

PUBLIC SERVICES COMMITTEE
MINUTES OF JANUARY 22, 2019

#1 CALL TO ORDER

Chairman Nichols called the Public Services Committee meeting to order at 6:00 p.m. at the Robert E. Jones Municipal Building, 17 W. Main St., Danville, Illinois.

Roll Call was answered by Chairman Steve Nichols, Vice Chairman Steve Foster, Aldermen Brenda Brown, R.J. Davis, Dan Duncheon, Sharon McMahan, and Tom Stone.

Others Present were Mayor Rickey Williams, Jr., Alderman Mike O’Kane, City Clerk Lisa Monson, City Comptroller Shelley Scott, Human Relations Administrator Sandra Finch, Information Technology Administrator Agnel DSilva, Payroll and Personnel Manager Jamie White, Public Safety Director Larry Thomason, Risk Manager Kathy Courson, 4 audience members and 3 news media were also present.

#2 APPROVAL OF MINUTES

Chairman Nichols presented the Minutes of the regular meeting of November 27, 2018. Alderman Brown moved to dispense with the reading and asked for approval as presented, seconded by Alderman Duncheon. On the voice vote, all ayes, no nays; the motion so ordered.

#3 APPROVAL OF AGENDA

Chairman Nichols presented the agenda. Vice Chairman Foster moved for approval as presented, seconded by Alderman Brown. On the voice vote, all ayes, no nays; the motion so ordered.

#4 AUDIENCE COMMENTS

Mary C. Roberson of Danville announced Mom’s Demand Action meetings are held the third Thursday of the month on the second floor at the Danville Public Library at 6:00 p.m. and asked that City officials partner with them to expand their grassroots efforts to decrease the gun violence in the community and asked concerned community members to become involved.

#5 CHAIRMAN’S COMMENTS

Chairman Nichols stated he Alderman Pickering, and Mayor Williams have attended the Mom’s Demand Action meetings and they are the kind of group we need to have in the community to get a grassroots thing going. Gun violence is a very serious problem and some of the people who attend the meetings have some heartbreaking stories and they have asked if a police officer could attend one of their meetings.

#6 APPROVAL OF PAYROLLS

Chairman Nichols presented Payrolls for January 18, 2019, of \$598,485.26. Alderman Brown moved to dispense with the reading and asked for approval, seconded by Alderman Stone. Alderman Duncheon questioned when overtime in the Fire Division will decrease due to the new hires and Mayor Williams responded three individuals have had academy already so those will have to go through the internal training first so as soon as they get thru the internal training they will be starting on shift. He has been told it could be as soon as two to three weeks and has been told it could take five or six weeks. The other individuals will go to academy in March so we are hoping later in the spring they will be available to start serving as well so hoping you will see a little bit of relief by early March and substantially more hopefully before next fiscal year starts. Alderman O’Kane questioned grant reimbursement to cover the Fire overtime and Mayor Williams stated the grant reimbursement is delayed due to the federal government in deadlock. There being no further questions, the roll call vote being:

Ayes: Aldermen Stone, Foster, Brown, Duncheon, Davis, McMahan, Nichols

Nays: None

Motion carried 7 to 0.

#7 APPROVAL OF VOUCHERS PAYABLE

Chairman Nichols presented Schedule of Vouchers Payable for January 22, 2019 of \$342,159.49. Alderman McMahon moved to dispense with the reading and asked for approval as presented, seconded by Alderman Stone. After all questions were addressed, the roll call vote being:

Ayes: Aldermen Foster, Brown, Duncheon, Davis, McMahon, Stone, Nichols

Nays: None

Motion carried 7 to 0.

#8...CITY CLERK'S REPORT – Lisa Monson, City Clerk

#8-A) Items of Information

- Clerk Monson stated she is in the process of gathering information for the Statement of Economic Interest to submit to the Vermilion County Clerk.
- Clerk Monson reported she is working with Mayor Williams and Comptroller Scott on details for the additional revenue in the Clerk's Division as well as amending language to the Liquor Ordinance.

#9...COMMUNITY DEVELOPMENT – David Schnelle, Director

#9-A) Items of Information

In the absence of Director Schnelle, Mayor Williams stated the Community Development Division is continuing to work on the mapping of the sewers particularly the sewers under buildings.

#10...FINANCE– Shelley Scott, Comptroller

#10-A) Chairman Nichols presented a resolution authorizing the Write-Off of Delinquent Accounts totaling \$55,393.22 in uncollectible accounts and release all remaining liens on properties that are to be written off for the purposes of bankruptcy, death, or dissolution of business totaling \$28,768.93. Alderman Stone moved to dispense with the reading and asked for approval, seconded by Alderman Brown. Comptroller Scott stated the resolution is first of several over the next several months with the listing attached to the resolution having already been to the Legal Division for additional collection efforts after the Finance Division had tried to collect on the account. She also stated the list was determined primarily the individuals have either passed away, declared bankruptcy, or some other reason the accounts were not collectible. Comptroller Scott stated the last time the City has written anything off has been in 2013. After all questions were addressed and there being no further discussion, the roll call vote being:

Ayes: Aldermen McMahon, Stone, Foster, Brown, Duncheon, Davis, Nichols

Nays: None

Motion carried 7 to 0.

#10-B) ITEMS OF INFORMATION

#10-B-1) RISK MANAGER MONTHLY REPORT – Kathy Courson, Risk Manager

December 2018 Statistics were presented stating Blue Cross/Blue Shield of Illinois and Health Alliance Insurance Premiums for employees, firefighter duty disabilities and police duty disabilities, and incentives which totaled \$318,540.78, for retirees \$40,150.70, and for Library Employees \$15,305.54; December claims for Worker's Compensation totaled seven, and there were four Liability claims submitted. The total cost of health premiums in December 2018 totaled \$373,997.02 and the total cost of health premiums for December 2017 totaled \$367,273.38.

#10-B-2) PERSONNEL MONTHLY REPORT – Jamie White, Payroll and Personnel Manager

Manager White presented the Personnel Report as of January 22, 2019, stating 225 employees eligible for benefits and 16 part-time/seasonal/temporary/intern employees, with ten new hires, no transfers, and five separations. Applications are being accepted for a Second Shift Records Clerk in the Police Division, a Program Support Specialist in the Operations Division, and Extra Board Bus Drivers are on-going.

#10-B-3) Additional Items of Information

Comptroller Scott reported the Finance Division is processing end of year forms with W-2's and 1099's going out soon. Chairman Nichols questioned the budget process and Mayor Williams responded on February 5th he will give an overview of the budget and a few specific departments will be reviewed. The budget will be

reviewed line item by line item at the Committees and Council meeting thereafter. Alderman Duncheon questioned the statement at the bottom of the payroll report stating the “*amount not certified by City Comptroller due to claim not within current year’s budget and cannot recommend its allowance”. Comptroller Scott responded every payroll includes a cover sheet signed by the Mayor and herself and her signature requires a certification that the payroll is within that fiscal year and she stated the amounts with the asterisk were not within the fiscal year as they are overtime in the Police and Fire Divisions and they are over budget.

#11...FIRE- Larry Thomason, Public Safety Director
#11-A-1) Items of Information

Monthly Incident Report for December 1, 2018, through December 31, 2018, was presented, stating 242 total incidents were recorded and total estimated loss in fires was \$43,251.00. There were 15 fire incidents, of those, four were building fires, seven were cooking fires, confined to container, and there were four passenger vehicle fires. There were 155 rescue or EMS incidents which accounted for 64% of the service. Breaking that down, 89 were EMS calls, two were emergency medical calls other, six were motor vehicle accidents with injuries, six were motor vehicle accidents with no injuries, one was removal of victim from stalled elevator, and there were 53 medical assists. There were 2,741 total incidents for the Fire Division for 2018 and \$1,291,437.00 total estimated loss in fires.

#12...HUMAN RELATIONS – Sandra Finch, Administrator
#12-A-1) Items of Information

- Administrator Finch reported that for the period of December 18, 2018, through January 18, 2019, the office handled 34 complaints, which consisted of 19 police complaints, two complaints against other city employees, 9 employment complaints, four housing complaints, and no public accommodation complaints.
- Administrator Finch thanked Mayor Williams and City Council members for supporting the Martin Luther King, Jr. Celebration events as they were both very successful. The scholarship recipient was very thankful for receiving the scholarship and he will be reciting his essay at a February City Council meeting.

#13...INFORMATION TECHNOLOGY – Agnel DSilva, Administrator
#13-A) Items of Information

Administrator DSilva reported a major upgrade will need to be done to the e-mail system to get it to the latest version sometime in May. He also reported there has been a project kick-off for the records system at the Police Division with the “go-live” date expected to be in December 2019 as we are hosting it for sixteen agencies so it takes a whole year to implement. Administrator also reported there is an “External” tag on outside e-mails to City employees so everyone knows the e-mail came from the outside.

#14...POLICE - Larry Thomason, Public Safety Director

#14-A) Chairman Nichols presented a resolution approving Application and Acceptance of Highway Safety Grant Funds to Allow for Distracted Driving Enforcement through the Illinois Department of Transportation in the amount of \$4,720.00 and Amending Police Division FY 2018-2019 Budget (Fund 021), to create line item 001-021-00-46241 Highway Safety Grant in the amount of \$4,720.00 for the receipt of grant funds and increase budget to line item 001-021-00-51028 Highway Safety Grant for the expenditure of the grant funds. Alderman Stone moved to dispense with the reading and asked for approval, seconded by Alderman McMahon. Director Thomason stated this is the second year we have participated in the Highway Safety Grant funds through the Department of Transportation in Illinois. This grant will take proactive measures against distracted driving which is one of the leading causes of accidents occurring. The grant is cost reimbursement type basis and the program will be run in April, 2019. There being no questions or further discussion, the roll call vote being:

Ayes: Aldermen Duncheon, Davis, McMahon, Stone, Foster, Brown, Nichols

Nays: None

Motion carried 7 to 0.

[Alderman Brown left the meeting at 7:13 p.m. during presentation of the next item.]

#14-B) Items of Information

Director Thomason presented the Danville Police Division Monthly Report for December 2018. There was a grand total of 2,355 calls for service, and noted domestic disturbances were at 220, civil disturbances at 121, one gunshot victim, suspicious persons at 73, 26 shots fired, and one stabbing victim. There were 281 traffic stops made during the month of December by the Danville Police Division. Director Thomason stated information could not be extracted this month for uniformed traffic citations, total adults arrested, and total juveniles detained. Discussion ensued regarding becoming aggressive with arrests, the cost of body cameras, and the cost of patrol car cameras. Chairman Nichols asked if a police officer could be available for the next Mom's Demand Action meeting. Director Thomason stated he will make every attempt to get to one of the meetings and has the authority to speak for the City and the department. Director Thomason also stated his officers are very interactive with the public and he is seeing a very positive feedback from many in the community about how those officers are speaking with them and talking with them.

#15 DISCUSSION OF RESIDENCY FOR CITY EMPLOYEES

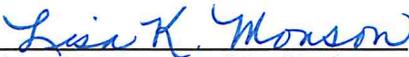
Mayor Williams stated there are three City employee unions that allow members to live outside the City within five miles. The conversation that has been ongoing is whether or not to allow other employees to live outside of the City limits. Director Schnelle has stated repeatedly that his division has some issues with recruiting and Mayor Williams stated he knows of two individuals who would be good candidates for the City and are within the five mile radius. The item has been discussed at Public Works Committee meeting and there was not a definitive consensus, but it seemed like most from the Committee leaned towards adjusting the residency requirements to five-miles. Mayor Williams stated he has mixed emotions about the residency as in an ideal world he feels every person who works for the municipality ought to live there, but it at the same time, if the City is missing out on good, qualified employees, there is a trade-off to be had. He does not support "open residency". He asked for discussion from the Committee. Discussion included the current non-union personnel policy states the employee should live within the City limits and that would need to be amended as well as the Clerical union contract. Also, the same rate in taxes that the employee would pay if they lived inside the City would apply as a rule. Aldermen Duncheon, McMahon and Stone will support the five-mile radius. Alderman Foster questioned if the residency inside the City limits could be waived for certain job positions or pay level positions. Chairman Nichols stated he does not feel that would be allowed. Mayor Williams stated the residency policy should be equal across the City.

#16 CLOSED SESSION was not needed.

#17 COMMITTEE MEMBERS' COMMENTS - None

#18 ADJOURNMENT

There being no further business to discuss, the meeting was adjourned by Chairman Nichols at 7:37 p.m. following a motion by Alderman Duncheon and a second by Alderman Stone.



Lisa K. Monson, City Clerk

Approved: 02/26/19

Posted Publicly: 02/27/19