

PUBLIC SERVICES COMMITTEE
MINUTES OF OCTOBER 25, 2016

#1 CALL TO ORDER

Chairman Nichols called the Public Services Committee meeting to order at 6:02 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 Dan Duncheon, Sharon McMahon and Tom Stone. Aldermen Brenda Brown and R.J. Davis were absent. A quorum was present.

Others Present were Mayor Scott Eisenhauer, Aldermen Sharon Pickering, Mike O'Kane, and Lloyd Randle, Assistant Corporation Counsel Bethany Nystrom, City Clerk Lisa Monson, City Comptroller Gayle Lewis, Corporation Counsel Dave Wesner, 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, 12 audience members and 3 news media.

#2 APPROVAL OF MINUTES

Chairman Nichols presented the Minutes of the regular meeting of September 27, 2016. Vice Chairman Foster 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. There being no changes, Alderman Stone moved for approval as presented, seconded by Vice Chairman Foster. On the voice vote, all ayes, no nays; the motion so ordered.

#4 AUDIENCE COMMENTS

- Cyril Ostiguy of Danville spoke regarding the unfunded liability of the Police Pension and Fire Pension Funds and stated there are only seven municipalities in the country that are fully funded with their pension liabilities with Illinois being one of the top five in the country not fully funded.
- Jan Ostiguy of Danville voiced concern of the financial trouble of the fire department and stated the Fire Division Sustainability Committee provided multiple studies that showed a community our size warranted 33 firemen and 3 fire stations would be more than adequate. She stated a new training tower is needed and when a new third station is built an adequate training tower can be built at the same time. She also stated the citizens need to understand the pension plan is the big elephant in the room and in order to make it work we all have to make concessions and options. Some of the other City divisions have already looked at making reductions as sometimes we only have eight or less officers on the street. Sincere, diligent discussions with public safety unions need to start because if compromises are not made, the City will not be financially sustainable.
- Kevin Parrish of Danville spoke regarding pawn licenses and stated if the City is worried about an increase in man hours with the addition of another pawn license, there is an alternative called "LeadsOnline" that will save hours of law enforcement manpower as he has used this service for 13 years. He asked if the Council would consider additional pawn licenses.
- Tom White of Danville and co-owner of Gold Rush Pawn Shop voiced concern of the "LeadsOnline" third party reporting service being the sole reporting service instead of current reporting process laid out by State and local laws. The pawn business is already a highly regulated industry and must report to several various agencies. The rate of forfeiture at his shop is lower than the national average and there is now a ten day hold instead of the previous two day hold that gives law enforcement more time to check out items before items are put out for sale. He has a problem with reporting confidential information to "LeadsOnline" especially since most customers are innocent and there is a huge cyber liability threat.



- Kent Dukes of Danville and owner of Downtown Diamond and Pawn voiced concern of an extensive amount of money that would have to be paid to a third party reporting service called "LeadsOnline", stated he has a good rapport with Police, and feels it is in everyone's best interest to leave things the way they are.
- Robert Drietberg of Danville voiced concern of a possible fire station closure.

#5 CHAIRMAN'S COMMENTS - None

#6 APPROVAL OF PAYROLLS

Chairman Nichols presented Payrolls for October 21, 2016 of \$73,326.49. 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, McMahon, Stone, Foster, Nichols

Nays: None

Absent: Alderman Brown, Davis

Motion carried 5 to 0 with 2 absent.

#7 APPROVAL OF VOUCHERS PAYABLE

Chairman Nichols presented Schedule of Vouchers Payable for regular run, of October 25, 2016 of \$357,447.68. Alderman Duncheon 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 McMahon, Stone, Foster, Duncheon, Nichols

Nays: None

Absent: Alderman Brown, Davis

Motion carried 5 to 0 with 2 absent.

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

#8-A) Chairman Nichols presented an ordinance enacting adopting Supplements (S-50 and S-51) to the City Code of Ordinances Alderman Stone moved to dispense with the reading and asked for approval, seconded by Vice Chairman Foster. Clerk Monson explained the ordinance is necessary as a formality to approve the most recent supplements to the Code of Ordinance book and website. There being no questions or further discussion, the roll call vote being:

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

Nays: None

Absent: Alderman Brown, Davis

Motion carried 5 to 0 with 2 absent.

#8-B) Items of Information - None

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

#9-A) Monthly Incident Report for September 24, 2016, through October 20, 2016, was presented, stating 179 total incidents were recorded and total estimated loss in fires was \$4,205.00. There were 8 fire incidents, of those, one was a structure fires. There were 112 rescue or EMS incidents which accounted for 62% of the service. Breaking that down, 73 were EMS calls, three were rescue calls, two were motor vehicle accident with injuries, one removal of victim(s) from stalled elevator, and there were 33 medical assists.

#10..HUMAN RELATIONS – Sandra Finch, Administrator

Administrator Finch reported that for the period of September 20, 2016, through October 17, 2016 the office handled 48 complaints, which consisted of 17 police complaints, 18 employment complaints, 3 City employee complaints, 5 housing complaints, and 5 public accommodation complaints.

#11..INFORMATION TECHNOLOGY – Agnel DSilva, Administrator

- Administrator DSilva reported the website has a new look, but it is still a work in progress and should be fully functional by the end of the week. There is a survey on the website that can be completed for website feedback.
- Staff has been working with the Police Division on the MDT's (Mobile Data Terminals).

#12.. LEGAL – Dave Wesner, Corporation Counsel

#12-A-1) Discussion on Amending Chapter 124 of City Code Pertaining to Pawnbrokers and Secondhand Dealers. Chairman Nichols asked Corporation Counsel Wesner whether LeadsOnline and adding additional pawn licenses were separate issues. Counsel Wesner responded the number obviously is immaterial to LeadsOnline, but because we are dealing with the ordinance itself and what you have in your packet is the entire ordinance in case other items will need to be amended and one portion of that is the reporting requirements placed on pawnbrokers. The other thing I will mention is individuals ability to take these things to other areas or sell them online um what I would point out is in our ordinance is we do regulate secondhand dealers and what that means is any business in town that takes in merchandise off of the street if they're not a pawnbroker they still have the same reporting requirements as pawnbrokers do so again I would think our officers monitor those places as well trying to prevent stolen merchandise from getting too far away before we corral it. We do address secondhand dealers. Nichols: ? LeadsOnline Is that something the City would require? Wesner: no, part of the reason that is here is the gentleman that is here who is requesting a license who would like to establish a pawnbroker business in town. His basis for doing that the more we have the more we have the more burden on the police dept to monitor this information so his perspective was if we move to LeadsOnline that takes his argument away so again Chairman Nichols stated the discussion is more about how many licenses we have and Corporation Counsel Wesner stated "yes". Mayor Eisenhower stated to follow up when Mr. Parrish and I met regarding whether the City had interest in expanding the number of pawnbrokers licenses that we have in the City I made it very clear that the way in which we came to a restricted number was based on the fact that our resources would be extended if in fact there were greater licenses issued and his resolution to that argument was the LeadsOnline. There is time and resources dedicated to that and if we start expanding and the appropriate communication to pawnbrokers we do license expand our resources Chairman Nichols questioned what are we doing with resources now, what kind of time and effort does law enforcement put into the pawnbroker businesses. Director Thomason stated currently the detectives go into the pawn shops as a rule, daily, as time permits, to do so and spend about 30 minutes or thereabouts. The detective takes the paperwork based on what the State Statutes require us to do, returns to the PSB, handed over to secretarial person to review, looking at weapons, typically those which we find are taken to communications center then entered into the Leads system which is the Illinois Law Enforcement Assistance Program . If we find a documented registered item that has been stolen then we contact the originating point of entry and we take the path forward. One element I would mention is it is critical for Police in order for Police to prosecute the case through the State's Attorney's office or through any other source that we have proper identification of the material in question. Just to simply say that a Phillips radio was taken is not sufficient and it is important to record serial numbers so items can be properly reported as stolen. Detectives have used the LeadsOnline in the past, when it was free, we used it for several years and not one case was solved by using LeadsOnline and now the cost comes to the Police to provide the cost to get started up with the State. He feels our systems are in place very well and probably the total time period for a detective from beginning to end for checking papers an hour to an hour and fifteen minutes on a daily basis. Chairman Nichols questioned if LeadsOnline is paid by the City and Thomason responded yes, they charge the Police agency. Counsel Wesner stated this individual is not the only person to come forward requesting a license so there will need to be consideration of enlarging the number by more than one license. Alderman Stone questioned is there equity in owning one of these licenses, is it transferrable and Mayor Eisenhower responded "no", license is granted to the individual. Counsel Wesner stated it is all about timing and depending upon who is first in line as individuals need to do their research before you step into something. Alderman Stone questioned if the amount of the license fee is disproportionate to amount of effort law enforcement puts into the business policing them and Counsel Wesner stated the license fee is \$50 so I would say "no". Mayor Eisenhower stated all of our licenses are extremely low compared to the expenditure of processing the applications that it takes in order to prepare the licenses. Alderman McMahon questioned how many pawnbroker licenses do we have and Mayor Eisenhower stated we have three because it one for every whole

or part of 15,000 and because we are at 33,000 we are allowed to have three licenses. Counsel Wesner stated all three are currently in operation. Alderman Pickering asked if the waiting list open to the public and Mayor Eisenhower responded "yes", it is a public document. Alderman Randle stated the clarity is this I inquired about LeadsOnline because Mr. Parrish was adamant about its cause and effect and every County around Indianapolis, Indiana utilizes LeadsOnline services. This information I got from the Illinois rep who is out of the Texas office so in trying to be thorough in my investigation as an Alderman I decided to contact him well I learned how efficient it was so I attempted to share but I think this is becoming a murky issue because he is really wanting to become a pawnbroker and now that we know we only limit to three based on population there is a chance of him not getting one and we also know there is a list and we don't know who on that list will fall off of that list when we contact them, but there is also a cloudy issue where he is on the list based upon some communication he got from the City so LeadsOnline is something I mentioned because it is something efficient in the counties in Indiana and I mentioned LeadsOnline is also used by businesses like Wal-mart. Vice Chairman Foster feels it is redundant to use this website when you have State regulations as well. Chairman Nichols questioned if there a desire from the Committee to look at increasing the number of licenses. He stated it is a tough question for him because he generally likes competition but in this case there is expense to the City so it is a little different than the normal business that comes in and opens up. Alderman Duncheon asked if there is a cost to the local owner to join LeadsOnline and Alderman Randle responded the cost to the City is based on the number of sworn police officers and there is a small cost to the local pawnbroker owners. Vice Chairman Foster asked for an opinion from the Administration. Mayor Eisenhower stated the only businesses where there is a limited number of licenses are businesses which require some type of more routine City resource interaction such as liquor establishments and pawnshops because of our work with that, outside of that we don't restrict a lot of licenses. If we are going to look at expanding licenses we will have to address additional work load. Chairman Nichols asked the Committee what they would like to do and Mayor Eisenhower stated what I would suggest Mr Chairman is that we will not pursue bringing back changes in the ordinance as it relates to the number of licenses at this time and if the Committee decides they would like to further review the opportunity we would be more than happy to bring it back at that time. Chairman Nichols asked if there was any objection from the Committee and there was none.

#12-A) Items of Information

Corporation Counsel Wesner stated he handed out drafts of two ordinances as follows 1) Amending Chapter 140 of the City Code Pertaining to Possession of Cannabis, Controlled Substance to add language "Hearing upon Seizure" and 2) Amending Chapter 136 Pertaining to Gambling Offenses to add language "Hearing upon Seizure". Counsel Wesner had previously asked Chairman Nichols if he could discuss the two ordinances this evening, then take directly to next Tuesday's City Council meeting. He stated the nature of the changes are the same for both of the ordinances and explained there is currently a process in place when we seize and impound a vehicle that are used in the commission of certain offenses which includes the owner of the vehicle coming in to the Legal office within a day for a probable cause hearing to determine whether the seizure and impoundment of their car was appropriate. That hearing is held, then depending upon the answer to that hearing there is another full evidential hearing held at a later date. These two ordinances allow for our officers to seize funds or things of value with regard to either drug offenses or gambling offenses so currently right now a citation will be issued to the individual from whom the money was seized so to get a citation I get a hearing date, but the hearing date might be a month away and so as I always want to do whether it is alderman, city staff, etc. even though a hearing date is assigned to them it is 30 days away this is actually similar to our seizure impoundment of motor vehicles and under that scenario you are taking someone's car away from them and we provide that opportunity for the owner to come in and request a very quick hearing to determine whether or not it was proper for that car to be seized. I felt that these ordinances needed to be amended to be consistent with that. These amendments would structure it where you would have the ability to request a hearing within a day of the seizure and the actual probable cause hearing would occur within two or three days. After all questions were addressed by Counsel Wesner, Chairman Nichols asked the Committee if there was any objection to take the two ordinances directly to Council for approval and the consensus from the Committee was to take directly to Council.

[Aldermen McMahon and Duncheon left the meeting at 7:15 p.m. before presentation of the next item.]

#13 POLICE - Larry Thomason, Public Safety Director

#13-A) Danville Police Division Monthly Report from September 23, 2016 to October 23, 2016 was presented stating there were 3,341 calls for service by grid. Among those grids, the actual calls of service that could be classified as an offense were 3,248. There were 226 adults arrested and 34 juveniles detained and/or arrested. There were 874 actual reported offenses that were taken through the system.

#13-A) Items of Information - None

#14 ..URBAN SERVICES – David Schnelle, Director

#14-A) Items of Information – No report

#15. FINANCE– Gayle Lewis, Comptroller

#15-A) ITEMS OF INFORMATION

#15-A-1) HUMAN RESOURCES MONTHLY REPORT – Bill Westphal, Human Resources Administrator
Administrator Westphal presented the Personnel Report as of October 25, 2016, stating 244 fulltime and 45 part-time/seasonal employees, with one new hire, one separation, and no transfers. Applications are being accepted for Accountant/Auditor, Engineer, Laborer, Mechanic, Finance Secretary/Accounts Clerk, and Extra Board Bus Drivers are on-going.

#15-A-2) RISK MANAGER MONTHLY REPORT – Kathy Courson, Risk Manager

September 2016 Statistics were presented stating Blue Cross/Blue Shield of Illinois and Health Alliance Insurance Premiums for employees totaled \$320,830.00, for retirees \$44,368.80, for COBRA Participants \$1,370.00, and for Library employees \$13,512.00; September claims for Worker's Compensation totaled seven, and there were three Liability claims submitted. The total cost of health premiums in September 2016 totaled \$380,081.80 and the total cost of health premiums for September 2015 totaled \$388,393.60.

#15-A-3) DISCUSSION OF 2016 TAX LEVY AND FISCAL YEAR 2017-2018 BUDGET

Mayor Eisenhower reported the 2015 comparables were received from the State as it relates to the funded ratio for pensions in the Police Pension the City of Danville is 316 out of 352 and in the Fire Pension the City of Danville is 274 out of 282. Mayor Eisenhower then gave a PowerPoint presentation on the Fire Division Reorganization proposal which focused on the number of calls for service, station location and coverage area, and reorganization of command structure. There were 60 Report 111 Calls for service (structure fires) in fiscal year 2015-2016 with an average response time of 4:03 minutes, average time on scene of 2:05 hours, and average number of personnel on scene at 14.73. Assuming every shift had only minimum manning of 13 multiplied by the 24 hours each worked per day multiplied by 365 days equals 113,880 man hours total and there are a total of 2,249:07 total man hours on a fire the percent of time spent fighting fires equals 1.97%. Fire personnel also do inspections, training, and respond to EMS service calls. Staffing is determined with fire fighting in mind, not other tasks or functions. The City is staffing the division for a task or function (fighting fires) they perform less than 2% of their time. Current minimum manning is 13 per shift; 1 Lieutenant and 2 Fire Fighters at each of the four stations and 1 Command Officer. With current staffing of 43 total Fire personnel, and the ability for at least three to be off per shift (and can be more) recall manning is significant portion of total overtime which reached \$700,569.00 last year. While adding to the overall staffing numbers (increasing from 43) will reduce the overtime, it also increases both the salary line and the pension obligation adding to present and future costs. The greatest savings to the City, short and long term, is to reduce minimum manning from 13 down to 10 now and allow for reduction in total number from 43 to 38. If a fire station is closed, you can still achieve the same staffing levels per station while also reducing your minimum manning (1 Lieutenant and 2 Fire Fighters at each of the three stations and 1 Command Officer for a total of 10 per shift). When there is an actual working fire, current contract calls for an automatic recall of four and with reduction in minimum manning to 10 we would increase the automatic recall to seven. The City will propose in the next contract discussion language reducing the number of members off at one time for vacation thereby reducing the opportunity for manning recall, other language changes to reduce expenses and to accommodate the status-quo of one Lieutenant and two Fire Fighters at each station and 1 Command Officer per shift while also reducing minimum manning to 10, you need to close one of the four stations. If Station 3 was closed we would still maintain the same four-minute response time from fire stations we have today. A recommendation to build infrastructure

through Winter Park to accommodate Public Safety travel to Holiday Hills would need to occur. Efficiency within the Fire Division can be gained by reorganizing personnel, especially the upper command structure to include Fire Chief, Assistant Chief, and Battalion Commanders. Benefits of reorganization include: return to Fire Chief focused solely on fire improvements in efficiency, allows for Police to reorganize to a single command structure, training done by Assistant Chief allowing for increase in fire suppression personnel, fire inspections now 40 hour week, efficiency in oversight, administration, planning, rules and regulations consistent, and chain of accountability. Alderman Randle asked when training is done and Mayor Eisenhower responded training is normally done while on duty, but there are exceptions such as when specialized training is needed. He also questioned the proposed road and Mayor Eisenhower stated the proposed road will be dedicated to Public Safety personnel only. Vice Chairman Foster stated a lot of fires occur in vacant houses and questioned fire prevention activities. Mayor Eisenhower responded the City has not been able to provide fire prevention programs for a number of years and would like to see community wide fire prevention programs in the future. Vice Chairman Foster also questioned the number of personnel on a scene. Mayor Eisenhower responded the average personnel on a scene is 15 to 16 personnel, but his philosophy has always been to call back anyone if needed during a working fire. Alderman Stone stated the ways we move forward are by innovation and efficiency and the plan presented this evening contains both of those and he feels this is a giant step forward. Alderman Pickering stated the presentation showed a 4:03 average time with four stations so we know if we cut down to three stations that has to change. Mayor Eisenhower responded we don't know that and assumptions can be made. He handed out a Report 111 call list and stated if you look at the call list you can look to see at what some of those response times were as they were based on where the personnel and equipment were at the time the call came in. Alderman Pickering stated a fire doubles every 60 seconds and Mayor Eisenhower responded NFPA standards suggests that a department should respond in 4 to 8 minutes. Alderman Pickering voiced concern of railroad tracks from other stations if Station 3 would be closed. Mayor Eisenhower responded we can go thru the entire city and talk about what may or may not exist within the city in regards or relation to where stations are located, but quite honestly the way we ended up with the four locations was based on where the city owned properties so while we move forward and we talk about how to be innovative and forward thinking by getting to three it also give us the ability to start looking at where those three should be located across the City. I believe very confidently when trying to put together a very cost efficient plan you have to weigh the odds versus every what if and in my opinion we can get everywhere with the city map with three stations just as we do today with four stations.

2016 Tax Levy Option #11

2016 Tax Levy Option #11 with suggestions submitted by Alderman Pickering was handed out which included Public Safety Fee Increase of \$2 per month, abate \$300,000 from General Fund, Implement Utility Tax (Gas and Electric), and Include .25 Home Rule Tax which would increase the property tax rate to \$2.1413 and would allow the increase of the Public Safety fee from a base of \$4 to \$6 and cutting \$300,000 in expenses from the General Fund to abate those dollars, there would be the .25 increase to sales tax which would not be available until July, 2017 and then it would implement an utility tax that would come in at 25% of the maximum on electric so that means instead of a base rate of .00160 it would instead be .00153 and that would work out to an average user about an additional \$2.80 per month. The gas would be 1% of the total amount which would generate \$268,418.13. Alderman Pickering stated she hated to see the commercial and industrial users having to pay so much in the utility tax so she thought this proposal would spread it out. After further discussion, Mayor Eisenhower stated there will be a chance for further review of the tax levy and budget next Tuesday.

#15-A-4) ADDITIONAL ITEMS OF INFORMATION

Comptroller Lewis reported the audit is still not complete and she has filed an extension with the State for a due date of December 26, 2016 which was needed due to GASB 68. The payroll still has not gone "live" on the new financial software.

#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 8:22 p.m. following a motion by Vice Chairman Foster and a second by Alderman Stone.



Lisa K. Monson, City Clerk

Approved: 11/22/16
Posted Publicly: 11/23/16