

## REGULAR BOARD MEETING AGENDA – OCTOBER 15, 2012 - 7:30 P.M.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Minutes of Previous Meeting
  - 4 - 1. October 1, 2012 – Regular Board Meeting Minutes – **Exhibit A**
5. Finance - None.
6. Treasurer's Report - None.
7. Attorney's Report - None.
8. ESDA Report
9. Public Participation
10. Reports and Correspondence – None.
11. Recommendations of Boards and Commissions - None
12. Contracts, Releases, Agreements and Annexations – None
13. Bids - None
14. Resolutions - None
15. Ordinances –
  - 15 – 1. Ordinance #1434: An Ordinance Amending Title V, Chapter 51 of the Revised Code of Ordinances (Dusk-to-Dawn Lights) – **Exhibit B**
  - 15 – 2. Ordinance #1435: An Ordinance Amending Title III, Chapter 34 of the Revised Code of Ordinances (Part-time Police Officers) – **Exhibit C**
16. Old Business
17. New Business
18. Appointments - None.
19. Committee Meeting Minutes
  - 19 - 1. Finance Committee Meeting – Monday, October 1, 2012 – 7:00 p.m. – **Exhibit D**
  - 19 - 2. Legal/Ordinance Committee Meeting – Wednesday, October 3, 2012 - 4:30 p.m. – **Exhibit E**
  - 19 - 2. Electric Committee Meeting - Wednesday, October 10, 2012 - 5:30 p.m. – **Exhibit F**
  - 19 - 3. Personnel/Police Committee Meeting – Wednesday, October 10, 2012 – 6:30 p.m. – **Exhibit G**
20. Upcoming Meetings
  - 20 - 1. Water/Sewer Committee Meeting - Wednesday, October 17, 2012 - 5:30 p.m.
  - 20 - 2. Streets Committee Meeting - Wednesday, October 17, 2012 - 6:30 p.m.
  - 20 - 3. Finance Committee Meeting - Wednesday, October 31, 2012 - 5:30 p.m.
  - 20 - 4. Economic Development Committee Meeting - Wednesday, October 31, 2012 – 6:15 p.m.
  - 20 - 5. Board Meeting – Monday, November 5, 2012 - 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  
Ray Danford

VILLAGE CLERK  
Jerry Menard

VILLAGE TRUSTEES  
Rita Baker  
Seth Speiser  
Charlie Mattern  
Ray Matchett, Jr.  
Steve Smith  
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

## FREEBURG REGULAR BOARD MEETING Monday, October 1, 2012 at 7:30 P.M. Board Meeting

EXHIBIT A  
VILLAGE ADMINISTRATOR  
Dennis Herzing

VILLAGE TREASURER  
Bryan A. Vogel

PUBLIC WORKS DIRECTOR  
Ronald Dintelmann

POLICE CHIEF  
Melvin E. Woodruff, Jr.

VILLAGE ATTORNEY  
Weilmuenster Law Group, P.C

**CALL TO ORDER:** Mayor Ray Danford called the Regular Board Meeting to order at 7:30 p.m., on Monday, October 1, 2012 in the Freeburg Municipal Board Room.

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

**ROLL CALL:** Trustee Charlie Mattern - absent; Trustee Steve Smith - here; Trustee Rita Baker - here; Trustee Mike Blaies - here; Trustee Raymond Matchett, Jr. here; Trustee Seth Speiser - here; Mayor Ray Danford - here; (6 present, 1 absent). Mayor Ray Danford announced there is a quorum.

### MINUTES OF PREVIOUS MEETING: Exhibit A:

Mayor Danford said we have minutes for approval from Monday, September 17, 2012.  
*Trustee Rita Baker motioned to approve the minutes of Monday, September 17, 2012 and Trustee Steve Smith seconded the motion. All voting aye the motion carried.*

### Exhibit B:

**FINANCE:** None

**TREASURER'S REPORT:** None

**ATTORNEY'S REPORT:** None

**ESDA Report:** Mayor Danford called upon our ESDA Coordinator Gene. Gene talked about his ESDA Report he passed out for everyone to review.

**PUBLIC PARTICIPATION:** Mayor Danford called for Public Participation. A concern resident of Freeburg talked about some flooding issue at 210 North Main Street. Mayor Danford suggested that he attend the next Water/Sewer meeting. Dennis said there isn't one scheduled, but soon as he finds out when the next meeting is he will notify him.

**REPORTS AND CORRESPONDENCE:** None

**RECOMMENDATIONS OF BOARDS AND COMMISSIONS:** None

Village of Freeburg Board Meeting Minutes  
Monday, October 1, 2012  
Page 1 of 4

**CONTRACTS, RELEASE, AGREEMENTS, ANNEXATIONS:** None

**BIDS:** None

**RESOLUTIONS:** None

**OLD BUSINESS:** None

**NEW BUSINESS:** Trustee Matchett said he see on the agenda that we have recommendations to hire 3 new part-time police officers. He said that he would like to know the status Officer Mendenhall. Trustee Matchett said he knows he has been here as part-time officer for six in half years and would like to know why he has been passed up twice for full-time officer. Dennis said this issue is on the agenda for the Personnel/Police Committee meeting on Wednesday, October 10 to be discussed.

**APPOINTMENTS:** Mayor Danford said we have three recommendations from Chief Woodruff for part-time officers and two from streets department.

*Trustee Rita Baker motioned hire William Donald as part-time patrolman for the Village of Freeburg Police Department and seconded by Trustee Seth Speiser. All voting aye the motion carried.*

*Trustee Rita Baker motioned to hire Michael Dahm as part-time patrolman for the Village of Freeburg Police Department and seconded by Trustee Steve Smith. All voting aye the motion carried.*

*Trustee Rita Baker motioned to hire Daniel Turner as part-time patrolman for the Village of Freeburg Police Department and seconded by Trustee Steve Smith. All voting aye the motion carried.*

*Trustee Rita Baker motioned to hire David Beshears as a part-time employee of the Village of Freeburg and seconded by Trustee Raymond Matchett. All voting aye the motion carried.*

*Trustee Raymond Matchett motioned to hire Tony McDonald as a part-time employee of the Village of Freeburg and seconded by Trustee Rita Baker. All voting aye the motion carried.*

## **COMMITTEE MEETING REPORTS:**

### **Exhibit C:**

**Electric Committee Meeting** Trustee Mike Blaies called the Electric Committee meeting to order on Wednesday, September 12, 2012 at 5:30 p.m.

**1. HAPS:** Trustee Blaies said we talked about HAPS project which is almost completed. Trustee Blaies said units 10, 11, 12 and 6 were finished and units 8 and 9 should be completed the next day.

2. **Portable Generator:** Trustee Blaies said if generator isn't too expensive to repair, we will take it out to the East plant and make it stationery generator out there.
3. **Arc Flash Study:** Trustee Blaies we are still working on Arc Flash Study relays out there.
4. **Spill containment at Wiegmann:** Trustee Blaies said the last transformer came in for Wiegmanns and we should be starting on this project shortly.
5. **Shed:** Trustee Blaies said we are accepting bids on the right now and all bids should be in by Friday for this project.
6. **Electric Lineman/ Apprentice Lineman:** Trustee Blaies said we discussed the two apprentice linemen who were hired after the meeting.

**Exhibit D:**

**Personnel/Police Committee Meeting:** Trustee Baker called the Personnel/ Police Committee meeting to order on Wednesday, September 12, 2012 at 6:30 p.m.

**Police OLD BUSINESS:**

1. **Repair light bar on patrol car:** Trustee Baker said we talked about replacing the light bars on some patrol cars.

**Exhibit E:**

**Public Property Committee Meeting:** Trustee Matchett called the Public Property Committee meeting to order on Wednesday, September 19, 2012 at 6:30 p.m.

1. **Pool:** Trustee Matchett said the contractor still needs to address some outstanding items on the punch list. Trustee Matchett said we need some training on winterizing the pool.
2. **Safe Routes to School:** Trustee Matchett said the safe routes to school project have been pushed back to January 2013 instead of November 2012, IDOT had a few issues that needed corrected and they have now been corrected.
3. **Drainage Problem Areas:** Trustee Matchett said Netemeyer has given us suggestions on this issue. Trustee Matchett said everything that has been suggested looks like it will have to be done in stages. Mayor Danford said the good news is from that study; it doesn't look like there is any major impact on the sidewalks projects out there.
4. **Christmas Tree:** Trustee Matchett said Steve is working with Nolla on this issue and will not know anything until the end of October.

**5. Street Banners:** Trustee Matchett said Julie is looking into this issue.

**UPCOMING MEETING:**

Legal/Ordinance Committee Meeting – Wednesday, October 3, 2012 – 4:30 p.m.

Electric Committee Meeting – Wednesday, October 10, 2012 – 5:30 p.m.

Personnel/Police Committee Meeting – Wednesday, October 10, 2012 – 6:30

Board Meeting - Monday, October 15, 2012 - 7:30 p.m.

**VILLAGE BOARD AND STAFF COMMENTS:**

Trustee Charlie Mattern:

Trustee Steve Smith: No thank you

Trustee Rita Baker: No thank you

Village Clerk Jerry Menard: No thank you

Trustee Mike Blaies: No thank you

Trustee Raymond Matchett, Jr.: No thank you

Trustee Seth Speiser: No thank you

Staff Comments: None

**ADJOURN:** *Trustee Rita Baker motioned to adjourn the meeting at 8:12 p.m. and Trustee Steve Smith seconded the motion. All voting aye, the motion carried.*



Jerry Lynn Menard  
Village Clerk

ORDINANCE NO. 1434

## AN ORDINANCE AMENDING TITLE V, CHAPTER 51 OF THE REVISED CODE OF ORDINANCES OF THE VILLAGE OF FREEBURG, ST. CLAIR COUNTY, ILLINOIS

BE IT ORDAINED BY THE VILLAGE PRESIDENT AND VILLAGE BOARD OF TRUSTEES OF THE VILLAGE OF FREEBURG, ST. CLAIR COUNTY, ILLINOIS, THAT:

TITLE V, CHAPTER 51, Section 51.32 DUSK-TO-DAWN LIGHTS, is hereby amended to read as follows:

§51.32 DUSK-TO-DAWN LIGHTS. Rented dusk-to-dawn lights shall be provided as follows:

A. Private lighting luminaries (dusk-to-dawn lighting services) for homes, schools, security, churches, commercial areas, and industry shall be provided where feasible and in keeping with good electrical practice, as per the following specifications:

1. A self-contained automatic dusk-to-dawn 100-watt or 250-watt lighting fixture shall be furnished and installed by the Village Electric Department, such fixture to meet standards and specifications of the village, on existing wood pole structures for the customer's use at a monthly charge rate of \$8.00 per unit for a 100-watt unit and \$16.00 for a 250-watt unit for a minimum two-year period. The charges per month shall be added to the customer's monthly utility bill and shall become an integral part of the bill.
2. The Electric Department shall be responsible for making the installation, furnishing the electricity for the operation of the lamp, providing all the necessary maintenance (including the replacement of lamps, but excluding malicious damage) for the two year period and all subsequent time additions to the length of service, as agreed to by the village. (Ord. 715, passed 4-20-87; Am. Ord. 998, passed 5-21-01)
3. Should the installation of a standard lighting unit require installation by the Electrical Department of additional facilities not required by the village for distribution purposes other than the private outdoor lighting to be installed, the electrical Department shall furnish, install, own, and maintain the additional facilities (including wood poles), which may be necessary to provide such lighting from nearby distribution lines. The customer shall be invoiced for the additional cost and such costs shall be paid prior to installation of such additional facilities.
4. A two-year minimum contract shall be agreed to and signed by each customer desiring dusk-to-dawn lighting service, authorizing fixed monthly charges to be applied to the monthly municipal utilities bills. A lighting agreement shall be substantially in the form set forth in Appendix A. In the event that a customer desires the removal of the unit or discontinuance of the service, the remainder of the charges to complete a two-year contract shall become due and payable by the customer.
5. Dusk-to-dawn lighting shall be installed on wood poles with a normal ground-to-lamp height of approximately 25 feet. Should a customer desire his or her lighting on steel, aluminum, concrete or decorative type poles, the Village Electric Department may, at it's sole discretion, install or cause the special

service to be installed. The customer shall bear the total cost and the additional charge shall be payable by the customer prior to installation.

- 6. The customer shall have the responsibility to notify the Village Electric Department of any interruption of service of the dusk-to-dawn lighting service. The Electric Department will restore service only during regularly scheduled working hours and shall, in any event, be under no obligation to do so before 72 hours from the time of notification. In the event the Electric Department is unable to effect repairs of damage not caused by the customer within this period, the Electric Department's only responsibility will be to abate the charges on a pro-rata basis for each day after 72 hours in which service is not available. The customer shall remove any obstruction to the installation of the village-owned facilities. Trimming of trees to improve the distribution of light shall be the customer's responsibility. The customer shall provide any permits or easements required for the installation or maintenance of the village-owned facilities and permit access to such facilities by the Electric Department vehicles and personnel. (Former code, §38-5-7)

SECTION 4. This Ordinance shall be in full force and effect after its passage and approval as provided by law.

PASSED BY THE VILLAGE BOARD OF THE VILLAGE OF FREEBURG, ILLINOIS, ST. CLAIR COUNTY, AND APPROVED BY THE VILLAGE PRESIDENT THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2012.

AYES \_\_\_\_\_  
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NAYS \_\_\_\_\_  
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ABSENT \_\_\_\_\_

ABSTAIN \_\_\_\_\_

Approved this \_\_\_\_ th day of \_\_\_\_\_, 2012

ATTEST:

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

\_\_\_\_\_  
Raymond S. Danford, Village President

Approval as to Legal Form:

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

ORDINANCE NO. 1435

AN ORDINANCE AMENDING TITLE III, CHAPTER 34 OF THE REVISED CODE OF ORDINANCES OF THE VILLAGE OF FREEBURG, ST. CLAIR COUNTY, ILLINOIS

WHEREAS, the State of Illinois has enacted a revision to the Illinois Municipal Code requiring that municipalities employing part-time police officers shall, by ordinance, establish hiring standards for part-time police officers and shall submit those standards to the Illinois Law Enforcement Training Standards Board; and

WHEREAS, the Village of Freeburg, Illinois, pursuant to ILCS Chapter 65 Section 5/31.-30-21 wishes to maintain compliance with the aforesaid statute.

NOW, THEREFORE, BE IT ORDAINED BY THE VILLAGE PRESIDENT AND VILLAGE BOARD OF TRUSTEES OF THE VILLAGE OF FREEBURG, ST. CLAIR COUNTY, ILLINOIS, THAT:

TITLE III, CHAPTER 34, PART-TIME POLICE OFFIICERS, is hereby amended to read as follows:

§34.042 PART-TIME POLICE OFFICERS.

A. **Employment:** The Village may employ part-time police officers from time to time as they deem necessary.

B. **Duties:** A part-time police officer shall have all the responsibilities of a full-time police officer and such specific duties as delineated in the General Orders of the Police Department, but the number of hours a part-time officer may work within a calendar year is restricted to one thousand (1,000) hours. Part-time police officers shall not be assigned to supervise or direct full-time police officers. Part-time police officers shall be trained in accordance with the Illinois Police Training Act (50 ILCS 705/1 et seq.) and the rules and requirements of the Illinois Law Enforcement Training and Standards Board.

C. **Hiring Standards:** Any person employed as a part-time police officer must meet the following standards.

1. Be of good moral character, of temperate habits, of sound health, and physically and mentally able to perform assigned duties.
2. Be at least twenty-one (21) years of age.
3. Possess a high school diploma or GED certificate.
4. Possess a valid State of Illinois driver's license.
5. Possess no prior felony convictions.
6. Any individual who has served in the U.S. military must have been honorably discharged.

D. **Discipline:** Part-time officers shall be under the disciplinary jurisdiction of the Chief of Police. Part-time police officers serve at the discretion of the Village authorities, shall not have any property rights in said employment, and may be removed by the Village authorities at any time. Part-time police officer shall comply with all applicable rules and General Orders issued by the Police Department.

SECTION 2: **Severability of Provisions:** Each section, paragraph, sentence, clause and provision of this Ordinance is severable, and if any provision is held unconstitutional or invalid

VILLAGE PRESIDENT  
Ray Danford

VILLAGE CLERK  
Jerry Menard

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EXHIBIT D

VILLAGE ADMINISTRATOR  
Dennis Herzing

VILLAGE TREASURER  
Bryan A. Vogel

PUBLIC WORKS DIRECTOR  
Ronald Dintelmann

POLICE CHIEF  
Melvin E. Woodruff, Jr.

VILLAGE ATTORNEY  
Weilmuenster Law Group, P.C.

Finance Committee Meeting  
(Finance/Industrial Park/Economic Development/Budget)  
Smith/Speiser/Blaies  
Monday, October 1, 2012 at 7:00 p.m.

Chairperson Steve Smith officially called the meeting of the Finance Committee to order at 7:02 p.m. on Monday, October 1, 2012. Those in attendance were Chairperson Steve Smith, Trustee Seth Speiser, Trustee Mike Blaies, Mayor Ray Danford and Village Administrator Dennis Herzing.

**A. REVIEW OF BOARD LISTS:** The Board Lists were reviewed by the committee. The following expenses were questioned: AT&T – Dennis said we cut one of their lines; Raco Manufacturing – Dennis said this could be for the new access hatch for the Woodsview lift station; Carter – Seth said they supply concrete forms; Don Gauch boot allowance – Steve asked why this was under rental and Dennis advised all clothing is taken out of the uniform rental; St. Clair County Clerk – fee for Notary Public; KMA Certified Testing – quarterly drug tests; Southern Council – Mike's dues to attend these monthly meetings; Freeburg Printing – Julie will check this expense; Norm's Furniture - \$599 as a sewer expense – air conditioner; BHM&G, \$10,770 – Dennis said those are general engineering fees and Debbie will get those to the committee members; John Blomenkamp – police medical and Dennis confirmed he elected COBRA; HD Supply, \$28,000 – Dennis thinks that is for the Wiegmann project but he will check; Thompson Coburn – they were our bond counsel and that is their fee;

**B. REVIEW OF INVESTMENTS:** We don't have anything until 2015.

**C. INCOME STATEMENT:** Trustee Smith questioned zoning, there is a \$30,000 credit on under legal and Dennis said that is the payment from Sheets. On page 21 under electric, we have sales at 55% and purchases at 63%. Dennis said we can easily take in \$40,000 - \$50,000 a day and to wait and see on that line item.

**D. TREASURER'S REPORT:** The pledged securities sheet was provided and no-one had any questions.

**E. OLD BUSINESS:**

1. Approval of August 29, 2012 Minutes: Trustee Mike Blaies motioned to approve the August 29, 2012 minutes and Trustee Seth Speiser seconded the motion. All voting aye, the motion carried.
2. Attorney Invoices: Copies of the most recent invoices were provided. No-one had any questions.
3. Sign at Industrial Park: We are waiting until fall for this.

Finance Committee Minutes  
Monday, October 1, 2012  
Page 1 of 2

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

4. 3- to 5-year plan: Dennis hasn't had a chance to review this. He should be able to do so soon.
5. Electric Bond Refinancing: Dennis said this should be pretty well taken care of. Item can be taken off the agenda.
6. FY2012 Audit: Dennis said everything went fine. He said every year we realize the general fund is supplementing the pool. The past several years, we have had a surplus in the general fund and a loss in the pool. There is not any kind of transfer from one fund to the other. As of last year's audit, there was a \$400,000 surplus in the general fund and a \$200,000 negative balance in the pool fund. Dennis thinks we should transfer some of the surplus to make the pool fund balance. The auditors will make that change if we want them to do it that way. He did ask Treasurer Vogel to review this and get his thoughts on it. Dennis said he doesn't know what the numbers will show this year. He said for budget purposes, we always show that as if it's being transferred from the general fund to the pool fund but in the audit, it's not happening. Trustee Smith would like to see a statement in the audit that shows the year end fund amount and also include the cumulative total. Dennis thinks going forward we should be transferring from the two funds on the books. He will also review this with Kevin Tepen.

Seth had a question on the general ledger and asked when we do the fire hydrant samples. Dennis thinks we do that in the fall. He questioned if we received payment from the fire department for this year. Dennis believes we were paid for last year which would have been for the testing done for the previous year. They did the fall, 2011 testing but we have not gotten the reports to them yet. It runs a year behind on our books.

**F. NEW BUSINESS:**

1. Health Care Reform: Dennis said this was provided for informational purposes.

**G. PUBLIC PARTICIPATION:** None.

**H. ADJOURN:** *Trustee Seth Speiser motioned to adjourn the meeting at 7:26 p.m. and Trustee Mike Blaies seconded the motion. All voting aye, the motion carried.*



Transcribed from tape by  
Julie Polson  
Office Manager

**VILLAGE PRESIDENT**  
Ray Danford

**VILLAGE CLERK**  
Jerry Menard

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

Legal and Ordinance Committee Meeting  
(Annexation; Building; Zoning; Subdivision)  
(Speiser/Baker/Mattern)  
Wednesday, October 3, 2012 at 4:30 p.m.

The meeting of the Legal and Ordinance Committee was called to order at 4:32 p.m. by Chairman Seth Speiser on Wednesday, October 3, 2012, in the Freeburg Municipal Center. Members attending were Chairman Seth Speiser, Trustee Rita Baker, Trustee Charlie Mattern (absent), Mayor Ray Danford, Village Administrator Dennis Herzing and Office Manager Julie Polson.

## **A. OLD BUSINESS:**

1. Approval of September 5, 2012 Minutes: Trustee Rita Baker motioned to approve the September 5, 2012 minutes and Trustee Seth Speiser seconded the motion. All voting aye, the motion carried.
2. Status of Public Hazard Homes: Seth said Bill Herr has completed most of the items on the list. He thinks the trailer on the property needs to be addressed. Dennis thinks it should be treated as a derelict house. Mayor Danford said that could be pursued under our nuisance abatement code. Herr also has a camper parked there that belongs to someone else. If it isn't functional, it should be moved to the fenced-in area. The committee would like Phil to put more pressure on Herr about getting rid of the trailer.
3. Unionization: Dennis said the proposed contract was voted down. We have another meeting scheduled for October 22<sup>nd</sup> at 4:00 p.m. Rita said she will try to make that meeting. Dennis said we have told the union this is it and we will go to arbitration if we have to. He also said we told the union if they have a new issue, we would bring that back to the board.
4. Update Code Book: On hold for now.
5. Nuisance Abatement Code: Stumpf has a court date in November.
6. Resident complaint about dust from high school parking lot: Dennis said he needs to meet with Lehman to see what his understanding of the school parking lots is. The committee discussed the topic of parking lots and whether they needed to be paved or if some could get by with oil and chip.
7. Class B liquor license: Dennis provided a revised ordinance on this. Under (B)(1), he said he added language in to further clarify that section. He also added Section 115.58(C) which states a Class B liquor license holder can't sell liquor unless the kitchen is in full operation and meals are being served. Mayor Danford said we need to better define our licenses our so we have control over them. He said we

Legal and Ordinance Committee Meeting

Wednesday, October 3, 2012

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

have certain expectations of a restaurant and may need to revise the ordinance to meet those expectations. This ordinance was prepared as a guideline to show the shortcomings in the current ordinance. The committee tabled this topic until the next meeting.

**B. NEW BUSINESS:**

1. Business License Renewals: The committee discussed the businesses that do not renew their licenses in a timely manner. If we decided to cite the business owners who were late, it would require a court appearance, and the committee decided we did not want to pursue that avenue. Item can be taken off the agenda.

**C. GENERAL CONCERNS:** None.

**D. PUBLIC PARTICIPATION:** None.

**E. ADJOURN:** *Trustee Rita Baker motioned to adjourn at 5:22 p.m. and Trustee Seth Speiser seconded the motion. All voting aye, the motion carried.*



Julie Polson  
Office Manager

VILLAGE PRESIDENT  
Ray Danford

VILLAGE CLERK  
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POLICE CHIEF  
Melvin E. Woodruff, Jr.

VILLAGE ATTORNEY  
Weilmuenster Law Group, P.C

## ELECTRIC COMMITTEE MEETING Wednesday, October 10, 2012 at 5:30 p.m.

The meeting of the Electric Committee was called to order at 5:34 p.m. on Wednesday, October 12, 2012 by Chairman Mike Blaies. Committee members present were Chairman Mike Blaies, Trustee Steve Smith, Trustee Ray Matchett, Mayor Ray Danford, Public Works Director Ron Dintelmann, Village Administrator Dennis Herzing and Office Manager Julie Polson. Guest present: Janet Baechle.

### A. OLD BUSINESS:

1. Approval of September 12, 2012 Minutes: Trustee Steve Smith motioned to approve the September 12, 2012 minutes and Trustee Ray Matchett seconded the motion. All voting aye, the motion carried.
2. Franchise Fee (Ameren): Nothing new.
3. Highway lighting: Ron said we don't have plans to install any additional lights in the near future.
4. HAPS: Ron said the actual testing is complete. BHM&G will submit the test findings before the end of the year and will also update our air permit.
5. Portable Generator Replacement: Ron said Burr Oak is working on it.
6. Fuel Cost Adjustment: Dennis provided the revised ordinance and said since so many little things needed to be changed, he rewrote the section. It incorporates all of the changes previously discussed including the costs and sizes of lights. If we pass this at Monday night's board meeting, it will go into effect with the next billing cycle.

Trustee Steve Smith motioned to recommend the ordinance regarding dusk-to-dawn lights for approval and Trustee Ray Matchett seconded the motion. All voting aye, the motion carried.

7. Arc Flash Study: Ron said we are in the process of coordinating the results of the arc flash study with the new relays.
8. Wiegmanns/Grade School project: We have our portion of the work complete on the grade school project. We are waiting for the school to complete their portion of the work. The committee would like a letter to go to the school to insure the area is secure.

9. Safety Training: Julie received the safety manuals and needs to get them assembled and passed out to the guys. She said Shane and Tyler Isaak are signed up for meter school. Mike asked if the new apprentices are going to any training and Ron said we won't send them to any training until their probation period is over.
10. Digger truck/demo: We now have a January delivery on the truck.
11. Charter Agreement: Dennis said Attorney Manion has reviewed the contract and doesn't have any problems with it. We have a section in our code that addresses utilities in our right-of-ways and he would like that referenced in the agreement. After that is ironed out and the agreement is ready for approval, we need to schedule a public meeting and advertise it. We could schedule one before a board meeting.
12. Shed: Ron said we sent our several bid packages but only received two bids, one from Morton and the other from Ragland. He said both are good buildings. Ragland's bid was \$168,550 and Morton's bid was \$188,525 which included insulation in the ceiling. Ragland's bid did not include that. That bid price includes the 60x80 building with the lean to, wall insulation and a steel liner. Dennis said we have a couple of options since the price came in higher than anticipated. We put \$35,000 in this year's budget for the bucket truck and that was a mistake. We won't make a payment on it until next year's budget. We could also delay the purchase of a chipper. Ron believes we can get one more season out of it. The committee agreed to put off the chipper and Dennis and Ron will look further into the budget to see if there is any other area where we have some money available for the shed. We also need to see what Morton's deduct is going to be on the insulation.
13. Security at North Power Plant: We received the lockable dumpster from Waste Management.
14. Electric lineman/Apprentice Lineman: Ron said both Tyler Urbanski and Zach Kramper have started work. When we have a callout now, we have a lineman as well as an apprentice lineman go out. It may cost more but it provides a valuable learning experience for the apprentices.
15. Lighting on Kessler Road: Ron said we are working on this.
16. Spreadsheet of agreements: Mike asked Julie to get the Charter franchise agreement on the spreadsheet.
17. Opticon Program: Dennis hasn't heard from Hans.
18. Risk assessment conducted by insurance company: Ron said we are working on it.
19. Combustion turbine: Nothing new.

**B. NEW BUSINESS:**

1. JULIE Invoice: This was provided for informational purposes.
2. IMEA Annual Meeting: The deadline to register for the annual meeting is November 8<sup>th</sup>. The meeting is being held Friday, November 30<sup>th</sup> and Saturday, December 1<sup>st</sup>. Mike has already made his reservation.

**C. GENERAL CONCERNS:** None.

**D. PUBLIC PARTICIPATION:** None.

**E. ADJOURN:** *Trustee Steve Smith motioned to adjourn at 6:30 p.m. and Trustee Ray Matchett, Jr., seconded the motion. All voting aye, the motion carried.*



Julie Polson  
Office Manager

VILLAGE PRESIDENT  
Ray Danford

VILLAGE CLERK  
Jerry Menard

VILLAGE TRUSTEES  
Rita Baker  
Seth Speiser  
Charlie Mattern  
Ray Matchett, Jr.  
Steve Smith  
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

EXHIBIT G  
VILLAGE ADMINISTRATOR  
Dennis Herzing

VILLAGE TREASURER  
Bryan A. Vogel

PUBLIC WORKS DIRECTOR  
Ronald Dintelmann

POLICE CHIEF  
Melvin E. Woodruff, Jr.

VILLAGE ATTORNEY  
Weilmuenster Law Group, P.C

## PERSONNEL AND PUBLIC SAFETY COMMITTEE MEETING Wednesday, October 10, 2012 at 6:30 p.m.

Chairperson Rita Baker called the meeting of the Personnel and Public Safety Committee to order on Wednesday, October 10, 2012 at 6:35 p.m. Those present were Chairperson Rita Baker, Trustee Steve Smith, Trustee Charlie Mattern, Trustee Mike Blaies, Trustee Ray Matchett, Mayor Ray Danford, Chief Mel Woodruff, Village Administrator Dennis Herzing and Office Manager Julie Polson.

### POLICE:

**A. OLD BUSINESS:** Chief Woodruff said we are swearing in the new part-time officers tomorrow morning. He advised the committee Matt completed all of his testing and we are waiting on the formal results from the psych evaluation. The informal results showed no issues with him. Mel reported one of the two light bars we just installed locked up and needs to be fixed. Mel said we may have a resident that will donate the cost to repair the light. Steve asked Dennis if he talked to anyone about the basement. Dennis talked to Bill Reichert who said it would be very expensive to put a basement in because this is a slab on grade. It would be better to add on. He offered to sketch up a couple of ideas. Item will be placed on the public property agenda.

### B. NEW BUSINESS:

1. Kyle Whitworth Resignation: A copy of his resignation was included in the packet.

Mel said we received a request for the Village to place no parking signs in front of 114 E. Emily since the resident needs handicap access. Mel was fine with the request. Mel said he was contacted by Norbert Auth with a request to put a stop sign up at the intersection of Wolf Road and Countryside Lane. He, Dennis and John will meet there next week to look at the intersection in question. Item will be placed on public property agenda.

Mel said the Illinois Law Enforcement Training Standards Board has established hiring standards for part-time police officers that need to be put into ordinance form and all municipalities are required to adopt it. We have sent previous ordinances but they have not been satisfied with them. We are in compliance with everything except their acceptance of our ordinance.

*Trustee Steve Smith motioned to recommend to the full Board the ordinance regarding part-time police officers hiring standards be approved and Trustee Charlie Mattern seconded the motion. All voting aye, the motion carried.*

Mel said he would like to discuss the full-time hiring procedures. Currently, he conducts the interviews and makes a recommendation to the personnel committee. Testing is conducted after the applicant is hired. He would like to submit the candidates for testing prior to hiring them. He would also like to add a polygraph to the list of tests that

Personnel/Police Committee Meeting

Wednesday, October 10, 2012

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

need to be taken. The polygraph tests are now tied to voice stress instead of the old way of being tied to blood pressure. The committee was fine with the new procedure and test.

Mel provided a brief update on Justin Mendenhall. Trustee Baker read the letter from Justin to the committee where he stated he would like to be considered for a full-time police officer position with Freeburg.

**EXECUTIVE SESSION**  
**7:01 P.M.**

*Trustee Charlie Mattern motioned to enter Executive Session citing personnel, 5 ILCS 120/2-(c)(1) and Trustee Steve Smith seconded the motion. All voting aye, the motion carried.*

**EXECUTIVE SESSION ENDED at 7:23 P.M.**

*Chairperson Baker reconvened the regular session of the Personnel/Police Committee meeting at 7:24 p.m.*

Mel said we need to look at a social networking policy for the Village. He has received information on this from a past seminar. Julie said she was contacted by a council member from Lebanon who was also working on this. We may want to consider a discipline violation for employees that post negative comments on Facebook or a similar social website. With no further business for Mel, he left the meeting at 7:29 p.m.

**PERSONNEL:**

**A. OLD BUSINESS:**

1. Approval of Minutes: *Trustee Steve Smith motioned to approve the minutes of September 12, 2012 and Trustee Charlie Mattern seconded the motion. All voting aye, the motion carried. Trustee Steve Smith motioned to approve the June 19, 2012 Executive Session minutes and Trustee Charlie Mattern seconded the motion. All voting aye, the motion carried. Trustee Steve Smith motioned to approve the July 12, 2012 Executive Session minutes and Trustee Charlie Mattern seconded the motion. All voting aye, the motion carried. Trustee Steve Smith motioned to approve the August 6, 2012 Executive Session minutes and Trustee Charlie Mattern seconded the motion. All voting aye, the motion carried. Trustee Steve Smith motioned to approve the September 12, 2012 Executive Session minutes and Trustee Charlie Mattern seconded the motion. All voting aye, the motion carried.*
2. Employee Handbook: Not discussed. We have a union meeting scheduled for October 22, 2012.
  - a. Public Works On Call Status: Nothing new.
3. Job Descriptions: Nothing new.
4. Safety Policy: Nothing new.
4. Non-union employee raises: We need to work on Gene's job description.

**B. NEW BUSINESS:** Dennis explained we have several employees that would like to upgrade their Verizon phone to a smartphone. Verizon is offering a rugged smartphone with push-to-talk capability that a lot of the guys are interested in replacing their current phones with. Currently, our employees pay \$10 per month for their Verizon phone. If they want additional features, they pay the additional charges associated with those features. Julie checked with Verizon and there is a \$10 monthly fee to insure the smartphone along with a \$100 deductible. If there is no insurance, it costs \$450 to replace the G'Zone Commando (rugged smartphone) phone and \$320 to replace the Ravine (phone that replaces the Barrage). After a discussion, the committee was fine with the employees ordering the smartphone as long as they sign an agreement they will either purchase the insurance or take a stockpiled phone if their phone breaks.

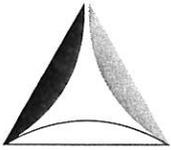
**C. GENERAL CONCERNS:** None.

**D. PUBLIC PARTICIPATION:** None.

**E. ADJOURN:** *Trustee Steve Smith motioned to adjourn at 7:58 p.m. and Trustee Charlie Mattern seconded the motion. All voting aye, the motion carried.*



Julie Polson  
Office Manager

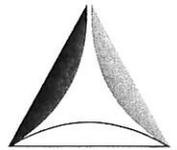


# FREEBURG EMERGENCY SERVICES AND DISASTER AGENCY

*Freeburg Emergency Management Agency*

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

#14 SOUTHGATE CENTER  
FREEBURG, IL 62243



DIRECTOR:  
[618] 539-3764

TFT-00000000-13

## ESDA Report to Mayor and Village Board Oct. 15, 2012

1. Severe Weather avoided our area this past weekend in large part to a wind shift from SE to WSW. Note our highest wind gusts (on weather data sheets attached) were 40.0 MPH when our barometric pressure bottom out at 29.62 " . I monitored the Storm Prediction Center's forecast for potential watches , but by 12 midnight 10/14/12, the Tornado Watch and Severe Thunderstorm watch boxes remained to our immediate SSW (in Missouri counties only and valid until 4 AM).
2. Rural Train derailment information sent to local fire department and police department - grant funded training in Nov. 2012 , to be held at County EMA EOC.
3. I gave a "Preparedness" presentation to the Freeburg Chamber last Tuesday evening at 7:30 PM.
4. Still awaiting word from FCC on "water tower" telemetry radio license modification.
5. Storm Predication Center issued statement about next strong frontal air mass to affect our area on Wednesday late afternoon and evening of this week. Possible damaging wind event "if" dew points can be fueled with temperatures in low 80's.
6. Meeting in IREACH and ISPERN area tomorrow with ISP and Mo. State Police as it concerns Digital PL issues with Motorola's MOTOTRB digital control channels . . . will advise local Pd if this issue will affect them on ISPERN and all emergency departments "if" IREACH will be affected by these digital transmissions in Missouri.
7. Oct. 24 : 2pm-3:30 PM SCC ESF #8 Committee Meeting St. Clair Co. EMA EOC (County Health Department Chair).

*Eugene Kramer, Coordinator*