

VILLAGE PRESIDENT  
Seth Speiser

VILLAGE CLERK  
Jerry Menard

VILLAGE TRUSTEES  
Tom Carpenter  
Robert Kaiser  
Dana Miller  
Ray Matchett, Jr.  
Lisa Meehling  
Mike Blaies

VILLAGE TREASURER  
Bryan A. Vogel

# VILLAGE OF FREEBURG

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

VILLAGE ADMINISTRATOR  
Matt Trout

PUBLIC WORKS DIRECTOR  
Chris Remick

POLICE CHIEF  
Michael J. Schutzenhofer

ESDA COORDINATOR  
Eugene Kramer

VILLAGE ENGINEER  
Tim Pruett, P.E.

VILLAGE ATTORNEY  
Keck Brown, P.C.

## THE PUBLIC CAN PARTICIPATE THROUGH THE ZOOM CLOUD MEETING APPLICATION AND CLICKING ON THE FOLLOWING LINK:

Join URL: <https://us02web.zoom.us/j/4478727673>

**Meeting ID: 447 872 7673**

We ask the public to mute their phone or mic until Public Participation  
If you have any questions, please contact Matt Trout at [mtrout@freeburg.com](mailto:mtrout@freeburg.com)  
Village Hall will be open to the public for this meeting

March 23, 2026

## NOTICE

### MEETING OF LEGAL AND ORDINANCE COMMITTEE Annexation; Building; Zoning; Subdivision (Miller/Carpenter/Matchett/Meehling)

A Legal and Ordinance Committee Meeting of the Village of Freeburg will be held at the Municipal Center, Executive Board Room, **Wednesday, March 25, 2026, at 5:45 p.m.**

### LEGAL AND ORDINANCE COMMITTEE MEETING AGENDA

#### I. Items to be Discussed:

- A. Old Business
  1. Approval of February 25, 2026 Minutes
  2. Zoning Report/Nuisance Properties
  3. Development Update
  4. FOIA Requests
  5. Fire Department Inspections
- B. New Business
- C. General Concerns
- D. Public Participation
- E. Adjourn

At said Legal and Ordinance 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)]; collective negotiating matters between the public body and its employees or their representatives [5 ILCS, 120/2- (c)(2), real estate transactions [5 ILCS, 120/2 - (c)(5)]; discussion of executive session minutes, [5 ILCS-120/2-(c)(21)]; discussion of purchase or lease of real property for the use of the public body, [5 ILCS-120/2-(c)(5)]; or discussion of the setting of a price for sale or lease of property owned by the public body, [5 ILCS-120/2-c)(6)].

**VILLAGE PRESIDENT**  
Seth Speiser

**VILLAGE CLERK**  
Jerry Menard

**VILLAGE TRUSTEES**  
Tom Carpenter  
Robert Kaiser  
Dana Miller  
Ray Matchett, Jr.  
Lisa Meehling  
Mike Blaies

**VILLAGE TREASURER**  
Bryan A. Vogel

# VILLAGE OF FREEBURG

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

**VILLAGE ADMINISTRATOR**  
Matt Trout

**PUBLIC WORKS DIRECTOR**  
Chris Remick

**POLICE CHIEF**  
Michael J. Schutzenhofer

**ESDA COORDINATOR**  
Eugene Kramer

**VILLAGE ENGINEER**  
Tim Pruett, P.E.

**VILLAGE ATTORNEY**  
Keck Brown, P.C.

Legal and Ordinance Committee Meeting  
(Annexation; Building; Zoning; Subdivision)  
(Miller/Carpenter/Matchett/Meehling)  
Wednesday, February 25, 2026 at 5:45 p.m.

The meeting of the Legal and Ordinance Committee was called to order at 5:45 p.m., by Chairperson Dana Miller on Wednesday, February 25, 2026. Members present were Chairperson Dana Miller, Trustee Tom Carpenter, Trustee Ray Matchett (absent), Trustee Lisa Meehling, Mayor Seth Speiser (via Zoom), Village Clerk Jerry Menard, Trustee Mike Blaies, Trustee Bob Kaiser, Village Administrator Matt Trout (via Zoom), Village Engineer Tim Pruett, Police Chief Mike Schutzenhofer (via Zoom), Public Works Director Chris Remick (absent), Village Attorney Fred Keck, and Office Manager Mary Downen. Guest present: Janet Baechle. There were no guests present via Zoom.

## A. OLD BUSINESS:

1. Approval of January 28, 2026 Minutes: Trustee Lisa Meehling motioned to approve the January 28, 2026 minutes, and Trustee Tom Carpenter seconded the motion. All voting yea, the motion carried.
2. Zoning Report/Nuisance Properties: Village Engineer Tim Pruett said we had 4 occupancy permits and 3 building permits which included 1 new home, 1 electrical, and 1 business. He has received a couple complaints regarding cars that he will follow up on.
3. Development Update: Tim said there is a Combined Board meeting March 10<sup>th</sup>. There isn't an agenda item but will be discussing the Phillips Development on Adele St. He explained the process of the "Planned Development". He said he was approached by an architect about expanding Freeburg Liquor. He advised they would need a variance and that would need to go before the Combined Board. He said he spoke with the developer who purchased the multi-family ground north of Dollar General. Trustee Carpenter asked about the property at the Industrial Park and Tim responded he spoke with the new owner who is a real estate company out of Knoxville, TN. They aren't sure what they are going to do with it, could possibly sell it.
4. FOIA Requests: Reviewed by the committee.

## B. NEW BUSINESS:

1. Fire Department Inspections: Village Attorney Fred Keck went through it and there was a discussion by the Board.

Attorney Keck said he received a letter from the US EPA that based upon submittals of November 25, 2025 regarding the requirements of the Administrative Order on Consent (AOC), the US EPA believes that all terms have been satisfied and considers the AOC to be closed.

## C. GENERAL CONCERNS: None.

Legal and Ordinance Committee Meeting  
Wednesday, February 25, 2026

**D. PUBLIC PARTICIPATION:** None.

**E. ADJOURN:** *Trustee Tom Carpenter motioned to adjourn at 6:46 p.m., and Trustee Lisa Meehling seconded the motion. All voting yea, the motion carried.*

A handwritten signature in black ink, appearing to read "Mary Downen". The signature is fluid and cursive, with a long horizontal stroke at the end.

Mary Downen  
Office Manager

	A	B	C
1	Party Requesting Information	FOIA Request	Date of Request
2	Metro East Sun	Copies of procurements bids and responses to requests for proposals (RFPs) received by the city during the immediately preceding calendar month only	2/2/2026
3	Metro East Sun	Copies of the city's existing vendor payment register for the immediately preceding calendar month only	2/2/2026
4	Metro East Sun	Copies of the city's new contracts and any amendments to existing contracts that were executed, approved, or became effective during the immediately preceding calendar month only	2/2/2026
5	Metro East Sun	Copies of the city's expense reimbursement records for the immediately preceding calendar month only	2/3/2026
6	Metro East Sun	Copies of the city's employee overtime records for the immediately preceding calendar month only	2/3/2026
7	Metro East Sun	Copies of records identifying all new commercial building permits during the immediately preceding calendar month only	2/4/2026
8	Metro East Sun	Copies of records identifying all new residential building permits during the immediately preceding calendar month only	2/4/2026
9	Metro East Sun	Copies of records identifying businesses newly registered with the city during the immediately preceding calendar month only	2/4/2026
10	LexisNexis	Police/Traffic Report #26-00122	2/3/2026
11	Thomas Cassidy	Police/Traffic Report #26-000140	2/9/2026
12	Jim Francis	Police/Traffic Report #26-000090	2/15/2026
13	LightBox	Please provide copies of any open/active zoning, building, and fire code violations, certificates of occupancy (certificates of use & occupancy, non-RUPs, certificates of compliance, certificates of completion, certificates of continued occupancy, certificates of use, use and occupancy permits, finalized building permits in lieu of COs), final approved site plan (site development plan or master development plan), variances (entitlements, special/conditional use permits, resolutions, certificates of approval, proffers, zoning cases, conditions of approval, petitions, staff reports, waivers, decisions, etc.) on file at this time for the property located at 490 URBANNA DR, parcel # 14-29-0-117-033.	2/17/2026
14	AEI Consultants	Cedar Trails Senior Living 490 Urbanna Drive, Freeburg, IL. Any open fire code violations; Any open building code violations; Certificate of Occupancy	2/19/2026
15	LexisNexis	Police/Traffic Report #26-000183	2/20/2026
16	Riverfront Environmental	490 Urbanna Drive - Copy of most recent building inspection report; copies of any permits for previous or current underground or above ground storage tanks; provide a list of past tenants/occupants and/or occupancy permits; records related to any activity-use limitations (AULs); records of environmental liens	2/25/2026