

**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

April 28, 2014

## NOTICE

### **MEETING OF LEGAL AND ORDINANCE COMMITTEES** **Annexation; Building; Zoning; Subdivision** **(Trout/Matchett/Pruett)**

A Legal and Ordinance Committee Meeting of the Village of Freeburg will be held at the Municipal Center, Executive Board Room, **Wednesday, April 30, 2014, at 5:00 p.m.**

### **LEGAL AND ORDINANCE COMMITTEE MEETING AGENDA**

I. Items to be Discussed:

A. Old Business

1. Approval of March 26, 2014 Minutes
2. Status of Public Hazard Homes/101 E. Hill
3. Update Code Book
4. Nuisance Abatement Code
5. Zoning Reports
6. Occupancy Permit Inspections

B. New Business

1. ICC Permit Technician Training
2. Special Use Permit for Home Businesses

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)] or real estate transactions [5 ILCS, 120/2 - (c)(5)].

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Legal and Ordinance Committee Meeting  
(Annexation; Building; Zoning; Subdivision)  
(Trout/Matchett/Pruett)

Wednesday, April 30, 2014 at 5:00 p.m.

VILLAGE ADMINISTRATOR  
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The meeting of the Legal and Ordinance Committee was called to order at 5:00 p.m. by Chairman Matt Trout on Wednesday, April 30, 2014, in the Freeburg Municipal Center. Members attending were Chairman Matt Trout, Trustee Ray Matchett, Trustee Dean Pruett, Trustee Elizabeth Niebruegge, Mayor Seth Speiser, Village Administrator Tony Funderburg, Zoning Administrator Gary Henning, Public Works Director John Tolan and Office Manager Julie Polson. Guest present: Janet Baechle.

### A. OLD BUSINESS:

1. Approval of March 26, 2014 Minutes: Trustee Dean Pruett motioned to approve the March 26, 2014 minutes and Trustee Ray Matchett seconded the motion. All voting aye, the motion carried.
2. Status of Public Hazard Homes: Zoning Administrator Henning stated Tony is still working with the owners of the Ernst property. Tony said he needs a letter from the Mayor asking for help on this and he will get that done as soon as possible.
3. Update Code Book: Tony will meet with John and Julie and come up with a plan on what is going to be discussed at each utility committee meeting.
4. Nuisance Abatement Code: Gary said the owners of the home on Promontory Pines should be finished in the next couple of weeks. The G&S Foundry building is up for sale but there are legal problems with the owners. He sent a letter to the owner of 519 N. State regarding the roof and has not had any response. He will give send another letter. The work will be done at 11 E. Washington. Progress has been made at the 109 S. Vine property. He is giving the owner of 107 S Pitts another month.
5. Zoning reports: Gary advised Kessler's Auto is looking for a location in Freeburg, preferably along the highway or on the north end of town. He has called on several reports of high grass/weeds and will continue to follow up on them.
6. Occupancy permits to be performed by County: Mayor Speiser said he will have something by next month's meeting.

Tony reported that Fred Helms' attorney called him today.

### B. NEW BUSINESS:

1. ICC Training: Tony would like to see Gary attend this training session. There are many topics that will be discussed and provide Gary with some valuable information. The committee agreed with the request.

Legal and Ordinance Committee Meeting  
Wednesday, April 30, 2014

VILLAGE BOARD OF TRUSTEES MEETINGS ARE HELD ON THE FIRST AND THIRD MONDAY OF EVERY MONTH

2. Operate a Home Business: Tony said we received an anonymous complaint about someone operating a business out of their home. Our code states a business being operated out of a home needs a special use permit. Tony felt we should act once a complaint is received and the committee agreed.

Tony advised we have a business that has not registered as such for two years. Gary talked to the owner of the business and he promised to come in within a few days and pay. He has not done so and Tony asked if the next step should be a visit by the police. The committee discussed this and agreed for Gary to go out and give him a deadline to come in and pay. If he does not pay by the deadline, they the police can serve him a citation. Gary reported the work being done at the old Burgards has been cleared by the County, and only an electrical permit is needed.

**C. GENERAL CONCERNS:** None.

**D. PUBLIC PARTICIPATION:** Janet felt we should handle our situations consistently.

**E. ADJOURN:** *Trustee Dean Pruett motioned to adjourn at 5:26 p.m. and Trustee Ray Matchett seconded the motion. All voting aye, the motion carried.*

  
Julie Polson  
Office Manager

**VILLAGE PRESIDENT**  
Seth Speiser

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Wednesday, March 26, 2014 at 5:00 p.m.

**VILLAGE ADMINISTRATOR**  
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The meeting of the Legal and Ordinance Committee was called to order at 5:00 p.m. by Chairman Matt Trout on Wednesday, March 26, 2014, in the Freeburg Municipal Center. Members attending were Chairman Matt Trout, Trustee Ray Matchett, Trustee Dean Pruet, Trustee Elizabeth Niebruegge, Mayor Seth Speiser, Village Clerk Jerry Menard, Village Administrator Tony Funderburg, Zoning Administrator Gary Henning, Public Works Director John Tolan and Office Manager Julie Polson. Guest present: Attorney Brian Manion.

## **A. OLD BUSINESS:**

1. Approval of February 26, 2014 Minutes: Trustee Dean Pruet motioned to approve the February 26, 2014 minutes and Trustee Ray Matchett seconded the motion. All voting aye, the motion carried.
2. Status of Public Hazard Homes: Zoning Administrator Henning met with the Fire Dept., at Deerfield concerning a couple of the mobile homes that were in hazardous condition. The new management company has been very busy getting them homes redone. They should be finished in the next couple of months. Administrator Funderburg said we are working with the owners of the Ernst building to try and obtain some grant money to help tear down the buildings that contain asbestos.
3. Update Code Book: Tony would like to set a schedule of meetings so we can get the code revision done. He will set some dates in the near future.
4. Nuisance Abatement Code: Gary said the junk car on N. Main Street is gone. He and Chief Donald met with a homeowner on Silverthorne regarding complaints that he was operating a business painting cars, motorcycles, busses. Gary said the owner provided registrations for the cars. Gary checked back with the neighbors and has not received any more complaints. Gary reported there is a home on S. Edison with a lot of junk around it. Gary contacted the owner and he is in the process of cleaning it up.
5. Zoning reports: Gary passed out his zoning report dated March 26, 2014. He advised the new zoning map is up and will be published in this week's edition of the Tribune. He also passed out the procedures for conducting a public hearing on applications for a special use permit.
6. ECode 360: Item can be taken off the agenda.
7. Occupancy permits to be performed by County: Mayor Speiser said Mascoutah and Highland conduct their own inspections and are happy with the procedure.

Legal and Ordinance Committee Meeting  
Wednesday, March 26, 2014

Gary said a home inspection would be required if the house is over 5 years old. John Tolan said he was stopped by a landlord who felt the Village was picking on rental properties. Seth felt we needed language on our occupancy permit that said it is only a outside visual inspection and we are not liable for any inside issues. We need this to go on our application until we decide which way we are going to go.

**B. NEW BUSINESS:**

1. Wernle request to operate a business at the Burgard's location: Tony said there are a lot of issues that need to be worked out on Mr. Wernle's request to operate a tavern at this location.
2. Leaf burning: Trustee Trout would like a notice posted on the website that states we are under a ban on burning in Freeburg. He would like to know where a resident can burn their limbs.

Tony advised next month's Electric meeting is being moved to 6:30 p.m., because IMEA will be coming down for that meeting. The Water/Sewer committee meeting will be scheduled for 5:30 p.m. and Streets at 6:00 p.m.

**C. GENERAL CONCERNS:** None.

**D. PUBLIC PARTICIPATION:** None.

**E. ADJOURN:** *Trustee Dean Pruett motioned to adjourn at 5:27 p.m. and Trustee Ray Matchett seconded the motion. All voting aye, the motion carried.*



Julie Polson  
Office Manager

**ZONING REPORT  
LEGAL-ORDNANCE MEETING  
APRIL 30, 2014**

**Gary Henning Zoning Administrator**

**9--Courtesy calls concerning high grass in past two weeks**

**Occupancy Permits issued in April-9**

**Building Permits issued in April-7**

**1-O'Reilly Auto Enterprises, LLC  
1-Egress Window  
1-Garage and Covered Patio  
2-Fence  
2-Electrical Upgrades**

**Nuisances Corrected in April: 11**

**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. Talked with him Monday and he will be calling County for final inspection within next two weeks.
2. RW Ernest Building behind Gary's. The owner had hired company to begin demolitions of both building by end of January. Tony received call from EPA January 21<sup>st</sup> (date both building were to be demolished) stating owners needed an EPA inspection for asbestos before building could be demolished. Notified Wrecking Company not to tear down. Tony is working with owner and EPA to work out a solution.
3. Received some complaints about old G&S Foundry. It has been vacant since 1998. It is now listed for sale on internet by owner. I believe asking price is \$102,000 as is. Possible buyer! Owners X-wife suing him over business losses!

4. Sent letter to owner of home located at 519 N. State Street requesting her to call and discuss blue plastic vinyl covering over most of the roof at above address--no one lives there and for-sale-sign in yard. No reply as of today.
5. Working with contractor on home at 11 E. Washington to get electric problem corrected. Shane sent letter informing him that he has 30 days to correct problem--if not corrected Electric will be shut off.
6. Complaints about 109 S. Vine--contacted owner who lives in Marissa--He has started cleanup in back--still has long way to go--called last Tuesday and left message he cleaned up front over the weekend. Still some minor fix ups to be done. He is making progress.
7. Complaint about 107 S. Pitts--talked with owner--rental property and people living there were evicted last month after a year in court. Outside is a mess--left 16 tires in backyard along with all kinds of junk. Will get it cleaned as soon as he can. His problem was the 16 tires--where to get rid of them--informed him from April 25<sup>th</sup>-28<sup>th</sup> Clean Up Freeburg Weekend--will be a tire drop-off at cost of \$3 per tire for cars and light trucks. His wife passed away and funeral was last weekend. Will check with him in a month or so.

**New Businesses Working:**

**O'Reilly Auto Parts**--Issued Building Permit BZOP-14-17 on Monday April 28<sup>th</sup>.

**POSSIBLE AUTO REPAIR AND PAINT SHOP:** Contact concerning purchase of Pickers and converting into an auto repair-paint facility. Plans to redo complete front of building with 6 glass doors and 6 bays for work--all be quipped with state-of-art equipment--Jerry Kessler who runs and owns Kessler's Auto Body in St. Libory. Presently in negotiations for property.



## CODE ENFORCEMENT OFFICIALS OF SOUTHERN ILLINOIS

### ICC Permit Technician Training

Gateway Conference Center

One Gateway Drive Collinsville, IL 62234 (800) 289-2388

**This course is open to all, as well as C.E.O.S.I. members**

Instructor: Richard Truitt ICC Board Member

May 16<sup>th</sup>. 2014 Sign up 7:45am, class 8:30am.-3:30pm.

Cost \$65.00 per person, lunch included

**Fill out the application below and return to Jerry Koerkenmeier BY MAY 2<sup>nd</sup>. 2014  
Payment may be made at the door the day of the seminar.**

**This course consists of:**

This seminar provides permit technicians with the knowledge, skills and abilities needed to perform their jobs in code administration, including legal aspects, code language, code enforcement, reading construction documents, reviewing submitted documents, permitting and the inspection process. Participants will become familiar with the International Building Code (IBC), the International Residential Code (IRC) and focus on customer relations skills and techniques. This course is intended to help you become the best permit technician you can be.

**This course is intended to help you become the best permit technician you can be. This is not a course to prepare for the permit technician certification exam.**

Upon completion, participants will be better able to:

- Describe an overview of building code enforcement.
- Employ legal principles in the building department.
- Explain the fundamental plan review process.
- Read basic construction documents.
- Use I-Codes to find the answers to frequently asked questions
- Use strategies and techniques to effectively interact with customers.

**6 hours / 0.6 ceus**

**Richard Truitt's bio:**

Richard Truitt is currently employed as a Deputy Code Official for Harford County Government. Rich began his career in the code enforcement profession in 1994 as a plans reviewer with the County. Over the years he has been promoted to Chief Building Inspector and now serves in the position of Deputy Director. His responsibilities include the direct oversight of the Building Services Division along with being responsible for the Electrical, Plumbing/Mechanical, Housing Services and Animal Control Division within the Department.

Rich has also continually served on the Maryland Building Officials Board of Directors since 1999. He has held the positions of Director at Large, Secretary, 2nd and 1st vice president and now currently President of the Organization. Along with the MBOA Board position Rich also holds positions and or appointments on the ICC Region VII Executive Committee, the ICC IRC Interpretation Committee, the IRC Plan Review and Accessibility Exam Development Committee, and has been appointed by the Governor of the State of Maryland to the Maryland Rehabilitation Code Council and the Maryland Green Building Council. Since 2007 he has also been working with the ICC Educational Department as a contract instructor and subject matter expert. Rich currently holds over 10 ICC certifications along with Certifications and Licenses as an Inspector in the State of Maryland

[www.ceosi.org](http://www.ceosi.org)

**2013 Executive Board**

**President:**

**Marshall Wright**

Building Inspector & Zoning  
Administrator

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Property Maint. & Housing Inspector

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**Immediate Past President:**

**Michael Seaver**

Director of Enforcement & Inspection

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**Trustees**

**Community Services Committee**

Erick Harris, Chairperson

City of O'Fallon

[eharris@ofallon.org](mailto:eharris@ofallon.org)

**Building Codes Committee**

Andrew Bevis, Chairperson

City of Mt. Vernon

[andrew.bevis@mivn.net](mailto:andrew.bevis@mivn.net)

**Membership Committee**

Jeffrey Soer, Chairperson

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**Education Committee**

Jerry Koerkenmeier, Chairperson

City of O'Fallon

[jkoerkenmeier@ofallon.org](mailto:jkoerkenmeier@ofallon.org)



**CODE ENFORCEMENT  
OFFICIALS OF SOUTHERN  
ILLINOIS**

**2013 Executive Board**

**President:**

**Marshall Wright**  
Building Inspector & Zoning  
Administrator  
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**Secretary:**

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**Immediate Past President:**

**Michael Seaver**  
Director of Enforcement & Inspection  
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**Trustees**

**Community Services Committee**  
**Erick Harris, Chairperson**  
City of O'Fallon  
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**Building Codes Committee**  
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**Education Committee**  
**Jerry Koerkenmeier, Chairperson**  
City of O'Fallon  
[jkoerkenmeier@ofallon.org](mailto:jkoerkenmeier@ofallon.org)

**Fundamentals of I-Codes for Permit Technicians  
Course Application**

Friday May 16<sup>th</sup>. 2014

Registration Form

Use one form per person registering

**Registration Deadline May 2<sup>nd</sup>. 2014**

PLEASE PRINT:

Name: \_\_\_\_\_ Jurisdiction: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Telephone: \_\_\_\_\_ FAX: \_\_\_\_\_

Registration fee \$65.00 (fee includes lunch & class material)

Make checks payable to:

Code Enforcement Officials of Southern Illinois (payment is not required to register & may be paid the day of the training)

Mail/Fax to: C.E.O.S.I

c/o Jerry Koerkenmeier

255 South Lincoln

O'Fallon, IL. 62269

Email: [jkoerkenmeier@ofallon.org](mailto:jkoerkenmeier@ofallon.org)

FAX: 618-624-4534

