

## REGULAR BOARD MEETING AGENDA – OCTOBER 21, 2013 - 7:30 P.M.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Minutes of Previous Meeting
  - 4 – 1. September 30, 2013 – Special Board Meeting – minutes unavailable
  - 4 – 2. October 7, 2013 – Regular Board Minutes – minutes unavailable
5. Finance – None.
6. Treasurer's Report
7. Attorney's Report
8. ESDA Report
9. Public Participation
10. Reports and Correspondence –
  - 10 – 1. Rhutasel & Associates Invoice #8 in the amount of \$7,248.17 for SRTS Project- **Exhibit A**
11. Recommendations of Boards and Commissions –
  - 11 – 1. Memo from Zoning Administrator Henning – **Exhibit B**
12. Contracts, Releases, Agreements and Annexations – None.
13. Bids –
  - 13 – 1. Village Hall Roof Replacement Bids – **Exhibit C**
14. Resolutions – None.
15. Ordinances – None.
16. Old Business –
17. New Business –
18. Appointments – None.
19. Committee Meeting Minutes/Recommendations
  - 19 – 1. Community Development Committee Meeting – Monday, September 16, 2013 – 6:30 p.m. – **Exhibit D**
  - 19 – 2. Committee as a Whole Meeting – Monday, October 7, 2013 – 5:30 p.m. – **Exhibit E**
  - 19 – 3. Economic Development Committee Meeting – Monday, October 7, 2013 – 6:30 p.m. – **Exhibit F**
  - 19 – 4. Electric Committee Meeting – Wednesday, October 9, 2013 – 5:30 p.m. – **Exhibit G**
    - 19-4a. Recommend approval of \$1,600 LED lighting grant to Dennis Kaiser/Professional Metals
  - 19 – 5. Personnel/Police Committee Meeting – Wednesday, October 9, 2013 – 6:30 p.m. – **Exhibit H**
  - 19 – 6. Board of Appeals Meeting – Wednesday, October 9, 2013 – 8:00 p.m. – See Exhibit A above
  - 19 – 7. Water/Sewer Committee Meeting – Wednesday, October 16, 2013 – 5:30 p.m. – **Exhibit I**
    - 19-7a. Recommend \$1700 reimbursement to Mr. Tim Miller for sewer backup
  - 19 – 8. Streets Committee Meeting – Wednesday, October 16, 2013 – 6:30 p.m. – **Exhibit J**
    - 19-8a. Recommend payment to Davinroy Mechanical in the amount of \$10,000 for pool completion
    - 19-8b. Recommend payment to Rhutasel & Associates in the amount of \$7,248.17 – see #10-1 above
    - 19-8c. Recommend accepting Himstedt Roofing's bid to replace Village Hall Roof – see #13-1 above
  - 19 – 9. Community Development Committee Mtg – Monday, October 21, 2013 – 6:30 p.m. – minutes unavail.
20. Upcoming Meetings
  - 20 – 1. Plan Commission Meeting – Wednesday, October 23, 2013 – 6:30 p.m.
  - 20 – 2. Board of Appeals Hearing – Thursday, October 24, 2013 – 7:00 p.m.
  - 20 – 3. Legal/Ordinance Committee Meeting – Wednesday, October 30, 2013 – 4:45 p.m.
  - 20 – 4. Finance Committee Meeting – Wednesday, October 30, 2013 – 5:30 p.m.
  - 20 – 5. Board Meeting – Monday, October 21, 2013 – 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)].

**COST PLUS FIXED FEE  
INVOICE**

Date: 10/02/13 Invoice No. 8  
Work Order No. \_\_\_\_\_

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

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

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

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

1) Invoice Period	From: <u>09/01/13</u>	To: <u>09/30/13</u>				
	This Invoice	Previously Invoiced	Earned to Date	Max allowable		
2) Maximum Payable				\$28,000.00		
3) Direct Salaries	\$2,545.23	\$5,514.73	\$8,059.96			
4) QC/QA	\$0.00	\$0.00	\$0.00			
5) Payroll & Overhead						
this invoice	<u>148.7500%</u>					
average	<u>148.75%</u>					
6) Fixed Fee = 25.8863%	\$916.91	\$1,989.84	\$2,906.75	\$3,542.08		
7) Direct Costs Prime	\$0.00	\$21.91	\$21.91			
8) Services by others				\$0.00		
				\$0.00		
				\$0.00		
9) Total invoiced for project including this invoice			<u>\$22,977.79</u>			
10) Previously Invoiced		<u>\$15,729.62</u>				
11) Payment Due this invoice	<u>\$7,248.17</u>					

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

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

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

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

Checked \_\_\_\_\_ Date: \_\_\_\_\_

Consultant: Rhutasel and Associates, Inc.

By / Date: Sidney W. LeGrand 10/2/13

(Name) Sidney W. LeGrand

(Title) Secretary

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







Employee 086 ANTHONY SCHENK

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

**Posted**

Profit Center:	FR:TR	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun
		09/01	09/02	09/03	09/04	09/05	09/06	09/07	09/08
8	Task FTR	HOLIDAY							
	FREEBURG TRANSPORTATION HOLIDAY	Reg. 8.00							
2	Task FTR	GENERAL & ADMINISTRATIVE LABOR							
	FREEBURG TRANSPORTATION GEN & ADMIN LABR	Reg. 7.50							
10	Task FTR	BUSINESS DEVELOPMENT							
	FREEBURG TRANSPORTATION BUSINESS DEVELOP	Reg. 1.50							
40112	Task 402	O'FALLON - MILBURN SCHOOL RD - PH 3&4							
	PRE-FINAL ROAD PLANS	Reg. 10.00							
41810	Task 403	CENTRALIA - CALUMET ST & AIRPORT RD							
	FINAL ROAD PLANS	Reg. 25.50							
41412	Task 401	O'FALLON - VENITA FACILITIES - DRAINAGE							
	GRADING & DRAINAGE	Reg. 1.00							
42009	Task 402	LEBANON - ALTON STREET IMPROVEMENT							
	PRELIMINARY ROAD PLANS	Reg. 7.00							
41712	Task 401	PROJ. REPORT, STUDIES, PERMIT							
	FREEBURG - SAFE ROUTE TO SCHOOLS	Reg. 0.50							
	ENVIRONMENTAL COORDINATION	Reg. 0.50							
41508	Task 460	O'FALLON - STATE ST SIDEWALK DESIGN							
	EXTRA WORK	Reg. 6.50							

09/03 Time Sheet, ect.

09/02 Red Bud City Council Meeting  
09/03 Lebanon MFT Maintenance

09/03 Construction Limits, easements, ect.

09/04 Revisions per IDOT Comments  
09/05 Revisions per IDOT Comments  
09/11 Details, revisions, ect.  
09/12 Quantity Revisions  
09/13 Revisions, printing, ect.

09/06 Field Visit per request from Dan Bowman. Field memo and ramp reconfiguration to meet field conditions.  
09/09 Ramp reconfiguration to meet field conditions and coordination.

Client: 6595 - O'FALLON, CITY OF

Client: 1875 - CENTRALIA, CITY OF

Client: 6595 - O'FALLON, CITY OF

Client: 5370 - LEBANON, CITY OF

Client: 3280 - FREEBURG, VILLAGE OF

Client: 6595 - O'FALLON, CITY OF

Employee 086 ANTHONY SCHENK

Signed \_\_\_\_\_

Approved \_\_\_\_\_

Posted

Profit Center:	FR:TR	Total	Sun 09/01	Mon 09/02	Tue 09/03	Wed 09/04	Thu 09/05	Fri 09/06	Sat 09/07	Sun 09/08	Mon 09/09	Tue 09/10	Wed 09/11	Thu 09/12	Fri 09/13	Sat 09/14	Sun 09/15
41712	Task 402	FREEBURG - SAFE ROUTE TO SCHOOLS PRELIMINARY ROAD PLANS									1.50	5.50			0.50		
		15015 Reg.									1.50	5.50			0.50		
40913	Task 402	PRAIRIE DU ROCHER - SRTS PRELIMINARY PLANS									1.50						
		15015 Reg.									1.50						
42009	Task 402	LEBANON - ALTON STREET IMPROVEMENT PRELIMINARY ROAD PLANS												1.50			
		16515 Reg.												1.50			
10	Task FTR	BUSINESS DEVELOPMENT FREEBURG TRANSPORTATION BUSINESS DEVELOP															
		17015 Reg.												2.50			
		<b>Totals</b>									9.00	8.00	8.00	8.00	8.00	8.00	8.00

Client: 3280 - FREEBURG, VILLAGE OF

Client: 6980 - PRAIRIE DU ROCHER, VILLAGE OF

09/10 Surface Revisions and Project Admin.

Client: 5370 - LEBANON, CITY OF

09/12 Deliverables for Alton Street

09/12 Discussion with OFallon on providing estimates for storm water improvements for residential streets, proposed culvert under CSX railroad, ect.

Rhutasel and Associates, Inc.  
Timesheet for the period ending 9/30/13

Employee 086 ANTHONY SCHENK

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

Posted

Profit Center:	FR:TR	Mon 09/16	Tue 09/17	Wed 09/18	Thu 09/19	Fri 09/20	Sat 09/21	Sun 09/22	Mon 09/23	Tue 09/24	Wed 09/25	Thu 09/26	Fri 09/27	Sat 09/28	Sun 09/29	Mon 09/30
2	Task FTR	GENERAL & ADMINISTRATIVE LABOR														
		FREEBURG TRANSPORTATION GEN & ADMIN LABR														
		1.00	0.50	0.50	0.50	0.50			2.00	1.00	1.00	0.50	1.00			0.50
		09/16 Time Sheet, ect. 09/23 Misc. project admin./ect. 09/27 Clean up/ect.														
		Client: 6595 - O'FALLON, CITY OF														
41412	Task 401	0'FALLON - VENITA FACILITIES - DRAINAGE GRADING & DRAINAGE														
		1.00	2.00	1.00								1.00				
		09/16 Addendum/RFC 09/17 Addition of drain tile from building to drawings, addendum sheets 09/18 Addendum #4 review 09/26 RFC #35														
		Client: 5370 - LEBANON, CITY OF														
42009	Task 402	LEBANON - ALTON STREET IMPROVEMENT PRELIMINARY ROAD PLANS														
		0.50	0.50	1.00	0.50					0.50						
		Client: 1875 - CENTRALIA, CITY OF														
41810	Task 403	CENTRALIA - CALUMET ST & AIRPORT RD FINAL ROAD PLANS														
		4.00										4.50				
		09/26 Pavement Marking Schedule Revisions														
10	Task FTR	BUSINESS DEVELOPMENT														
		FREEBURG TRANSPORTATION BUSINESS DEVELOP														
		1.50	2.00		1.50	2.50			1.50		2.50					
		09/16 Residential Streets 09/17 Residential Streets 09/19 Residential Streets 09/20 Revisions to estimate per Tracy Comments and City Emails 09/23 Estimate to City 09/25 Coring Map/Coordination and LIDAR drainage analysis														
		Client: 3280 - FREEBURG, VILLAGE OF														
41712	Task 402	FREEBURG - SAFE ROUTE TO SCHOOLS PRELIMINARY ROAD PLANS														
			0.50		2.50	4.00			4.50	4.50	4.50		1.00			3.50
		09/23 Marking up plans 09/24 Specs and Estimates 09/25 Specs/Plan Review, drainage review, estimate of time 09/30 Preparing prefinal plan submittal														
10	Task FTR	BUSINESS DEVELOPMENT														
		FREEBURG TRANSPORTATION BUSINESS DEVELOP														
			2.50	0.50	1.50	1.00										
		09/17 CADD Template Revisions 09/18 CADD Template Correspondence 09/19 Helping Brent with CADD issues 09/20 Estimates														



Rhutasel and Associates, Inc.  
Timesheet for the period ending 9/15/13

MARK A. LUECHTEFELD

Employee 016

Signed \_\_\_\_\_

Approved \_\_\_\_\_

**Posted**

Profit Center:	FR:TR	Sun 09/01	Mon 09/02	Tue 09/03	Wed 09/04	Thu 09/05	Fri 09/06	Sat 09/07	Sun 09/08	Mon 09/09	Tue 09/10	Wed 09/11	Thu 09/12	Fri 09/13	Sat 09/14	Sun 09/15
8	Task FTR	HOLIDAY														
		FREEBURG TRANSPORTATION HOLIDAY														
		60347 Reg. 8.00														
41312	Task 030	SALEM - N. OHIO & E. MCMAKIN SIDEWALKS														
		PS&E														
		04547 Reg. 7.50														
41311	Task 405	O'FALLON - MADISON-ILLINI BIKE TRAIL														
		FINAL ROAD & P,S&E														
		04547 Reg. 2.00														
40108	Task 403	O'FALLON - HWY 50 CONGESTION IMPROVEMENT														
		FINAL ROAD PLANS														
		20550 Reg. 1.00														
42009	Task 403	LEBANON - ALTON STREET IMPROVEMENT														
		FINAL P, S & E														
		04550 Reg. 16.50														
5	Task FTR	VACATION														
		FREEBURG TRANSPORTATION VACATION														
		60147 Reg. 8.00														
40913	Task 402	PRAIRIE DU ROCHER - SRTS														
		PRELIMINARY PLANS														
		04547 Reg. 14.00														
41712	Task 403	FREEBURG - SAFE ROUTE TO SCHOOLS														
		FINAL PS&E														
		04547 Reg. 14.00														
41812	Task 402	SMITHTON - SAFE ROUTE TO SCHOOLS														
		PRE-FINAL PLANS														
		04547 Reg. 2.00														
41810	Task 403	CENTRALIA - CALUMET ST & AIRPORT RD														
		FINAL ROAD PLANS														
		04550 Reg. 7.00														
		<b>Totals Reg. 80.00</b>														

09/10 Exhibits

Rhutasel and Associates, Inc.  
Timesheet for the period ending 9/30/13

Employee 016 **MARK A. LUECHTEFELD**

**Posted**

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

Profit Center: FR:TR	Task	Mon 09/16	Tue 09/17	Wed 09/18	Thu 09/19	Fri 09/20	Sat 09/21	Sun 09/22	Mon 09/23	Tue 09/24	Wed 09/25	Thu 09/26	Fri 09/27	Sat 09/28	Sun 09/29	Mon 09/30	Total
41712	Task 403	FREEBURG - SAFE ROUTE TO SCHOOLS															
	FINAL PS&E	4.00	4.00	1.00	6.00	4.00				2.00	4.00	4.00	7.50			4.50	37.00
41810	Task 403	CENTRALIA - CALUMET ST & AIRPORT RD															
	FINAL ROAD PLANS																
5	Task FTR	VACATION															
	FREEBURG TRANSPORTATION VACATION	2.00	4.00	1.00	1.00												12.00
41312	Task 030	SALEM - N. OHIO & E. MCMAKIN SIDEWALKS															
	PS&E																8.00
40913	Task 402	PRAIRIE DU ROCHER - SRTS															
	PRELIMINARY PLANS																14.00
4	Task FTR	Sick Leave															
	FREEBURG TRANSPORTATION SICK LEAVE																8.00
072G	Task 000	KRPD GENERAL															
	GENERAL																5.00
2	Task FTR	GENERAL & ADMINISTRATIVE LABOR															
	FREEBURG TRANSPORTATION GEN & ADMIN LABR																2.00
	Totals	8.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00	88.00

Client: 3280 - FREEBURG, VILLAGE OF

Client: 1875 - CENTRALIA, CITY OF

Client: 7700 - SALEM, CITY OF

Client: 6980 - PRAIRIE DU ROCHER, VILLAGE OF

Client: 4940 - KASKASKIA REGIONAL PORT DISTRICT

09/24 Flu

09/25 Dock Facility No 1

09/30 Working on Computer problems

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

DATE: October 15, 2013

TO: Zoning Board of Appeals & Village Trustees

FROM: Gary Henning, Zoning Administrator 

RE: Niebruegge's Variance Request—Granted

On October 8<sup>th</sup>, the Zoning Board of Appeals granted Josh & Elizabeth Niebruegge's Area Bulk Variance request to vary the terms of the Freeburg Zoning Ordinance 155.092, Lot and Building requirements, Section D(4)—Rear Lot Line Setback.

The initial Hearing took place on Thursday, September 26<sup>th</sup>, 2013 at 7:00 pm. The Zoning Board of Appeals and the Niebruegges agreed on a Continuance Hearing, which took place on October 9<sup>th</sup> at 8:00 pm at Village Hall, to consider how to improve safety at the dangerous intersection from Railroad Street turning onto Apple Street—where the main problems are speed of on-coming vehicles and the driver's line of sight to the East.

In the best interest of Safety the Niebruegges' proposed to remove and angle 22 feet of their fence (closest to Railroad-Apple Street) and to move the garage 10 feet to the East towards their backyard. They agreed safety must come first and by moving the garage to the East and angling the fence towards the garage would increase the vision for drivers turning onto Apple Street and make this a much safer intersection.

On a vote of 5-1 the Zoning Board of Appeals agreed to grant the Variance.

Attachment: Copy of plan approved by Zoning Board

CC: Seth Speiser, Mayor of Freeburg  
Tony Funderburg, Village Administrator

**VILLAGE HALL  
ROOF REPLACEMENT BIDS  
October 11, 2013**

- |                              |                 |
|------------------------------|-----------------|
| <b>1. HUNTER CONTRACTING</b> | <b>\$20,325</b> |
| <b>2. HIMSTEDT ROOFING</b>   | <b>\$22,230</b> |

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

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

Community Development Committee Meeting  
Niebruegge/Blaies/Funderburg  
Monday, September 16, 2013 at 6:30pm

EXHIBIT D  
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

Chairperson Elizabeth Niebruegge officially called the meeting of the Community Development Committee to order at 6:27p.m. on Monday, September 16, 2013. Those in attendance were Chairperson Elizabeth Niebruegge, Trustee Mike Blaies, Village Clerk Jerry Menard, Zoning Administrator Gary Henning, Resident Janet Bauchle, Resident Mary E. Blaies, Resident Bev Groh, Resident Karen Blomenkamp, Resident Amber Trout, Business Owner Frank Koskosky, Resident Jody Talick, Resident Karen Surber, Resident Elaine Speiser, Resident Tammy Schwartz.

- A. Introductions:** All present identified themselves as well as their interest in/ hope of the committee. Gary Henning brought up helping the residents of Freeburg with yard work etc. as well as opportunities to connect the students of the High School with the community. Elaine Speiser stated that she sees this committee as a first step to working towards pulling the entire community together. Bev is hoping for clean up opportunities and improvements for the community. Karen Blomenkamp identified herself as a carpenter and offered her skills toward the betterment of the community. Jody Talick stated interest in the building of a healthy finance, mind and body community. Karen Surber said that she would like to see the small Freeburg Park revitalized. Mary Blaies discussed involvement and focus for senior citizens as well as involvement opportunities for residents with grown children that focus on the community as a whole. Mike Blaies stated interest in this assisting those in need in Freeburg and ways for groups to clean up and help the community. Janet Baechle said that she likes to be active in the community and discussed ways that she has been involved thus far. Jerry said that she wanted to support this committee and hopes to see it help the entire community and especially the youth. Amber Trout talked about not being from Freeburg and finding ways to get involved and learn more about the community. Frank Koskosky talked about being a part of the community as a business owner, organization leader and deacon at his church. He said that he sees a sense of togetherness lacking in many communities. Elizabeth Niebruegge explained her life always gravitating towards building community through service and being present.
- B. Committee Overview and Focus:** Elizabeth identified the four areas of current focus for the committee as community mentality, community events and outreach, community communication, and economic development support. Community mentality to focus on building up a larger sense of community as a whole and helping connect the many smaller groups and pockets of people within the community. Community events and outreach would focus on identifying events that fill a need, and supporting events that already take place. Community communication to focus on how to connect and spread the word as well as assisting in the development of the new Village of Freeburg website. Economic development support will be focused on supporting the Economic Development Committee as well as working with and connecting the local businesses and the Chamber of Commerce.

Community Development Committee Meeting  
Monday, September 16, 2013

Page 1 of 2

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

**C. Community Mentality:** Elizabeth brought up New Resident Welcome Packet. Mike Blaies said that the Chamber of Commerce was talking about revitalizing their welcome packet and the group discussed items they would like to see in that packet. The group then discussed the small town mentality and its history within Freeburg regarding what it was to be fully accepted into the community.

**D. Community Events and Outreach:**

- a. Focus: The group discussed helping reinforce and enhance the amount and opportunities of community service for the youth within the community. Elizabeth stated that part of the focus of the committee is to create opportunities to fill gaps within the community, but that the other main part is to help connect the groups and residents within the community and support the events that are already happening versus reinvent the wheel or create competition for already established groups and events.
- b. Community Build Opportunity: Elizabeth stated that the Village is currently working towards purchasing a natural looking play set for the Village Park and it being set as a community build project that the residents can come out and help assemble with professional engineers from the company.
- c. Volunteering: Freeburg Forward by Giving Back was presented by Elizabeth as the slogan for helping connect volunteer opportunities with community volunteers. The group then discussed a Community Wide Day of Service Event as well as utilizing this group to identify the volunteer opportunities and volunteer groups within Freeburg. The group then discussed identifying involvement opportunities for anyone involved that day. Therefore if someone is getting help with their yard, they could cook something for the lunch later that day, etc. Janet brought up the Veterans Hospital in St. Louis needing donations and her group working on this in the past. She said she is worried about getting the support from the school again this year and Gary said that he would talk with them and that he believes that there shouldn't be an issue there.
- d. Organization Outreach: Gary brought up the benefit of writing a letter to be sent out to each organization/ group in Freeburg. Elaine supported that idea and said it could help explain the purpose and focus of this committee. The group showed support for that idea and Elizabeth said that she would create the letter and send it out to the organizations in Freeburg to explain the committee as well as invite them to the next meeting in October.
- e. Chalk it Up: Janet brought up Freeburg's need for an event that when people think of Freeburg, they think of that event. Elaine brought up Chalk it Up as a potential event that could be built up into a large event that would have activities for everyone. The group discussed items and activities that could be added onto that which would be something for everyone. Kiwanis president Frank Koskosky gave an overview of Chalk it Up to the group.

Elizabeth encouraged the group to go out and start spreading the word about this committee, continue brainstorming opportunities and focuses for the group and bring everything back to the upcoming meeting on October 21, 2013. The group will also discuss the frequency of the committee meetings at the next meeting. Jerry asked the group to think about Lights in the Park and what events could be added to that event.

**E. Adjourn:** Resident Janey Baechle motioned to adjourn the meeting at 7:28 p.m. and Zoning Administrator Gary Henning seconded the motion. All voting aye, the motion carried.

**VILLAGE PRESIDENT**  
Seth Speiser

**VILLAGE CLERK**  
Jerry Menard

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

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**COMMITTEE AS A WHOLE MEETING**  
Monday, October 7, 2013  
5:30 p.m.

**VILLAGE ADMINISTRATOR**  
Tony Funderburg

**VILLAGE TREASURER**  
Bryan A. Vogel

**PUBLIC WORKS DIRECTOR**  
John Tolan

**POLICE CHIEF**  
Stanley Donald

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

The Committee as a Whole Meeting was called to order at 5:31 p.m. on Monday, October 7, 2013, by Mayor Seth Speiser. Members present were Mayor Seth Speiser, Trustee Steve Smith, Trustee Mike Blaies, Trustee Ray Matchett, Trustee Elizabeth Niebruegge, Trustee Matt Trout, Trustee Dean Pruett, Village Clerk Jerry Menard, Treasurer Bryan Vogel (5:38 p.m.), Zoning Administrator Gary Henning, Village Administrator Tony Funderburg and Office Manager Julie Polson. Guest present: Attorney Brian Manion.

## A. OLD BUSINESS:

1. Approval of August 28, 2013 Minutes: Trustee Steve Smith motioned to approve the August 28, 2013 minutes and Trustee Matt Trout seconded the motion. All voting aye, the motion carried.

## B. NEW BUSINESS:

1. Tax Levy: Administrator Funderburg said the first thing we have to do is project what the EAV is going to be for the upcoming year. The spreadsheet Tony prepared reflects the EAV from 2008 through 2012. The EAV is multiplied by the rate to come up with the dollar amount that will be levied. Attorney Manion agreed with Tony's explanation and said Tony checked with the assessor's office and they believe it is going to be down this year. Tony said if we guess too high, there is money we would miss out on. Our best projection is \$80,000,000 for the 2013 EAV. Last year, we levied \$348,147 and we can raise that 4.9% without having to do anything. Tony said we should levy the monies that we need to run the Village. He brought up the fact that we haven't put a significant amount of money in the budget to replace our aging fleet. Tony believes we should tax the maximum amount we can in the police department. Steve wanted to clarify that he doesn't want us to raise the levy and waste money. Steve said we need to keep in mind what the other taxing bodies will do and that effect on the residents. Tony said we are running a police department and a town and need to do so properly.

Elizabeth asked if we know what the fire department and schools are going to levy. Tony said the school will need more money because of the shortfalls. Tony provided a range from a 4.9% increase which would levy \$348,147.66 up to a 28% increase which would levy \$445,628.57. Tony said the bottom line is what is the dollar amount we need to run the village? Steve said we don't need to try to recoup all of the money at one time. Tony agreed and said if we go higher than 4.9%, we need a truth in taxation hearing. Tony said we should make a decision within the next couple of weeks on this.

Committee as a Whole Meeting  
Monday, October 7, 2013  
Page 1 of 3

Tony said there are a couple of areas that we can levy the full amount, for example the liability insurance, workers comp and FICA. This is a regulated percentage amount. We can also levy the full amount on the pool bond.

Attorney Manion thinks it is very obvious we need to max out the police protection fund. He said everyone else maxes that out. Everything is a judgment call by us – how much service do we want to offer? Mayor Speiser asked Treasurer Vogel's opinion and Bryan's thought is what fund do you think we are coming up shy in or where are you looking for additional income? Tony replied the general fund highlighting the police fund and street fund. Trustee Blaies said it seems we need to go over the 4.9% increase but not the maximum.

Tony said we need to take time to think about it and also feels we need the budget done to help with the decision. Steve said the purpose of the 3- to 5-year plan was to identify projects and infrastructure and include it with the budget every year. Both John and Shane are working on their portion of it. Tony said we need to start getting caught up instead of spending money on quick fixes. Mayor Speiser said last year we voted not to levy any tax. Tony isn't sure what happened with last year. He said we asked for \$222,000 and received \$348,000. Attorney Manion said certain categories were below the minimum rate. Julie said part of that amount was the pool bond that was not included on the levy and Tony agreed.

Brian confirmed there is a schedule that we have to follow if we want to raise the levy by more than 4.9%. Tony would like to take this to the Finance Committee at the end of the month. Matt felt we should hold a Committee as a Whole meeting to make this decision. Elizabeth asked what other information do we need to make this decision and Matt said we need an updated 3- to 5-year plan. Mike said we need an updated budget. Tony will put all of that in a packet together and bring it before the next board meeting.

2. FY2013 Audit: Tony said we missed this in the Finance meeting and this needs to be approved at the next board meeting. The committee reviewed the audit and Seth asked if we had any questions.

*Trustee Steve Smith motioned to recommend the FY2013 Audit be approved and Trustee Elizabeth Niebruegge seconded the motion. All voting aye, the motion carried.*

**C. GENERAL CONCERNS:** Mayor Speiser advised the committee Burgards had asked us to waive the \$1,000 fine as long as they didn't appeal our decision to revoke the liquor license. He reviewed this with Attorney Manion. They did not feel Burgards would pay the \$1,000 fine and it would cost more than that to try and recoup the fine amount. Our goal was to shut down Burgards and stop the selling of drugs and believes we accomplished that. Trustee Blaies did not want us to set a precedence with not enforcing the fine. Attorney Manion explained to the committee right now the decision handed down is an administrative order. If we wanted to go the route of placing a lien on the property if Burgards did not pay the fine, we would have to take that administrative judgment to the circuit court and register it as a judgment. That would require filing a complaint, having him served, and holding a hearing. Once you have a judgment you could try to collect it. We

would then be placed in line after any other creditors. Tony feels we got what we wanted and if he appeals, he can reopen. Attorney Manion discussed with Kapp's attorney that we would drop the fine if he waived his right to the appeal. He was receptive to that idea. Steve said as long as we get this in writing before we waive it. The committee agreed with this approach.

Trustee Niebruegge asked Julie to put Furtak on the board agenda for discussion purposes. She said Steve Woodward attended the Legal/Ordinance meeting and explained to the committee what the Plan Commission's reasoning was behind their recommendation. Elizabeth stated his comments made her think about the situation some more and felt there should be an opportunity for the group to hear those points. Attorney Manion said the Plan Commission should present a report outlining their findings. Tony said if the building was lost in a tornado, one of the concerns was that the height size and parking lot requirements of what would be built in its place. Steve Woodward said there are height and parking lot requirements so the size of the building could only be 4 apartments. Seth asked if Leon has come back and Tony said Leon has been talking to Gary. Seth believes Leon wants to get it zoned multi-family in order to sell. Matt said Steve had some valid points but does not believe there were so many it went above what Brian recommended to us. Elizabeth said the neighbors didn't have an issue with a multi-family use. They had more of an issue with anyone else owning it as a multi-family use. She said that's an issue because the neighbors want to be in control of who owns that and she doesn't feel that is their ability. Seth asked what is Wolf's Den zoned and Tony said it is MR-1. In our current code, a bar is not an allowable use in an MR-1 district. The owners would have to go before the Board of Appeals for a special use.

Trustee Blaies asked where we stand with O'Reillys and Tony said we have done everything we can do. Steve asked if they have applied for a building permit and Tony said not yet. They are finalizing their site plan before they do that.

**D. PUBLIC PARTICIPATION:** None.

**E. ADJOURN:** *Trustee Steve Smith motioned to adjourn at 6:31 p.m. and Trustee Matt Trout seconded the motion. All voting aye, the motion carried.*



Julie Polson  
Office Manager

VILLAGE PRESIDENT  
Seth Speiser

VILLAGE CLERK  
Jerry Menard

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

# VILLAGE OF FREEBURG

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

EXHIBIT F

VILLAGE ADMINISTRATOR  
Tony Funderburg

VILLAGE TREASURER  
Bryan A. Vogel

PUBLIC WORKS DIRECTOR  
John Tolan

POLICE CHIEF  
Stanley Donald

VILLAGE ATTORNEY  
Weilmuenster Law Group, P.C

Economic Development Committee Meeting  
(Smith/Niebruegge/Funderburg)  
Monday, October 7, 2013 at 6:30 p.m.

The meeting of the Economic Development Committee was called to order at 6:38 p.m. on Monday, October 7, 2013, in the Municipal Center. Those in attendance were Trustee Steve Smith, Trustee Elizabeth Niebruegge, Village Administrator Tony Funderburg, Village Clerk Jerry Menard and Janet Baechle.

## A. OLD BUSINESS:

1. Purpose: Steve said our original focus of the committee was to retain existing businesses and attract new ones as well. Tony said there are some things that we can do that will accomplish both. Steve said one concern that he has had is that we need to make a decision on what the saturation point is at the Industrial Park. We also need to decide what our next steps are and move forward once we meet that saturation point, for example, adding another industrial park. Tony has talked to Terry Beach about this and said the price on the land is great but we need to offer additional incentives to the potential businesses. Tony said there are three things we can do with that area. For example, if we have an enterprise zone, the government would give the businesses money to help get established. Tony said we have the assets but we need something else to attract businesses. Steve said we are limited on the incentives we can give a business. We could give a break on utilities and our tax rate. Tony said he is meeting later this month with the Plan Commission to review the Comprehensive Plan and asked how much of this plan goes into that. Are there areas of land that are designated for that? Steve said he gave the first couple of 3- to 5-year plans to both Board of Appeals and Plan Commission and never received any feedback on it. Tony will be happy to take the plan from this committee and present it them.

Steve believes one of the problems we have here is the businesses don't want competition. Terry Beach told Tony companies are moving and expanding. We need to take advantage of that. Steve wants to put together a plan that will engage the businesses and want them to participate. Terry Beach said a lot of communities take a part of their sales tax and put a percentage into a certain fund. That fund is used for businesses that contribute to it. Tony said Freeburg is a much better town because of the TIF and said they can be a good thing. Millstadt has two roads that are in a TIF and it's working for them. He believes if we are going to move forward, we are going to have to do something similar to an

Economic Development Committee Meeting Minutes  
Monday, October 7, 2013  
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enterprise zone. Steve would like to invite both Terry Beach and Edie Coke to an upcoming committee meeting so we can start putting together a plan. Steve said we need to decide what our vision is and how we get there. Tony said we need to take advantage of the programs out there. Steve would like to divide the town into quadrants and invite the business owners here to discuss their ideas, long-term goals and what they need to achieve that. Steve said we are going to have a problem promoting that. Tony said we could use emails to do that.

2. Lights in the Park Annual Event: Steve will be held December 1<sup>st</sup>. The grade school choir will be there. He will reach out to the high school since there is a new band director to see if they want to participate. They will collect donations this week. Every year we add something to the park. He would like to get a waving snowman or toy soldier. He would like to try and decorate the bottoms of the trees with lights. Steve would like to have Santa Claus come to turn on the lights and would like to expand the activities. The community development committee could help with that. Janet would like to see a farmer pull a hayride or use St. Paul's bus to see the lights in town.
3. Sign at Industrial Park: Not discussed.
4. Updating Economic Development Plan: See above.
5. Increasing Involvement of local businesses with the committee: See above.

**B. NEW BUSINESS:**

1. Committee members:
2. Coordination with Community Development Committee: We will discuss this more in the future.
3. Other business/discussion:
4. Next meeting – November 4, 6:30 p.m. Village Hall:

**C. GENERAL CONCERNS:** None.

**D. PUBLIC PARTICIPATION:** None.

**E. ADJOURN:** Janet Baechle motioned to adjourn the meeting at 7:29 p.m. and Tony Funderburg seconded the motion. All voting aye, the motion carried.



Transcribed from tape by  
Julie Polson, Office Manager

VILLAGE PRESIDENT  
Seth Speiser

VILLAGE CLERK  
Jerry Menard

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

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ELECTRIC COMMITTEE MEETING  
Wednesday, October 9, 2013 at 5:30 p.m.

EXHIBIT G  
VILLAGE ADMINISTRATOR  
Tony Funderburg  
VILLAGE TREASURER  
Bryan A. Vogel  
PUBLIC WORKS DIRECTOR  
John Tolan  
POLICE CHIEF  
Stanley Donald  
VILLAGE ATTORNEY  
Weilmuenster Law Group, P.C

The meeting of the Electric Committee was called to order at 5:30 p.m. on Wednesday, October 9, 2013 by Chairman Mike Blaies. Committee members present were Chairman Mike Blaies, Trustee Steve Smith, Trustee Elizabeth Niebruegge, Mayor Seth Speiser, Head Lineman Shane Krauss and Village Administrator Tony Funderburg. Guest present: Janet Baechle.

## A. OLD BUSINESS:

1. Approval of September 11, 2013 Minutes: Trustee Steve Smith motioned to approve the September 11, 2013 minutes and Trustee Elizabeth Niebruegge seconded the motion. All voting aye, the motion carried.
2. Acquiring Ameren customers: Shane discussed this with Julie. He would like to address all of the customers as a study to see who would be interested. Then, he can visit each location and see if it would be cost effective to switch them over to Freeburg power. Right now, we may not be in the best position price wise. Tony said it may be better to wait until closer to 2016 when people may be fighting to obtain our power. He also said we may be able to switch customers over who already want to annex into the village. We will concentrate on the residents that want to annex into the Village at this time.
3. Portable Generator Replacement: Shane said the portable generator is up and running. He will actually be using it tomorrow and stated he would like to keep it portable. Mike asked about the fuel leak and Shane said it is a drip and if it becomes a greater issue, we will address it then. Shane will get bids on another portable generator. We may put money in the budget for a new generator rather than replacing the generator that is working on an old engine.
4. Arc Flash Study: Shane said we want to paint the building but are running into a temperature conflict. It may not be done before winter hits. It's not as critical to have this done during the winter-time but will be once it gets closer to summer. Item can be taken off the agenda.
5. Safety Training: Since this a regularly scheduled event, we can take this item off the agenda.
6. Wiegmann's project: Shane said we have the outage scheduled for the 17<sup>th</sup>. We are going to rack out one of the transformer banks.
7. Shed: Shane is working on what voltage we are going to use on the boilers. We are going to rock the apron for now. Shane does not think the heat will be in before the winter. Mayor Speiser asked Shane to call the guy every day and

Shane said he will stay on him. Shane said he bid this with gas and we are going with electric boilers which are more expensive. Tony will pull the bids to see if it was worded to use gas or electric.

8. Risk assessment conducted by insurance company: Shane will start working on this. He found the log books Ron purchased but doesn't have anything that was supposed to be logged into those books. He will work with Julie on this.
9. Doors at old power plant: Shane met with them and it will be taken care of. It was a transmitter issue. Item can be taken off the agenda.
10. Transformer bids/Surplus Transformers: Shane has a list of transformers that were tested. Most all of them came back too high to sell. This company will dispose of them properly as long as their charge is reasonable. Shane said there is a handful that we can sell and he will keep them on hand until he has enough to do so.
11. LED lighting: Tony said out of the \$10,000 grant from IMEA, Professional Metals' project cost \$3,251. Therefore, we have \$2,082 to use for any lighting project. We can give him the full amount and said we need to decide how much incentive we should give Professional Metals. The committee agreed to give \$1600 to them.

*Trustee Elizabeth Niebruegge to approve the IMEA LED Lighting Grant to Dennis Kaiser of Professional Metal Works in the amount of \$1600 and Trustee Steve Smith seconded the motion. All voting aye, the motion carried.*

12. Cost of electric materials: Shane is working on this. Tony said we meet with IMEA tomorrow and he will bring this up at that time.
13. Discontinuance of Village employees installing temp electric: Shane said we need to decide on the policy. Shane asked if we or the County should inspect it. He feels comfortable with our linemen looking at it to give the approval to hook up. He only wants us to be responsible to hook the power up and not have to maintain them. We will review the building permit to see if it needs to be updated. Currently we charge \$100 for a deposit and \$50 to hook it up.
14. Maintenance of electric service at park: Mayor Speiser said the Park District wants Shane to call Jackie about the chili cook-off. Tony thinks this goes beyond borrowing electric. Shane said it's pretty much wired up for them and he said we can help them if we need to. We need to get away from requests that come in the day or so before the event. Shane said all of the lights for the ball field are going.
15. Inspection of power poles: Shane said this is ongoing and he said he deals with this on a daily basis. Item can be taken off the agenda.
16. Maintenance of Caterpillar engines: Shane said he will break down the quotes further to see if there are certain items we can tackle during this budget year and others that can be addressed next year.

Trustee Niebruegge brought up the resident utility mix up discussed last month and Tony said Troy and Brian both said we should not make the resident that would owe the \$2800 pay the money back and the committee agreed.

Steve asked to get together in the next couple of weeks to meet with Shane and John about Lights in the Park.

Tony said the budget billing has some major glitches in it. He said anyone that is not on automatic bill pay is showing the customer past due. It's an issue with Locis and if you hear anything, we are working with Locis to fix the problem. Tony said it's a work in progress.

**B. NEW BUSINESS:** Shane said we have two trenchers, one of which is old that we never use. He would like to surplus that one and possibly buy a better trailer for the one we do use. He doesn't remember the last time we started the one up. Tony said we can surplus the one. Shane asked if we could trade it in on a trailer? Tony said there is money in the budget for a trailer. Shane will get some costs on trailers and get some quotes from companies.

**C. GENERAL CONCERNS:** None.

**D. PUBLIC PARTICIPATION:** Janet wanted to know why the painting wasn't done on the doors and Shane said we were busy and he was tackling a lot of projects. Janet asked if we have all of the high level transformer things gone where we don't have any more to worry about? Shane said we have the failed transformers tested when they go bad.

**E. ADJOURN:** *Trustee Elizabeth Niebruegge motioned to adjourn at 6:24 p.m. and Trustee Steve Smith seconded the motion. All voting aye, the motion carried.*



Transcribed from tape by  
Julie Polson  
Office Manager

VILLAGE PRESIDENT  
Seth Speiser

VILLAGE CLERK  
Jerry Menard

VILLAGE TRUSTEES  
Ray Matchett, Jr.  
Steve Smith  
Mike Blaies  
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POLICE CHIEF  
Stanley Donald

VILLAGE ATTORNEY  
Weilmuenster Law Group, P.C.

## PERSONNEL AND PUBLIC SAFETY COMMITTEE MEETING Wednesday, October 9, 2013 at 6:30 p.m.

Chairperson Ray Matchett called the meeting of the Personnel and Public Safety Committee to order on Wednesday, October 9, 2013 at 6:30 p.m. Those present were Chairperson Ray Matchett, Trustee Matt Trout, Trustee Mike Blaies, Mayor Seth Speiser, Trustee Elizabeth Niebruegge, Chief Stan Donald and Village Administrator Tony Funderburg. Guest present: Janet Baechle.

### POLICE: OLD BUSINESS:

1. Police officer applications: Chairperson Matchett said this is on hold until we get a decision from the arbitrator.

Trustee Blaies asked if we received the car and Chief Donald said yes, it looks good. We spent \$9500 and it has 54,000 miles on it. Stan said the Missouri Highway Patrol spent more than \$1,000 fixing problems they were aware of before they sold us the car. Stan will absolutely use them to purchase a vehicle again. We still have some modifications that need to be done to get the unit on the street. The K-9 unit will use the '94 Impala. The Explorer is done and Tony will start the process to get the ordinance ready to surplus the vehicle. Tony looked into brand new cars from the state bid process and it's around \$15,000 - \$16,000. He would like us to buy one brand new car so we start making the fleet stronger. Mayor Speiser asked how many miles we put on a car each year and Chief Donald did not know. He will get Seth an answer on that.

### B. NEW BUSINESS:

1. Executive Session to discuss personnel, 5 ILCS 120/(C)1: Tony said Terry will be coming back November 1<sup>st</sup>. He is available to work anytime if we need someone to fill in prior to that date. He would retain the same rate of pay and Stan said he will lose six months of seniority.

Janet asked him about the stop sign in her neighborhood and that discussion can take place outside of this committee meeting. Chief Donald left the meeting at 6:42 p.m.

### PERSONNEL:

#### A. OLD BUSINESS:

1. Approval of September 11, 2013 Minutes: Trustee Matt Trout motioned to approve the September 11, 2013 minutes and Trustee Mike Blaies seconded the motion. All voting aye, the motion carried.
2. Employee handbook: We will take this item off the agenda.
3. Job descriptions: We will take this item off the agenda.
4. Plaques for Gene, Ron and Sam: Tony said we've made progress on this and are waiting on a couple of items.

Personnel/Police Committee Meeting  
Wednesday, October 9, 2013  
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5. IML Conference: Tony said all of the reservations are made. We will decide who is going to go to which session. The committee discussed the amount of money to given to each person for the conference. They decided to have everyone keep the receipts and turn them in for reimbursement as long as they are reasonable. If there are reference materials that should be purchased to help someone's job, we should do that.

**B. NEW BUSINESS:**

1. Health Insurance Renewal: Tony explained to the committee we had three agents come in and present today to the health insurance committee. Tony explained the premium renewal numbers will be the same because they are federally mandated. Each agent may charge an amount to handle your account. One agent will provide their service free of charge and the other agent will charge \$2500. The one agent the committee liked only handles municipalities. Tony said when it comes to municipal insurance, we need to make sure we are compliant. Trustee Niebruegge said the committee will be meeting one more time to discuss the presentations by each agent and then choose. Since we did renew recently at that 8.7% increase, we have another year before we have to make a decision. If we wouldn't have taken that increase, our premiums would have increased by 100%. The rates are based on where we live. The committee consists of Tony, Elizabeth, Matt, Jane, Debbie, Mike S., Stan R., Shane, Gregg B., and Mayor Speiser. Tony said the insurance numbers can't be changed. It's a matter of what your agent can do you above and beyond that. We need to make sure we have an agent that works on a daily basis to make sure we are compliant. The retiree pays the premium. They receive the same benefit the current employees do.

**C. GENERAL CONCERNS:** Mayor Speiser expressed his concern with the arbitrator receiving an additional 30 days to make his decision on the police matter.

**D. PUBLIC PARTICIPATION:** Trustee Blaies asked about the time clocks and Tony said it is moving along pretty well. Ray asked if we've had anyone past the 7 minutes and Tony said no. We had two instances where employees were 1 minute late.

**E. ADJOURN:** *Trustee Matt Trout motioned to adjourn at 7:03 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  
Seth Speiser

VILLAGE CLERK  
Jerry Menard

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

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### PUBLIC WORKS COMMITTEE MEETING

Trash/Water/Sewer  
(Pruett/Matchett/Blaies)  
Wednesday, October 16, 2013 at 5:30 p.m.

EXHIBIT I  
VILLAGE ADMINISTRATOR  
Tony Funderburg

VILLAGE TREASURER  
Bryan A. Vogel

PUBLIC WORKS DIRECTOR  
John Tolan

POLICE CHIEF  
Stanley Donald

VILLAGE ATTORNEY  
Weilmuenster Law Group, P.C

The Public Works Committee Meeting was called to order at 5:33 p.m. on Wednesday, October 16, 2013, by Chairman Dean Pruett. Members present were Chairman Dean Pruett, Trustee Ray Matchett, Trustee Mike Blaies, Trustee Elizabeth Niebruegge, Mayor Seth Speiser, Village Clerk Jerry Menard, Public Works Director John Tolan, Village Administrator Tony Funderburg and Office Manager Julie Polson. Guest present: Janet Baechle.

#### A. OLD BUSINESS:

1. Approval of September 18, 2013 minutes: Trustee Ray Matchett motioned to approve the September 18, 2013 minutes and Trustee Mike Blaies seconded the motion. All voting aye, the motion carried.
2. Sewer Project: Administrator Funderburg said we are waiting on the Helms to contact us about the easement. Mayor Speiser left a message for them to call.
3. Sewer issues: Nothing new.
4. Water main extension along Rentchler Road: We are waiting to hear from Ehret.
5. Narrowbanding Requirements: John said Chad is working on getting two radios for the Village to be able to coincide with his.
6. Resident Sewer Back Up: John checked the pricing and he can get a check valve for Mr. Miller's residence at a cost of \$142 and our labor to install will be about \$500. The committee discussed last month taking Mr. Miller's expenses less the deductible and cost of installing the backflow preventer and reimbursing half of that. John suggested \$1700 and the committee was fine with that.

Trustee Ray Matchett motioned to recommend to the full Board we reimburse Mr. Miller \$1700 for his sewer backup expenses and Trustee Mike Blaies seconded the motion. All voting aye, the motion carried.

7. Deduct Meter: John said Ace has six meters already on the shelf. Julie will get this information added to the website and also ask Tom to put an article in the paper. They cost \$95 and the resident will have to register the meter with Village Hall and pay a \$5 to have the meter read once a year in October. The credit will be applied to the resident's utility bill.
8. Resident Sewer Discharge Issue: John reviewed Mr. Fischer's situation with Tony at TWM. Tony is going to approach IDOT since there is some liability in this since this was

Water/Sewer Committee Meeting

Wednesday, October 16, 2013

Page 1 of 2

not in the scope of work. John can get a pit from Kohlen for about \$1,000 instead of \$3,700. We would ask IDOT to pay for the pit, Mr. Fischer will pay for the installation and we would pay for the tubing and pipe. Mr. Fischer seemed interested in entertaining that option. John updated Brian Eckert of the Public Health Department and he is not going to push the issue.

John said Mr. Etter contacted him. He does not want to put a grinder pump in. The health department said it's all or nothing.

**B. NEW BUSINESS:** Tony said we have a policy in place where we allow residents to be late twice a year on their bill. Lately, we've had a high number of residents using both extensions and still wanting more. He would like guidance from the trustees on allowing more flexibility in working with residents who own their homes and are late. For example, we had a homeowner that needed one extra day to pay his bill. Tony understands the reason the policy was put in place but asked if we can have the flexibility to work with people as long as it is manageable. The committee felt this could also be offered to renters as long as the landlord was okay with it. Mayor Speiser suggested a 7-day hardship policy.

John advised the committee he had the water towers cleaned. He said the east and west towers are in pretty bad shape. They will need to be painted inside and out next year at a cost of \$50,000 - \$60,000 each.

**C. GENERAL CONCERNS:** None.

**D. PUBLIC PARTICIPATION:** None.

**E. ADJOURN:** *Trustee Mike Blaiies motioned to adjourn at 5:54 p.m. and Trustee Ray Matchett seconded the motion. All voting aye, the motion carried.*



Julie Polson,  
Office Manager

VILLAGE PRESIDENT  
Seth Speiser

VILLAGE CLERK  
Jerry Menard

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EXHIBIT J  
VILLAGE ADMINISTRATOR  
Tony Funderburg  
VILLAGE TREASURER  
Bryan A. Vogel  
PUBLIC WORKS DIRECTOR  
John Tolan  
POLICE CHIEF  
Stanley Donald  
VILLAGE ATTORNEY  
Weilmuenster Law Group, P.C

Public Property Committee Meeting  
Streets/Municipal Center/Pool/Parks & Recreation  
(Niebruegge/Smith/Pruett)  
Wednesday, October 16, 2013 at 6:30 p.m.

The meeting of the Public Property Committee was called to order at 6:30 p.m. on Wednesday, October 16, 2013, in the Municipal Center. Those in attendance were Chairperson Elizabeth Niebruegge, Trustee Steve Smith, Trustee Dean Pruett, Trustee Mike Blaies, Trustee Matt Trout, Village Clerk Jerry Menard, Public Works Director John Tolan, Village Administrator Tony Funderburg and Office Manager Julie Polson. Guest present: Janet Baechle.

## POOL: A. OLD BUSINESS:

1. Pool: John is going to pick up 6 – 8 cases of the caulk tomorrow. A lengthy discussion was held on whether or not to pay Mr. Davinroy the remaining \$10,000 and be done, or to hold off on payment and make him fix the caulking around the pool. If we pay him, then we have control over when and how the caulking is done. Trustee Niebruegge asked that we have a motion and the board can make the final decision.

*Trustee Steve Smith motioned to recommend to the full Board Davinroy Mechanical be paid the remaining \$10,000 on this project and Trustee Dean Pruett seconded the motion. All voting aye, the motion carried.*

## B. NEW BUSINESS: None.

## STREETS: A. OLD BUSINESS:

1. Approval of September 18, 2013 minutes: *Trustee Steve Smith motioned to approve the September 18, 2013 minutes and Trustee Dean Pruett seconded the motion. All voting aye, the motion carried.*
2. Safe Routes to School: John said we have three or four places on Main Street where water is pooling. He contacted TWM and H&M came out today. They will come back out to address the areas once it has dried out. Tony confirmed the engineering contracts on the SRTS projects are in line. Included in the packet was an email from Tony Schenk of Rhutasel & Associates detailing the increase of \$10,000 from the original estimate he gave us and \$20,000 higher than the grant amount. The first area is the topsoil and John said Seth will give any dirt he has left over from any home sites. Tony said the culvert replacement under Adele Street is one area that needs to be taken care of.

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

Trustee Steve Smith motioned to recommend to the full Board we pay Rhutasel & Associates' Invoice #8 in the amount of \$7,248.17 for the SFTS project and Trustee Dean Pruett seconded the motion. All voting aye, the motion carried.

3. MFT/Ditch on N. Main: John met with Pat Netemeyer and we will go out for bid on this project. John said this is one that will be done in the spring.
4. Drainage Problem Areas/Southgate Drive/Saxony Lane/Huelsman/Deerfield Court: John is getting the railroad involved in the drainage problem by Deerfield. With regard to #1 in new business, John looked at that area and the ditch didn't seem that bad. He felt it might have been more of a concern with the trash that accumulates there after a big rain. There is a new home being built in that area and he would like to wait until that is done before we address the problem. He will advise the resident. We had a concern over the water that flows from Savanna Oaks onto Barber Lane. Dean said when the guys worked that area a couple of years, it helped. John will have the guys go back and work that area over again.
5. Shady Lane Dispute: Nothing new.
6. Cemetery Road: Nothing new.
7. Street banners: Julie will get the letter out shortly for the ad banners. The banners will be taken down after Veteran's Day for the rest of the year. She will also get something up on the website and in the paper.
8. Vehicle inventory: Item can be taken off the agenda.
9. Sidewalk repairs: John said we repaired the sidewalk on Vine. Item can be taken off the agenda.
10. Village Hall Roof Replacement: We received two bids, Hunter Construction \$20,325 with a 5-year warranty and Himstedt Roofing \$22,230 with a 10-year warranty. Trustee Trout said Himstedt uses local people. Jerry asked if it is a conflict of interest if we use Himstedt and Tony advised it is not.

Trustee Dean Pruett motioned to recommend to the full Board Himstedt Roofing be hired to replace the roof at Village Hall at a cost not to exceed \$22,230 and Trustee Steve Smith seconded the motion.

Trustee Smith said the Lights in the Park donation collection has been rescheduled to October 25<sup>th</sup> from 4:00 p.m. – 6:00 p.m.

**B. NEW BUSINESS:**

1. Resident request for assistance of drainage problems: See item #4 above.
2. Resident concern regarding water flow from Savanna Oaks onto Barber Lane: See item #4 above.

3. IDOT letter regarding School Zone Sign on Rt. 13/15 from Lincoln/Urbanna:  
Placed in packet for informational purposes.
4. Pizza Hut Collection request: Julie said this is the second year they have conducted a donation collection. She will confirm with them that they are not blocking the road. They only want use of the intersection.

*Trustee Steve Smith motioned to approve Pizza Hut's collection request for World Hunger Foundation on October 26, 2013 from 9:00 a.m. – 1:00 p.m. and Trustee Dean Pruett seconded the motion. All voting aye, the motion carried.*

5. Purchase of Vehicles: Tony said we have \$90,000 in the budget for a dump truck. John would like to take that money and use it for pickup trucks since we need to replenish that part of our fleet. Tony contacted the state for the state bid pricing and for a midsize truck, it would cost approximately \$17,000. We would like to purchase two 4-wheel drive midsize trucks. The committee was fine with holding off on the dump truck.

Julie said we received the annual Halloween Parade request from the Freeburg Women's Community Club to be held Sunday, October 27<sup>th</sup> at 4:00 p.m. *Trustee Steve Smith motioned to approve the Freeburg Women's Community Club request from the Village Park to the Freeburg Elementary School and Trustee Dean Pruett seconded the motion. All voting aye, the motion carried.*

**C. GENERAL CONCERNS:** Trustee Trout asked if we can have the problem of apples being dumped in the ditches addressed, and Tony said we will have Zoning Administrator Henning take care of that.

**D. PUBLIC PARTICIPATION:** None.

**E. ADJOURN:** *Trustee Steve Smith motioned to adjourn the meeting at 7:26 p.m. and Trustee Dean Pruett seconded the motion. All voting aye, the motion carried.*



Julie Polson  
Office Manager