

PUBLIC SERVICES COMMITTEE
MINUTES OF SEPTEMBER 27, 2016

#1 CALL TO ORDER

Chairman Nichols called the Public Services Committee meeting to order at 6:05 p.m. at the Robert E. Jones Municipal Building, 17 W. Main St., Danville, Illinois.

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

Others Present were Mayor Scott Eisenhauer, Aldermen Sharon Pickering and Mike O’Kane, City Clerk Lisa Monson, City Comptroller Gayle Lewis, Human Relations Administrator Sandra Finch, Human Resources Administrator Bill Westphal, Information Technology Administrator Agnel DSilva, Public Safety Director Larry Thomason, Public Transportation Director Lisa Beith, Risk Manager Kathy Courson, 3 audience members and 2 news media.

#2 APPROVAL OF MINUTES

Chairman Nichols presented the Minutes of the regular meeting of August 23, 2016. Alderman Brown moved to dispense with the readings and asked for approval as presented, seconded by Alderman McMahon. 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 McMahon. On the voice vote, all ayes, no nays; the motion so ordered.

#4 AUDIENCE COMMENTS - None

#5 CHAIRMAN’S COMMENTS - None

#6 APPROVAL OF PAYROLLS

Chairman Nichols presented Payrolls for September 23, 2016 of \$72,890.24. Alderman Stone moved to dispense with the reading and asked for approval, seconded by Alderman Davis. There being no questions, the roll call vote being:

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

Nays: None

Absent: Alderman Foster

Motion carried 6 to 0 with 1 absent.

#7 APPROVAL OF VOUCHERS PAYABLE

Chairman Nichols presented Schedule of Vouchers Payable for regular run, of September 27, 2016 of \$155,729.70. Alderman Stone moved to dispense with the reading and asked for approval, seconded by Alderman McMahon. There being no questions, the roll call vote being:

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

Nays: None

Absent: Alderman Foster

Motion carried 6 to 0 with 1 absent.

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

- The budget for the Danville Public Building Commission has been received for the fiscal year November 1, 2016 through October 31, 2017 and will be placed on the Council agenda for approval on October 4, 2016.
- Staff has been working on business analytics software reporting.

#9. FINANCE– Gayle Lewis, Comptroller

#9-A) Chairman Nichols presented an ordinance adopting a Disclosure Compliance Policy pursuant to the City’s responsibilities under the securities laws, including its continuing disclosure undertakings under Rule

15c2-12 of the Securities Exchange Act of 1934, as amended, and the Securities and Exchange Commission's statements in enforcement actions. Alderman Stone moved to dispense with the reading and asked for approval, seconded by Alderman Brown. Comptroller Lewis explained whenever you have a bond, there has to be a disclosure policy which reports to the people who have bought the bonds on how the City of Danville and Vermilion County is doing. The City has had to do this disclosure ever since we have had bonds, but our new bond counsel requested the City adopt a policy. The City currently has three bonds and one will retire in December of 2016. There being no further questions or discussion, the roll call vote being:

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

Nays: None

Absent: Alderman Foster

Motion carried 6 to 0 with 1 absent.

#9-B) ITEMS OF INFORMATION

#9-B-1) HUMAN RESOURCES MONTHLY REPORT – Bill Westphal, Human Resources Administrator

Administrator Westphal presented the Personnel Report as of September 27, 2016, stating 244 fulltime and 49 part-time/seasonal employees, with six new hires, two separations, and three transfers. Applications are being accepted for Accountant/Auditor, Engineer, Laborer, Finance Secretary/Accounts Clerk, and Extra Board Bus Drivers are on-going. One of the three probationary police officers recently hired is already certified and ready for street training. The other two probationary police officers started at academy this week.

#9-B-2) RISK MANAGER MONTHLY REPORT – Kathy Courson, Risk Manager

August 2016 Statistics were presented stating Blue Cross/Blue Shield of Illinois and Health Alliance Insurance Premiums for employees totaled \$321,572.00, for retirees \$42,000.80, for COBRA Participants \$1,370.00, and for Library employees \$13,512.00; August claims for Worker's Compensation totaled seven, and there were eight Liability claims submitted. The total cost of health premiums in August 2016 totaled \$378,454.80 with the total cost of health premiums for August 2015 totaling \$381,646.60. Manager Courson reported the health, dental, vision, and life insurance are all renewing with information coming to the Council the end of October. Also, bids will be opened October 25 for workman's compensation and general liability insurance.

#9-B-3) ADDITIONAL ITEMS OF INFORMATION

Comptroller Lewis reported payroll still has not gone "live" on the new financial software due as staff is still waiting on the database to come back from the conversion team at New World. She thanked Administrator DSilva for all of his assistance with the new software.

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

#10-A) Monthly Incident Report for September 1, 2016, through September 25, 2016, was presented, stating 186 total incidents recorded and total estimated loss in fires was \$39,650.00. There were 10 fire incidents, of those, two were structure fires. There were 100 rescue or EMS incidents which accounted for 54% of the service. Breaking that down, 59 were EMS calls, three were rescue calls, and there were 35 medical assists. Chairman Nichols stated an employee from Arrow Ambulance was very complimentary of the way in which the Fire Division handles the back-up calls.

#11..HUMAN RELATIONS – Sandra Finch, Administrator

Administrator Finch reported that for the period of August 16, 2016, through September 19, 2016 the office handled 44 complaints, which consisted of 16 police complaints, 18 employment complaints, 2 City employee complaints, 7 housing complaints, and one public accommodation complaint. Administrator Finch reported the MLK Scholarship Applications will be going out this week.

#12.. INFORMATION TECHNOLOGY – Agnel DSilva, Administrator

- Administrator DSilva reported he just completed major upgrades to the GIS and Firehouse software.
- Evaluation is taking place on the Police Division mobile CAD software and equipment.
- Also, research has taken place on higher speed connectivity with all fiber instead of coax to all of the City's various locations which will work out better on maintenance.

#13.. LEGAL – Dave Wesner, Corporation Counsel

In the absence of Corporation Counsel Wesner, Mayor Eisenhower stated the Tuesday municipal adjudication ran long today which is an adjudication program set up for environmental code complaint cases. These cases are also heard on Thursdays in addition to all of the other complaints. There has been discussion on whether all of the code enforcement cases will be heard on Tuesdays and all other complaints being heard on Thursdays. Requests have been received from other communities and the County to use the City's Municipal Adjudication system since it is much quicker than going through the court system for many cases that are just heard by municipalities which is a benefit to the City as other municipalities help pay for the Municipal Adjudication Program. Assistant Corporation Counsel Nystrom attended the IML (Illinois Municipal League) Conference to receive educational credit hours as well as learning about changes being made to the municipal adjudication system across the state.

#14 POLICE - Larry Thomason, Public Safety Director

#14-A) Danville Police Division Monthly Report from August 18, 2016 to September 22, 2016 was presented stating there were 4,117 calls for service by grid. Among those grids, the actual calls of service that could be classified as an offense were 4,008. There were 282 adults arrested and 44 juveniles detained and/or arrested. There were 90 actual reported offenses that were taken through the system.

#14-A) Items of Information

- Alderman Brown questioned if the change to the curfew time is ongoing and Director Thomason responded the curfew time change expired early after Labor Day and staff has been accessing the differences in the numbers, but officer observation as well as community members have seen a positive influence of the curfew time change particularly during the weekend hours in the City parks. Mayor Eisenhower stated there is some language in the curfew ordinance that can be clarified in a more outward way.
- Chairman Nichols requested an update on the purchase of police officer body cameras. Mayor Eisenhower responded Director Thomason has identified not only body cameras, but in car camera replacements in the capital equipment plan purchase cycle.
- Two probationary police officers have graduated from the State Academy on September 15th. One has been sent to the FTO program September 23rd. Two additional probationary police officers have been sent to the Academy on September 25th.
- Director Thomason voiced appreciation for the services from Arrow Ambulance Service due to them agreeing to arrive at Fire or Police scenes where they may or may not be needed.

#15.. PUBLIC TRANSPORTATION – Lisa Beith, Director

#15-A) Chairman Nichols presented resolution authorizing Execution and Amendment of Downstate Operating Assistance Grant Agreement, Contract #4723, State Grant # OP-17-14-IL with the State of Illinois in order to obtain grant assistance for Danville Mass Transit operations for FY 2017 under the provisions of the Illinois Downstate Public Transportation Act. Alderman Brown moved to dispense with the reading and asked for approval as recommended by Committee, seconded by Alderman Stone. Director Beith explained the agreement is done annually which allows Mayor Eisenhower to execute the downstate operating agreement. She also thanked Chairman Nichols for allowing her to bring the resolution to the Public Services Committee. There being no questions or discussion, the roll call vote being:

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

Nays: None

Absent: Alderman Foster

Motion carried 6 to 0 with 1 absent.

#15-B) Items of Information - None

#16 .. URBAN SERVICES – David Schnelle, Director

#16-A) Chairman Nichols presented an ordinance waiving the requirements of Section 30.07(A) of the Code and authorizing the Purchase of Real Property commonly known as 2209 East Main Street for the purposes of blight removal and future redevelopment for the East Main Street Project. Alderman Duncheon moved to

dispense with the reading and asked for approval, seconded by Alderman Stone. In the absence of Director Schnelle, Mayor Eisenhauer passed out a picture of the structure at 2209 E. Main Street which is located directly across from DACC (Danville Area Community College). The structure has been a multi-unit rental property in the past. Part of the East Main St. Corridor Study included acquiring and assembling properties adjacent to East Main Street so when discussions take place with developers there is property available that could be offered for economic development. The liens on the property are still being checked, but the property is a critical piece of property. Alderman Duncheon asked if the structure could be rehabbed or demolished and Mayor Eisenhauer responded the structure could be a demolition candidate due to the amount of money necessary to rehab it and the property is more suited for commercial and not residential. There being no further questions or discussion, the roll call vote being:

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

Nays: None

Absent: Alderman Foster

Motion carried 6 to 0 with 1 absent.

#16-B) Items of Information

Mayor Eisenhauer reminded everyone of the Electronics Recycling Collection event taking place at the Public Works facility on Saturday, October 1st from 8:00 a.m. to 11:00 a.m.

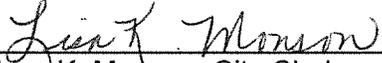
#17 CLOSED SESSION was not needed.

#18 COMMITTEE MEMBERS' COMMENTS

- Mayor Eisenhauer stated there will be discussion on the Proposed 2016 Tax Levy and Proposed 2017-2018 Budget next Tuesday, October 4th. A different approach will be taken on the budget which will include more Aldermanic input. Chairman Nichols feels it is important to quantify what the City is spending with the Aldermen as well as the public which will increase transparency.
- Alderman Duncheon announced the Vermilion Heights Neighborhood Association will host a potluck at Ellsworth Park on Saturday, October 1st at 12:00 p.m.

#19 ADJOURNMENT

There being no further business to discuss, the meeting was adjourned by Chairman Nichols at 6:58 p.m. following a motion by Alderman Brown and a second by Alderman McMahon.



Lisa K. Monson, City Clerk

Approved: 10/25/16

Posted Publicly: 10/26/16