

REGULAR BOARD MEETING AGENDA – OCTOBER 1, 2012 - 7:30 P.M.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Minutes of Previous Meeting
  - 4 - 1. September 17, 2012 - Regular Board Meeting – **Exhibit A**
5. Finance
  - 5 – 1. Finance Committee Meeting – Monday, October 1, 2012 - 7:00 p.m. – Minutes unavailable
    - 5 - a. Board Report - MFT: \$ 1,431.62 – **Exhibit B**
    - 5 - b. Board Report - General: \$ 717,804.56
6. Treasurer's Report
7. Attorney's Report
8. ESDA Report - None.
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 – None.
16. Old Business
17. New Business
18. Appointments -
  - 18 – 1. Recommendation to hire part-time patrolman – William Donald
  - 18 – 2. Recommendation to hire part-time patrolman – Michael Dahm
  - 18 – 3. Recommendation to hire part-time patrolman – Daniel Turner
  - 18 – 4. Recommendation to hire part-time employee – Dave Beshears
  - 18 – 5. Recommendation to hire part-time employee – Tony McDonald
19. Committee Meeting Minutes -
  - 19 - 1. Electric Committee Meeting - Wednesday, September 12, 2012 - 5:30 p.m. - **Exhibit C**
  - 19 - 2. Personnel/Police Committee Meeting – Wednesday, September 12, 2012 - 6:30 p.m. - **Exhibit D**
  - 19 - 3. Streets Committee Meeting – Wednesday, September 19, 2012 – 6:30 p.m. - **Exhibit E**
20. Upcoming Meetings
  - 20 - 1. Legal/Ordinance Committee Meeting – Wednesday, October 3, 2012 – 4:30 p.m.
  - 20 - 2. Electric Committee Meeting - Wednesday, October 10, 2012 - 5:30 p.m.
  - 20 - 3. Personnel/Police Committee Meeting - Wednesday, October 10, 2012 - 6:30 p.m.
  - 20 - 4. Board Meeting - Monday, October 15, 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

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

## FREEBURG REGULAR BOARD MEETING Monday, September 17, 2012 at 7:30 P.M. Board Meeting

**CALL TO ORDER:** Mayor Ray Danford called the Regular Board Meeting to order at 7:30 p.m., on Monday, September 17, 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 (entered meeting at 7:35 p.m.); Trustee Seth Speiser - here; Trustee Steve Smith - here; Trustee Raymond Matchett, Jr. here; Trustee Rita Baker - here; Trustee Mike Blaies – here; Mayor Ray Danford - here; Village Clerk Jerry Menard – absent; (5 present, 1 absent). Mayor Ray Danford announced there is a quorum.

**MINUTES OF PREVIOUS MEETING:** *Trustee Rita Baker motioned to approve the minutes of September 4, 2012 with corrections and Trustee Steve Smith seconded the motion. All voting aye, the motion carried.*

**FINANCE:** Trustee Smith asked if Dennis had a chance to look at the 3- to 5-year plan and Dennis said he has not. Steve asked if the auditors arrived today and Dennis confirmed they are here and should finish up on Wednesday.

**TREASURER'S REPORT:** None.

**ATTORNEY'S REPORT:** None.

**ESDA REPORT:** None.

**PUBLIC PARTICIPATION:** Mayor Danford called for public participation. Several residents voiced their displeasure over the recent decision by the board to fire the two police officers and also the recommendation on tonight's agenda to instruct the village attorney to file a petition for discovery to determine the identity of trustee(s) who disclosed confidential information. Mayor Danford said there was information released in news articles that came out of executive session. Mayor Danford explained the discovery process will determine who and what information was released out of executive session and published. An employer of the News Democrat stated that it came from a trustee. Whether it is true or that, it will be determined in the discovery process. The process will be conducted through court supervision. Mayor Danford said his administration is to keep as transparent as possible which includes all the proper enforcements of the law. Those laws were not broken by the Mayor but by other people and we called them to task. John Blomenkamp asked what law have they broken and Mayor Danford said trustees have a responsibility when they take the oath of office to obey all the laws of the state which includes the ones not specifically listed that have a punishment attached to them, it is still a moral problem. Mayor Danford confirmed a trustee(s)

Village of Freeburg Board Meeting Minutes  
Monday, September 17, 2012

- 1 -

cannot be terminated by this process. Dave Self then asked why are you doing this? Mayor Danford said if the trustees are not fulfilling their obligations to the village, he will take whatever legal steps are necessary to preserve the Village's integrity.

Trustee Speiser said he didn't say anything to anybody and then said there is a law on the State's Attorney's website that states you can't sanction one of your members. He asked if anyone did their homework and looked into it before they spend more money on attorney fees. Mayor Danford said he would like to see an injunction filed which will prohibit trustees from speaking publicly on these private issues. He also believes you can't ignore a law just because you think it's going to cost too much to do it the right way. Tony asked if we go through the process and the trustees are censored, what does that do? The Mayor said if a trustee is censored, nothing happens. It would be up to the voters to decide if they want to re-elect that trustee(s). Mayor Danford stated certain trustees voiced their concern over the matter and it needed to be addressed.

**REPORTS AND CORRESPONDENCE:** Mayor Danford said we have a request from St. Joseph's School for the 5K Run/Walk on Saturday, October 13, 2012.

*Trustee Rita Baker motioned to grant the request for St. Joseph's School 5K Run/Walk on Saturday, October 13, 2012 and Trustee Steve Smith seconded the motion. With six aye votes, the motion carried.*

Mayor Danford said the next request is from St. Joseph Knights of Columbus for the 2012 Intellectual Disabilities Tootsie Roll Campaign on September 21<sup>st</sup> and 22<sup>nd</sup>.

*Trustee Rita Baker motioned to approve the St. Joseph's Knights of Columbus request to collect donations on September 21<sup>st</sup> and 22<sup>nd</sup> for their Intellectual Disabilities Tootsie Roll Campaign and Trustee Steve Smith seconded the motion. With six aye votes, the motion carried.*

Lastly, Mayor Danford said we have an unusual request from Debbie Maurer to close Belleville Street between W. St. Clair and W. White and also W. St. Clair between Belleville and N. Monroe, and also N. Monroe between W. Phillips and W. Mill Street in order to shoot a short film on October 6<sup>th</sup> and 7<sup>th</sup>. Administrator Herzing stated this request came in on Friday and he passed it along to Chief Woodruff. The Chief talked to her today and said she would start the filming on Saturday, October 6<sup>th</sup> and hopefully finish up that day. We won't consider anything past dusk and anything that would obstruct the local traffic. She is a member of St. Pauls and has coordinated this with them. She has all the proper insurance and will provide that to the Village.

*Trustee Rita Baker motioned to approve Debbie Maurer's request to block off traffic during the film shoot dates of October 6<sup>th</sup> and 7<sup>th</sup>, and Trustee Ray Matchett, Jr., seconded the motion. With six aye votes, the motion carried.*

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

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

**BIDS:** None.

**RESOLUTIONS:** None.

**ORDINANCES:** None.

**OLD BUSINESS:** Trustee Smith said we won't be doing a community calendar this year. The Tribune didn't have access to any pictures and Steve didn't know he should be taking any.

**NEW BUSINESS:** Mayor Danford stated we have a recommendation from the Personnel/Police Committee to instruct the village attorney to file a petition for discovery to determine the identity of trustee(s) who disclosed confidential information.

*Trustee Rita Baker motioned that we instruct Attorney Brian Manion to file a petition for discovery to determine the identity of trustee(s) who disclosed confidential information and Trustee Steve Smith seconded the motion. ROLL CALL:* Trustee Rita Baker - aye; Trustee Steve Smith - aye; Trustee Charlie Mattern - aye; Trustee Mike Blaies - nay; Trustee Ray Matchett, Jr., - nay; Trustee Seth Speiser - nay; Mayor Danford - aye; (4 ayes, 2 nays). With 4 aye votes, the motion carried.

*Trustee Rita Baker motioned to give Assistant Public Works Director John Tolan a bonus for work above and beyond his position in the amount of \$3500 for last year and Trustee Steve Smith seconded the motion. ROLL CALL:* Trustee Rita Baker - aye; Trustee Steve Smith - aye; Trustee Charlie Mattern - aye; Trustee Mike Blaies - aye; Trustee Ray Matchett, Jr., - aye; Trustee Seth Speiser - aye; (6 ayes, 0 nays). With six aye votes, the motion carried.

Next on the agenda is a request to adjust the ESDA Coordinator's salary. Trustee Speiser asked what Gene was making and Rita advised \$1500 per year.

*Trustee Rita Baker motioned to adjust the ESDA Coordinator's salary to \$2500 per year and Trustee Steve Smith seconded the motion. ROLL CALL:* Trustee Rita Baker - aye; Trustee Steve Smith - aye; Trustee Charlie Mattern - aye; Trustee Mike Blaies - aye; Trustee Ray Matchett, Jr., - aye; Trustee Seth Speiser - aye; (6 ayes, 0 nays). With 6 aye votes, the motion carried.

Tony asked if that was retroactive and Mayor Danford said that is for the end of this year. Trustee Baker said they would like to rewrite his job description and go from there.

Mayor Danford stated we have a recommendation to hire an apprentice lineman, Zach Kramper. *Trustee Rita Baker motioned to hire Zach Kramper as an apprentice lineman and Trustee Mike Blaies seconded the motion. ROLL CALL:* Trustee Rita Baker - aye; Trustee Mike Blaies - aye; Trustee Charlie Mattern - aye; Trustee Steve Smith - aye; Trustee Ray Matchett, Jr., - aye; Trustee Seth Speiser - aye; (6 ayes, 0 nays). With 6 aye votes, the motion carried.

Mayor Danford said we have a recommendation to hire a full-time patrolman, Matt Moeckel. *Trustee Rita Baker motioned to hire Matt Moeckel as a full-time patrolman and Trustee Steve Smith seconded the motion. ROLL CALL:* Trustee Rita Baker - aye; Trustee Steve Smith - aye; Trustee Charlie Mattern - aye; Trustee Mike Blaies - aye; Trustee Ray Matchett, Jr., - aye; Trustee Seth Speiser - aye; (6 ayes, 0 nays). With 6 aye votes, the motion carried.

Mayor Danford stated the last recommendation is to hire three part-time patrolmen. Trustee Speiser asked how many do we have now. Chief Woodruff said we have three vacancies. One position will

replace the full-time hire of Matt Moeckel, and two other part-time officers have secured full-time work elsewhere. This will bring the total of part-time patrolmen to six. Trustee Matchett brought up Officer Mendenhall and said to his understanding, Officer Mendenhall still wants to work for the Village. Chief Woodruff received a letter concerning that today. Trustee Matchett said he would still like his name kept on the part-time list or if we need full-time. Chief Woodruff said he would be happy to provide updated information but would do so in an executive session. Mayor Danford agreed and said his information was older and thought Officer Mendenhall accepted a job elsewhere.

*Trustee Rita Baker motioned to hire three part-time patrolmen and Trustee Steve Smith seconded the motion. ROLL CALL:* Trustee Rita Baker - aye; Trustee Steve Smith - aye; Trustee Charlie Mattern - aye; Trustee Mike Blaies - aye; Trustee Ray Matchett, Jr., - aye; Trustee Seth Speiser - aye; (6 ayes, 0 nays). With 6 aye votes, the motion carried.

**APPOINTMENTS:** None.

**COMMITTEE MEETING REPORTS:**

**Committee as a Whole Meeting:** Mayor Danford reported the Committee as a Whole Meeting was called to order by Mayor Ray Danford on Tuesday, September 4, 2012 at 5:30 p.m. He stated the majority of this meeting was spent in executive session regarding the two police officers. Trustee Speiser asked if Officer Mendenhall was going to be discussed at the next Personnel/Police Committee meeting. Administrator Herzing replied we can do that or we can go into executive session tonight. Trustee Speiser said he would like to see it on the next Personnel/Police committee agenda for discussion since we aren't going to hire any other officer before that next meeting. Dennis will make sure it's on the next agenda.

**Legal/Ordinance Committee Meeting:** Trustee Speiser called the Legal/Ordinance Committee meeting to order on Wednesday, September 5, 2012 at 4:30 p.m.

1. Bill Herr: We talked about the outstanding issues with Bill Herr and aren't quite sure what to do about it.
2. Ken Stumpf: Trustee Speiser said that court date was August 14<sup>th</sup> and Trustee Baker said there was a continuance. Dennis believes it was continued until November.

**Electric Committee Meeting:** Minutes of Wednesday, September 12, 2012 are not available at this time. Trustee Blaies had no comments.

**Personnel/Police Committee Meeting:** Minutes of Wednesday, September 12, 2012 are not available at this time. Trustee Baker stated we took care of everything tonight that we talked about at that meeting.

**UPCOMING MEETINGS:**

Water/Sewer Committee Meeting - Wednesday, September 19, 2012 - 5:30 p.m. - postponed.

Streets Committee Meeting - Wednesday, September 19, 2012 - 6:30 p.m.

Finance Committee Meeting - Wednesday, September 26, 2012 - 5:30 p.m.

Economic Development Committee Meeting - Wednesday, September 26, 2012 - 6:15 p.m. - held tonight. No movie scheduled due to unavailability of equipment.  
Board Meeting - Monday, October 1, 2012 - 7:30 p.m.

**VILLAGE BOARD AND STAFF COMMENTS:**

Trustee Charlie Mattern: No, thank you.

Trustee Steve Smith: No, thank you.

Trustee Rita Baker: No thank you.

Village Clerk Jerry Menard: Absent.

Trustee Mike Blaies: He thanked John for his commitment to the Village.

Trustee Raymond Matchett: He thanked John for his time he put in.

Trustee Seth Speiser: He agreed with the other comments.

Staff Comments: None.

**ADJOURN:** *Trustee Rita Baker motioned to adjourn the meeting at 8:21 p.m. and Trustee Steve Smith seconded the motion. All voting aye, the motion carried.*



Transcribed from tape by  
Julie Polson, Office Manager and  
Deputy Village Clerk

**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

**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

## ELECTRIC COMMITTEE MEETING Wednesday, September 12, 2012 at 5:30 p.m.

The meeting of the Electric Committee was called to order at 5:30 p.m. on Wednesday, September 12, 2012 by Chairman Mike Blaies. Committee members present were Chairman Mike Blaies, Trustee Steve Smith, Trustee Ray Matchett, Trustee Seth Speiser, Mayor Ray Danford, Public Works Director Ron Dintelmann, Assistant Public Works Director John Tolan and Village Administrator Dennis Herzing. Guest present: Janet Baechle.

### **A. OLD BUSINESS:**

1. Approval of August 15, 2012 Minutes: Trustee Ray Matchett motioned to approve the August 15, 2012 minutes and Trustee Steve Smith seconded the motion. All voting aye, the motion carried.
2. Franchise Fee (Ameren): Nothing new.
3. Highway lighting: Ron reported two new streetlights have been installed by Lucille Recker and also Lucille Davis along the north end of town on Route 15.
4. HAPS: John said units 10, 11, 12 and 6 were finished up today and units 8 and 9 will be done tomorrow. Everything is going well. There is an extra catalyst plate in each generator and Dennis said BHM&G doesn't think we will ever run our generators enough to need an additional plate. Ron said you are supposed to clean them after so many hours. Verbal of BHM&G will update the air permit to show that we are compliant with the new regulations.
5. Portable Generator Replacement: Ron took the generator to Burr Oak and they are going to put it back together and will verify if the pump is good or not. If it isn't too expensive to repair, we will take it out to the East plant or sewer plant. An external tank will cost about \$1500 and we will have to hook it up as well.
6. Fuel Cost Adjustment: Dennis has gone through the old ordinance but doesn't have the new one ready yet. He wanted to confirm some information. We only have 100 or 250 watt and it will be \$8.00 for the 100 and \$16.00 for the 250 and get rid of the 1000 altogether. We will also change the existing ordinance to bill the customer who wants a light installed for the additional costs and those costs will be paid prior to installation. We have a two-year minimum on the dusk-to-dawn lighting agreement.
7. Arc Flash Study: We are waiting on some parts to come and also the relays. We have not heard back from Chris on the price of the suit.

8. Spill containment/Wiegmann: Ron said the last transformer came in for Wiegmanns and we have the one for the grade school. We are waiting on the permit to be able to go under the road for Wiegmanns. Ron said we'd like to do the school one first and the Wiegmann job will take several months. Dennis said we'll have the permit at the next County board meeting. John said the school hasn't started their portion of the work yet. Dennis said the school has two different options to solve the safety problem. The easiest way to do that is to leave the exposed wires on the roof and put a fence around it and just eliminate the exposed cable tray next to the window. If they want to get rid of all the exposed stuff, they would have to replace the cable trays with conduit run and that is much more extensive. Ron said we will take care of all our safety problems at the school but we can't correct ours until the school does their part. The school is aware of the safety issue.

9. Safety Training: Dennis will check with Julie on the safety manuals.

10. Digger truck/demo: John contacted Altec and he was told they haven't started on yet. They told him they would start on it in December and have it in January. Mike asked for a reason on the delay.

11. Charter Agreement: Dennis hasn't gotten any further on this.

12. Work on electric poles/transformers behind grade school: This line item will be taken off the agenda since is discussed under #8.

13. Shed: Dennis said the final documents have been received and it is in process. Ron has some specs put together. Dennis will revise the drawing and can then go out for bid. Seth asked if we have to have an architectural seal on it and Dennis doesn't think so since it is for our use only and not a public structure. Seth believes we can get the shell up for \$50,000. Dennis said we will build as much as we can with the \$100,000 and do the rest of the work with future budgets.

14. Security at North Power Plant: John hasn't done anything with this. John talked to the WM driver who told him we can get a locked dumpster outside the gate.

15. Electric lineman/Apprentice Lineman: John talked to our new apprentice, Tyler Urbanski, who is going to start September 18, 2012. Tyler Isaak is at lineman school in Alabama this week. John talked to him a couple of times and Tyler said he is doing fine and it is going well. Coy, from HD Supply, has a metering school coming up in October that we would like to send Tyler and Shane to. Ron said it's a hands-on training class where you do wiring of the meter bases and all the different arrangements. Mike asked about the other apprentice lineman interviews and John said we had them in on a Saturday. They are both top notch applicants and very close in qualifications with their training and experience. The committee discussed the qualifications of Zach Krampfer and Ryan Hilmes. John said we were lucky we found two applicants so qualified for the apprentice job. Both Shane and John felt Zach brought more farm/handyman experience to the job. John said both guys would be on a pretty even level after a couple of months. John felt pretty certain Zach would be here for a long time. John said it' a tough decision and asked the committee for their opinion. Mike said he is fine

with Zac and Steve said he will rely on John, Dennis and Ron's opinion. John also said he told the guys the Village may ask them to sign something to pay the Village monies owed if they don't stay in the apprentice program. Dennis said it isn't in the union contract, but we might want to propose it and see what the union thinks.

*Trustee Mike Blaies motioned to recommend to the full Board we hire Zach Kramper as an apprentice lineman and Trustee Ray Matchett, Jr., seconded the motion. With two aye votes, one abstention, the motion carried.*

16. Lighting on Kessler Road: John said we started working on Westview last week.

17. Spreadsheet of agreements: Nothing new.

18. Opticon Program: Dennis hasn't heard from Hans.

19. Risk assessment conducted by insurance company: Ron said we have most of the information but not in the form that the risk assessment person wanted it. We are working on it.

20. Combustion turbine: Ron said Waterloo is expanding and will be putting in some of the turbines. Their load is much bigger.

**B. NEW BUSINESS:** None.

**C. GENERAL CONCERNS:** None.

**D. PUBLIC PARTICIPATION:** None.

**E. ADJOURN:** *Trustee Steve Smith motioned to adjourn at 6:40 p.m. and Trustee Ray Matchett, Jr., 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  
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 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.

## PERSONNEL AND PUBLIC SAFETY COMMITTEE MEETING Wednesday, September 12, 2012 at 6:30 p.m.

Chairperson Rita Baker called the meeting of the Personnel and Public Safety Committee to order on Wednesday, September 12, 2012 at 6:44 p.m. Those present were Chairperson Rita Baker, Trustee Steve Smith, Trustee Charlie Mattern, Trustee Mike Blaies, Trustee Ray Matchett, Mayor Ray Danford, Village Clerk Jerry Menard, Chief Mel Woodruff, Assistant Public Works Director John Tolan and Village Administrator Dennis Herzing. Guests present: Kendra Sauzek and Janet Baechle.

Chairperson Rita Baker called for New Business in order to accommodate our guest.

### B. NEW BUSINESS:

1. Request for Police Dept., assistance for 5K Run/Walk: Kendra Sauzek was present to request assistance from our police department during their 5K Run/Walk on October 13, 2012. They would like the police department to direct traffic so their runners can cross over Apple Street by the high school and stay there until the runners come back through. Chief Woodruff said they don't have any particular issues. Chief said the streets and traffic are our responsibility and we don't bill any organization for that.

*Trustee Steve Smith motioned to recommend to the full Board the request from St. Joseph's School to have the Freeburg Police Department manage traffic control during the 5K Run/Walk be approved and Trustee Charlie Mattern seconded the motion. All voting aye, the motion carried.*

2. Thank you from resident: Chairperson Baker read the thank you note from a previous Freeburg resident who needed help during a domestic situation. She thanked the police department for their assistance during that difficult time.
3. St. Joseph Knights of Columbus request: They would like to collect for their 2012 Intellectual Disabilities Tootsie Roll Campaign on 9/21 and 9/22. Steve asked what hours they would be collecting. Rita believes they collect in the evening from 5-7:00 p.m. and in the morning from 9:00-12:00.

*Trustee Steve Smith motioned to recommend to the full Board the request from St. Joseph's Knights of Columbus to collect donations for their 2012 Intellectual Disabilities Tootsie Roll Campaign and Trustee Charlie Mattern seconded the motion. All voting aye, the motion carried.*

4. Repair to light bar on patrol car: Chief Woodruff said the light bar on the Expedition is one of several used light bars that were received by the PD prior to his arrival. The one on the Expedition is about 17 years old. We have multiple bars we will need to

Personnel/Police Committee Meeting  
Wednesday, September 12, 2012

replace. The bid is for the purchase of two light bars and installation that are the most critical ones that we need to replace. He would like to get them ordered and installed as soon as possible. The other light bar is for Officer Ruhmann's vehicle. Mel said all but one light bar were received free from the State. The committee was fine with the request.

Assistant Public Works Director John Tolan left the Executive Board Room at 6:55 p.m.

**EXECUTIVE SESSION  
6:55 P.M.**

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

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

*Chairperson Baker reconvened the regular session of the Personnel/Police Committee meeting at 7:02 p.m.*

**POLICE: A. OLD BUSINESS:**

1. Full-time and part-time police officer hires:

**EXECUTIVE SESSION  
7:03 P.M.**

*Trustee Steve Smith motioned to enter Executive Session citing personnel, 5 ILCS 120/2-(c)(1)a and Trustee Charlie Mattern seconded the motion. ROLL CALL VOTE: Trustee Steve Smith – aye; Trustee Charlie Mattern – aye; Trustee Rita Baker – aye. 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.*

*Trustee Steve Smith motioned to recommend to the full Board we hire three part-time police officers and Trustee Charlie Mattern seconded the motion. All voting aye, the motion carried.*

*Chairperson Baker asked about Matt Moeckel and Chief Woodruff advised the committee if they want to interview him, they can; otherwise, his recommendation would be to hire him. Charlie stated he is ready to hire him.*

*Trustee Charlie Mattern motioned to recommend to the full Board we hire Matt Moeckel as a full-time police officer and Trustee Steve Smith seconded the motion. All voting aye, the motion carried.*

Chief Woodruff left the meeting at 7:25 p.m. and Assistant Public Works Director John Tolan re-entered the meeting.

Trustee Steve Smith motioned to recommend to the full Board we direct Attorney Manion to proceed with the discovery process and Trustee Charlie Mattern seconded the motion. All voting aye, the motion carried.

## **PERSONNEL:**

### **A. OLD BUSINESS:**

1. Approval of July 12, 2012 and August 6, 2012 Minutes: Trustee Steve Smith motioned to approve the minutes of July 12, 2012 and Trustee Charlie Mattern seconded the motion. All voting aye, the motion carried.

Trustee Steve Smith motioned to approve the August 6, 2012 minutes and Trustee Charlie Mattern seconded the motion. All voting aye, the motion carried.

2. Employee Handbook: Not discussed.

a. Public Works On Call Status: Rita thought the contract will take care of this and Dennis said it will once it is signed.

3. Job Descriptions: Rita said we did receive information from Gene detailing his duties. Gene's job description pertains to item #5 below. Dennis said we haven't had time to do anything with this.

4. Safety Policy: John said this will coincide with the contract.

5. Non-union employee raises: Dennis sees this as a two-step process. He needs to take the information received from Gene and turn it into an ordinance which will amend the current code. The other issue is the raise which is up to the committee. Steve asked what Gene receives in compensation right now and Dennis believes it is \$1300 per year. Rita asked how everyone felt about doubling the salary for the year. Charlie asked what Phil makes and Dennis thinks his pay is about \$20 per hour. Rita thought he worked 20 hours per week. Dennis said the ESDA budget is almost nonexistent and we usually end up transferring money from the general fund and it wouldn't be a big issue to manage the additional money. Dennis said an option we have is to do something now and then again in the spring with the new budget so we can budget accordingly. The committee can consider an additional increase in compensation at budget time. Rita said you could consider giving Gene a bonus that isn't tied to the salary if we wanted to provide additional compensation. We may consider turning this position into two positions. Dennis said you can have an ESDA coordinator and an ESDA manager. The ESDA coordinator would handle all what Gene provided to us over and above what the typical ESDA coordinator would provide. The more routine stuff would be handled by the ESDA manager. Charlie wants it to be conveyed to Gene that the raise is based on what he deserves but was not budgeted. We are also discussing how to set it up for after Gene is gone.

Trustee Charlie Mattern motioned to recommend to the full Board ESDA Coordinator Gene Kramer receive a \$200 per month raise and Trustee Steve Smith seconded the motion. All voting aye, the motion carried.

Ray requested we create an updated salary list for everyone. Assistant Public Works Director was present to discuss his recent request. Rita asked for an executive session and John left the room.

**EXECUTIVE SESSION**  
**7:43 P.M.**

*Trustee Steve Smith motioned to enter Executive Session citing personnel, 5 ILCS 120/2-(c)(1)a and Trustee Charlie Mattern seconded the motion. **ROLL CALL VOTE:** Trustee Steve Smith – aye; Trustee Charlie Mattern – aye; Trustee Rita Baker – aye. All voting aye, the motion carried.*

**EXECUTIVE SESSION ENDED at 7:55 P.M.**

*Chairperson Baker reconvened the regular session of the Personnel/Police Committee meeting at 7:56 p.m.*

Rita said they came up with an idea to give John \$3500 for 2011. Charlie said the bonus is recognizing the work that you have done regardless of what Mel has done. John reiterated that he never wanted that to be an issue. John said you know that I will give all I have and more and Rita said they recognize that and truly appreciate it.

*Trustee Steve Smith motioned to recommend to the full Board John Tolan receive a \$3500 bonus for 2011 and Trustee Charlie Mattern seconded the motion. All voting aye, the motion carried.*

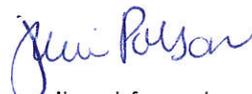
The committee talked about the new apprentice lineman and Trustee Blaies said that recommendation will come from the Electric Committee at the board meeting Monday night.

**B. NEW BUSINESS:** None.

**C. GENERAL CONCERNS:** Trustee Mattern said he will be out of town at Monday night's board meeting. Dennis is going to get that phone moved into the board room by the Mayor's seat.

**D. PUBLIC PARTICIPATION:** None.

**E. ADJOURN:** *Trustee Steve Smith motioned to adjourn at 8:02 p.m. and Trustee Charlie Mattern 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  
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 E  
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

Public Property Committee Meeting  
Streets/Municipal Center/Pool/Parks & Recreation  
(Matchett/Baker/Blaies)  
Wednesday, September 19, 2012 at 6:30 p.m.

The meeting of the Public Property Committee was called to order at 6:30 p.m. on Wednesday, September 19, 2012, in the Municipal Center. Those in attendance were Chairman Ray Matchett, Trustee Mike Blaies, Trustee Rita Baker, Public Works Director Ron Dintelmann, Village Administrator Dennis Herzing and Office Manager Julie Polson.

## POOL: A. OLD BUSINESS:

1. Pool: Dennis said the contractor still needs to address some outstanding items on the punch list. The final grading needs to be done and that will cost around \$1,500 - \$2,000. If we have a problem with Davinroy not wanting to complete the outstanding items, we will take that out of the retainer. Dennis also brought up the fact that we need some good training on winterizing the pool and he will talk to EWR about that. He is also going to contact Natarre about whether or not to leave water in the pool over the winter. He also said the handicap lift is not here. The final paperwork on the DNR grant has been submitted and we should be receiving the \$177,000 with the next couple of weeks. After looking more closely at the numbers, we are about \$240,000 over budget on the pool which includes the typical season shortfall of about \$20,000. We could possibly use some of the general fund reserve which showed about \$400,000 in last year's audit. The bottom line is we won't have to borrow more than the anticipated \$250,000.

B. NEW BUSINESS: None.

## STREETS: A. OLD BUSINESS:

1. Approval of August 15, 2012 minutes: Trustee Rita Baker motioned to approve the August 15, 2012 minutes and Trustee Mike Blaies seconded the motion. All voting aye, the motion carried.

2. Safe Routes to School: Dennis said the bid date is now projected to be in January instead of November. He said IDOT needed a letter confirming the steps and sidewalk in front of the old Kinzinger home would be removed and that has been done.

3. 709 Saxony lane request for culvert: Nothing new.

4. Welcome to Freeburg sign: Nothing new.

Street Committee Meeting Minutes  
Wednesday, September 19, 2012

Page 1 of 2

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

5. MFT: Ron said everything is done and paid. Item will be kept on the agenda.
6. Procedure to Request Flags to be Displayed: Nothing new.
7. Drainage Problem Areas: Dennis has not had time to review Pat Netemeyer's suggestions with him. Dennis said everything that was suggested will not be able to be done in one budget year. The work will have to be prioritized and address the most critical ones first.
8. Shady Lane Dispute: Nothing new.
9. Ditch behind home at 606 W. High: Ron said this will be done shortly.
10. Lobby painting: Julie said this will be done over the winter.
11. Lighting along Westview Drive: Ron said we've started work on this project.
12. Cemetery Road: Dennis said we have not heard from the County.
13. Picnic tables at the park: John is working on this.
14. Christmas tree in the park: Trustee Smith is working with Nolla on this.
15. Street banners: Julie needs to talk to Express Design to see if they do street banners.

**B. NEW BUSINESS:** Dennis said John wanted to bring up leaf collection. He'd like to bring back Tony and Dave but they only have a limited number of hours available so we may have to look at hiring additional part-time workers. We could possibly move some salaries around from streets to MFT. We could have two employees for eight weeks or four employees for four weeks.

*Trustee Rita Baker motioned to recommend to the full Board we hire David Beshears and Tony McDonald part-time for leaf collection and Trustee Mike Blaies seconded the motion. All voting aye, the motion carried.*

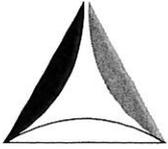
**C. GENERAL CONCERNS:** None.

**D. PUBLIC PARTICIPATION:** None.

**E. ADJOURN:** *Trustee Rita Baker motioned to adjourn the meeting at 7:20 p.m. and Trustee Rita Baker seconded the motion. All voting aye, the motion carried.*



Julie Polson  
Office Manager

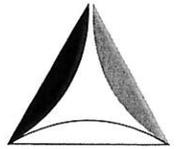


# FREEBURG EMERGENCY SERVICES AND DISASTER AGENCY

*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 000000-13

ESDA Report to Mayor and Village Board  
Oct. 1, 2012

1. Picked up Motorola Base station radio from Wireless USA that was programmed for free as per the offer from Wireless since it was grant purchased from their company. Will be testing to see if the NB signal can be decoded by the tornado siren receivers this month-hopefully tomorrow, the first Tuesday of the month normal 10 am test (I will remove our WB unit and install the NB unit to night. All communication systems in our VHF/UHF operations, except the Amateur Radio Communication links, must be NB compliant by Jan. 1, 2013. I'm still researching the lowest price options to NB our siren receivers if the NB signal can not be decoded by them to activate the receivers.
2. NB portable radios- still have all of the data and it appears the Wouxun UHF/VHF portables with software, is the best route cost wise for replacement of our three VHF portables. I suggested these units to our Public Works director upon his request for staying on our local govt. FCC license modified for the NB emission operation.
3. I've sent an inquiry to the public works director as to whether he is still planning on operating the telemetry transmissions from the Water tanks on UHF AS presently licensed. If so, then I will have to make a modification to the Village FCC license for NB emissions and the Public Works Dept. will have to replace or modify their transmitting equipment to NB operation 12.5 kHz.
4. Freeburg ESDA had severe weather alert responses last month, fortunately no tornado warnings, but we did have severe thunderstorm Watches and Warnings. The most recent Severe Weather alert to involve our area was on Sept. 25, 2012,:
  - A. Severe Thunderstorm Warning for East Central St. Clair Co.  
4:45 pm - 5:30 pm
  - A-1: Severe Thunderstorm Watch from 5:05 pm - 11 pm, watch box extending from 4 counties West and West Southwest of St. Louis, Mo. and covers our area and ends in Southern Indiana.
  - B. Severe Thunderstorm Warning for Southern St. Clair Co. from 6:08- 7 pm
  - C. Severe Thunderstorm Warning for Northern Monroe, Southern St. Clair, and Northern Randolph Counties from 6:49 pm - 7:45 pm.

D. Freeburg Shelters open with St. Paul's only since due to warning level and the ESDA officer read wind speed gust to 44 mph during one of the heavier thunderstorms moved through the area and it was raining at a RATE of 2.5 inches per hour . Most of the Skywarn ARES operators reported pea size hail in the Belleville area to ping pong size hail in Mascoutah. Highest wind gusts of 49 mph was reported from a Smithton ARES Skywarn member.

I secured the ESDA office when all warnings were no longer within the St. Clair Co. area (9pm ) and the Severe thunderstorm watch was cleared for the area by 10:00 PM. Shelter manager PJ Gale was secured from her shelter at 9 pm as well as ARES Freeburg member Laura T. (ARES ARS-KC9VZR and ARES ESDA member David Antry who was backing up radar readings from his home until wireless link made from office. ESDA member Janet B. was placed on standby during these events. No reports of wind or weather related damage reported to the ESDA office during this period. Also, excellent communication maintained between ESDA office and Freeburg PD officer 43-28 on our VHF local gov. freq. of 154.100 MHz.

E. Will be securing two new ESDA members by the next board meeting and will have their background check papers turned in to the Police Chief during this week.

F. Regional Hospital meeting minutes -should have by next board meeting.

G. ISP GPS of officers in the Southern part of the State from their portable radio operations will be completed by next week and will include ISP Districts 19-Carmi; D-22-Ullin, D-12 Effingham, and D-13 DuQuion. I have been involved in the inventory and programming of these units as part of the Regional consolidation program of communications within the Starcom 2100 Radio network.

H I have been asked to give a presentation on Freeburg ESDA on Oct. 9th to the Freeburg Chamber of Commerce's evening meeting.

Respectfully submitted:

  
Eugene Kramer, Coord

Freeburg ESDA

Freeburg - A StormReady Community