

PUBLIC SERVICES COMMITTEE
MINUTES OF NOVEMBER 24, 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.

Others Present were Mayor Scott Eisenhauer, Aldermen Mike O'Kane and Sherry Pickering, Assistant Corporation Counsel Bethany Nystrom, City Clerk Lisa Monson, City Comptroller Gayle Lewis, Corporation Counsel David Wesner, Human Relations Administrator Sandra Finch, Human Resources Administrator Bill Westphal, Information Technology Administrator Agnel DSilva, Public Safety Director Larry Thomason, Risk Manager Kathy Courson, 2 audience members and 2 news media.

#2 APPROVAL OF MINUTES

Chairman Nichols presented the Minutes of the regular meeting of October 27, 2015. Alderman Hoskins moved to dispense with the reading 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, 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 - None

#5 CHAIRMAN'S COMMENTS - None

#6 APPROVAL OF PAYROLLS

Chairman Nichols presented Payrolls for November 20, 2015 of \$69,676.08. Vice Chairman Foster moved to dispense with the readings and asked for approval, seconded by Alderman Brown. There being no questions, the roll call vote being:

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

Nays: None

Absent: Aldermen Davis

Motion carried 6 to 0 with 1 absent.

#7 APPROVAL OF VOUCHERS PAYABLE

Chairman Nichols presented Schedule of Vouchers Payable for regular run for November 24, 2015 of \$577,460.86. Alderman Stone moved to dispense with the readings and asked for approval, seconded by Alderman Hoskins. Staff addressed questions of various vouchers, as follows:

- Payment to Rush Truck Center is for Solid Waste truck parts;
- John Shepherd Plumbing payment is for winterization and spring start-up of plumbing and irrigation systems for Parks, Central Services, and Harrison Park Golf Course; and
- Payment for Yard Waste Site gate and fencing repairs is due to someone hitting the gate while City employees were at lunch.

There being no further questions, the roll call vote being:

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

Nays: None

Absent: Aldermen Davis

Motion carried 6 to 0 with 1 absent.

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

- The Annual FOIA Directory booklets have been completed and will be handed out at the December 1 City Council meeting.
- Semi-annual business license renewals due December 31 have been mailed.
- The Annual Meeting Schedule for Boards and Commissions is nearly complete.

#9 FIRE – Larry Thomason, Public Safety Director

#9-A) Chairman Nichols presented a resolution approving Agreement Renewal with Duke Energy for Hazardous Materials Response Team Services September 1, 2015 through August 31, 2016, in the amount of \$10,000.00. Alderman Hoskins moved to dispense with the reading and asked for approval, seconded by Alderman Brown. Director Thomason stated there are no changes to the agreement. Vice Chairman Foster asked if the City has had to respond to Duke Energy and Director Thomason responded “no”, but training is done in order for the fire fighters to become familiar with the building. Alderman Stone voiced concern of the costs to cover salaries and to send an engine to Duke Energy. He requested a breakdown report of the costs involved in training. There being no further discussion or questions, the roll call vote being:

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

Nays: Alderman Stone

Absent: Alderman Davis

Motion carried 5 to 1 with 1 absent.

#9-B) The Monthly Incident Report for October 27, 2015, through November 22, 2015, was presented, stating total incidents were 182, total estimated loss in fires was \$29,100.00. During this period there were 3 building fires, 3 cooking fires, 2 natural vegetation fires, and 1 outside rubbish, trash or waste fire, 54% of the calls related to Rescue & Emergency Medical Service Incidents.

#10 HUMAN RELATIONS – Sandra Finch, Administrator

- Administrator Finch presented the Status Report of Complaints for period October 20, 2015, through November 16, 2015, that stated the office handled 40 complaints, which consisted of a total of 19 Police, 17 Employment, and 4 Housing complaints.
- The deadline for the Martin Luther King Scholarship application is December 4, 2015.

#11 INFORMATION TECHNOLOGY – Agnel DSilva, Administrator

- Administrator DSilva reported the data conversion on the ERP (Enterprise Resource Planning) project is on schedule.
- Staff is working with AT&T on credits and is closer to receiving a final bill.
- Chairman Nichols asked for an update on the software for Public Works. Administrator DSilva stated staff is working on getting the Public Stuff software up and running.
- Vice Chairman asked if travel expenses had to be reimbursed for travel to Danville for New World employees and Comptroller Lewis stated “yes” and the travel was included in the package.

#12 LEGAL – Dave Wesner, Corporation Counsel

Corporation Counsel Wesner reported his office is working on some ordinance amendments that will be presented all at the same time within the next two months as some are interrelated. There are also a couple of other ordinances that might come on their own and the reason for that is twofold. One is regarding an ordinance entitled Public Nuisance Property which is an ongoing activity that results in potential violation of City or State law, where the property owner is contacted and we seek their assistance in taking care of the property. Within the last six months to a year the ACLU (American Civil Liberties Union) has gotten involved with municipalities who have these types of ordinances and challenged them in court based upon a couple of positions with respect to how they may impact the victims of crime and their ability to maintain their residence. He feels their concerns are understandable, but they are limited. He is working with one of the national organizations drafting a sample ordinance along with members of the ACLU and HUD. He feels the City's ordinance is good but having said that he believe it would be beneficial to modify it to prevent them coming to the City to be challenged. The second reason is the Supreme Court is addressing “signs” in general for more of a broad scope provision. The same organization is coming close to a sample ordinance. The other ordinances may be drafted in late winter or early spring. Corporation Counsel Wesner also reported the national

organization is offering continuing legal education on the computer for a flat fee for more than one attorney as he and the Assistant Corporation Counsel need somewhere between 25-30 hours every two years for reporting purposes so the computer training will more than cover that as potentially they could receive 40 hours of education online. He also belongs to a municipal prosecutors group who usually hold conferences in Chicago. He convinced them to do a downstate conference and has been asked to participate in planning the conference so there will still be one or two conferences that will require travel, but he would like to move to doing more computer based training.

#13 POLICE – Larry Thomason, Public Safety Director

- The Monthly Calls for Service Report for October 19, 2015, through November 19, 2015, was presented stating 3,537 total Calls for Service by Grid, with arrests of 251 adults and 46 juveniles. The largest category within the reportable offenses was Theft, Criminal Damage/Property, Disorderly Conduct, Tows/ID, Equipment, Insurance, Domestic Battery, Warrant/Arrests, Information followed by Battery. There were 400 Traffic Citations by Offense issued with the majority of those issued for uninsured motor vehicles and there were 969 actual reported offenses with activity that went to the States Attorney's office for referral.
- Vice Chairman Foster questioned an incident that occurred at South View Middle School which involved ten students and asked what will happen with the students. Director Thomason stated it depends upon review of the case with the States Attorney and reported some of the students may be released to their parents based upon their participation and others will be held under detainment at the Juvenile Detention Center until Juvenile court.

#14 URBAN SERVICES - David Schnelle, Director

#14-A) Chairman Nichols presented an resolution authorizing application to USEPA (United States Environmental Protection Agency) for Brownfields Assessment Grant Program, to apply for a \$400,000.00 grant to pursue the redevelopment and reuse of vacant and underutilized sites within the community, requiring no local matching funds. Alderman Stone moved to dispense with the reading and asked for approval, seconded by Alderman Hoskins. In the absence of Director Schnelle, Mayor Eisenhauer stated additional sites were identified to be approved for Phase I with no local match funds required. There being no further discussion or questions, the roll call vote being:

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

Nays: None

Absent: Alderman Davis

Motion carried 6 to 0 with 1 absent.

#14-B) Items of Information

- Mayor Eisenhauer announced the ribbon cutting ceremony for the South Griffin Street Bridge will take place Monday, November 30, 2016 at 9:00 a.m.
- Mayor Eisenhauer announced an open house will be held on December 9 from 4:00 p.m. to 6:00 p.m. at The Social for the University of Illinois students to present their riverfront concepts.

#15 FINANCE – Gayle Lewis, Comptroller

#15-A) Chairman Nichols presented an ordinance amending Chapter 117 Pertaining to Public Safety Fee, to increase the fee by \$2.00 per month per structure to \$4.00 per month per structure and delete the term "Pension" from the title of Chapter 117 and the heading of Section 117.01 to state "Public Safety Fee". Alderman Stone moved to dispense with the reading and asked for approval, seconded by Alderman Hoskins. Mayor Eisenhauer stated the monthly service rate base is going from \$2.00 to \$4.00 with an additional \$1.00 for every 5,000 aggregate square foot of rooftop footprint per property with a base cap is \$32.00. Alderman Stone asked if there will be a sunset clause on the fee and Mayor Eisenhauer stated there was a sunset clause placed on the ordinance that was passed two years ago and this ordinance does not include a sunset clause. Vice Chairman Foster questioned the name of the fee and Mayor Eisenhauer stated the name of the fee is Public Safety Fee and the revenue will go towards the total cost of providing Police and Fire service in the City. Alderman McMahan stated originally it was discussed to have a \$6.00 monthly fee and asked if the Administration feels the \$4.00 monthly fee is going to be substantial enough. Mayor Eisenhauer responded we



believe this amount allows the opportunity to put an additional amount towards the total cost including operational and pensions to pass the tax levy as it was proposed and to have a balanced budget. The reduction in health insurance costs from the projected costs allowed the reduction of the monthly base fee. Chairman Nichols stated one of the problems in government is we make things complicated and one of the things I think we owe the public is letting them know what things cost. He stated he will not be supporting the fee or the tax levy, but will support the budget. There being no further discussion or questions, the roll call vote being:

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

Nays: Alderman Nichols

Absent: Alderman Davis

Motion carried 5 to 1 with 1 absent.

#15-B-1) Human Resources Monthly Report – Bill Westphal, Human Resources Administrator

The Personnel Report was presented as of November 24, 2015, stating 243 fulltime and 23 part-time/seasonal employees, with no new hires, no separations, and one transfer. Applications are being accepted for Accountant/Auditor, Superintendent of Streets & Sewers, Engineer, Electrical & Zoning Inspector, and Extra Board Bus Drivers are on-going. Administrator Westphal reported the eligibility list has been established for the Probationary Police Officers and Probationary Firefighters and will be available December 1 after approval by the Board of Police and Fire Commissioners. There are 39 individuals on the Police list with 29 on the Firefighter list. Police sergeant written exams are in the process of being completed which will be followed by oral interviews. The testing cycle for Assistant Chiefs, Captains, and Lieutenants in the Fire Division will take place in January.

#15-B-2) Risk Management Monthly Report – Kathy Courson, Risk Manager

October 2015 Statistics were presented stating Health Alliance Insurance Premiums for employees totaled \$336,057.00, for retirees \$40,852.60, and for Library employees \$11,334.00; October claims for Worker's Compensation totaled two and there were two Liability claims submitted. Manager Courson reported she attended 26 meetings the past week with City health insurance participants and stated there is a lot more to do to process applications. Alderman Hoskins commended Manager Courson for a good job in keeping worker's compensation claims down. Alderman Foster asked if video could be put on the gate and Mayor Eisenhower responded the concern is where to store the hard drive for the camera in order to maintain video and what type of range for Wi-Fi connection back to the Public Works building. Various options are being looked into regarding upgrading technology at the Parks facilities and in the Police vehicles, such as a wireless mesh around the City.

#15-B-3) Discussion of Proposed Fiscal Year 2016-2017 Budget and 2015 Tax Levy

Mayor Eisenhower stated there is nothing new to present and thanked the Committee for their support of the Public Safety Fee. There is no increase to the EAV and the Tax Levy has the same projected rate that we had a year ago. The public hearing will be held December 1 with the Tax Levy and Budget on public display until December 15 when both will be placed on the Council agenda for approval. Alderman Hoskins stated he received one phone call from a citizen who feels the Public Safety Fee should only be increased to \$3.00 and also feels intern positions should be cut. He has reviewed the budget and does not see where other cuts can be made without cutting people.

#15-B-4) Additional Items of Information

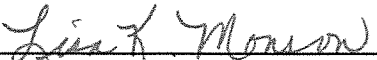
- Comptroller Lewis commended Director Schnelle, GIS Coordinator Adam Aull, and Engineer Mitch Lankford who assisted in converting information for the financial software. She stated there is training every week until April then there is two weeks of training in April then go back to one again in May and June.
- Final GASB 67 & 68 figures have been received from the actuary and the information has been given to the auditors. The audit should be completed in January.

#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 6:50 p.m. following a motion by Alderman Hoskins and a second by Alderman Brown.



Lisa K. Monson, City Clerk

Approved: 01/26/16
Posted Publicly: 01/27/16