Mayor Seth Speiser, Village Clerk Jerry Menard, Trustee Lisa Meehling (via phone), Trustee Matt Trout, Public Works Director John Tolan, Head Lineman Shane Krauss, Village Administrator Tony Funderburg and Office Manager Julie Polson. Guest present: Janet Baechle.

## A. OLD BUSINESS:

1. Approval of July 15, 2015 Minutes: Trustee Ray Matchett motioned to approve the July 15, 2015 minutes and Trustee Elizabeth Niebruegge seconded the motion. All voting yea, the motion carried.
2. Surplus Equipment: Shane has failed transformers he would like to surplus. He advised 8 of them hve been tested and are good, and there are another 4 that have approved stickers on them. He will get three bids to have the remaining transofmers tested. We do not have anything on Ibid right now. Shane will contact the person who purchased the Expedition.

*Trustee Elizabeth Niebruegge motioned to recommend Ordinance 1553 – An Ordinance Declaring Certain Personal Property to be Surplus Property and Authorizing the Sale or Disposition Thereof for approval and Trustee Ray Matchett seconded the motion. All voting yea, the motion carried.*

3. IMEA Grant Program: Tony said the end date is 8/15, and Sentinal Emergency Solutions' applicaton needs to be taken to board for approval.

*Trustee Elizabeth Niebruegge motioned to the full Board that Sentinel Emergency Solutions receiv the IMEA lighting grant not to exceed \$629.30 and Trustee Ray Matchett seconded the motion. All voting yea, the motion carried.*

Tony advised we have only used approximately \$800 of \$2500 available. The schools want to replace the lights in their gyms with high efficiency lighting, and IMEA said there is a really good program outside of this one. Tony recommends we let that process go through so the schools have an opportunity to use remaining funds from this grant. John said with water system, we will be putting VFDs on the pumps at Save Site lift station which will cost substantially less. Tony reminded the committee we need to spend the money since it runs out at the end of the year.

4. Charter Pole Agreement: Nothing new.
5. Safety Award Program: Nothing new.
6. Urge Testing Results: Shane advised everything went well, and we experienced no problems. With respect to Nesahp, he hasn't gotten any paperwork back but all the levels were the

same which means everything is good. The urge test is a 2-hour run at a full load; the Neshap is 3, one hour tests and we end up running for 4 hours with a full load. We do get reimbursed from IMEA for the fuel we use during these tests. IMEA, BHM&G, and also a contractor that handles the Neshap test, and another one that brings the test equipment were all there. This tem can be taken off the agenda.

7. Spreadsheet of Agreements: Julie will get that done and a copy out to everyone before next month's meeting.

Shane would like a decision made on the portable generator at Illinois Electric. It is identical to the one we have so we could use it for parts. The genset is shot but there nothing wrong with the engine. The original plan was to take it off the trailer and make it a stand alone unit at the east plant. John's personal opinion is to surplus it. Shane will talk to the Altorfer service guy to see what the engine is worth. Trustee Blaies directed Shane to get it back.

**B. NEW BUSINESS:**

1. IMEA Power Sales Contract Revision: There is only one change to the contract on page 5. There is an increase from 2.00 Mills/kWh to 2.5 Mills/kWh. IMEA saved \$5.7 million per year when they refinanced their bonds. We wanted to see a decrease in the cost of our power, but IMEA showed they need \$135 million over the next 30 years, so they added the .5 Mills/kWh which adds \$2.7 million back in. Our power rates will drop but Tony doesn't know how much. None of the bonds are callable until February, so we won't see the \$3.7 million pe year savings until then. John said they are also trying to build capital and they need to be at 120 days to keep their AAA debt rating. We are getting very close to Ameren's rates.

Shane advised John is completing sidewalks in the park, and along with that, he is restructuring the lighting around the statue and memorial. The electric department installed ground lights pointing straight up to flags and two to the statue. They also added some ground level boxes for Christmas lights which will be ready for this year, so there won't be as many extension cords everywhere. The cameras are operating in the park.

**C. GENERAL CONCERNS:** None.

**D. PUBLIC PARTICIPATION:** Janet asked how often our equipment is tested, and John advised the urge test is done every year and the Neshap is done every 3 years.

**E. ADJOURN:** *Trustee Ray Matchett motioned to adjourn at 5:55 p.m. and Trustee Elizabeth Niebruegge seconded the motion. All voting yea, the motion carried.*



Julie Polson  
Office Manager

## Agreements In Effect

Agreement	Term	Payments *Figures as of 2/10/12
Ameren Gas Franchise  Ameren pays in August	8/15/2011 - 8/15/2021	2011: \$14,985 2012: \$12,475 2013: \$ 9,965 2014: \$7,455 2015-2021: \$4,950
AT&T Land Line Contract	3 year term expires 12/23/2015	None, discount received on monthly bill
Charter - cable franchise	2013 - 2018	3% of gross revenue (\$18,000/yr)
Charter Pole Rental Agreement	\$5.00 per pole/800 poles	\$4,000.00 yearly
C.J. Schlosser & Company (audit)	3/31/14 - 3/31/16	\$9,300 (2014)                      \$9,450 (2015) \$9,575 (2016)
CellNet - Ameren/Landis & Gyr (Pole Meter Agreement)	6/6/11 - 6/5/13	\$480 yealy pole rental + utility cost; am in contact with CellNet working on renewal to lease contract
Citizens Bank	2013 Electric truck (\$225,618 loan, that includes \$20,000 downpayment)	7 year loan \$36,464 annual payments, first payment 2014; woe \$166,133.44 after 7/2015 payment.
Clean Uniform	4/22/13 - 4/22/19	Public works uniform agreement
Freeburg Fire Department	7/15/13 - 7/14/18	Intergovernmental agreement for antenna on SAVE water pipe
IDOT Traffic Signal Master Agr.	7/1/11 - 6/30/21	No payments to us
IEPA - Wastewater Project L17-1760	Total due \$618,589.02; paid \$445,179.09 as of 8/20/15.	\$173,409.94 owed to be paid off in 11 semi annual payments of \$15,764.54 on 10/21/20
IEPA - Drinking Water L17-1284	Total due \$140,179.80; paid \$111,633.96 as of 8/20/15.	\$28,545.84 owed to be paid off in 8 semi annual payments of \$3,568.23 on 3/1/19
IEPA - Wastewater Project L17-3647 (Phase I-east lagoon sludge removal, Cherry/High sewer; lift stations	Total due \$727,274.54; paid \$55,944.21 as of 8/20/15.	\$671,330.33 owed to be paid off in 36 semi-annual payments of \$18,648.07 on 3/30/2033
KDL/Windstream (fiber through town)	6/6/11 - 6/5/16	Invoiced yearly \$10 pole/50 poles - \$500.00
North Power Plant Bond Issue	Refinanced \$4,780,000; have paid \$303,995.17 as of 12/12	\$440,000 paid yearly (principal & interest); ends December, 2025
Real Estate Tax Abatements	Tax year 2014 through tax year 2022. We will go from 7 tax abatements this year, to 2 tax abatements through	\$1924.89 for tax year 2014

### Agreements In Effect

Swimming Pool Bonds	\$550,000 - 15 year term	\$50,000 per year through 2026
TIF Bonds	\$2,050,000	Approximately \$170,000 annual debt service, ends 2028
TIF Notes related to the First Amendment to the TIF Agreement	Expires 12/31/2028 or sooner if notes are paid off	\$365,692.60 - relocation costs; \$248,062.00 - traffic light
Waste Management	5 year agreement 9/1/11 - 8/31/16	9/1/11-8/31/12 = \$9.45; 9/1/12-8/31/13 = \$9.75; 9/1/13 - 8/31/14 = \$9.95 9/1/14 - 8/31/15 = \$10.25 9/1/15 - 8/31/16 = \$10.50
Watts Copy System - 3 office printers	5 year lease through 2020	\$118.62/mo for 60 months
Watts Copy System - police dept. copier	5 year agreement 9/16/13 - 9/15/18	\$97.00/year; if go over on copies, 0.0098 per copy.



# Equipment Breakdown Customer Report

August 19, 2015

RECEIVED

AUG 24 2015

## VILLAGE OF FREEBURG, FREEBURG LIGHT AND POWER

Power Plant  
W High St  
Freeburg, IL, 62243  
Attention: Mr. Tolan

**Conferred with:**  
Shane Krauss, Lead Lineman

**Policy No.**  
YB2L9L458195014

**Report by:**  
Timothy Draughan

**Date of survey:**  
April 24, 2015

Dear Mr Tolan

The purpose of my visit was to conduct a risk evaluation of this location for your equipment breakdown insurance coverage. The following recommendations are being submitted due to conditions at the time of the survey.

## RECOMMENDATIONS

**Standard** - are recommendations that apply to conditions or deficiencies that are less than industry accepted best practices. These recommendations should be considered for implementation to improve your operations. Follow-up, by the EB Engineer, will occur as part of a jurisdictional inspection or next risk evaluation visit.

The identifying letter is classified as follows:

P - Pressure Vessel  
E - Electrical

The following recommendations are being submitted as a result of this risk evaluation:

<b>E-May 11, 2012 -#3:</b>	<b>Air Switch and Insulator Maintenance</b>		
<b>Classification</b>	Standard	<b>Status</b>	Open
<b>Recommendation:</b>	There is no documentation that outdoor air switches, bus work and insulators are receiving maintenance and cleaning every 2 years. Industry standards are that air switches, bus work and insulators should receive		

This report is intended to assist you in reducing the possibility of loss to equipment by bringing to your attention hazards which require prompt consideration to prevent such loss. It is based on information supplied by you and observations of conditions and practices at the time of inspection and is not intended to imply that all other hazards and conditions are under control. No liability is assumed by reason of this report as it is only advisory in nature and the final decisions must be made by you. This report does not amend, alter or otherwise affect, the provisions or coverage of any insurance policy. This report does not represent the status of coverage for any particular claim or loss under any such policy.

	maintenance every 2 years to ensure sustained reliability. Perform maintenance on outdoor air switches, bus ducts and insulators per NETA 7.5 and 7.21 and OEM Standards.
<b>Update 4/2015 Tim Draughan:</b>	Insured has new air switches and insulators that have not yet been tested.

<b>M-May 11, 2012 - #10:</b>	<b>Engine Overhaul Schedule</b>		
<b>Classification</b>	Standard	<b>Status</b>	Open
<b>Recommendation:</b>	There is no record of or set frequency for engine overhauls. Engine overhauls of various degrees are needed to ensure their reliable operation. Implement routine overhaul maintenance for internal combustion engines per OEM Standards.		
<b>Update 4/2015 Tim Draughan:</b>	Altofer is said to do maintenance on caterpillar engines, while others are done inhouse (that are currently in operation). All documents to be sent via e-mail.		

<b>E-May 11, 2012 - #9:</b>	<b>Install Transformer Lightning Protection</b>		
<b>Classification</b>	Standard	<b>Status</b>	Open
<b>Recommendation:</b>	There is no record of the last review of or maintenance on the Lightning and Surge Protection equipment for the power plants. Routine testing, maintenance and review of lightning and surge protection should be conducted to ensure protective equipment is functioning properly. Conduct a lightning and surge protection maintenance and review of the power plants.		
<b>Update 4/2015 Tim Draughan:</b>	No documentation verified.		

<b>E-May 11, 2012 - #6:</b>	<b>Transformer Tap Changer Maintenance</b>		
<b>Classification</b>	Standard	<b>Status</b>	Open
<b>Recommendation:</b>	There is no record of transformer tap changer maintenance. Tap changers should receive oil testing annually and mechanical maintenance based on the operational cycles or every 2 years to ensure their reliable operation. Perform tap changer maintenance on large station transformers (5MW) per NETA 7.12 and OEM Standards.		
<b>Update 4/2015 Tim Draughan:</b>	Insured is to have this work done in May of this year. Insured will send reports via e-mail.		

<b>M-May 11, 2012 - #12:</b>	<b>Lube Oil and Diesel Fuel Analysis</b>		
<b>Classification</b>	Standard	<b>Status</b>	Open
<b>Recommendation:</b>	There are no routine lube oil and diesel fuel maintenance records. These fluids should be tested periodically to ensure they are not contaminated and they are maintaining the original design specifications for performance. These samples should also include particle analysis. Implement a routine sampling program for lube oil and Diesel fuels.		
<b>Update 4/2015 Tim Draughan:</b>	Have started to do yearly for lube oil, but diesel fuel analysis is done just for sulphur and EPA concerns.		

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<b>E-May 11, 2012 -#2:</b>	<b>Breaker Maintenance</b>		
<b>Classification</b>	Standard	<b>Status</b>	Open
<b>Recommendation:</b>	There is no documentation that 3 year breaker maintenance and calibration of relays was performed on 34.5Kv, 12.47Kv, 4,160v and 2,400v equipment. Industry standards are that breaker maintenance and calibration be performed every 3 years to ensure reliable operation. Perform 3 year breaker maintenance and relay calibration on 34.5Kv, 12.47Kv, 4,160v and 2,400v breakers per NETA 7.6 and OEM Standards.		
<b>Update 4/2015 Tim Draughan:</b>	Insured is to locate these documents and send via e-mail.		

<b>E-May 11, 2012 -#5:</b>	<b>Transformer Maintenance</b>		
<b>Classification</b>	Standard	<b>Status</b>	Open
<b>Recommendation:</b>	There are no records of transformer maintenance every 2 years. Transformers should receive mechanical and electrical maintenance and testing every 2 years to ensure their continued reliable operation. Perform mechanical and electrical maintenance of the large station transformers (5MW) every 2 years per NETA 7.2 and OEM Standards.		
<b>Update 4/2015 Tim Draughan:</b>	Insured to have this done and send reports via e-mail.		

<b>E-May 11, 2012 -#1:</b>	<b>Thermographic Infra-red Scanning</b>		
<b>Classification</b>	Standard	<b>Status</b>	Open
<b>Recommendation:</b>	There is no documentation that annual thermographic infra-red scanning of 480v equipment or Ultrasonic Emissions scanning of medium and high voltage equipment is being completed. Industry standards are that these predictive maintenance techniques be performed annually to detect impending problems with the electrical distribution equipment. Perform annual themrogrpahic scanning of 480v switchgear and ultrasonic emissions scanning of medium and high voltage equipment per NETA and OEM Standards		
<b>Update 4/2015: Tim Draughan</b>	Insured is to locate these documents and send via e-mail.		

<b>E-May 11, 2012 -#7:</b>	<b>Electrical Generator Testing</b>		
<b>Classification</b>	Standard	<b>Status</b>	Open
<b>Recommendation:</b>	There is no record of electrical generator testing. Even though these generators are rarely operated at the present time the windings should still be checked for moisture accumulation. Perform electrical generator maintenance per NETA 7.15 and OEM Standards.		
<b>Update 4/2015 Tim Draughan:</b>	Insured to have Fleecher do this testing sometime this year.		

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<b>P-May 11, 2012 -#11:</b>	<b>Over Pressure Protection Maintenance</b>		
<b>Classification</b>	<b>Standard</b>	<b>Status</b>	Open
<b>Recommendation:</b>	There is no routine maintenance schedule for compressed air overpressure protection. Compressed air safety valves shall receive maintenance at least every 3 years. Implement a routine compressed air over pressure protection maintenance per NBIC Part 2 Section 2.5		
<b>Update 4/2015 Tim Draughan:</b>	Insured to include this in monthly report.		

## IMPORTANT CHANGES

Thank you for your time, if you have any questions please feel free to contact me.

*Timothy Draughan*  
*Risk Engineering Consultant*  
*27201 Bella Vista Parkway*  
*Warrenville, IL, 60555*  
*Timothy.Draughan@LibertyMutual.com*  
*217-259-9410*

Enc.

cc: