

VILLAGE PRESIDENT  
Seth Speiser

VILLAGE CLERK  
Jerry Menard

VILLAGE TRUSTEES  
Ray Matchett, Jr.  
Mike Blaies  
Denise Albers  
Dean Pruett  
Mathew Trout  
Lisa Meehling

# 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  
Michael J. Schutzenhofer

VILLAGE ATTORNEY  
Weilmuenster & Keck, P.C.

January 22, 2018

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

A Personnel and Public Safety Committee Meeting of the Village of Freeburg will be held at the Municipal Center, Executive Board Room, **Wednesday, January 24, 2018, at 6:00 p.m.**

### PERSONNEL AND PUBLIC SAFETY COMMITTEE MEETING

#### POLICE COMMITTEE

- A. Old Business
  - 1. Police Department Expansion
- B. New Business
  - 1. Stop Sign Request East Mill/N. Pitts
  - 2. Ordinance #1647 – An Ordinance Authorizing the Village to Enter into and the Mayor to Execute an Agreement with St. Clair County for the CENCOM Agreement

#### PERSONNEL COMMITTEE:

- A. Old Business
  - 1. Approval of December 27, 2017 Minutes
  - 2. Crew Worker Hire – Executive Session to Discuss Personnel, 5 ILCS, 120/2-(c)(1)
- B. New Business
  - 1. Executive Session to Discuss Executive Session Minutes, 5 ILCS – 120/2-(c)(21)
- 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)]

**Julie Polson**

---

**From:** Please Do Not Click Reply <support@govoffice.com>  
**Sent:** Thursday, January 04, 2018 12:23 PM  
**To:** Julie Polson  
**Subject:** Contact Us (form) has been filled out on your site.

Your Site has received new information through a form.

Form: Contact Us  
Site URL: [www.freeburg.com](http://www.freeburg.com)

Comments/Suggestions/Concerns: My name is Steve Tomei and my address is . I am writing this in regards to multiple cars driving at a high rate of speed coming from or heading towards Jacks Run rd. Myself along with other families living on east mill have small children that like to play outside and it's unsafe with these vehicles gaining so much speed without a stop sign. I would like a stop sign installed at the corner of East Mill and N. Pitts rd. This would help slow traffic and make it much safer for our children. Thank You

Name: Steven Tomei  
Email and/or Phone Number:  
Response Requested:  
Yes

Do Not Click Reply - This e-mail has been generated from a super form.

*Mike - Did you see this?  
Julie  
OK*

**ORDINANCE NO. 1648**

**AN ORDINANCE OF THE BOARD OF TRUSTEES  
OF THE VILLAGE OF FREEBURG, ILLINOIS,  
AUTHORIZING THE VILLAGE TO ENTER INTO AND THE MAYOR TO EXECUTE  
A CONTRACT BETWEEN THE VILLAGE OF FREEBURG, ILLINOIS POLICE  
DEPARTMENT AND ST. CLAIR COUNTY, ILLINOIS FOR COORDINATED  
COMMUNICATION SERVICES**

---

**WHEREAS**, St. Clair County holds a license from the Federal Communications Commission and thereunder operates radio stations and has offered to perform certain communication services for the Village of Freeburg Police Department, and;

**WHEREAS**, the Village of Freeburg wishes to avail itself of the 9-1-1 and various communications services offered by St. Clair County including telephone, radio, paging, and computerized criminal history services, and;

**WHEREAS**, the Village of Freeburg has on file with the St. Clair County Emergency Telephone System Board a valid inter-agency agreement for 9-1-1 services and intends to continue to maintain such agreement, and;

**WHEREAS**, the Board of Trustees of the Village of Freeburg, Illinois believes it is in the best interest of the Village to enter into a contract for 9-1-1 and various communications services offered by St. Clair County including telephone, radio, paging, and computerized criminal history services,

**NOW, THEREFORE**, be it ordained by the Board of Trustees of the Village of Freeburg, St. Clair County, Illinois as follows:

**SECTION 1.** The recitals set forth above are hereby adopted found true and correct and are incorporated by reference as if fully set forth herein.

**SECTION 2.** The Board of Trustees hereby determines that it is advisable, necessary and in the public interest that the Municipality enter into a contract for 9-1-1 and various communications services offered by St. Clair County.

**SECTION 3.** The Mayor of the Village of Freeburg, Illinois is hereby authorized and directed to execute the Contract attached hereto and made a part hereof, and to do all other things necessary and essential, including the execution of any documents and certificates necessary to carry out the provisions of said Contract.

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

PASSED by the Board of Trustees and approved by the Mayor this 5<sup>th</sup> day of February, 2018.

AYES \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

NAYS \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ABSENT \_\_\_\_\_

ABSTAIN \_\_\_\_\_

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

Approved this 5<sup>th</sup> day of February, 2018.

**VILLAGE OF FREEBURG, ILLINOIS**

\_\_\_\_\_  
Seth E. Speiser, Village President

ATTEST:

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

Approval as to Legal Form:

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

**ST. CLAIR COUNTY, ILLINOIS  
COORDINATED COMMUNICATIONS SERVICES CONTRACT**

THIS AGREEMENT, made and entered into this **1<sup>st</sup> day of January 2018** by and between ST. CLAIR COUNTY, ILLINOIS hereinafter referred to as **COUNTY**, and \_\_\_\_\_ located in St. Clair County, hereinafter referred to as **SERVICE RECIPIENT**.

**WHEREAS, COUNTY** holds a license from the Federal Communications Commission and there under operates radio stations in the performance of its duties of law enforcement, and has offered to perform certain communications services for various cities, villages, municipalities, fire districts, fire departments, EMS departments, EMS districts, federal agencies and county agencies;

**WHEREAS, the SERVICE RECIPIENT** wishes to avail itself of the 9-1-1 and various communications services offered by St. Clair County, including telephones, radio, paging, and computerized criminal histories (LEADS) and other services. LEADS services will apply to law enforcement services only;

**WHEREAS, the SERVICE RECIPIENT** may own and/or operate certain communications equipment which it desires to use in connection therewith;

**WHEREAS, the SERVICE RECIPIENT** has on file with the St. Clair County Emergency Telephone Systems Board (ETSB) a valid inter-agency agreement for 9-1-1 services and will continue to maintain such agreement during the duration of this agreement;

**NOW, THEREFORE,** this Agreement has been entered into by the undersigned in order to accomplish the aforementioned purposes.

1. COUNTY shall provide 9-1-1 and non-emergency telephone call processing, radio dispatching, and paging services to and from the **SERVICE RECIPIENT'S** telephones, radios and pagers.
2. COUNTY shall perform the services provided for in this Contract, in compliance with the standards of St. Clair County Government, the Emergency Telephone Systems Act, ETSB Interagency Agreements and all applicable laws.
3. The **SERVICE RECIPIENT** shall comply with all regulations set forth by the FCC and those rules and regulations set by the St. Clair County ETSB (pertaining to 9-1-1 services) and St. Clair County Government.
4. The **SERVICE RECIPIENT** shall pay St. Clair County the sum of **\$10.25 per call** for communications services to be performed by St. Clair County as set forth in paragraph (1) during the year **2018**. **\$10.50 per call** for services performed during the year **2019** and **\$11.00 per call** for services performed during the year **2020**.

- a. Payments are due in full by April 1<sup>st</sup> of each year. Should your agency need to make payment arrangements, those arrangements must be made with the auditor's office prior to the payment due date each year. Agencies who fail to make payment in full or arrangements from the Auditor's office are subject to the stipulations outlined below in section C.
  - b. Charges for the above referenced law enforcement agency will include this law enforcement agency's proportionate share of the LEADS charges.
  - c. In the event, the **SERVICE RECIPIENT** becomes greater than 60 days delinquent with their payments as outlined above; St. Clair County reserves the right to acquire those delinquent funds directly for the **SERVICE RECIPIENT'S** property tax allocations distributed by St. Clair County.
5. The **SERVICE RECIPIENT** shall pay for all St. Clair County telephone system costs incurred by the **SERVICE RECIPIENT** in changing to and/or from COUNTY'S coordinated communications services.
6. The **SERVICE RECIPIENT** shall provide **ANNUALLY** an errors and omissions insurance policy underwritten by an insurance company, and in a form acceptable to St. Clair County, in the amount of not less than \$1,000,000 per occurrence. St. Clair County Public Building Commission, St. Clair County Central Dispatch PSAP (CENCOM), St. Clair County ETSB and St. Clair County Emergency Management Agency (EMA), and their employees, elected and appointed officials, contractors, consultants and volunteers, shall be included as "Additional Insured" in this policy. Coverage under this insurance policy shall extend to the negligence, wrongful act, error, omission, breach of duty, or other act committed by a Service Recipient employee, elected or appointed official, volunteer, service contractor, or consultant, which may give rise to any of the "Additional Insured" being named as a defendant in any legal action related to services performed under this Contact.
  - a. In the event a "deductible" is applied under said insurance policy to claim expense or damages against an "Additional Insured," Service Recipient shall pay the full amount of deductible applied, on behalf of the "Additional Insured."
  - b. In the event said insurance policy does not respond to any such legal action against an "Additional Insured," or should such legal action include a claim for "willful or wanton misconduct, or other uninsured claim", Service Recipient shall hold St. Clair County (and any of the Additional Insured) harmless, and shall, at its own expense, defend and protect them from any expense or loss not covered by Service Recipient's insurance policy.
7. Any changes regarding the transfer of dispatch services must be considered and approved by the ETSB. The ETSB maintains the sole discretion on the assignment of all calls within the system and the transfer of dispatch services. This Coordinated Communications Services Contract may be terminated upon ninety (90) days written notice and subject to the discretionary approval of the St. Clair County ETSB in accordance with the St. Clair County 9-1-1 Plan.
8. This Coordinated Communications Services Contract may be terminated immediately upon written notice by the County if the premises, facilities, and/or equipment used by the County in fulfillment of the Service provisions of this contract are substantially destroyed or damaged through no fault of the County. If the County elects to continue this agreement and re-construct or repair the damaged premises, facilities, or equipment,

then the County is not required to provide such services that are the subject of the contract until the premises, facilities, or equipment are restored to the condition existing immediately prior to such damage or destruction.

9. Upon termination of this Contract for any reason, the **SERVICE RECIPIENT** shall within ten (10) days remove all radio programming from its radio equipment so that said equipment will no longer be capable of transmitting on any frequencies licensed to St. Clair County by the F.C.C. This shall not apply to those frequencies licensed by the F.C.C. to the **SERVICE RECIPIENT**.
10. This Contract shall take effect on the **1st day of January, 2018** and shall expire on the **31st day of December, 2020**. The **SERVICE RECIPIENT** shall give COUNTY ninety (90) days written notice prior to the expiration of this Contract if the **SERVICE RECIPIENT** will not execute a similar communications services contract for the succeeding years. If the **SERVICE RECIPIENT** fails to provide the required notice, St. Clair County will not be obligated to renew said contract for the succeeding year, but may choose to do so at the sole option of the County.

**ACCEPTED:**

**Service Recipient**

**St. Clair County, Illinois**

By \_\_\_\_\_

By \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

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

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



VILLAGE PRESIDENT  
Seth Speiser

VILLAGE CLERK  
Jerry Menard

VILLAGE TRUSTEES  
Ray Matchett, Jr.  
Mike Blaies  
Denise Albers  
Dean Pruett  
Mathew Trout  
Lisa Meehling

# 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  
Michael J. Schutzenhofer

VILLAGE ATTORNEY  
Weilmuenster & Keck, P.C.

## PERSONNEL AND PUBLIC SAFETY COMMITTEE MEETING (Meehling/Blaies/Matchett/Trout)

Wednesday, December 27, 2017 at 6:00 p.m.

Chairperson Lisa Meehling called the meeting of the Personnel and Public Safety Committee to order on Wednesday, December 27, 2017 at 6:01 p.m. Those present were Chairperson Lisa Meehling, Trustee Mike Blaies, Trustee Ray Matchett, Trustee Matt Trout, Mayor Seth Speiser, Trustee Denise Albers, Trustee Dean Pruett, Village Clerk Jerry Menard, Chief Mike Schutzenhofer, Public Works Director John Tolan, Village Administrator Tony Funderburg and Office Manager Julie Polson. Guest present: Janet Baechle.

### POLICE:

#### A. OLD BUSINESS:

1. Police Department Expansion: Netemeyer Engineering has provided a proposal for the police department expansion not to exceed \$7200.00. That includes the mechanical, electrical and plumbing specifications. Mayor Speiser does not believe we need a site plan. Village Administrator Tony Funderburg advised if everyone is agreeable, this can go to the full board to hire them. Mayor Speiser said we have never had a problem with them, and their price is reasonable.

*Trustee Matt Trout motioned to recommend to the full Board Netemeyer Engineering's Proposal to Prepare the Contract and Bidding Documents for the Police Department Expansion not to exceed \$7,200.00 and Trustee Ray Matchett seconded the motion. All voting yea, the motion carried.*

Tony stated the plans will then be put together and sent out to bid. Chief Schutzenhofer advised they are going live next Tuesday with the new Omnigo software. This will have the business information in there as well as a drawing of the business. All the tablets and docking stations are in, and the guys have been working with them.

**B. NEW BUSINESS:** Tony stated all three unions have reached out to start negotiating. Chairperson Meehling stated the tracking reports, overtime logs and mileage sheets were emailed out to everyone.

### PERSONNEL:

#### A. OLD BUSINESS:

1. Approval of November 29, 2017 Minutes: Trustee Matt Trout motioned to approve the November 29, 2017 Minutes and Trustee Ray Matchett seconded the motion. All voting yea, the motion carried.
2. Lifeguard Hires: Tony emailed the proposed rate spreadsheet. He said we have two managers coming back, and they have an idea for the third. He proposed a certain pay rate for the number of years worked.

*Trustee Matt Trout motioned to recommend to the full Board the proposed lifeguard hourly rate structure and Trustee Ray Matchett seconded the motion. All voting yea, the motion carried.*

Trustee Trout questioned the internal crew worker application deadline, and Julie said it will end at 5:00 p.m. on Tuesday, January 2<sup>nd</sup>.

**B. NEW BUSINESS:** None.

**C. GENERAL CONCERNS:** None.

**D. PUBLIC PARTICIPATION:** Janet is concerned about the police department expansion not be big enough, and Chief Schutzenhofer advised that it is.

**E. ADJOURN:** *Trustee Matt Trout motioned to adjourn at 6:21 p.m. and Trustee Mike Blaies seconded the motion. All voting yea, the motion carried.*



Julie Polson  
Office Manager