

**VILLAGE PRESIDENT**  
Seth Speiser

**VILLAGE CLERK**  
Jerry Menard

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

**VILLAGE TREASURER**  
Bryan A. Vogel

# VILLAGE OF FREEBURG

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

**INTERIM  
VILLAGE ADMINISTRATOR**  
Matt Trout

**PUBLIC WORKS DIRECTOR**  
John Tolan

**POLICE CHIEF**  
Michael J. Schutzenhofer

**ESDA COORDINATOR**  
Eugene Kramer

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

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

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

**Meeting ID: 447 872 7673**

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

December 15, 2023

## **NOTICE MEETING OF PERSONNEL & PUBLIC SAFETY COMMITTEE (Personnel/Police/ESDA/Fire) (Meehling/Blaies/Matchett/Miller)**

A Personnel and Public Safety Committee Meeting of the Village of Freeburg will be held at the Municipal Center, Executive Board Room, **Monday, December 18, 2023, at 6:00 p.m.**

### **PERSONNEL AND PUBLIC SAFETY COMMITTEE MEETING POLICE COMMITTEE**

- A. Old Business
  - 1. Body Camera Update
- B. New Business

### **PERSONNEL COMMITTEE:**

- A. Old Business
  - 1. Approval of November 29, 2023 Minutes
  - 2. CDL Requirements
  - 3. Office Staff and Public Works Memorandum of Understanding Regarding Vacation
  - 4. Part-Time Pay Scale
- B. New Business
- C. General Concerns
- D. Public Participation
- E. Adjourn

At said Personnel Meeting, the Village Trustees may vote on whether or not to hold an Executive Session to discuss the selection of a person to fill a public office [5 ILCS, 120/2 - (c) (3)], litigation [5 ILCS, 120/2 - (c)(11)] personnel [5 ILCS, 120/2 - (c)(1)]; 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) or discussion of executive session minutes, 5 ILCS, 120/2-(c)(21)]

**VILLAGE OF FREEBURG  
DEPARTMENT OF POLICE**

**14 SOUTHGATE CENTER \* FREEBURG, IL 62243 \* 618-539-3132 \* FAX 618-539-9872**

FORD EXPLORER	<b>Car #89</b>	<b>2017</b>	Borkowski/14
FORD EXPLORER	<b>Car #90</b>	<b>2018</b>	Chief /01
FORD EXPLORER	<b>Car #91</b>	<b>2021</b>	Inv. Ruhmann/03
FORD EXPLORER	<b>Car #92</b>	<b>2016</b>	Howes/07
FORD EXPLORER	<b>Car #93</b>	<b>2023</b>	Borger/15
FORD EXPLORER	<b>Car #94</b>	<b>2021</b>	Stroud/10
FORD EXPLORER	<b>Car #95</b>	<b>2023</b>	Dumstorff/08
FORD EXPLORER	<b>Car #96</b>	<b>2023</b>	Simburger/04
FORD EXPLORER	<b>Car #97</b>	<b>2015 K-9</b>	Boeving/09
FORD EXPLORER	<b>Car #99</b>	<b>2017</b>	Perrine/05
FORD EXPLORER	<b>Car #98</b>	<b>2023</b>	Borkowski/06

**MOTOMART/CASEY  
ROGER'S TOWING**

Month: **SEPTEMBER, 2023**

CAR#	ON MILEAGE	OFF MILEAGE	TOTAL MILES	GALLONS	M.P.G.	\$ AMT
89	79759	80802	1043	92.055	11.33	\$ 357.44
90	61728	63309	1581	90.657	17.44	\$ 352.00
91	17460	18288	828	52.44	15.79	\$ 229.00
92	81800	82455	655	54.658	11.98	\$ 211.58
93	88	575	587	44.906	10.84	\$ 173.01
94	17970	18833	863	73.32	11.77	\$ 284.12
95	118183	118344	161	12.603	12.77	\$ 49.14
95/NEW SUV	87	610	523	42.95	12.18	\$ 162.02
96	VEH NOT USED					
97	115983	117124	1,141	99.49	11.47	\$ 383.04
98						
99	70842	71883	1,041	83.85	12.42	\$ 323.68
					<b>AVG. MPG</b>	
	<b>XXX</b>	<b>XXX</b>	<b>8,423</b>			<b>\$2,525.03</b>

*Laura McGarry*

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FORD EXPLORER	Car #90	2018	Chief /01
FORD EXPLORER	Car #91	2021	Inv. Ruhmann/03
FORD EXPLORER	Car #92	2016	Howes/07
FORD EXPLORER	Car #93	2023	Borger/15
FORD EXPLORER	Car #94	2021	Stroud/10
FORD EXPLORER	Car #95	2023	Dumstorff/08
FORD EXPLORER	Car #96	2023	Simburger/04
FORD EXPLORER	Car #97	2015 K-9	Boeving/09
FORD EXPLORER	Car #99	2017	Perrine/05
FORD EXPLORER	Car #98	2023	Borkowski/06

**MOTOMART  
FREEBURG TOWING**

Month: OCTOBER, 2023

CAR#	ON MILEAGE	OFF MILEAGE	TOTAL MILES	GALLONS	M.P.G.	\$ AMT
89	80752	81086	334	38.7	8.63	\$ 143.18
90	63309	64201	892	55.63	16.03	\$ 205.00
91	18288	19340	1052	66.71	15.77	\$ 244.87
92	82455	83110	655	64.56	10.15	\$ 253.03
93	575	1340	765	71.8	10.65	\$ 264.01
94	18833	19548	715	49.04	14.58	\$ 180.00
95	610	1406	796	67.33	11.73	\$ 248.67
96	228	524	296	39.40	7.51	\$ 146.00
97	117124	118504	1,380	136.88	10.09	\$ 505.04
98	703	1297	594	53.73	11.06	\$ 198.38
99	71883	72997	1,096	97.11	14.96	\$ 356.96
					<b>AVG. MPG</b>	
	XXX	XXX	8,575			\$2,745.14

Laura McGarry

c:vehreprt

Microsoft Excel

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DEPARTMENT OF POLICE**

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FORD EXPLORER	<b>Car #89</b>	<b>2017</b>	Borkowski/14
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FORD EXPLORER	<b>Car #98</b>	<b>2023</b>	Borkowski/06

**CASEY'S/MOTO  
ROGER'S TOWING**

Month: NOVEMBER, 2023

CAR#	ON MILEAGE	OFF MILEAGE	TOTAL MILES	GALLONS	M.P.G.	\$ AMT
89	81086	81749	663	37.314	17.78	\$ 134.62
90	64201	65054	853	53.82	15.85	\$ 190.00
91	19340	20311	971	64.67	15.01	\$ 237.00
92	83110	83855	745	57.11	13.05	\$ 202.01
93	1340	1926	586	51.31	14.95	\$ 181.00
94	19548	20172	624	47.60	13.11	\$ 167.01
95	1406	2764	1358	107.46	12.64	\$ 377.33
96	524	732	208	16.00	13.00	\$ 53.00
97	118504	119550	1,046	95.47	10.96	\$ 337.02
98	1297	2226	929	79.01	11.76	\$ 278.79
99	72997	73966	969	76.22	12.71	\$ 270.27
					<b>AVG. MPG</b>	
	<b>XXX</b>	<b>XXX</b>	<b>8,952</b>			<b>\$2,428.05</b>

Laura McGarry

c:vehreprt

Microsoft Excel

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## PERSONNEL AND PUBLIC SAFETY COMMITTEE MEETING (Meehling/Blaies/Matchett/Miller) Wednesday, November 29, 2023 at 6:00 p.m.

Chairperson Lisa Meehling called the meeting of the Personnel and Public Safety Committee to order on Wednesday, November 29, 2023 at 6:06 p.m. Those present were Chairperson Lisa Meehling, Trustee Mike Blaies, Trustee Mike Heap, Trustee Ray Matchett, Mayor Seth Speiser, Village Clerk Jerry Menard, Trustee Tom Carpenter, Trustee Bob Kaiser, Village Attorney Fred Keck, Chief Mike Schutzenhofer, Public Works Director John Tolan, Village Administrator Matt Trout and Office Manager Julie Polson. Guest present: Janet Baechle. There were no guests present via Zoom.

### POLICE:

#### A. OLD BUSINESS:

1. Body Camera Update: Chief Schutzenhofer advised the new camera system has been installed in all of the cars, and training has been completed. Each officer has one assigned to them. It is synced to the car, and once the lights are activated, the car and body cam start recording. The recordings are uploaded to the cloud. Chief said he, Sergeant Ruhmann and Laura are the only people that have access to review everything. This year will be a training process for everyone until the law goes into effect in 2025. Village Administrator Matt Trout is working with Stan and Buddy Parker outlining all of this. We want our officers to be comfortable using the new system. Matt said there needs to be parameters in place so you don't have someone forget 6 times and nothing happens to them. Buddy wants everyone to be treated equally. Trustee Meehling asked if we need a policy, and Chief Schutzenhofer said that has been given to Attorney Keck and Matt. She wants them trained and acknowledge that they did so. Chief Schutzenhofer advised our training program, has the state and federal guidelines incorporated into it. Chief Schutzenhofer then reviewed the 121 calls received since last meeting.

#### B. NEW BUSINESS:

1. Projects #23-10 and #23-11: Purchase of Toughbooks, Docking Stations and Microsoft Office License: Matt said we have 4 older toughbook computers, and 3 of them got fried due to electrical issue in the car. Our officers are sharing computers because we have different docking stations/computers, and they can't be switched. We have 10, but 3 of the 4 we purchased last year were fried. Those 3 were refurbished when we bought them and are not worth fixing. We are still using 2 old toughbooks. The minimum needed at this point would be 6 docking stations and 2 toughbooks. We would still need to share but they could be moved back and forth. Matt is planning on another 2 – 3 in next year's budget. The best case is the #23-11 and 4 new toughbooks. We would then need to buy more docking stations in the future.

*Trustee Ray Matchett motioned to recommend to the full Board Project #23-10, Purchase of 2 Toughbooks, 6 Docking Stations and 2 Microsoft Office Licenses, and Trustee Dana Miller seconded the motion. All voting yea, the motion carried.*

**PERSONNEL:**

**A. OLD BUSINESS:**

1. Approval of November 1, 2023 Minutes: *Trustee Mike Blaies motioned to approve the November 1, 2023 Minutes, and Trustee Ray Matchett seconded the motion.* All voting yea, the motion carried.
2. CDL: Matt will review this with Attorney Keck. John has a couple of guys lined up to take the training. Attorney Keck advised nothing was done on the Paid Leave or Safety Act. Our ordinance on the Paid Leave Act was passed.
3. Office Staff and Public Works Memorandum of Understanding Regarding Vacation: Attorney Keck will try to talk with Tony Fisher.

*Trustee Mike Blaies motioned to amend the amend the agenda in order to hear Public Participation, and Trustee Ray Matchett seconded the motion.* All voting yea, the motion carried.

4. Police Department Secretary and Office Manager Hire – Possible Executive Session to Discuss Personnel, 5 ILCS 120/2-(c)(1), and Collective Negotiating Matters between the Public Body and its Employees or their Representatives, 5 ILCS 120/2(c)(2):

**EXECUTIVE SESSION**

**6:31 P.M.**

*Trustee Mike Blaies motioned to enter executive Session to Personnel, 5 ILCS 120/2-(c)(1) and Collective Negotiating Matters between the Public Body and its Employees or their Representatives, 5 ILCS 120/2-(c)(2) and Trustee Ray Matchett seconded the motion.* All voting yea, the motion carried.

**EXECUTIVE SESSION ENDED**

**6:52 P.M.**

Chairperson Meehling reconvened the regular committee session at 6:52 p.m.

**B. NEW BUSINESS:** None.

**C. GENERAL CONCERNS:** None.

**D. PUBLIC PARTICIPATION:** None.

**E. ADJOURN:** *Trustee Ray Matchett motioned to adjourn at 6:53 p.m., and Trustee Mike Blaies seconded the motion.* All voting yea, the motion carried.



Julie Polson  
Office Manager

<b>City/Village</b>		<b>Position</b>		<b>Rate of Pay</b>
Red Bud		Police		\$22.79
		Utilities		\$13.99
		Meter Reader		\$17.01
		Park Laborer		\$15.58
Highland		Police		None
		Seasonal Park		Minimum Wage
Columbia		Police		None
		General Labor		\$14.50
Collinsville		Utilities		\$16.00-\$18.00
O'Fallon		Police		None
		General Labor		\$19.00
Smithton		Police		\$21.50
		Public Works		\$15.00
Millstadt		Police		None
		Public Works		\$20.00
Freeburg		Police		\$15.00-\$18.00
		Public Works		\$14.00-\$15.00
Minimum Wage 1/1/24				\$15.00