

PUBLIC SERVICES COMMITTEE  
MINUTES OF JULY 27, 2011

**#1 CALL TO ORDER**

Chairman Nichols called the Public Services Committee meeting to order at 6:30 p.m. following the City/County Public Safety Building Committee meeting.

Roll Call was answered by Chairman Steve Nichols, Vice Chairman Steve Foster, Aldermen Lois Cooper, Kevin Davis, April Gilbert, and Tom Stone. Absent was Alderman Sharon McMahon. A quorum was present.

Others Present were Mayor Scott Eisenhauer, Alderman Mike O'Kane, City Clerk Janet Myers, City Comptroller Gayle Lewis, City Engineer David Schnelle, Corporation Counsel David Wesner, Human Relations Administrator Sandra Houston, Human Resources Administrator Bill Westphal, Humane Society Director Shawn Miller, Information Technology Administrator Teresa Winn, Public Safety Director Larry Thomason, Risk Manager Kathy Courson, 4 audience members and 2 news media.

**#2 APPROVAL OF MINUTES**

Chairman Nichols presented the Minutes of the regular meeting of June 28, 2011, and special meeting of July 5, 2011. Alderman L.Cooper moved to dispense with the readings and asked for approval of both as presented, seconded by Alderman Davis. On the voice vote, all ayes, no nays; the motion so ordered.

**#3 APPROVAL OF AGENDA**

Chairman Nichols presented the agenda. There being no changes, Alderman A.Gilbert moved for approval as presented, seconded by Alderman Stone. On the voice vote, all ayes, no nays; the motion so ordered.

**#4 AUDIENCE COMMENTS – None**

**#5 CHAIRMAN'S COMMENTS**

Chairman Nichols announced he would be out of town on business next week and asked Vice Chairman Foster to present the items during the Council meeting.

Mayor Eisenhauer presented recently retired Humane Society Director JoAnn Adams with a plaque in appreciation for her many years of service to the community. He stated it has been a pleasure working with her and wished her a happy and enjoyable retirement.

**#6 HUMANE SOCIETY – Shawn Miller, Director**

- The Court Report for period June 30, 2011, to July 21, 2011, was presented stating 32 cases handles, \$900.00 in Fines and \$945.00 in Court Costs levied, for a total of \$1,845.00.
- Director Miller asked that if there was anything else the Aldermen would like him to report on a regular basis to let him know.

**#7 CITY CLERK– Janet Myers, City Clerk**

A PowerPoint was presented highlighting the application process for various Event Licenses, which could include Temporary Liquor Licenses, Parade/Demonstration Permits, requests for Auxiliary Police assistance, and/or requests to block streets/alleys. During this time of year, the Clerk's Office handles multiple applications daily.

**#8 FINANCE – Gayle Lewis, City Comptroller**

Chairman Nichols presented Items A & B for a single vote. There being no objections, Alderman L.Cooper moved to dispense with the readings and asked for approval of both, seconded by Alderman Stone. Those items being:

- A) Payroll for July 22, 2011, of \$72,594.40; and
- B) Schedule of Vouchers Payable, having been published, posted, and distributed, for July 26, 2011, of \$289,430.27;

There being no questions, the roll call vote being:

Ayes: Aldermen Foster, A.Gilbert, Stone, L.Cooper, Davis, Nichols

Nays: None

Absent: Alderman McMahon

Motion carried 6 to 0 with 1 absent.

C) Items of Information

- Maria Bratton was hired as Finance Manager and will be present during an upcoming Council Meeting for introduction. She is busy putting 2<sup>nd</sup> Quarter Reports together, which will be presented next week and then reviewed at the August 16, 2011, Council meeting.
- Both copiers at City Hall are at the end of the 5-year lease and are in need of replacement. Bids will be sought for both purchase and lease to get the best option.
- It was reported that there is \$3.2 million in General Obligation Bonds, from the 2001 General Obligation Bond Issue, that are callable and could be refinanced; therefore, staff is looking into feasibility and all options. If rates are lower and there is an opportunity to get any type of revenue, it could be used to pay down the bonds or be used in other areas as determined by the Council. It was clarified that the current Bond will be paid by 2016 regardless of refinancing.

#9 FIRE – Larry Thomason, Public Safety Director

- The Monthly Incident Report for June 23, 2011, through July 20, 2011, was presented stating 247 incidents for a total estimated loss in property of \$122,970.00, with Emergency Service Calls the highest category at a little over 58%. There were seven building fires during this time, which is above normal. Vice Chairman Foster questioned causes and it was reported one was caused by a juvenile playing with fire and one was possibly caused by lightning.
- One Firefighter has resigned within the last couple of days and there is one pending retirement. Replacements, therefore, are being requested.

#10 HUMAN RELATIONS – Sandra Houston, Administrator

- The Status Report of Complaints was presented for period June 21, 2011, through July 18, 2011, stating 9 new complaints and the status of 56 previously filed complaints, for a total of 42 Police, 15 Employment, 3 against City Employees, 4 Housing, and 1 Public Accommodations.
- The July 10, 2011, Community Day was a huge success and everyone is looking forward to next year.

#11 HUMAN RESOURCES – Bill Westphal, Administrator

- The Personnel Report was presented as of July 27, 2011, stating 252 fulltime and 59 part-time employees, with one separation and one employee on Leave of Absence.
- Applications have been received for the upcoming Probationary Firefighter and Police Officer lists, of which 41 were for Fire and 46 for Police. The Police physical agility tests were given last Saturday, with Fire being given this coming Saturday. The Lateral Transfer List has been enacted and the eligibility requirements have been posted on the City's website as well as on all applications.
- Vice Chairman Foster questioned any employment positions that are not currently filled at this point and it was stated only the two Firefighter positions mentioned earlier.

#12 INFORMATION TECHNOLOGY – Teresa Winn, Administrator

- New computers are being installed and older ones rotated out and moved to other areas for use.
- An electrical outage from the storm on Friday evidently caused the website server to be down and not discovered until Monday.



#13 POLICE – Larry Thomason, Public Safety Director

- The Monthly Report for June 25, 2011, through July 26, 2011, was presented stating 3,865 Calls for Service, with arrests of 310 adults and 59 juveniles, and a total of 292 Traffic Citations issued under regular Patrol with another 129 under a special grant program.
- Grid maps were distributed to new Committee members of the Committee and all were asked to contact the office with any questions.

#14 PUBLIC DEVELOPMENT – John Heckler, Director

There was no report in Director Heckler's absence.

#15 PUBLIC WORKS – Doug Ahrens, Director

A) Chairman Nichols presented a resolution authorizing an Agreement with Norfolk Southern Railway Company for Modifications to the Bridge over Fairchild Street at the City's sole expense. Alderman Stone moved for approval, seconded by Alderman A. Gilbert. City Engineer Schnelle reported that conversations with Norfolk Southern have been ongoing for about a year requesting the City be allowed to install some type of panels on the bridge to hide the rusting structure. In the meantime, the Danville Wall Dogs committee has chosen this area to paint and place a mural. It is also the intent to ask permission in this agreement to raise the bridge up about 1'3" to get to proper vertical clearance. Even though this track is an exempt line, the railway company will not abandon, and if at any point in the future the railway would become active again, the City would have to bring the bridge to the appropriate height at our expense. The contract for raising the bridge would be presented for Council approval though a separate resolution at a later date, with funding source to be identified. With regards to the mural, the Wall Dogs have been raising funds for this project, which will improve the appearance traveling to the East on Fairchild and be visible from Danville High School. After discussion, the roll call vote being:

Ayes: Aldermen A. Gilbert, Stone, L. Cooper, Davis, Foster, Nichols

Nays: None

Absent: Alderman McMahon

Motion carried 6 to 0 with 1 absent.

B) Chairman Nichols presented an ordinance waiving Section 30.07 pertaining to appraisals and posting requirements and approving the Purchase of 1.36 acres of Real Estate from Vermilion Development, Inc., for Borgen Place Sanitary Sewer Extension. Due to the document being revised and there being no agreed price included, the item was discussed with no formal action to be taken. During discussion, City Engineer Schnelle stated the City has been working with the owner of this property on purchase of right-of-way for street and sanitary sewer extensions and have agreed that the City will purchase right-of-way in order to extend a public sanitary sewer East towards the adjacent property line for future development. As part of the Borgen Drive IKOMAT Project, additional funds were leftover from that Grant due to good bid prices received, which will be used for this project. After discussion, it was stated the item would be forwarded to Council for further discussion and action.

#16 RISK MANAGEMENT - Kathy Courson, Risk Manager

June 2011 Statistics were presented stating the last report of Personal Care Health Insurance costs from 2010 claims and listing the June 2011 Health Alliance Health Insurance Premium amounts. Worker's Compensation Injury Claims totaled 4 for the month and 46 for the year and Liability Claims totaled 6 for the month and 57 for the year. It was reported that there have been no heat related claims due to the extreme hot weather due to the preventative measures to make sure Staff remains hydrated.

#17 LEGAL – Dave Wesner, Corporation Counsel

The Municipal Court Report for May 1, 2001 through July 26, 2011, was distributed for information stating the various violations and the total amount of \$86,015.87 being received to date. Corporation Counsel Wesner stated the larger amount collected of \$49,980.00 is from towing of vehicles, and although the Council approved an increase in fines, it has yet to deter repeat offenders.

#18 CLOSED SESSION was not needed.



**#19 COMMITTEE MEMBERS' COMMENTS**

Mayor Eisenhower clarified comments made during discussion of the possible Bond refinance by stating the use of proceeds could potentially be used on infrastructure for a casino or other projects, as determined by the Council at some point in the future.

**#20 ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned by Chairman Nichols at 7:28 p.m. following a motion by Alderman A.Gilbert and a second by Alderman Stone.

Approved: 08/23/11  
Posted Publicly: 08/24/11

  
City Clerk