

PUBLIC SERVICES COMMITTEE
MINUTES OF FEBRUARY 26, 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 R.J. Davis, Dan Duncheon, Sharon McMahon, and Tom Stone. Alderman Brenda Brown was absent. A quorum was present.

Others Present were Mayor Rickey Williams, Jr., Aldermen Sherry Pickering and Lloyd Randle, City Clerk Lisa Monson, City Comptroller Shelley Scott, Community Development Director David Schnelle, Senior Planner Tyson Terhune, Human Relations Administrator Sandra Finch, Information Technology Administrator Agnel DSilva, Parks & Public Property Superintendent Steve Lane, Payroll and Personnel Manager Jamie White, Public Safety Director Larry Thomason, Risk Manager Kathy Courson, 8 audience members and 2 news media were also present.

#2 APPROVAL OF MINUTES

Chairman Nichols presented the Minutes of the regular meeting of January 22, 2019. Alderman Duncheon moved to dispense with the reading and asked for approval as presented, seconded by Alderman Stone. 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 Stone. On the voice vote, all ayes, no nays; the motion so ordered.

#4 AUDIENCE COMMENTS

- Jerry Hawker of Danville voiced support of the IDNR Grant Riverfront Trail.
- Jim McMahon of Danville spoke concern of the recent news article in USA Today newspaper about Danville and Elmira, NY being in a recession. He stated the blight is caused by special programs being sent out of country and feels the City needs to provide a 3, 5, and 10-year plan to send to editor of the newspaper.
- Gloria Bolden of Danville voiced concern of the increase to the major cleanup garbage fee.

#5 CHAIRMAN'S COMMENTS

Chairman Nichols voiced concern of the article in USA Today newspaper and feels the data used in the article is wrong and older and Danville is a low population center that was looked at with the other cities. He stated the State is also to blame for the tax burden.

#6 APPROVAL OF PAYROLLS

Chairman Nichols presented Payrolls for February 22, 2019, of \$67,826.51. Alderman Stone moved to dispense with the reading and asked for approval, seconded by Vice Chairman Foster. There being no questions, the roll call vote being:

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

Nays: None

Absent: Alderman Brown

Motion carried 6 to 0 with 1 absent.

#7 APPROVAL OF VOUCHERS PAYABLE

Chairman Nichols presented Schedule of Vouchers Payable for February 26, 2019 of \$809,413.13. Alderman Duncheon moved to dispense with the reading and asked for approval as presented, seconded by Alderman Stone. There being no questions, the roll call vote being:

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

Nays: None

Absent: Alderman Brown

Motion carried 6 to 0 with 1 absent.

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

#8-A) Items of Information

Clerk Monson stated her report will be given with Items 14-B-2 and B-3 pertaining to licensing.

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

#9-A) Chairman Nichols presented a resolution application to IDNR (Illinois Department of Natural Resources) Grant Recreational Trails Program for Riverfront Trail, requesting the maximum grant amount of \$200,000.00 requiring a 20% local match to add additional trails along the riverfront. Vice Chairman Foster moved to dispense with the reading and asked for approval, seconded by Alderman Stone. Superintendent Lane explained the grant is a 80/20 grant so the City will be reimbursed up to \$200,000.00 of our costs and the City has to match that with a 20% local match. The City plans to use TIF (Tax Increment Financing) as a match and possibly in kind services from the City staff. The plans include a 750 foot long by 10 feet wide shared use path connecting at South Street and Walnut Street to the recently completed shared use path and run along the top of the hill behind the David S. Palmer Arena right at the bluff overlooking the river and would connect with the section of trail we just completed, the part that is in the sealcoat. The plan would also include some selective tree removals in order to open up some views over the river and there would be one scenic overlook with benches and some tree planting and restoration work. Vice Chairman Foster asked if there is a rough estimate of cost of the entire project as recommended by the University of Illinois and City staff and Director Schnelle responded "not at this point". The last discussions with what the students came up with was some concepts and the next step would be to do some preliminary design with architects and landscape architects to come up with a general cost estimate for a final plan as there has been no formal plan adopted to date. After all questions were addressed, the roll call vote being:

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

Nays: None

Absent: Alderman Brown

Motion carried 6 to 0 with 1 absent.

#9-B) Chairman Nichols presented a resolution rejecting Bid 614 for Installation of Wayfinding Signage from Schomburg and Schomburg Construction in the amount of \$24,351.14 as the bid exceeded project cost estimates. Alderman Duncheon moved to dispense with the reading and asked for approval, seconded by Alderman McMahon. Director Schnelle stated staff would like to retool the bid document sent out, loosen up some parameters on it to give it some longer periods of installation and hopefully receive more than one bidder. Alderman Duncheon asked for the project cost estimate and Director Schnelle stated he will tell him that amount in private. Alderman Randle questioned the type of steel used for the project as his understanding is the steel is a special steel because of the corrosion, questioned if the steel could be purchased locally, and questioned if the work could be done in-house the costs would be reduced. Director Schnelle responded the steel is called weathering steel so it is not painted, it goes out and the rain causes it to rust and the rust creates a protective coat so the steel stops corroding on itself which came out of a recommendation from the consultant used on the wayfinding signage project that gives a more rustic, natural look with the steel. The Public Works group installed a couple of signs and that was the type of steel used. The concrete work made up a large cost of the project so that was one of the first things staff looked at when analyzing the bids. He also stated Public Works is capable of doing the work, but Operations is looking at a very aggressive maintenance season and they do not have the staff to dedicate to the project and this project is something we have been trying to get in for two years now. There being no further questions, the roll call vote being:

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

Nays: None

Absent: Alderman Brown

Motion carried 6 to 0 with 1 absent.

#9-C) Items of Information - None

#10...FINANCE– Shelley Scott, Comptroller

#10-A) ITEMS OF INFORMATION

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

January 2019 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 \$319,922.43, for retirees \$41,215.24, and for Library Employees \$16,001.94; January claims for Worker's Compensation totaled four, and there were two Liability claims submitted. The total cost of health premiums in January 2019 totaled \$377,139.61 and the total cost of health premiums for January 2018 totaled \$387,019.79.

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

Manager White presented the Personnel Report as of February 26, 2019, stating 228 employees eligible for benefits and 14 part-time/seasonal/temporary/intern employees, with five new hires, no transfers, and two separations. Applications are being accepted for Corporation Counsel, a Program Support Specialist in the Operations Division, and Extra Board Bus Drivers are on-going.

#10-A-3) Additional Items of Information

- Comptroller Scott reported the Finance Division will be sending a request for proposal (RFP) for a five year period of Auditing Services that should be ready to send out this week.
- Comptroller Scott requested feedback from the Committee regarding First Bankcard reporting on the accounts payable report asking if any modifications needed to be made based on preferences from the Committee.
- The Illinois Debt Recovery Program was approved in December 2012, but never implemented stated Comptroller Scott, but staff is continuing the implementation process. The State will give us a seven year statute of limitations on most of our charges where the Legal Division has a five year statute of limitations. Mayor Williams stated the program also allows the City to place liens against any income tax returns and any other kind of money they received through the State of Illinois so there is a much better chance of receiving any money back.
- Comptroller Scott announced the budget schedule as follows: Publish Fiscal Year 2019-2020 Budget Hearing in the newspaper on March 31st, Place the Budget on display April 2nd, hold the hearing on April 9th, and Adopt the Fiscal Year 2019-2020 Budget on April 16th.
- Mayor Williams announced there will be a Budget Study Session for the Aldermen and the Community for feedback and open dialogue on Saturday, March 23, 2019 at 9:00 a.m. at City Hall.

#11...FIRE- Larry Thomason, Public Safety Director

#11-A-1) Items of Information

Monthly Incident Report for January 1, 2019, through January 31, 2019, was presented, stating 227 total incidents were recorded and total estimated loss in fires was \$10,780.00. There were 10 fire incidents, of those, three were building fires, two were cooking fires, confined to container, one fuel burner/boiler malfunction, one trash or rubbish fire, contained, two passenger vehicle fires, and one dumpster fire. There were 146 rescue or EMS incidents, which accounted for 64% of the service. Breaking that down, 48 were EMS calls, two were motor vehicle accidents with injuries, two were motor vehicle accidents with no injuries, one was extrication of victim from machinery, one was extrication of victim from vehicle, and there were 92 medical assists. Director Thomason reported five new hires will be attending academy starting Monday, March 4th.

#12...HUMAN RELATIONS – Sandra Finch, Administrator

#12-A-1) Items of Information

- Administrator Finch reported that for the period of January 22, 2019, through February 18, 2019, the office handled 31 complaints, which consisted of 18 police complaints, three complaints against other city employees, 8 employment complaints, two housing complaints, and no public accommodation complaints.
- Alderman McMahon asked what a housing complaint consists of and Administrator Finch responded it depends on the complaint, but sometimes the complaint is based on someone needing assistance with

their rent, their having a problem with their landlord or having a problem with their landlord with a code enforcement issue.

- Vice Chairman Foster questioned the procedure for internal city employee complaints and Administrator Finch stated the employee needs to start with their supervisor and if the complaint is not resolved with their supervisor, the employee should see her. Vice Chairman Foster thanked Administrator Finch for the MLK Scholarship program.

#13...INFORMATION TECHNOLOGY – Agnel DSilva, Administrator

#13-A) Items of Information

- Administrator DSilva reported a project kick-off today for the records system at the Police Division with the “go-live” date expected to be in November 2019 as we are hosting it for sixteen agencies so it takes a whole year to implement.
- Administrator DSilva also reported staff was able to reduce the cell phone bill from \$4,500.00 to \$3,000.00 per month. He thanked all of the department heads for working with staff to get the bill reduced to \$3,000.00 by cutting some lines. He thinks he can get the bill reduced by another \$200.00 per month. Mayor Williams stated the total savings is \$18,000.00 per year.

#14...LEGAL – Rickey Williams, Mayor

#14-A) Chairman Nichols presented a resolution authorizing an Intergovernmental Agreement with Vermilion County for 110 Leased Parking Spaces at City parking facilities for \$14.00 per month for each space for a total of \$18,480.00 per year. Alderman Duncheon moved to dispense with the reading and asked for approval, seconded by Alderman Stone. Vice Chairman Foster asked if the parking has been enforced and Mayor Williams responded the City is starting to enforce the parking this year. After all questions were addressed, the roll call vote being:

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

Nays: None

Absent: Alderman Brown

Motion carried 6 to 0 with 1 absent.

#14-B) Items of Information

#14-B-1) Gas Aggregation

Mayor Williams reported Mr. McMorris from Good Energy approached the City on a possible gas aggregation agreement as municipalities are now allowed to participate in for city owned buildings. Comptroller Scott was incredibly diligent to make sure it will not affect our rebate we receive from Good Energy currently if we are able to enter into a separate aggregation agreement and what she discovered is we would not. Good Energy is looking at saving the City approximately \$10,000.00 per year for a gas aggregation program for city owned buildings. He asked the Committee if a resolution could be placed on the City Council agenda on March 5th and the consensus from the Committee was to take the resolution to the full City Council on March 5, 2019. Vice Chairman Foster asked if there is a possibility to get gas aggregation for the community and Mayor Williams stated that is something to explore. Chairman Nichols questioned what Good Energy gains from the agreement and Mayor Williams stated Mr. McMorris will be present at the City Council meeting next week and he should be able to answer his question.

#14-B-2) Ordinance Pertaining to Licensing – Business

Mayor Williams clarified the following: 1) Businesses will not be paying double fees so businesses who are already subjected to any licensing agreement by the City in any way will not have to pay for the general business license fee. It will only be for businesses who do not currently have a licensing process with the City; and 2) No NFP (not-for-profits) businesses or religious organizations will have to pay for the general business license fee. He stated the reason why he is proposing this is due to an issue of fairness as we have a number of businesses who are not paying taxes or they are behind in their taxes or they are falsifying their taxes and the City has no means of shutting them down. Vice Chairman Foster feels like it never was for the purpose of raising money and the purpose would be to go after people so he suggests a fee of \$30.00, but he wants everybody to pay it. Chairman Nichols stated the City of Bloomington just suspended their General Business

License. Mayor Williams stated he believes they still have the registration requirement, but they just do not charge a fee anymore. Chairman Nichols asked if they were enforcing it. Alderman Duncheon asked for the projected annual income for the general business license and Mayor Williams stated it would be \$35,000.00 which would also help with the expenses incurred in the City Clerk's office.

#14-B-3) Ordinance Pertaining to Licensing – Gaming

Mayor Williams stated both the operator and the premise would be \$100.00 per machine per year. Chairman Nichols asked if the fee has to be the same for the operator and the premise and Mayor Williams stated “no” and he stated to compare with other municipalities some charge \$25.00 a year and some charge \$1,000.00 a year per machine. Chairman Nichols feels we should look into whether the vendor can pass on the fee to the business according to the State statute. He suggested taxing the operator the entire fee. Alderman Stone feels we should be charging some type of fee. Alderman Davis voiced concern that the item needs to come before the entire Council.

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

#15-A) Chairman Nichols presented a resolution approving Application and Acceptance of Highway Safety Grant Funds in the amount of \$20,680.00 through the Illinois Department of Transportation Sustained Traffic Enforcement Program (STEP) to begin October 1, 2019 through September 30, 2020, with the grant funds to be utilized for hiring officers back during special enforcement periods. Alderman Duncheon moved to dispense with the reading and asked for approval, seconded by Alderman Stone. After all questions were addressed, the roll call vote being:

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

Nays: None

Absent: Alderman Brown

Motion carried 6 to 0 with 1 absent.

#15-B) Items of Information

- Director Thomason presented the Danville Police Division Monthly Report for January 2019. There was a grand total of 2,383 calls for service, and noted domestic disturbances were at 198, civil disturbances at 129, three gunshot victims, suspicious persons at 102, and 27 shots fired. There were 320 traffic stops made during the month of January by the Danville Police Division. There were 211 uniformed traffic citations, 106 total adults arrested, and 14 total juveniles detained.
- Chairman Nichols thanked Director Thomason for attending the Mom's Demand Action meeting.
- Director Thomason stated there is a need to reissue a resolution for School Resource Officers (SRO) as the previous resolution approved four SRO's and the school board made changes for three SRO's. It was consensus of the Committee to bring to the Council on March 5, 2019.

#16 DISCUSSION AND REVIEW OF PROPOSED OF PROPOSED FISCAL YEAR 2019-2020 BUDGET

Mayor Williams asked for any suggestions and thanked Alderman Foster and Alderman Puhr for specific budgetary recommendations which he will share with everyone next week. Alderman Duncheon stated he needs some more information regarding the Video Gaming fee as that source of income might be changed from where we have it now and he encouraged Mayor Williams to bring other potential cuts. Mayor Williams stated he has suggested cuts over the years and a number of those have been made and he has suggested more in the proposed budget totaling more than \$300,000.00 so he feels like there is not much more cutting to be done without sacrificing services.

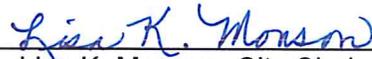
#17 CLOSED SESSION was not needed.

#18 COMMITTEE MEMBERS' COMMENTS

- Mayor Williams reminded everyone to attend the Neighborhood Association Annual Meeting on Saturday, March 2, 2019 at 8:00 a.m. at Harrison Park Clubhouse.
- Chairman Nichols reminded everyone the Home Show will be Saturday, March 2nd and Sunday, March 3rd.

#19 ADJOURNMENT

There being no further business to discuss, the meeting was adjourned by Chairman Nichols at 7:35 p.m. following a motion by Alderman Duncheon and a second by Vice Chairman Foster.



Lisa K. Monson, City Clerk

Approved: 03/26/19

Posted Publicly: 03/27/19