

## REGULAR BOARD MEETING AGENDA – JANUARY 21, 2014 - 7:30 P.M.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Minutes of Previous Meeting
  - 4 – 1. January 8, 2014 – Regular Board Minutes – **Exhibit A**
5. Finance – None.
6. Treasurer’s Report
7. Attorney’s Report
8. ESDA Report
9. Public Participation
10. Reports and Correspondence – None.
  - 10 – 1. Zoning Administrator’s Report – **Exhibit B**
  - 10 – 2. Rhutasel & Associates Pay Request #10 in the amount of \$1,836.88 – **Exhibit C**
11. Recommendations of Boards and Commissions –
  - 11 – 1. Plan Commission Recommendation from January 9, 2014 Meeting – **Exhibit D**
12. Contracts, Releases, Agreements and Annexations – None.
13. Bids – None.
14. Resolutions – None.
15. Ordinances – None.
16. Old Business – Possible Executive Session to Discuss Personnel, 5 ILCS – 120/2 – (c)(1)
  - 16 – 1. Possible Motion to Hire Full-Time Police Officers
17. New Business –
18. Appointments – None.
19. Committee Meeting Minutes/Recommendations
  - 19 – 1. Committee as a Whole Meeting – Wednesday, January 8, 2014 – 5:30 p.m. – Unavailable.
  - 19 – 2. Electric Committee Meeting – Wednesday, January 15, 2013 – 5:30 p.m. – **Exhibit E**
  - 19 – 3. Water/ Sewer Committee Meeting – Wednesday, January 15, 2014 – 6:15 p.m. – **Exhibit F**
  - 19 – 4. Streets Committee Meeting – Wednesday, January 15, 2014 – 7:00 p.m. – **Exhibit G**
    - 19-4a. Recommend paying Rhutasel & Associates Invoice #10 in the amount of \$1,836.88 – See Item 10-2 above.
  - 19 – 5. Community Development Committee Mtg – Tuesday, January 21, 2013 – 6:00 p.m. – unavailable
20. Upcoming Meetings
  - 20 – 1. Legal/Ordinance Committee Meeting – Wednesday, January 29, 2014 – 4:45 p.m.
  - 20 – 2. Finance Committee Meeting – Wednesday, January 29, 2014 – 5:30 p.m.
  - 20 – 3. Personnel/Police Committee Meeting – Wednesday, January 29, 2014 – 6:15 p.m.
  - 20 – 4. Economic Development Committee Meeting – Monday, February 3, 2014 – 6:30 p.m.
  - 20 – 5. Board Meeting – Monday, February 3, 2014 – 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.  
Steve Smith  
Mike Blaies  
Mathew Trout  
Dean Pruett  
Elizabeth Niebruegge

# 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

## **FREEBURG REGULAR BOARD MEETING** **Wednesday, January 8, 2014 at 7:30 P.M.** **Board Meeting Minutes**

**CALL TO ORDER:** Mayor Seth Speiser called the Regular Board Meeting to order at 7:30 p.m., on Monday, January 6, 2014 in the Freeburg Municipal Board Room.

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

**ROLL CALL:** Trustee Dean Pruett – here; Trustee Ramon Matchett, Jr. – here; Trustee Mike Blaies – here; Trustee Matt Trout - here; Trustee Steve Smith – here; Trustee Elizabeth Niebruegge – 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 for approval from the Regular Board meeting Monday December 16, 2013.

*Trustee Steve Smith motioned to accept the minutes from the Regular Board Meeting December 16, 2013 with corrections and Trustee Elizabeth Niebruegge seconded the motion. All voting aye, the motion carried.*

### **EXHIBIT B:**

**FINANCE:** Trustee Smith said we reviewed the following: Board List, Income Statement and the Treasures' Reports. Which the Treasurer Reports will be approved later on the agenda.

### **OLD BUSINESS:**

1. Sign at Industrial Park: Trustee Smith said we talked about the sign for the Industrial Park.
2. Local Debt Recovery Program: Trustee Smith said we are still working on this.
3. TIF: Trustee Smith said Edward Jones has already started working on this.
4. Website: Trustee Smith said we will need to address this issue when we start working on the new budget.
5. American Tower Offer: Trustee Smith said Tony talked to American Tower and asked for more details and has requested they provide us with more information on their proposal.

Village of Freeburg Board Meeting Minutes  
Wednesday, January 8, 2014  
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**NEW BUSINESS:**

1. Azavar Audit Solutions: Trustee Smith said this company audits communities to make sure they are receiving all of the utility tax revenues they are due.

**EXHIBIT C:**

**TREASURER'S REPORT:** Mayor Speiser said we have the monthly Treasurer's Reports for April, May and June of 2013 to be approved.

Trustee Smith said before we vote he would like to know how come the Income Tax for April so much higher than May and June? Treasurer Vogel said he would look into it and let us know.

*Trustee Steve Smith motioned to accept the April, May and June of 2013 Treasurer's Report's and Trustee Ramon Matchett, Jr. seconded the motion. All voting aye, the motion carried.*

**ATTORNEY'S REPORT:** None.

**EXHIBIT D:**

**ESDA REPORT:** Mayor Speiser said there was a report from Gene our ESDA Coordinator in our packet. If you have any questions please contact Gene.

**PUBLIC PARTICIPATION:** None

**EXHIBIT E:**

**REPORTS AND CORRESPONDENCE:** Mayor Speiser said next is TWM's Invoice #50607 in the amount of \$1,470.87 for Safe Routes to School.

*Trustee Elizabeth Niebruegge motioned to approve TWM's Invoice #50607 in the amount of \$1,470.87 and Trustee Steve Smith seconded the motion. All voting aye, motion carried.*

**EXHIBIT F:**

Mayor Speiser said everyone should have a Zoning Report from Gary. Mayor Speiser asked is there any questions or concerns. If so please call Gary.

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

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

**BIDS:** None.

**RESOLUTIONS:** None.

**EXHIBIT G:**

**ORDINANCES:**

Mayor Speiser stated we have Ordinance #1482, An Ordinance Amending Title XV, Chapter 51, of the Revised Code of the Village of Freeburg, St. Clair County, Illinois (Electric System)

*Trustee Mike Blaies motioned to adopt Ordinance #1482 by title only and Trustee Elizabeth Niebruegge seconded the motion. ROLL CALL: Trustee Mike Blaies – aye; Trustee Elizabeth Niebruegge – aye; Trustee Matt Trout – aye; Trustee Dean Pruett – aye; Trustee Ramon Matchett, Jr. – aye; Trustee Steve Smith – aye; (6 ayes, 0 nays, 0 absent). All voting aye, motion carried.*

**OLD BUSINESS:** None

**NEW BUSINESS:** Mayor Speiser said there was a possibility for an Executive Session to discuss Personnel, 5 ILCS – 120/2 – (c) (1). Mayor Speiser said at the time the agenda was printed up there was to be two other officers to be interviewed this evening for full-time position with the Freeburg Police Department. There would have been a possibility to hire two- out of the four this evening. The other two will not be interviewed until next week. Mayor Speiser asked would you like to table this until the other two officers has been interviewed

*Trustee Ramon Matchett, Jr. motioned to table the Executive Session to discuss Personnel, 5 ILCS – 120/2 – (c)(1) until the other two officers have been interviewed and Trustee Matt Trout seconded the motion. All in voting aye, motion carried.*

Trustee Smith asked to go back to Old Business. He would like to know about the article that was in the paper about the Zoning Board allowing apartments, subdivisions in neighborhoods. Village Administrator Funderburg explained what is happening with the code.

**OPPOINTMENTS:** None.

**COMMITTEE MEETING REPORT:**

**EXHIBIT H:**

**Legal/Ordinance Committee Meeting: (Annexation; Building, Zoning; Subdivision)**

Trustee Matt Trout called the meeting of the Legal and Ordinance Committee to order at 4:45 p.m. on Wednesday, December 18, 2013.

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

**OLD BUSINESS:**

1. Status of Public Hazard Home: Trustee Trout stated Zoning Administrator Henning said he talked to the owner of the Ernst property and he said it should be torn down by January 31<sup>st</sup>. He told the owner if it is not completed by January 31<sup>st</sup> we will start fining him. Trustee Trout said the contractor said he has been back up with other projects and will have the building down by the 31<sup>st</sup> of January.

2. Update Code Book: Trustee Trout said we came out of Committee As A Whole, which we discussed Chapter 1.

Village of Freeburg Board Meeting Minutes

Wednesday, January 8, 2014

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3. Nuisance Abatement Code: Trustee Trout said that Zoning Administrator Henning said we have a home with a building permit outstanding from 2006 and he is going to pass that on to the county.

Trustee Smith asked about the use of golf carts on the streets. Why are we even considering the usage of them with the liability that goes along with it? Mayor Speiser said it was brought up in a committee meeting by Trustee Matchett and we said we will look into this issue.

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

Trustee Dean Pruett called the meeting of Public Works Committee Meeting to order at 5:30 p.m. on Wednesday, December 18, 2013,

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

**OLD BUSINESS:**

1. Sewer Project: Trustee Pruett said we discussed the sewer project to the north of town. Trustee Pruett said we are still waiting to hear back from the Helms. Mayor Speiser said Tony did talk to Fred Helms. Mayor Speiser said Fred Helms is going to sit down with us within the next 10 days and hash out the easement and he is not going to let that interfere with the project out there.

Trustee Pruett said we talked about the invoice from Rhutasel & Associates that we paid in the amount of \$1,070 for Phase 1B-1.

2. Sewer issues: Trustee Pruett said John talked to Mr. Fischer and he is not interested in our recommendation to correct his sewer discharge problem Trustee Pruett stated that John contacted the County and advised them and letting them know what we offered and he refused it. Now the County will send him a letter. Trustee Pruett stated that John said Mr. Eitzenhefer is hooking up Bob Linder on Cherry Tree Lane and capped the property at 11 S. Walnut.

3. Water main extension along Rentschler Road: Nothing new.

**NEW BUSINESS:** Trustee Pruett said we sent out about 2,000 cross connection control surveys and have received 1,220. Trustee Pruett said they are going to send out letters to the residents or business that has not responded.

Mayor Speiser asked if we heard anything from Mr. Fischer. John said yes. John said Brian Eckert called back and said he talked to Mr. Fisher and we are going to get together and look at the issue.

**EXHIBIT G:**

**Public Property Committee Meeting: (Streets/Municipal Center/Pool/Parks & Recreation)**  
Trustee Elizabeth Niebruegge called the meeting of the Public Property Committee Meeting to order at 6:30 p.m. on Wednesday, December 18, 2013.

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

**POOL:**

**NEW BUSINESS:**

1. Lifeguard application: Trustee Niebruegge said she received applications from 3 new students interested in wanting to be lifeguards. Trustee Niebruegge said she would like to make a motion to hire the 3 lifeguards who submitted their applications and were recommended by the pool managers. Mayor Speiser said before the motion is voted upon he would like to ask a question. Did the village post the lifeguards position in the Tribune? Tony said he is not too sure if it was posted. He said he will look into this and find out for sure. If not, he will have it placed in the Tribune this week. Trustee Niebruegge said we will hold off on the 3 applicants until farther notice. Mayor Speiser said we need to make sure it gets posted into the Tribune first of all then go from there on the hiring.

2. Smithton Athletic Association request: Trustee Niebruegge said we donated one 10 day pool pass to the Smithton Athletic Association's annual Trivia and Silent Auction.

Trustee Niebruegge stated that the pool manager Scott Schulz would like to change the operation hours of the pool from 12 noon to 8:00 p.m. to 11:00 a.m. to 7:00 p.m. This way we could have the pool parties from 7:00 p.m. to 9:00 p.m. instead of 8:00 p.m. to 10:00 p.m. This might increase the number of parties by changing the hours. Gary asked will this affect the swim team. Trustee Niebruegge said they don't have that figured out yet. Trustee Niebruegge said the committee decided to let the pool managers try the new hours this year and see how it works out. Trustee Niebruegge said the committee also discussed changing the swim lessons from the morning to the evening and possibly on Saturdays.

**STREETS:**

**OLD BUSINESS:**

1. Safe Routes to School: Trustee Niebruegge said the committee went through preliminary review for the Adele Street project. This project is supposed to go out for bid in March.

2. MFT/Ditch on N. Main Street: Trustee Niebruegge said John is working on getting this out for bid.

3. Cemetery Road: Trustee Niebruegge said that Dale Recker from the Township would like to take over Cemetery Road. John said Dale and the county will get together on this issue.

4. Street Banners: Trustee Niebruegge said she is under the impression that Sheila Gallagher is going to take this project over. Trustee Niebruegge said that John would like to see the Christmas decorations replaced.

## **NEW BUSINESS:**

1. Dandy Mowing: Trustee Niebruegge said we had a proposal for fertilizer and weed control treatment for the Village Hall from Dandy Mowing. Trustee Niebruegge said John would like to see our guys do this and we can save this money for pest control.
2. Street block off request: Trustee Niebruegge said Ron Phillips asked to block off the alley behind 307 N. State Street from 7:00 a.m. until 4:00 p.m. for an auction which would be held on January 18, 2014. Trustee Niebruegge said the committee approved his request.

## **UPCOMING MEETINGS:**

Committee As A Whole Meeting – Wednesday, January 8, 2014 – 5:30 p.m.  
Plan Commission Meeting – Thursday, January 9, 2014– 6:00 p.m.  
Electric Committee Meeting – Wednesday, January 15, 2014 – 5:30 p.m.  
Water/Sewer Committee Meeting – Wednesday, January 15, 2014 – 6:15 p.m.  
Streets Committee Meeting – Wednesday, January 15, 2014 - 7:00 p.m.  
CLOSED IN OBSERVANCE OF MARTIN LUTHER KING, JR., DAY Monday, January 20, 2014  
Board Meeting – Tuesday, January 21, 2014 – 7:30 p.m.

## **VILLAGE MAYOR & TRUSTEES' COMMENTS:**

**Trustee Elizabeth Niebruegge** – She hopes everyone had a nice Christmas and wishes everyone a Happy New Year.

**Trustee Steve Smith** – He would like to thank John and all the employees for doing a good job on the streets.

**Trustee Matt Trout** - He would also like to thank John and his staff for a great job on getting the streets cleaned.

**Village Clerk Jerry Menard** - She would like to thank John and the guys for all of their hard work both day and night.

**Mayor Seth Speiser** – He would like to thank John also, and the Public Works Department. He knows that power went down Saturday night and they were out there until wee hours getting it restored and plowing the snow. He said he thinks the guys did the best they could and they did pretty good job.

**Trustee Mike Blaies** – He would like to thank John and the street department and electric department for all what they have done this past week.

**Trustee Ramon Matchett** – He said same here. Thanks John and all the guys for all the work they have been doing.

**ZONING REPORT**  
**VILLAGE BOARD MEETING**  
**January 21, 2014**  
**Gary Henning Zoning Administrator**

A public hearing was held Thursday, January 9<sup>th</sup>, 2014 at 6:00 pm at Village Hall—Brian Manion, Village Attorney was present to answer questions. The Plan Commission by a vote of 5-1 passed the proposed amendment to allow MR-1 (two-family residence) under special usage in SR-1 zoning districts. The Plan Commission's recommendation will be voted on by the Village Board tonight.

**Occupancy Permits issued in January—5**

**Building Permits issued in January—3**

- 1-Wrecking permit to remove house on property.
- 1-Wrecking permit to remove trailer.
- 1-House Addition--screened porch, cedar siding & roof.

**Nuisance Corrected in January: 1**

**Nuisance Complaints with action to be taken to correct:**

1. Met with owner of 924 Promatory Pines, he retired as of January 1, 2014 and will have final inspection by May 31, 2014.
2. RW Ernest Building behind Gary's. The owner has obtained a wrecking permit. All utilities have been shut off. I talked with owner and Company will be taking down the building. Demolition work contracted to Larry Eitzenhefer Excavating. Mr. Eitzenhefer called on January 15<sup>th</sup> concerning gas meters and gas not yet shut off to the three-story building and I informed him it was their responsibility to get it shut off—The Village had completed their shut offs months ago and the building demolitions must be completed by January 31, 2014.

3. Received written complaint about 600 N. Main-zoned SR-1-where Tractor-Trailer Bed is parked in back-side yard. Mr. Fischer brought letter into Village Hall explaining situation and said he had secured a place to park the Semi-but ground at present is too damp without causing to get stuck and big ruts -Mayor approved to wait until ground is frozen. Talked with on January 2<sup>nd</sup>-it will be moved when ground is frozen.
4. Received some complaints about old G&S Foundry. I am in process of gathering information and plan on contacting the owner to set up a meeting at his convienance to see what his intentions are for the building that has been vacant since 1998.

**New Businesses Working:**

**O'Reilly Auto Parts**-everything is up to code including free standing sign requirement (amended to read 13 feet instead of 12)-waiting on O'Reillys to pick up permit and begin building.

**Trustee Dean Pruett** – He said same here. The works department did a great job. He would also like to thank Chief of Police Stan Donald and Officer Mike Schutzenhofer. We had gentlemen who came for a visit over the holidays from Demark, who is also a police officer. The gentlemen came up to the police department and they gave him a tour and showed him how the police department works here in America. He really enjoyed the heck out of it and he thinks that might have made his trip.

**STAFF COMMENTS:**

**Village Administrator Tony Funderburg** – He said the police department and public work guys really worked their back ends off. He thinks John and the guys did a great job (that depends who you talk to). Just kidding. They did wonderful job.

**Public Works Director John Tolan:** He said the guys did a great job. They worked 6 to 7 hours on one pole after a gentlemen knocked it out. We had three power outages and a sewer problem at the sewer plant and a lot of frozen serves and we had to go out and make sure their service got back up and working. The guys were working 13 plus hours before getting to go home for rest. He said the guys were really dedicated and worked really hard. He really appreciated all of their hard work and the police department was out there getting things done also.

**Zoning Administrator Gary Henning** – He would like to thank John and his staff and Chief Donald and his staff for a great job.

**Treasurer Bryan Vogel** – No thank you.

**ADJOURNMENT:**

Mayor Speiser called for motion to adjourn the meeting.

*Trustee Steve Smith motioned to adjourn the meeting at 8:00 p.m. and Trustee Ramon Matchett, Jr. seconded the motion. All voting aye, motion carried.*

  
Jerry Lynn Menard  
Village Clerk



**COST PLUS FIXED FEE  
INVOICE**

RECEIVED

Date: 01/07/14 Invoice No. 10  
Work Order No. \_\_\_\_\_

To: Village of Freeburg  
14 Southgate Center  
Freeburg, IL 62243

JAN 09 2014

From: Rhutasel and Associates, Inc.  
Firm Address: Rhutasel and Associates, Inc.  
P.O. Box 97  
Freeburg, IL 62243

PTB / Item #	_____	Project	<u>SRTS-4009(149)</u>	Consultant's Job Number  <b>41712</b>
Route	<u>FAU 9369</u>	County	<u>St. Clair</u>	
Section	<u>12-00024-00-SW</u>	Job No.	<u>P-98-311-12</u>	
Phase	_____			

For Professional Services performed as set forth in the Agreement dated: 09/07/12  
& Supplemental Agreement(s) dated: \_\_\_\_\_

1) Invoice Period	From:	<u>11/01/13</u>	To:	<u>12/31/13</u>
	This Invoice	Previously Invoiced	Earned to Date	Max allowable
2) Maximum Payable				\$28,000.00
3) Direct Salaries	\$645.03	\$8,289.69	\$8,934.72	
4) QC/QA	\$0.00	\$0.00	\$0.00	
5) Payroll & Overhead				
this invoice	<u>148.7500%</u>			
average	<u>148.75%</u>			
	\$959.48	\$12,330.89	\$13,290.37	
6) Fixed Fee = 6.5602%	\$232.37	\$3,042.74	\$3,275.11	\$3,542.08
7) Direct Costs Prime	\$0.00	\$389.46	\$389.46	
8) Services by others			\$0.00	
			\$0.00	
			\$0.00	
9) Total invoiced for project including this invoice			<u>\$25,889.66</u>	
10) Previously Invoiced		<u>\$24,052.78</u>		
11) Payment Due this invoice	<u>\$1,836.88</u>			

I have reviewed the invoice and found it in compliance with "The Simple Guide To Consultant Payments" published on the Consultant Engineering Sharepoint site. The percent of work shown as completed on this invoice matches the attached Progress Report signed by the project engineer.

I certify the costs included in this invoice have been expended and the percent of work shown as completed on this invoice is correct. As the prime consultant, work invoices included in this invoice for work done by others were reviewed and approved.

Approved  
IDOT Rep. \_\_\_\_\_ Date: \_\_\_\_\_

Accepted By: \_\_\_\_\_ Date: \_\_\_\_\_

Checked (Title) \_\_\_\_\_ Date: \_\_\_\_\_

Consultant: Rhutasel and Associates, Inc.

By / Date: Sidney W. LeGrand 1/7/14

(Name) Sidney W. LeGrand

(Title) Secretary

Distribution: 2 complete packages plus 2 copies of invoice form to Liaison Engineer.







Employee 071 SID LEGRAND

Signed \_\_\_\_\_  
 Approved \_\_\_\_\_

**Posted**

Profit Center:	FR:TR	Mon 12/16	Tue 12/17	Wed 12/18	Thu 12/19	Fri 12/20	Sat 12/21	Sun 12/22	Mon 12/23	Tue 12/24	Wed 12/25	Thu 12/26	Fri 12/27	Sat 12/28	Sun 12/29	Mon 12/30	Tue 12/31
10	Task COR	BUSINESS DEVELOPMENT															
	Task 462	CORPORATE BUSINESS DEVELOPMENT															
		62105 Reg. 4.00															
40213	Task 462	ST CLAIR CO. SERVICE AGREEMENT 2013-14															
		EXISTING GREENSPACES															
		03505 Reg. 2.00															
40112	Task 402	O'FALLON - MILBURN SCHOOL RD - PH 3&4															
		PRE-FINAL ROAD PLANS															
		16505 Reg. 3.00															
40113	Task 401	O'FALLON - MSR - OCR ROUNDABOUT															
		PDR															
		16505 Reg. 2.00															
2	Task COR	GENERAL & ADMINISTRATIVE LABOR															
		CORPORATE GENERAL & ADMIN LABOR															
		61105 Reg. 12.50															
10	Task FTR	BUSINESS DEVELOPMENT															
		FREEBURG TRANSPORTATION BUSINESS DEVELOP															
		62205 Reg. 4.00															
40612	Task 007	IDOT 8 INSPECTION PTB 160/20															
		WORK ORDER #7															
		16505 Reg. 2.00															
41712	Task 403	FREEBURG - SAFE ROUTE TO SCHOOLS															
		FINAL PS&E															
		16505 Reg. 1.00															
5	Task FTR	VACATION															
		FREEBURG TRANSPORTATION VACATION															
		60105 Reg. 16.00															
8	Task FTR	HOLIDAY															
		FREEBURG TRANSPORTATION HOLIDAY															
		60305 Reg. 8.00															
42008	Task 401	O'FALLON - MILBURN SCHOOL ROAD PHASE 2															
		PROJECT REPORTS, STUDIES, PERMITS															
		12505 Reg. 2.00															

Client: 8012 - ST. CLAIR COUNTY

Client: 6595 - O'FALLON, CITY OF

Client: 6595 - O'FALLON, CITY OF

Client: 4323 - IDOT DISTRICT 8

Client: 3280 - FREEBURG, VILLAGE OF

Client: 6595 - O'FALLON, CITY OF

12/18 Public Meeting for Project Report.

Rhutasel and Associates, Inc.  
Timesheet for the period ending 12/15/13

ANTHONY SCHENK

Employee 086

**Posted**

Signed \_\_\_\_\_  
Approved \_\_\_\_\_

Profit Center: FR:TR	Sun 12/01	Mon 12/02	Tue 12/03	Wed 12/04	Thu 12/05	Fri 12/06	Sat 12/07	Sun 12/08	Mon 12/09	Tue 12/10	Wed 12/11	Thu 12/12	Fri 12/13	Sat 12/14	Sun 12/15
40513	WASHINGTON CO - HWY 13 CONST SERVICES														
Task 450	CONSTRUCTION OBSERVATION														
		0.50													
		12/02 Improving drawing for staking													
2	GENERAL & ADMINISTRATIVE LABOR														
Task FTR	FREEBURG TRANSPORTATION GEN & ADMIN LABR														
		1.50	0.50	1.00					0.50	1.50	0.50	0.50	1.00		
		12/02 Time Sheet, ect.													
10	BUSINESS DEVELOPMENT														
Task FTR	FREEBURG TRANSPORTATION BUSINESS DEVELOP														
		2.00	0.50								1.00				
		12/02 New Athens - Johnson Street - Meeting w/Client													
41412	O'FALLON - VENITA FACILITIES - DRAINAGE														
Task 450	BIDDING & CONSTRUCTION ASSISTANCE														
		0.50	1.50										0.50		
		12/02 Coordination w/Holland 12/03 Utility Coordination and Coordination 12/12 Shop Drawing Review													
41712	FREEBURG - SAFE ROUTE TO SCHOOLS														
Task 403	FINAL PS&E														
		3.00													
		12/02 Revisions to PSE / Project Admin													
10	BUSINESS DEVELOPMENT														
Task FTR	FREEBURG TRANSPORTATION BUSINESS DEVELOP														
		0.50		1.00					3.00	4.00	0.50				
		12/02 Misc. Project Admin. 12/09 Swapping computer files 12/10 New computer set up and misc.													
41508	O'FALLON - STATE ST SIDEWALK DESIGN														
Task 460	EXTRA WORK														
			0.50	1.50									0.50		
		12/04 Construction agreement review 12/12 Coordination													
41712	FREEBURG - SAFE ROUTE TO SCHOOLS														
Task 403	FINAL PS&E														
			5.00	4.00									0.50		
		Client: 3280 - FREEBURG, VILLAGE OF													
40403	O'FALLON - MISC. ENGINEERING														
Task 010															
			0.50								2.50	0.50			
		Client: 6595 - O'FALLON, CITY OF													

12/04 Engineering Estimate - Presidential Streets  
12/11 Engineering Estimate and Agreement for Presidential Street Improvements

Employee 086 ANTHONY SCHENK

**Posted**

Signed \_\_\_\_\_  
 Approved \_\_\_\_\_

Profit Center:	FR:TR	Mon 12/16	Tue 12/17	Wed 12/18	Thu 12/19	Fri 12/20	Sat 12/21	Sun 12/22	Mon 12/23	Tue 12/24	Wed 12/25	Thu 12/26	Fri 12/27	Sat 12/28	Sun 12/29	Mon 12/30	Tue 12/31
2	Task FTR	GENERAL & ADMINISTRATIVE LABOR															
	61115 Reg.	1.50	1.00	1.00	1.00	1.00	1.00	1.00	1.00	2.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Total	12.50															
42008	Task 401	O'FALLON - MILBURN SCHOOL ROAD PHASE 2															
	08515 Reg.	0.50	3.00														
	Total	3.50															
41712	Task 403	FREEBURG - SAFE ROUTE TO SCHOOLS															
	21515 Reg.	4.00															
	Total	4.00															
40112	Task 402	O'FALLON - MILBURN SCHOOL RD - PH 3&4															
	15015 Reg.	0.50	25.50														
	Total	25.50															
42009	Task 403	LEBANON - ALTON STREET IMPROVEMENT															
	22515 Reg.	1.50	2.50	1.00	2.50	2.50	2.50	4.00									
	Total	14.00															
40403	Task 010	O'FALLON - MISC. ENGINEERING															
	17015 Reg.	0.50															
	Total	0.50															
41413	Task 030	SPARTA - JUBEL DR. RELOCATION															
	15015 Reg.	1.50	1.00														
	Total	2.50															
10	Task FTR	BUSINESS DEVELOPMENT															
	63215 Reg.	1.00	0.50														
	Total	1.50															
41812	Task 402	SMITHTON - SAFE ROUTE TO SCHOOLS															
	15015 Reg.	1.50															
	Total	1.50															

Client: 6595 - O'FALLON, CITY OF

Client: 3280 - FREEBURG, VILLAGE OF

Client: 6595 - O'FALLON, CITY OF

Client: 5370 - LEBANON, CITY OF

Client: 6595 - O'FALLON, CITY OF

Client: 7936 - SPARTA, CITY OF

Client: 7925 - SMITHTON, VILLAGE OF

Rhutasel and Associates, Inc.  
Timesheet for the period ending 12/15/13

MARK A. LUECHTEFELD

Employee 016

Signed \_\_\_\_\_

Approved \_\_\_\_\_

**Posted**

Profit Center:	FR:TR	Sun 12/01	Mon 12/02	Tue 12/03	Wed 12/04	Thu 12/05	Fri 12/06	Sat 12/07	Sun 12/08	Mon 12/09	Tue 12/10	Wed 12/11	Thu 12/12	Fri 12/13	Sat 12/14	Sun 12/15
2	GENERAL & ADMINISTRATIVE LABOR															
	FREEBURG TRANSPORTATION GEN & ADMIN LABR															
	61147 Reg.	0.50	2.00	2.00	1.00	1.50				6.00	7.00	5.00	2.00	4.50		
	Total															
		12/02 Time Sheet 12/03 Standard details ACAD 12/04 Standard details ACAD 12/05 Standard details ACAD 12/09 Standard details ACAD 12/10 Files set up on new computers 12/11 Standard details ACAD 12/12 Standard details ACAD 12/13 Files set up on new computers, details														
40613	ST CLAIR CO - ENGELMANN FARM															
	BIDDING & CONSTRUCTION															
	05047 Reg.		2.00													
41013	RED BUD - 4TH ST BIKE TRAIL - CONSTRUCT															
	CONSTRUCTION TESTING															
	23047 Reg.		3.50		5.00	2.50										
		Client: 7370 - RED BUD, CITY OF														
41712	FREEBURG - SAFE ROUTE TO SCHOOLS															
	FINAL PS&E															
	04547 Reg.		2.00													
		Client: 3280 - FREEBURG, VILLAGE OF														
11	PROMOTION															
	FREEBURG TRANSPORTATION PROMOTION															
	04547 Reg.			2.00	2.00											
		12/03 Exhibits for Grants 12/04 Salem Bike Trail Exhibits														
5	VACATION															
	FREEBURG TRANSPORTATION VACATION															
	60147 Reg.			4.00									0.50	0.50		
3	Paid Time Off															
	FREEBURG TRANSPORTATION PAID TIME OFF															
	60447 Reg.						8.00									
		Client: 6595 - O'FALLON, CITY OF														
40108	O'FALLON - HWY 50 CONGESTION IMPROVEMENT															
	FINAL ROAD PLANS															
	04547 Reg.										1.00					
		12/05 Sidewalk Ramps 12/10 Entrance Details														
41513	CENTRALIA - SOUTH PLEASANT AVE.															
	P,S&E															
	04547 Reg.												2.00			
		Client: 1875 - CENTRALIA, CITY OF														

Rhufasel and Associates, Inc.  
Timesheet for the period ending 12/15/13

Employee 025

KRISTINE A. WINTERBAUER

**Posted**

Signed \_\_\_\_\_

Approved \_\_\_\_\_

Profit Center:	FR:AD	Sun 12/01	Mon 12/02	Tue 12/03	Wed 12/04	Thu 12/05	Fri 12/06	Sat 12/07	Sun 12/08	Mon 12/09	Tue 12/10	Wed 12/11	Thu 12/12	Fri 12/13	Sat 12/14	Sun 12/15
41712	FREEBURG - SAFE ROUTE TO SCHOOLS															
Task 403	FINAL PS&E		1.00													
	03065 Reg.		1.00													
40112	O'FALLON - MILBURN SCHOOL RD - PH 3&4															
Task 403	FINAL P,S&E									1.00						
	03065 Reg.									1.00						
2	GENERAL & ADMINISTRATIVE LABOR															
Task FRE	FREEBURG GENERAL & ADMIN LABOR															
	61265 Reg.		7.00	8.00	8.00	8.00				7.00	8.00	8.00	8.00	8.00	8.00	
70.00																
3	Paid Time Off															
Task FRE	PAID TIME OFF FREEBURG							8.00								
	60465 Reg.							8.00								
8.00																
<b>Totals</b>	<b>Reg.</b>		8.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00

Client: 3280 - FREEBURG, VILLAGE OF

Client: 6595 - O'FALLON, CITY OF



# VILLAGE OF FREEBURG

**MEMO:**

**To:** Village Trustees

**From:** Tony Funderburg, Village Administrator *TF*

**CC:** Mayor Speiser, Zoning Administrator Henning

**Date:** 1/13/2014

**Re: Plan Commission Hearing 1/9/2014**

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Purpose of meeting was to take action by the request of the Village Board to consider allowing a two-family dwelling as a special use in a single-family residence district; or to allow that as well as a multi-family dwelling as a special use in a single-family residence district.

After a lengthy discussion, the following motions were made:

1. Bill Schwartz motioned to allow a two-family dwelling as a special use in an SR-1 district and Vic Rose seconded the motion. Roll call vote: Bill Schwartz – yes; Vic Rose – yes; Mary Krieg – no; Bryan Vogel – yes; Dale Klohr – yes; Steve Woodward – yes. With 6 aye votes, the motion passed.
2. Mary Krieg motioned to allow a two-family dwelling and also a multi-family dwelling as a special use in an SR-1 district and Dale Klohr seconded the motion. Roll call vote: Mary Krieg – yes; Dale Klohr – yes; Bryan Vogel – yes; Bill Schwartz – no; Vic Rose – no; Steve Woodward – no; motion failed.

Both with the condition that the building existed or was occupied prior to the establishment of the zoning code in 1969.



VILLAGE PRESIDENT  
Seth Speiser

VILLAGE CLERK  
Jerry Menard

VILLAGE TRUSTEES  
Ray Matchett, Jr.  
Steve Smith  
Mike Blaies  
Mathew Trout  
Dean Pruet  
Elizabeth Niebruegge

# VILLAGE OF FREEBURG

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

ELECTRIC COMMITTEE MEETING  
Wednesday, January 15, 2014 at 5:30 p.m.

EXHIBIT E  
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

The meeting of the Electric Committee was called to order at 5:30 p.m. on Wednesday, January 15, 2014 by Chairman Mike Blaies. Committee members present were Chairman Mike Blaies, Trustee Steve Smith, Trustee Elizabeth Niebruegge, Mayor Seth Speiser, Trustee Matt Trout, Trustee Dean Pruet, Public Works Director John Tolan, Head Lineman Shane Krauss and Office Manager Julie Polson.

## A. OLD BUSINESS:

1. Approval of December 11, 2013 Minutes: Trustee Elizabeth Niebruegge motioned to approve the December 11, 2013 minutes with correction and Trustee Steve Smith seconded the motion. All voting aye, the motion carried.
2. Acquiring Ameren customers: Head Lineman Shane Krauss said this is on hold until after the completion of the rate study. He would like this item taken off the agenda for now.
3. Portable Generator Replacement: Shane said there is nothing new with this right now.
4. Wiegmann's project: Shane said the weather has been an issue recently but this project should start back up shortly.
5. Shed: Shane advised the heating guy was there today and the boiler was also in today. The lighting should be delivered next week. He is hoping to have heat sometime next week. All of the doors are working properly.
6. Risk assessment conducted by insurance company: Shane stated they will start performing the assessments this month. He said it is more recording keeping and documenting that the assessments were done. Public Works Director John Tolan said BHM&G gave us a schedule of EPA's deadlines.

Shane said we had a bushing leak which caused moisture on a breaker that controls the main transformer at the north sub. This caused some power outages and we were able to reroute our power. Everything is being powered from the old plant. It is going to take about three weeks to get the bushing in. We are looking at around \$1900. Chuck from BHM&G will take care of ordering it and we will install it. John said they did come out and helped trouble shoot when this happened. Shane advised when we get into replace the bushing, they will inspect all six bushings in the switch.

7. Rate Study: Shane needs to reschedule the meeting with Verbal Blakey and will contact her to see if she is available on February 3, 2014 at 5:45 p.m.

**B. NEW BUSINESS:**

1. IMUA Scholarship Program: Julie advised IMUA offers this scholarship program every year and we have not advertised it in the past. She said Tammy from IMUA is willing to help with anything we might need. Julie will forward the information to the Tribune as well as place it on the website.
2. Surplus temporary service poles: Shane said this is in reference to us providing temporary service. He would like to surplus our temporary service equipment and if no-one bids on it, he would like to scrap it. He said he is going to keep a couple of the better services for our use. the committee agreed with Shane's request and we will get this advertised in the paper.

**C. GENERAL CONCERNS:** None.

**D. PUBLIC PARTICIPATION:** None.

**E. ADJOURN:** *Trustee Elizabeth Niebruegge motioned to adjourn at 5:45 p.m. and Trustee Steve Smith seconded the motion. All voting aye, the motion carried.*



Julie Polson  
Office Manager

**VILLAGE PRESIDENT**  
Seth Speiser

**VILLAGE CLERK**  
Jerry Menard

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

# 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

**EXHIBIT F**  
**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

### PUBLIC WORKS COMMITTEE MEETING

Trash/Water/Sewer

(Pruett/Matchett/Blaies)

Wednesday, January 15, 2014 at 6:15 p.m.

The Public Works Committee Meeting was called to order at 6:15 p.m. on Wednesday, January 15, 2014, by Chairman Dean Pruett. Members present were Chairman Dean Pruett, Trustee Ray Matchett, Trustee Mike Blaies, Mayor Seth Speiser, Trustee Elizabeth Niebruegge, Trustee Matt Trout, Village Clerk Jerry Menard, Public Works Director John Tolan and Office Manager Julie Polson.

#### A. OLD BUSINESS:

1. Approval of December 18, 2013 minutes: Trustee Ray Matchett motioned to approve the December 18, 2013 minutes and Trustee Mike Blaies seconded the motion. All voting aye, the motion carried.
2. Sewer Project: Mayor Speiser advised that Fred Helms agreed to an easement. He will get in touch with us shortly.
3. Sewer issues: John said Mr. Fischer told Brian Eckert of the County that we hooked him up to the storm sewer. John said we did no such thing and is going to schedule a meeting with the County. He is going to put some dye tablets in Mr. Fischer's aerator and see where it comes out.
4. Water main extension along Rentschler Road: Seth spoke to Mark Ehret and he is definitely moving forward with the project. Seth doesn't think Covered Bridge has made a decision. John said it would be very tough to provide water to all of those residents.
5. Narrowbanding Requirements: John said this has been completed and the item can be taken off the agenda.
6. Cross connection control surveys: John has reviewed about 80% of the surveys and said we have about 300 – 400 surveys that were not turned in.

**B. NEW BUSINESS:** Seth suggested having a list of people we can call in an emergency for snow removal. With this last snowstorm, we had power and water issues, and we need our guys available to handle those emergencies. John said we would still offer the work to our employees first, but he felt safety of our employees could be an issue if they were out for several hours clearing snow and then had to answer a callout for an electrical or water emergency.

Water/Sewer Committee Meeting  
Wednesday, January 15, 2014  
Page 1 of 2

John said there was a water main break at Belleville/W. Apple on IDOT's portion of the property. We removed a four foot section of their culvert because it was laying on our water line. When he talked to IDOT, they told him to come up with a plan and wanted us to fix their storm culvert. John questioned this and believes they should fix it. John also advised they responded to all calls received regarding frozen water lines. He reported that SAVE water tower is leaking in three places. He contacted the company who installed it and they are scheduled to come out on January 27<sup>th</sup>. We will use our bucket truck to get up to the high leaks which will save us a little money. He is hoping it's a matter of caulking the areas and tightening the bolts.

**C. GENERAL CONCERNS:** None.

**D. PUBLIC PARTICIPATION:** None.

**E. ADJOURN:** *Trustee Ray Matchett motioned to adjourn at 6:35 p.m. and Trustee Mike Blaies seconded the motion. All voting aye, the motion carried.*



Julie Polson,  
Office Manager

**VILLAGE PRESIDENT**

Seth Speiser

**VILLAGE CLERK**

Jerry Menard

**VILLAGE TRUSTEES**

Ray Matchett, Jr.

Steve Smith

Mike Blaies

Mathew Trout

Dean Pruett

Elizabeth Niebruegge

**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](http://www.freeburg.com)**Public Property Committee Meeting**

Streets/Municipal Center/Pool/Parks &amp; Recreation

(Niebruegge/Smith/Pruett)

Wednesday, January 15, 2014 at 7:00 p.m.

**EXHIBIT G****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.

The meeting of the Public Property Committee was called to order at 7:00 p.m. on Wednesday, January 15, 2014, in the Municipal Center. Those in attendance were Chairperson Elizabeth Niebruegge, Trustee Steve Smith, Trustee Dean Pruett, Trustee Matt Trout, Village Clerk Jerry Menard, Public Works Director John Tolan and Office Manager Julie Polson. Guest present: Scott Schulz.

*Trustee Dean Pruett motioned to amend the agenda to hear the Public Property portion of the agenda first and Trustee Steve Smith seconded the motion. All voting aye, the motion carried.*

**STREETS: A. OLD BUSINESS:**

1. Approval of December 18, 2013 minutes: *Trustee Dean Pruett motioned to approve the December 18, 2013 minutes and Trustee Steve Smith seconded the motion. All voting aye, the motion carried.*
2. Safe Routes to School: We have a reimbursement request from Rhutasel and Associates for the SRTS project.

*Trustee Steve Smith motioned to recommend to the full Board we pay Rhutasel and Associates' Invoice #10 in the amount of \$1,836.88 for the SFTS project and Trustee Dean Pruett seconded the motion. All voting aye, the motion carried.*

3. MFT/Ditch on N. Main: John is working on getting this out for bid.
4. Drainage Problem Areas/Southgate Drive/Huelsman: John received some calls for the drainage on Southgate Drive and he will go out and take a look at it.
5. Shady Lane Dispute: Julie advised Tony was supposed to meet with Attorney Manion about this yesterday. Since Tony was sick, we will get that meeting rescheduled as soon as possible. John said Tony is going to tell Mr. Luckett to stop since he's on Ms. Wilkerson's property. We will plow the road since it belongs to the Village. We are also going to go out for bid to trim the trees in the cemetery.
6. Cemetery Road: John talked to Dale today and he is trying to get in touch with Jim Fields.

7. Street banners: Elizabeth stated Sheila is going to take over selling ad banners to the businesses. This may be something the Chamber takes over completely. Item can be removed from the agenda.
8. Purchase of vehicles: John said this is on hold until next year.

**B. NEW BUSINESS:** John said with the snowstorm, we did hit a few things. We damaged a sidewalk across from Woodsvew and we will repair that. We had another break-in at the shop. The crime unit was brought in to investigate it. The committee discussed installing cameras outside the building.

**POOL: A. OLD BUSINESS:**

1. Lifeguard applications: Julie advised we don't have any new applications. The advertisement for hire will be published tomorrow. Scott discussed the dates of operation for the pool. The last day of school is May 30<sup>th</sup>. We normally open Memorial Day weekend which would be Saturday, May 24<sup>th</sup>. He asked the committee if they want to open 5/24 – 5/26, then close 5/27-5/30 because we won't have very many lifeguards available to work. Or, do you want to open for a limited number of hours on those days? The committee discussed offering the pool to open those days to daycares, adult swims, etc. Scott will check to see who he has available to work on those dates. Elizabeth said we also need to schedule the pool meeting and she will include the committee on the emails to get that set up. Scott discussed the water acclimation lessons and said if we hold those during the evening hours, it will cut into the available pool party times. He would rather have one 2-week session in June and then offer 7 Saturday dates and the committee agreed to that. He also set the dates for the Swim in the Park after Dark and Family Days and Julie will get those added to the calendar once all of the dates of operation have been set. Julie will check with Millstadt and Mascoutah to see what their pool fees are. We will set the admission prices, determine wages and hire lifeguards/managers at next month's committee meeting.

**B. NEW BUSINESS:** None.

**C. GENERAL CONCERNS:** We received a request to hold a donation collection sponsored by Spengler Plumbing to benefit local firefighters. The dates requested were during the week, and Julie checked with Chief Donald who is not in favor of holding any donation collections during the week. It would be a traffic nightmare. Elizabeth is going to contact Spengler to discuss their request.

John said he is talking to Tony about hands free devices for the public works trucks.

**D. PUBLIC PARTICIPATION:** None.

**E. ADJOURN:** *Trustee Steve Smith motioned to adjourn the meeting at 7:14 p.m. and Trustee Dean Pruett seconded the motion. All voting aye, the motion carried.*

  
Julie Polson  
Office Manager