

PUBLIC SERVICES COMMITTEE  
MINUTES OF APRIL 27, 2016

**#1 CALL TO ORDER**

Chairman Nichols called the Public Services Committee meeting to order at 6:35 p.m. at the Robert E. Jones Municipal Building, 17 W. Main St., Danville, Illinois following the City/County Public Safety Building Committee meeting.

Roll Call was answered by Chairman Steve Nichols, Vice Chairman Steve Foster, Aldermen Brenda Brown, R.J. Davis, Sharon McMahon, and Tom Stone with a Vacancy in Ward 2. A quorum was present.

Others Present were Mayor Scott Eisenhauer, Alderman Mike O'Kane, Assistant Corporation Counsel Bethany Nystrom, City Clerk Lisa Monson, City Comptroller Gayle Lewis, DATS Director Jaclyn Vinson, Human Relations Administrator Sandra Finch, Human Resources Administrator Bill Westphal, Public Safety Director Larry Thomason, Urban Services Director David Schnelle, Urban Services Program Compliance Manager Samantha McCoy, 22 audience members and 2 news media.

**#2 APPROVAL OF MINUTES**

Chairman Nichols presented the Minutes of the regular meeting of March 22, 2016. Alderman Brown moved to dispense with the readings 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 announcing the removal of ordinances listed as agenda Item 10-A and 10-B and replaced with resolutions for discussion only. Chairman Nichols also announced Item 11-D budget amendment total should be \$3,000.00 instead of \$11,100.00. There being no further changes, Vice Chairman Foster moved for approval as amended, seconded by Alderman Brown. On the voice vote, all ayes, no nays; the motion so ordered.

**#4 AUDIENCE COMMENTS**

- Vince Koers of Danville supports the Housing Task Force Report, but would like to see a few more changes and did not see data to backup reducing a lot of housing by 2/3 as a lot of the report is based on averages and medians.
- Nate Byram of Danville spoke concern of Chapter 163 regarding mandatory interior inspections and stated tenants are not afraid to complain about their landlord and he would like to have a public hearing for interior inspections.
- Gayle Jochim, of Georgetown and a Danville landlord, spoke about rental housing registration and nuisance properties is feels they are extremely wide reaching as far as the scope things that are available to be called chronic nuisance properties and stated the code violations listed are manners of criminal police action and not things that landlords should not be responsible for and would like to see it looked at further.
- Lynn McClinden of Danville spoke regarding the Housing Task Force Report and is concerned about some of the statistics in the report. He would like to recommend revising goal number 5 to not demolish 2,000 houses and not the 1,200 that is listed in the report.
- Aaron Troglia of Danville voiced concern with interior inspections and feels it is an invasion of privacy.
- Mike Larson of Danville feels there should be an open meeting before the resolution is brought to the Council.
- Terry Moreman of Danville has been a landlord in Danville over 35 years and feels when new ordinances are passed they directly affect the income of small landlords.
- Jerry Hawker of Danville spoke regarding changes to Chapter 141 and Chapter 163 and feels the vote should be postponed. He thinks the City should have public meeting regarding two ordinance changes and voiced concern of references to the Property Maintenance Code. He also fees landlords should be

sent an e-mail notice and landlords need to be involved in knowing who has received a criminal violation.

- Sandra Juanita Gutierrez of Danville spoke concern of nuisance ordinance changes and questioned how is the landlord supposed to help with criminal violations if the police cannot stop the activity and feels there should be a public meeting scheduled.

#5 CHAIRMAN'S COMMENTS - None

#6 APPROVAL OF PAYROLLS

Chairman Nichols presented Payrolls for April 22, 2016 of \$69,025.25. Alderman Stone moved to dispense with the readings and asked for approval, seconded by Alderman McMahon. There being no questions, the roll call vote being:

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

Nays: None

Motion carried 6 to 0 with 1 vacancy.

#7 APPROVAL OF VOUCHERS PAYABLE

Chairman Nichols presented Schedule of Vouchers Payable for regular run for April 26, 2016 of \$600,984.61. Alderman Brown moved to dispense with the reading and asked for approval, seconded by Alderman Stone. There being no questions, the roll call vote being:

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

Nays: None

Motion carried 6 to 0 with 1 vacancy.

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

- Staff is currently processing annual business licenses and taxicab driver's licenses.
- Working with Comptroller Lewis on business license software conversion and will continue business license training with New World the week of May 9<sup>th</sup>.

#9 URBAN SERVICES – David Schnelle, Director

#9-A) Chairman Nichols presented a resolution approving Letter of Commitment and Agreement with Illinois Housing Development Authority and Habitat for Humanity for Blight Reduction Funding. Director Schnelle stated the City had to partner with a non-profit organization in order to access this type of funding. Alderman Stone moved to dispense with the reading and asked for approval, seconded by Alderman McMahon. After discussion and questions were addressed, the roll call vote being:

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

Nays: None

Motion carried 6 to 0 with 1 vacancy.

#9-B) Chairman Nichols presented a resolution adopting Housing Task Force Report, with project recommendations to include but are not limited to improving the supply of quality housing, replacing outdated public housing with alternative affordable housing solutions, working with Danville Housing Authority, completing a Neighborhood Wellness Analysis to identify transitioning neighborhoods, prevent the conversion of Single Family homes to Multi-Unit dwellings, developing a funding mechanism to address issues including blight removal, affordable housing development, and establishing green space. Alderman Stone moved to dispense with the reading and asked for approval, seconded by Alderman McMahon. Vice Chairman Foster asked for clarification on whether public meetings were held to present the report. Director Schnelle stated two public meetings were held. After discussion and questions were addressed, the roll call vote being:

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

Nays: None

Motion carried 6 to 0 with 1 vacancy.

#9-C) Chairman Nichols presented an ordinance amending Chapter 141 Pertaining to Maintaining Public Nuisance. Alderman Stone moved to dispense with the reading and asked for approval, seconded by

Alderman Brown. Director Schnelle clarified the ordinance drafts amending Chapters 141 and 163 were posted to the City website for review and have been there for about a month. After discussion and questions were addressed, the roll call vote being:

Ayes: Aldermen Stone, Foster, Brown, Davis

Nays: Aldermen McMahon, Nichols

Motion carried 4 to 2 with 1 vacancy.

#9-D) Chairman Nichols presented an ordinance amending Chapter 163 Pertaining to Rental Housing Registration. Vice Chairman Foster moved to dispense with the reading and asked for approval, seconded by Alderman Stone. Director Schnelle clarified the Property Maintenance Code is developed by a code agency much like the City Building Code made up by a code committee. The City Ordinances adopt the Codes so the City does not have to recreate the entire code in the City's Code of Ordinances and to reproduce the Codes would be huge volumes of work and when those codes are updated they are referenced and updated in the City Code of Ordinances. The Codes are copyrighted so the City cannot reproduce those codes or display them on the City website due to the copyright infringement. After discussion and questions were addressed, the roll call vote being:

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

Nays: Alderman Nichols

Motion carried 5 to 1 with 1 vacancy.

#### #9-E) Items of Information

Director Schnelle announced a grant opportunity from the National Recreation and Park Association for the riverfront and asked the Committee if the resolution authorizing application for the grant could be taken directly to City Council. The consensus of the Committee was to allow the resolution be taken directly to Council on May 3rd.

#### #10 LEGAL – Dave Wesner, Corporation Counsel

*Previous Item 10-A removed*

*Previous Item 10-B removed*

Discussion of resolution authorizing Mayor to File Eminent Domain Lawsuit (1014 N. Jackson Street) to acquire title to and possession for the real property needed for Danville High School Shared Use Path Improvement Project and discussion of resolution authorizing Mayor to File Eminent Domain Lawsuit (1017 N. Jackson Street) to acquire title to and possession for the real property needed for Danville High School Shared Use Path Improvement Project. Director Schnelle stated staff has been working on the land acquisition phase for the Danville High School Shared Use Path Improvement Project and there are two properties that are not working with us. The City has presented certified appraisals on the values of the properties and the offers have been rejected. The City is wanting to move into the combination phase where we can go after these two properties through eminent domain as we have a publicly approved project and we can show we have purchased or come to terms of agreement for similar property around these for the values that we are proposing for these two properties that have been rejected by these two property owners. The ordinance form was cancelled because it was recommended the ordinance states we have agreed to this price and purchase it for this price and once we go through condemnation procedure that price might be different so we need to do a resolution form allowing us to go into condemnation and as a result of the condemnation we would come with a final price. Director Schnelle asked if the two resolutions could be taken directly to City Council on May 3<sup>rd</sup>. The consensus of the Committee was to allow the resolutions be taken directly to Council on May 3rd.

*[Alderman Davis left the meeting at 8:10 p.m. during discussion of the next item.]*

#10-A) *previous Item 10-C.* Chairman Nichols presented an ordinance authorizing acceptance of 202 Wisconsin from property owner Elizabeth White, for the purpose of neighborhood development as part of the East Main Street Development Project. Alderman Stone moved to dispense with the reading and asked for approval, seconded by Vice Chairman Foster. In the absence of Corporation Counsel Wesner, Assistant Corporation Counsel Nystrom stated there was a fire at the property and the property owner deposited funds with the City to demolish the property which the City did and then she desired to transfer the real estate at no

cost to the City. A proration of the taxes was then done to cover the taxes for 2015 and part of 2016 which were paid by the property owner. There being no further discussion, the roll call vote being:

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

Nays: None

Absent: Alderman Davis

Motion carried 5 to 0 with 1 absent and 1 vacancy.

*[Alderman Davis returned to the meeting at 8:15 p.m. during presentation of the next item.]*

#11 FINANCE– Gayle Lewis, Comptroller

Chairman Nichols presented Items A through H for a single vote. There being no objections, Alderman Brown moved to dispense with the readings and asked for approval as presented, seconded by Alderman Stone.

Those items being:

- #11-A.. a resolution authorizing a Budget Amendment in Finance Division (011) Budget to increase Expenditures-Group Insurance by \$3,500.00, Auditing by \$1,800.00, and Actuarial Expense Budget by \$1,400.00, with funds to come from the General Fund Reserve;
- #11-B.. a resolution authorizing a Budget Amendment in Public Affairs Division (013) Budget to increase Expenditures-Group Insurance by \$3,200.00 and Kids Can't Buy Em Here Budget by \$1,050.00, with funds to come from the General Fund Reserve;
- #11-C.. a resolution authorizing a Budget Amendment in Streets Division (031) Budget to increase Expenditure-Maintenance of Storm Sewers Budget by \$45,000.00, with funds to come from the General Fund Reserve;
- #11-D.. an amended resolution authorizing a Budget Amendment in the Municipal Pool (052) Budget to increase Revenues-Admissions by \$3,000.00 and increase Expenditures- Chemicals for Pool Budget by \$3,000.00, with funds to come from additional Admissions Revenue;
- #11-E.. a resolution authorizing a Budget Amendment in the Infrastructure Development (107) Budget to increase Revenues-Gasoline Tax by \$240,000.00 and Expenditures-Overlay Program by \$62,000.00 and Economic Development Budget by \$302,000.00, with the balance of \$124,000.00 to come from the Infrastructure Development Fund Reserve;
- #11-F.. a resolution authorizing a Budget Amendment in the Capital Improvements (302) Budget to create Revenue-Loans by \$665,285.00, and decrease Expenditures-by \$26,000.00 and increase Expenditures by \$665,285.00, Blight Removal by \$12,100.00, Improvements to Building by \$79,000.00, Other Capital Equipment by \$80,000.00, and increase Vehicles-Truck and K-9 Budgets by \$23,000.00, with funds for the Fire Truck to come from the Loan that was properly bid and granted to First Financial Bank and the remaining funds of \$401,100.00 to come from the Capital Improvement Funds Reserve;
- #11-G.. a resolution authorizing a Budget Amendment in the Harrison Park (401) Budget to create Revenue-Loans by \$74,625.90 and increase Expenditure-Repay Golf Carts Budget by \$15,745.03, with funds to come from the loan proceeds and Harrison Park Revenues; and
- #11-H.. a resolution authorizing a Budget Amendment in the David S. Palmer Arena (604) Budget to increase Revenue-Hotel Motel Tax by \$100,000.00 and increase Expenditures-Credit Card Fees by \$15,000.00, Other Expenditures by \$52,000.00, Payment to Convention and Visitor's Bureau Budget by \$16,500.00, and Transfer to Harrison Park Budget by \$16,500.00, with funds to come from the David S. Palmer Arena Fund revenue line item Hotel Motel Tax Budget.

Comptroller Lewis reviewed each resolution and addressed questions by Committee members. There being no further questions, the roll call vote being:

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

Nays: None

Motion carried 6 to 0 with 1 vacancy.

#11-I-1) Human Resources Monthly Report – Bill Westphal, Human Resources Administrator

The Personnel Report was presented as of April 27, 2016, stating 245 fulltime and 37 part-time/seasonal employees, with four new hires and one separation. Applications are being accepted for Accountant/Auditor, Engineer, Code Enforcement Inspector, 2<sup>nd</sup> Shift Records Clerk, and Extra Board Bus Drivers are on-going.

Administrator Westphal reported Fire promotion is currently in the testing process with oral interviews scheduled to take place May 3 and May 4 and the written exam to take place May 17.

#11-I-2) Risk Management Monthly Report – Kathy Courson, Risk Manager

In Manager Courson's absence, Mayor Eisenhauer presented the monthly report. March 2016 Statistics were presented stating Blue Cross/Blue Shield and Health Alliance Insurance Premiums for employees totaled \$325,380.00, for retirees \$37,918.80, and for Library employees \$12,827.00; March claims for Worker's Compensation totaled ten, and there were eight Liability claim submitted. The March 2015 total cost of premiums was \$395,590.20 with the total cost of premiums for March 2016 at \$376,125.80. Mayor Eisenhauer announced the passing of Manager Courson's sister and asked everyone to keep Kathy and her parents in their thoughts and prayers.

#11-I-3) Additional Items of Information

Comptroller Lewis reported she has been preparing conversion data for the fixed assets, business license, and payroll modules for the ERP (Enterprise Resource Planning) new financial system, also in the process of balancing each departmental budget, preparing budgets in the system, closing out the fiscal year, and comparing the old system with the new system. Staff is making sure securities are in place for the new software, balancing purchase orders, and making sure all budget amendments are entered. A cash flow report will be passed out at the next City Council meeting.

#12 FIRE- Larry Thomason, Public Safety Director

#12-A) Monthly Incident Report for April 1, 2016, through April 24, 2016, was presented, stating 156 total incidents recorded and total estimated loss in fires was \$76,000.00. There were 12 fire incidents, of those, three were structure fires. There were 86 rescue or EMS incidents which accounted for 55% of the service. Breaking that down, 35 were EMS calls, one call to remove victim(s) from stalled elevator, and 50 medical assists.

#13 HUMAN RELATIONS – Sandra Finch, Administrator

Administrator Finch reported that for the period of March 22, 2016 through April 18, 2016 the office handled 35 complaints, which consisted of 14 police complaints, 14 employment complaints, 1 City employee complaint, 3 housing complaints, and 3 public accommodation complaints. Administrator Finch reported the police survey response has been good and stated a previous survey was completed in 2001. The deadline for turning in the police survey is May 27<sup>th</sup>.

#14 INFORMATION TECHNOLOGY – Agnel DSilva, Administrator

In Administrator DSilva's absence, Mayor Eisenhauer announced Administrator DSilva has been working on the financial software conversion. Mayor Eisenhauer informed the Committee the phone system contract is up provider is not providing the same type of service the City would like to have and staff is interested in taking a look at a cloud based system which allows us the opportunity to move a phone from one location to another location and use the same phone number.

#15 POLICE - Larry Thomason, Public Safety Director

#15-A) Danville Police Division Monthly Report from March 18, 2016 to April 18, 2016 was presented stating there were 3,255 calls for service by grid. Among those grids, the actual calls of service that could be classified as an offense were 3,193. There were 200 adults arrested and 27 juveniles detained and/or arrested. There were 204 traffic citations issued and 781 actual recorded offenses that were taken through the system.

#15-A) Items of Information

- Director Thomason announced three probationary officers hired began training on April 3<sup>rd</sup> at the Police Training Institute.
- Director Thomason announced a retirement will be coming up in May.

#16 DISCUSSION ON CHAPTER 90

Mayor Eisenhower has received a few requests to allow chickens in the City limits. The Administration does not have an ordinance change this evening and much of what he has learned from other communities that allow chickens in their city limits is the ordinances are restrictive especially in the way of the housing for the chickens as the housing has to be inspected and the most impactful is the amount of language required in the type of housing. Another issue he found interesting is some communities have chickens registered as domestic animals and then limit the number of domestic animals a citizen could have at their residence. There was also discussion regarding predatory animals when corporate city limits are near a rural area. The Administration feels the City does not currently have the resources to inspect chicken coops.

#17 CLOSED SESSION was not needed.

#18 COMMITTEE MEMBERS' COMMENTS - None

#19 ADJOURNMENT

There being no further business to discuss, the meeting was adjourned by Chairman Nichols at 8:32 p.m. following a motion by Alderman McMahan and a second by Alderman Brown.

  
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Lisa K. Monson, City Clerk

Approved: 05/24/16  
Posted Publicly: 05/25/16