

VILLAGE PRESIDENT
Seth Speiser

VILLAGE CLERK
Jerry Menard

VILLAGE TRUSTEES
Ray Matchett, Jr.
Lisa Meehling
Mike Blaies
Tom Carpenter
Dana Miller
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

VILLAGE ADMINISTRATOR
Matt Trout

PUBLIC WORKS DIRECTOR
John Tolan

POLICE CHIEF
Michael J. Schutzenhofer

ESDA COORDINATOR
Eugene Kramer

VILLAGE ENGINEER
Tim Pruett, P.E.

VILLAGE ATTORNEY
Weilmuenster Keck Brown, P.C.

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

Meeting ID 447 872 7673

Join URL: <https://uso2web.zoom.us/j/4478727673>

We ask the public to mute their phone or mic until Public Participation
If you have any questions, please contact Matt Trout at mtrout@freeburg.com

March 11, 2024

NOTICE MEETING OF THE PUBLIC WORKS COMMITTEE Trash/Water/Sewer (Kaiser/Blaies/Meehling/Miller)

A Public Works Committee Meeting of the Village of Freeburg will be held at the Municipal Center, Executive Board Room, on **Wednesday, March 13, 2024, at 5:45 p.m.**

PUBLIC WORKS COMMITTEE MEETING AGENDA

- I. Items to be Reviewed
 - A. Old Business
 1. Approval of February 14, 2024 Minutes
 2. New Sewer Plant
 3. Sewer Issues
 4. FSH Minutes
 5. Water System Upgrades
 - B. New Business
 1. IEPA Notification of Responsible Operational Personnel
 - C. General Concerns
 - D. Public Participation
 - E. Adjourn

At said Committee Meeting, the Village Board of Trustees may vote on whether or not to hold an Executive Session to discuss potential litigation, [5 ILCS, 120/2 - (c)(11)]; the selection of a person to fill a public office [5 ILCS, 120/2 - (c) (3)] personnel [5 ILCS, 120/2 - (c) (1)]; real estate transactions [5 ILCS, 120/2 - (c) (5)]; or collective negotiating matters between the public body and its employees or their representatives [5 ILCS 120/2(c)(2)]

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PUBLIC WORKS COMMITTEE MEETING
Trash/Water/Sewer
(Kaiser/Blaies/Meehling/Miller)
Wednesday, February 14, 2024 at 5:45 p.m.

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The Public Works Committee Meeting was called to order at 6:47 p.m. on Wednesday, February 14, 2024, by Chairman Bob Kaiser. Members present were Chairman Bob Kaiser, Trustee Mike Blaies, Trustee Lisa Meehling, Trustee Dana Miller, Mayor Seth Speiser, Village Clerk Jerry Menard (absent), Trustee Tom Carpenter, Trustee Ray Matchett, Village Attorney Fred Keck, Public Works Director John Tolan, Crew Leader Bob Jenkins, Police Chief Mike Schutzenhofer, Village Administrator Matt Trout, Village Engineer Tim Pruett, and Office Manager Mary Downen. Guest present: Janet Baechle. There were no guests present via Zoom.

A. OLD BUSINESS:

1. Approval of January 10, 2024 Minutes: Trustee Mike Blaies motioned to recommend to the full Board approval of the January 10, 2024 minutes, and Trustee Lisa Meehling seconded the motion. All voting yea, the motion carried.
2. New Sewer Plant: Public Works Director John Tolan stated that it is going well. We still aren't at substantial completion. We walked around the plant made a list of items. Some are small items others are big ticket items so we are not ready to agree to substantial completion. Village Administrator Matt Trout advised that before we agree to substantial completion, we need to see the plant continue to operate as expected.
3. Sewer issues: None
4. FSH Minutes: John noted that with the passing of Joel Boeving, he was the Smithton representative, that Jesse Carlton is now their new rep. Also Joel was on the SOM Water Commission Board and they have appointed him to take over that term.
5. Water System Study - TWM Invoice #83419 in the amount of \$2,500:

Trustee Dana Miller motioned to recommend to the full Board approval of TWM Invoice #83419 in the amount of \$2,500.00, and Trustee Ray Matchett seconded the motion. All voting yea, the motion carried.

Matt was made aware about a week and a half ago that Scott Simmons had taken another job. We have had issues here and there. He spoke with the president of TWM and told him we would like to have a conversation as we are not happy with the overall status of the project and discuss where we are going forward. John, Tim and I are meeting with the president of TWM and Scott's boss from the Peoria office on Friday morning.

B. NEW BUSINESS:

1. John Tolan – FSH Appointment: Matt said this will be on the Board agenda.

2. Water & Sewer Cost Adjustment: Matt advised the way we do water cost adjustments when someone has a leak is taking the FSH rate and add 20% to it. Which is \$2.95 a gallon add 20% and you get \$3.54 for 1,000 gallons. I understand giving them a break but that's pretty low. We are giving a lot of credits back and do they even address the issues. We just wanted to make you guys aware of it. Mayor Seth Speiser suggests splitting it 50/50 and allowing it once a year.

3. Volkert Invoice #01601078 in the amount of \$1,543.75:

Trustee Lisa Meehling motioned to recommend to the full Board approval of Volkert Invoice #01601078 in the amount of \$1,543.75, and Dana Miller seconded the motion.

4. Burns McDonnell 2024 Schedule of Hourly Professional Service Billing Rates: Matt said he just wanted to make you guys aware of their rates.

5. Sewer Main Television Inspection Bids: Tim said he received bids from Midwest Underground LLC and Visu-Sewer of Missouri, LLC. We will be videoing about 23,00 feet of sewer. This is a union cost bid. Would like to get this agreement and get them going by the middle of March. Matt stated that the more we get on this budget the better we are and this is why we built this fund to do these projects. Tim said he is fine with going with Midwest Underground. As the process goes on we will keep you updated. Trustee Mike Blaies asked how long will do they expect it will take to do this? Tim stated 30-40 days, weather permitting.

Trustee Lisa Meehling motioned to recommend to the full Board approval of bid from Midwest Underground, LLC, and Dana Miller seconded the motion. All voting yea, the motion carried.

C. GENERAL CONCERNS: None.

D. PUBLIC PARTICIPATION: None

E. ADJOURN: *Trustee Lisa Meehling motioned to adjourn the meeting at 7:17 p.m. and Trustee Dana Miller seconded the motion. All voting yea, the motion carried.*



Mary Downen,
Office Manager

F.S.H. WATER COMMISSION
TUESDAY, JANUARY 23, 2024 MINUTES

1. CALL TO ORDER. The meeting of F.S.H. Water Commission was called to order by President Kenneth Vielweber in the Village of Freeburg at 7:30 PM with the following present: Ken Vielweber, Gary Wittenauer (by phone), John Tolan, Jesse Carlton, Chad Rhutasel, Larry Rhutasel, & Bryan Vogel. The oath of office was administered for Jesse Carlton.
2. MINUTES. John Tolan motioned and Gary Wittenauer seconded to approve the January 2nd minutes. Motion carried. (4-0).
3. FEBRUARY MEETING AND HEARING DATE. Next meeting and hearing date will be February 27th, 2024 at 7:30 PM.
4. GUESTS. None.
5. CORRESPONDENCE & REPORTS.
 - A. Motion by Gary Wittenauer and seconded by Ken Vielweber to appoint John Tolan as representative for the S.L.M. Water Commission. Motion carried. (3-0-1)
 - B.
 - C.
6. TREASURER'S REPORT. Treasurer's report, claims and bills for December were presented. Motion to approve the bills and reports as presented was made by John Tolan and seconded by Gary Wittenauer. Motion carried by roll call vote. (4-0).
7. INVESTMENTS. Investments as of January 23, 2024 are as follows:

Bank	Amount	Rate	Term	Maturity	Payments	Cert. #
Citizens Bank	\$694,350.04	5.00%	7 MO	05/26/24	Monthly	55737424
Citizens Bank	\$255,651.65	3.00%	47MO	08/25/26	Quarterly	55737420
Citizens Bank	\$000,000.00	0.00%	00 MO	00/00/00	Monthly	00000000
Citizens Bank	\$000,000.00	0.00%	00 MO	00/00/00	Monthly	00000000
Citizens Bank	\$103,033.92	3.00%	47MO	07/09/26	Quarterly	55737418
Citizens Bank	\$103,033.92	3.00%	47 MO	07/09/26	Quarterly	55737419
Citizens Bank	\$300,000.00	3.25%	120 MO	09/26/28	Quarterly	55737416
Citizens Bank	\$000,000.00	0.00%	00 MO	00/00/00	Quarterly	00000000
Citizens Bank	\$206,043.43	4.06%	24 MO	10/26/24	Quarterly	55737422
Citizens Bank	\$200,000.00	5.00%	07 MO	02/27/24	Monthly	55737423
Money Market	\$202,115.10	0.35%	N/A		Monthly	11977602
8. ENGINEER'S REPORT.
 - A. Larry Rhutasel reported he is still looking for numbers from Haier Plumbing for cost estimates of water line replacement.
 - B. Village of Fayetteville water line was engineered by TWM. Larry checking for source of those plans.
9. HYDRO SERVICES, INC.
 - A. Chad reported issues with one of Freeburg's tower. Moved sensor to avoid freezing.
 - B. F.S.H. office furnace still not working properly. A second repairman was contacted and necessary repairs made. Regulator replaced.
 - C. Only one meter discovered frozen during the cold spell.
 - D.
10. COMMISSIONER'S COMMENTS.
 - A. Vielweber: Nothing.
 - B. Carlton: Jesse questioned if there are any water rate increases planned in the upcoming year. Ken indicated no increase is anticipated unless there is a rate increase from S.L.M. Water Commission.
 - C. Tolan: Nothing.
 - D. Wittenauer: Nothing.
11. ADJOURN. John Tolan motioned and Jesse Carlton seconded to adjourn at 7:45PM; motion carried (4-0). The meeting was adjourned until February 27th, 7:30 PM.

Chairman - Ken Vielweber

Clerk - Bryan A. Vogel



Illinois Environmental Protection Agency

Notification of Responsible Operational Personnel

Please use this form to make community water supply (CWS) contact changes.

CWS Name: _____ Number: IL

REASON FOR CHANGE (check all applicable boxes)

<input type="checkbox"/> Change in Owner and/or Official Custodian Information	<input type="checkbox"/> Change in Administrative Contact Information	<input type="checkbox"/> Change of Sample Collector Information
<input type="checkbox"/> Change in Responsible Operator in Charge Information	<input type="checkbox"/> Updating phone, mailing address, and/or E-Mail information only	<input type="checkbox"/> This is a NEW CWS

OWNER (OW) If the CWS is **privately owned**, identify the **individual** (and contact information) exercising direct supervision over the CWS in accordance with 35 Ill. Adm. Code 603.101 (e.g., Mobile Home Park, Apartment Complex, or Private Business, etc.). This individual must sign.

If the CWS is publicly owned or owned by private corporation, or regularly organized body, identify the entity exercising direct supervision over the CWS in accordance with 35 Ill. Adm. Code 603.101 (e.g., Municipality, Water District, Water Corporation, Water Cooperative, Conservancy District, Subdivision, or Association). If an entity, **only complete Entity Name, Business #, and Address** (no signature required) and then complete OFFICIAL CUSTODIAN (OC) box.

Name (Individual) <u>or</u> Entity Name (Municipality, Water District, Assoc., etc.)	<u>Business Address</u>
Title: <i>(if applicable)</i> _____	_____
Cell#: (____) _____ Business#: (____) _____	_____
Home#: (____) _____ Fax#: (____) _____	_____
E-Mail: _____	_____
If Individual, Signature: _____ <i>(Signature of Individual)</i>	Date: _____

OFFICIAL CUSTODIAN (OC) If the owner is an Entity as listed above (Municipality, Water District, Water Corporation, Water Cooperative, Conservancy District, Subdivision or Association, etc.) identify a person who acts on behalf and is responsible for the supply. This person should be an elected official of a municipality, member of the board, or an officer of the organization that runs the supply (mayor, president, chairman, etc.).

Name: <i>(print)</i> _____	<u>Business Address</u>
Title <i>(if applicable)</i> _____	_____
Cell # (____) _____ Business#: (____) _____	_____
Home# (____) _____ Fax#: (____) _____	_____
E-Mail: _____	_____
Signature: _____ <i>(Signature of Official Custodian)</i>	Date: _____

ADMINISTRATIVE CONTACT (AC) An owner or official custodian may designate an administrative contact to oversee daily managerial operations of the CWS. Any notice provided by the Agency to the AC shall be considered notice to the owner or official custodian. These notices may include, but are not limited to Sample Demand Letters, Public Notice Advisories, Violation Notice, Notice of Intent to Pursue Legal Action, and notices of regulatory requirements and permitting transactions.

Name: <i>(print)</i> _____	<u>Business Address</u>
Title: _____	_____
Cell#: (____) _____ Work#: (____) _____	_____
Home#: (____) _____ Fax#: (____) _____	_____
E-Mail: _____	_____
Signature: _____ <i>(Signature of AC)</i>	Date: _____

Signature of the Owner or Official Custodian is required before Illinois EPA will add or change an AC contact:

I hereby duly authorize _____ (print) as my Agent, with actual authority to conduct legal transactions arising from the daily managerial operations of the CWS on my behalf.

Signature: _____ Date: _____
(Signature of Owner or Official Custodian)



Illinois Environmental Protection Agency

RESPONSIBLE OPERATOR IN CHARGE (ROINC) Identify the certified operator(s) designated pursuant to 35 Ill. Adm. Code 603.103 in responsible charge of the CWS operations. The ROINC runs and oversees daily water treatment and distribution operations. A CWS must select only one designated ROINC for treatment and one designated ROINC for distribution. The treatment ROINC and distribution ROINC may be the same person.

Current ROINC on File: _____ (print name)

Please check box that best describes status of current ROINC on File

Current ROINC on file will no longer be employed or under contract with PWS effective

Current ROINC on file is still working with PWS but will no longer serving as ROINC.

NEW ROINC 1 Please Check One: Full Time Employee or Contract Operator (*include copy of contract*)

Name: (print) _____ **Business Address** _____
 Circle Certificate Class: A B C D _____
 Circle One: *Treatment & Distribution* *Treatment Only* *Distribution Only* _____
 Cell#: () _____ Work#: () _____
 Home#: () _____ Fax#: () _____
 E-Mail: _____
 Signature: _____ Date: _____
 (Signature of ROINC 1)

NEW ROINC 2 Please Check One: Full Time Employee or Contract Operator (*include copy of contract*)

Name: (print) _____ **Business Address** _____
 Circle Certificate Class: A B C D _____ Circle One: *Distribution Only* _____
 Cell#: () _____ Work#: () _____
 Home#: () _____ Fax#: () _____
 E-Mail: _____
 Signature: _____ Date: _____
 (Signature of ROINC 2)

Signature of Owner, Official Custodian, or Administrative Contact is required before Illinois EPA will add or change a ROINC contact(s).

As Owner/Official Custodian or Administrative Contact, I _____ (print name), accept and assign the duties and responsibilities for the proper operation and maintenance of the public water supply facilities by the operator(s) listed above as being in responsible charge.

Signature: _____ Date: _____
 (Signature of Owner/Official Custodian or Administrative Contact)

Sample Collector/Bottle Recipient Identify the person employed by the CWS that will collect samples and complete the paperwork associated with sampling.

Name: _____ (print) **Bottle Mailing Address**
No P.O.Box Numbers Allowed _____
 Cell#: () _____ Work#: () _____
 Home#: () _____ Fax#: () _____
 E-Mail: _____
 Signature: _____ Date: _____
 (Sample Collector's Signature)

Completion of this form shall indicate acceptance of the duties and responsibilities for the proper operation and maintenance of the public water supply facilities by both the owner or official custodian and the certified operators designated as being in responsible charge pursuant to 35 Ill. Adm. Code 603.101(d). Please be advised that it is the responsibility of the owner, official custodian and the certified operator(s) in responsible charge to notify this office within 15 days of any changes in responsible personnel. Completion and submittal of this form will satisfy the notification of responsible personnel requirements of Title 35: Environmental Protection, Subtitle F: Public Water Supplies, Chapter I: Pollution Control Board, Part 603, Sections 603.101, 603.102, and 603.103.

Be sure to retain copies of this document for your files. Should you need additional forms, please call (217)785-0561 or download at <http://www.epa.state.il.us/water/operator-cert/drinking-water/forms/notification-of-ownership.pdf>. Return this completed form to:

Illinois Environmental Protection Agency, Bureau of Water #19, 1021 North Grand Ave East, P.O. Box 19276, Springfield, IL 62794-9276

This Agency is authorized to require this information under 415 ILCS 5/4(b)(2012). Disclosure of this information is required. Failure to do so may result in a civil penalty up to \$1,000.00. Any person who knowingly makes a false, fictitious, or fraudulent material statement, orally or in writing, to the Illinois EPA commits a Class 4 felony. A second or subsequent offense after conviction is a Class 3 felony. (415 ILCS 5/44(h))