

PUBLIC SERVICES COMMITTEE
MINUTES OF SEPTEMBER 22, 2015

#1 CALL TO ORDER

Chairman Nichols called the Public Services Committee meeting to order at 6:01 p.m.

Roll Call was answered by Chairman Steve Nichols, Vice Chairman Steve Foster, Aldermen Brenda Brown, Frank Hoskins, Sharon McMahon, and Tom Stone. Alderman R.J. Davis was absent. A quorum was present. Alderman Davis arrived at 6:17 p.m.

Others Present were City Clerk Lisa Monson, City Comptroller Gayle Lewis, Engineering & Urban Services Director David Schnelle, Human Relations Administrator Sandra Finch, Human Resources Administrator Bill Westphal, Information Technology Administrator Agnel DSilva, Planning Technician Ross Hilleary, Public Safety Director Larry Thomason, Risk Manager Kathy Courson, 1 audience member and 1 news media.

#2 APPROVAL OF MINUTES

Chairman Nichols presented the Minutes of the regular meeting of August 25, 2015. Alderman Hoskins 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, There being no changes, Alderman Stone moved for approval as presented, seconded by Alderman Hoskins. On the voice vote, all ayes, no nays; the motion so ordered.

#4 AUDIENCE COMMENTS

Vince Koers of Danville voiced concern of the public interfacing with the Board and Community Police contacts regarding the new laws effective January 2016 which requires Police to document every contact made with citizens including pedestrian traffic on roadways.

#5 CHAIRMAN'S COMMENTS – None

#6 FINANCE – Gayle Lewis, Comptroller

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

#6-A) Payroll for September 18, 2015 of \$540,848.68; and

#6-B) Schedule of Vouchers Payable, having been published, posted, and distributed, for September 22, 2015, of \$439,594.61;

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

Nays: None

Absent: Alderman Davis

Motion carried 6 to 0 with 1 absent.

#6-C-1) Human Resources Monthly Report – Bill Westphal, Human Resources Administrator

The Personnel Report was presented as of September 22, 2015, stating 237 fulltime and 39 part-time/seasonal employees, with one new hire, and two separations, and one promotion. Applications are being accepted for Building Maintenance Worker, Electrical & Zoning Inspector, Engineer, Superintendent of Streets and Sewers, and Extra Board Bus Drivers are on-going. Administrator Westphal stated the application process for Probationary Police Officers and Probationary Firefighters ended on August 28, 2015. There were 63 applications received for Probationary Police Officers and 42 applications received for Probationary Firefighters. The physical agility tests, written exams, and oral interviews will be taking place within the next month with an established eligibility list to be completed soon after the testing and interview process.

#6-C-2) Risk Management Monthly Report – Kathy Courson, Risk Manager

August 2015 Statistics were presented stating Health Alliance Insurance Premiums for employees totaled \$327,653.00, for retirees \$43,297.60, COBRA participant of \$20.00, and for Library employees \$10,676.00; August claims for Worker's Compensation totaled two and there were six Liability claims submitted.

#6-C-3) Additional Items of Information

- Comptroller Lewis reported numbers still have not been received from IMRF (Illinois Municipal Retirement Fund) on the ERI (Early Retirement Incentive) program due to calculation errors as one individual's buyout package included three different entities.
- To address Chairman Nichols question on which revenue payments the State is behind on, Comptroller Lewis stated Video Gaming is the only revenue payment the State is behind on which totals approximately \$19,000.00 per month.

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

#7-A) Chairman Nichols presented an ordinance enacting and adopting a Supplement (S-49) to the City's Code of Ordinances. Alderman Hoskins moved to dispense with the reading and asked for approval, seconded by Alderman Stone. It was stated that American Legal Publishing takes the ordinances approved by Council and codifies them into the City Code Book as well as makes various revisions to sections that are based on State Statute changes. This action is needed in order to legalize the Code to prevent challenges in court. It was also stated that American Legal has a link on the City's website in order for anyone to search the Code online. Vice Chairman Foster questioned the costs and Clerk Monson stated the total cost for each supplement is \$1,500.00 which includes paper copies and updates to the City website. Vice Chairman also asked if there were other vendors and Clerk Monson responded "yes". Clerk Monson stated she will hand out copies of the opinion from Corporation Counsel Wesner regarding the codification of City ordinances. There being no further questions or discussion, the roll call vote being:

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

Nays: None

Absent: Alderman Davis

Motion carried 6 to 0 with 1 absent.

#8 FIRE – Larry Thomason, Public Safety Director

#8-A) The Monthly Incident Report for August 20, 2015, through September 18, 2015, was presented, stating total incidents were 186, total estimated loss in fires were \$33,550.00. During this period there were 3 building fires, 2 cooking fires, 1 passenger vehicle fire, 3 outside rubbish, trash or waste fire, and 1 dumpster or special outside fire with 54% of the calls related to Rescue & Emergency Medical Service Incidents. Director Thomason stated there were 44 people in suppression with one in training. He also explained there are two driving factors which increase overtime costs in the Fire Division which include minimum manning and allowing personnel to be off based on injuries that occur on duty, vacation, personal leave, and other necessities that require leave time. There are currently four people who have been off of work starting back in April with one of those being a Lieutenant. There are indefinite time periods when those individuals will return to work.

#9 HUMAN RELATIONS – Sandra Finch, Administrator

Administrator Finch presented the Status Report of Complaints for period August 18, 2015, through September 21, 2015, that stated the office handled 40 complaints, which consisted of a total of 19 Police, 16 Employment, and 5 Housing complaints.

#10 INFORMATION TECHNOLOGY – Agnel DSilva, Administrator

Administrator DSilva reported the staff is making progress with the data conversion on the ERP (Enterprise Resource Planning) project. The hardware is installed and the system assurance test is scheduled for October 28 to October 30 with the software installation scheduled for October 30.

#11 LEGAL – Dave Wesner, Corporation Counsel

Chairman Nichols announced Corporation Counsel Wesner was absent due to a prior commitment at the YMCA.

#12 POLICE – Larry Thomason, Public Safety Director

- The Monthly Calls for Service Report for August 20, 2015, through September 18, 2015, was presented stating 3,602 total Calls for Service by Grid, with arrests of 243 adults and 35 juveniles. The largest category within the reportable offenses was Criminal Damage/Property, Theft, Domestic Battery, Tows/ID, Equipment, Insurance, Disorderly Conduct, Warrant/Arrests, Retail Theft followed by Burglary. There were 461 Traffic Citations by Offense issued with the majority of those issued for speeding and there were 879 actual reported offenses with activity that went to the States Attorney's office for referral.
- Director Thomason reported the two new hires, Troy Nipper and Taylor Walsh, graduated last week from PTI (Police Training Institute) in Champaign and both are currently in field training which brings the total number of officers to 62. He announced Officer Eric Kizer was promoted to the rank of Police Sergeant on September 21 due to the promotion of John Thompson to the rank of Commander.
- Director Thomason addressed concerns from audience member Mr. Koers by stating he has created a Traffic Enforcement Team (TET) and those officer's designations, among other things, are to go out and look for pedestrians in the roadways with hopes of addressing some of these issues. The new laws coming into place January 1, 2016 are the use of body-worn cameras, strangle holds or choke holds, as well as stop cards to be issued when pedestrians are in the roadway or any time an officer makes a stop and does not arrest the person, a stop card would be issued. Rules still need to be promulgated regarding the use of stop cards as well as the writing of the form. He feels the new law regarding stop cards will have a negative impact due to the fact that officers may not have the necessary time to talk to every individual because of other calls they have, but he cannot give a definitive answer until the rules are written. He also advised Mr. Koers to call his office at any time for further explanation.

[Alderman Davis arrived at 6:17 p.m. during the presentation of the next item and took his seat at the dais.]

#13 URBAN SERVICES - David Schnelle, Director

#13-A) Items of Information


- Director Schnelle introduced Planning Technician Ross Hilleary who gave a presentation on the Danville High School Campus Master Plan. City employees have been working with student groups and District 118 staff in discussions about the overall needs for the plan. He passed around drawings of four different design ideas and explained each concept in detail.
- Director Schnelle reported the University of Illinois Charrette for the Downtown Riverfront Study held September 19 at the City Hall was well attended by the Community. The morning session included brainstorming ideas with eight unique presentations given from each group in the afternoon. The presentations included the Riverfront Project be built for a diverse group and make it a focal point for the Community. Director Schnelle stated the final presentation will be given on December 9 at The Social in downtown Danville.

#14 CLOSED SESSION was not needed.

#15 COMMITTEE MEMBERS' COMMENTS – None

#16 ADJOURNMENT

There being no further business to discuss, the meeting was adjourned by Chairman Nichols at 7:03 p.m. following a motion by Alderman Hoskins and a second by Vice Chairman Foster.



Lisa K. Monson, City Clerk

Approved: 10/27/15

Posted Publicly: 10/28/15

