

VILLAGE OF ITASCA COMMITTEE OF THE WHOLE MEETING MINUTES

February 21, 2017 – Immediately Following Village Board Meeting

- Call to Order:** Mayor Jeff Pruyn called the meeting to order at 7:31PM.
- Roll Call:** Present: Trustees – Marty Hower, Jeff Aiani, Frank Madaras, Mike Latoria, Ellen Leahy, Lucy Santorsola; Village Clerk – Melody Craven.
- Also present: Village Administrator – Evan Teich; Director of Police – Robert O'Connor; Director of Public Works – Ross Hitchcock; Community Development Director – Nancy Hill; Finance Director – Julie Ciesla; Human Resources Manager – Ioana Ardelean; Deputy Village Clerk – Jake Lawrence; Village Attorney – Chuck Hervas; Village Engineering Consultant – Mark Wesolowski.
- Absent: None.
- Pledge of Allegiance:** Recited at the preceding Village Board Meeting.
- Audience Participation:** None.
- Minutes:** Mayor Pruyn presented the Committee of the Whole Meeting minutes of February 7, 2017. Hearing no objections, Trustee Santorsola made a motion to approve; Trustee Aiani seconded. Motion carried by a unanimous voice vote.
(Committee of the Whole Minutes of February 7, 2017)
- President's Comments:** Mayor Pruyn reported he attended an O'Hare Noise Compatibility Commission (ONCC) "Fly Quiet" subcommittee recently that informed the group on the results of the initial runway rotation plan.
(ONCC regarding the Fly Quiet Subcommittee)
- (Call for Executive Session) Mayor Pruyn asked for an executive session following the Committee of the Whole meeting to discuss land acquisition and probable and imminent litigation. Hearing no objections, Trustee Madaras made the motion to go into the aforementioned executive session at the end of the meeting; Trustee Santorsola seconded the motion. Motion carried by a unanimous voice vote.
- Community Development Committee:** Trustee Latoria discussion and possible action concerning Advertising on Innova EV / Dash on Demand Vehicles. Ms. Nancy Hill explained the idea would be to pay \$1,000 per month to "wrap" one of the Innova EV cars with advertisements of the Village's five hotels. The cost would come out of the Hotel Tax funds which have been budgeted. Mayor Pruyn noted it is a good way to transport people from the train station to their place of employment in Itasca. Ms. Hill also noted Innova EV is looking to hire local people to drive the cars. Hearing no objections, Trustee Latoria made a motion to approve the expenditure; Trustee Madaras seconded the

motion. Motion carried by a unanimous voice vote.

(METRA Signage)

Trustee Santorsola asked if signs could be posted warning and informing people regarding the severity of the fine that would be imposed if individuals cross the tracks when the gates are down. Director of Police Robert O'Connor stated he would contact METRA regarding the installation of signage.

Administration Committee:

Trustee Santorsola, Chairperson
(Withdrawal from NIHII and
Membership in NWHIP IPBC
Sub-Pool)

Trustee Santorsola presented discussion and possible action concerning Withdrawal from NIHII and membership in NWHIP IPBC sub-pool.

Human Resources Manager Ioana Ardelean explained the Village joined the Intergovernmental Personnel Benefits Cooperative (IPBC) in July 1, 2016. Due to geographical location, the Village was placed in the Northern Illinois Health Insurance Initiative (NIHII) sub-pool.

Mrs. Ardelean reported at the NIHII Board meeting on January 18, the NIHII Board unanimously voted to split the NIHII subpool effective July 1, 2017 based on the attached North/South split. The new Northwest Health Insurance Pool (NWHIP) will have 15 entities and over 1,000 lives from inception.

Mrs. Ardelean continued to explain that staff supports continued participation in IPBC and the new sub-pool we have been placed in, as we expect to be able to incur significant cost savings compared to prior to joining IPBC. For comparison purposes, IPBC estimates the renewal rate for 2017-2018 for PPO to increase by 3.0-3.5%, while our renewal for the years 2015-2016 prior to joining IBPC was 8.2%.

Hearing no objections, Trustee Santorsola made a motion recommend approval concerning withdrawing from the NIHII sub-pool and joining the NWHIP IPBC sub-pool; Trustee Latoria seconded the motion. Motion carried by a unanimous voice vote.

Environment Committee:

Trustee Leahy, Chairperson
(LAC Meeting)

Trustee Leahy reported that the Tollway LAC Meeting is next Monday, February 27 at 6:30 pm in Bensenville.

(Green Day 2017)

Trustee Leahy reported that the Village would be hosting a Green Day recycling event on Saturday, May 6, 2017.

Finance Committee:

Trustee Hower, Chairperson
(Republic Service's 5-Year
Pricing Proposal)

Trustee Hower initiated discussion and possible action concerning Republic Service's 5-Year Pricing Proposal. Deputy Village Clerk Jake Lawrence explained that after a series of negotiations, the contract that was set to expire in June 2017 received an update in favor to the Village. These updates included a \$6.20 decrease in the single family per month rate, dropping from \$24.72 per month to \$18.52 per month. All brush charges will be eliminated saving the Village \$36,000 per year. The updated contract also included July 4th and Green Day

sponsorship in the form of credits. In total, the new contract would save the Village \$1,288,912 by the end of the fifth year.

Mr. Jake Lawrence and Mr. Evan Teich recommended accepting Republic Service's proposal. Mr. Teich gave kudos to Jake Lawrence and Julie Ciesla for their efforts in negotiating the proposal. Mayor Pruyn thanked Village staff for their efforts.

The consensus of the Board was to go forward with drafting of the contract.

(New Part-Time Position in the Finance Department)

Trustee Hower presented discussion and possible action concerning a New Part-Time Position in the Finance Department.

Ms. Julie Ciesla explained the Village would save roughly \$13,000 by hiring a part-time accountant versus continuing with a contracted accountant. The budget for the contracted accountant estimates an "average" of 55 hours per month at \$87.00 per hour. Based on the current salary analysis performed by the Human Resources Manager, a part-time accountant paid at the 25th percentile of \$28.50 an hour would double the number of hours to 1300 hours a year, which are twice as many hours as the Village currently budgets. A 1300 hour part-time employee would be eligible for IMRF but no other benefits such as health, dental, vacation or sick time.

Ms. Ciesla stated she would like to advertise in the very near future. Part of the interview, she explained, would be to administer an accounting test to identify skill level.

In addition, Ms. Ciesla noted Mr. Fates has been notified that the Village was considering terminating his contract as of April 30, 2017.

Mayor Pruyn would like to have the full budget in front of the Board before a decision is made. Ms. Ciesla stated that this position is needed regardless of the budget. Trustee Aiani stated he is not in favor of hiring any additional full-time; he is only in favor of hiring part-time employees.

Ms. Julie Ciesla stated that if McBeath, Fates & Ivers contract is discontinued as of April 30, 2017 and the part-time position is not filled, she would spend the entire summer doing accounting work and nothing else would get done. Trustee Hower agreed with Trustee Aiani that the search for this part-time position should be started now. Trustee Madaras stated that he was in favor of bringing the accounting in-house.

Mr. Evan Teich stated that if there are cuts to be made in the budget, they would either be contracting, personnel, purchases, etc. Staff is well aware of the board's desire to have a balanced budget.

Trustee Latoria agreed with Mayor Pruyn.

Trustee Leahy stated she would rather pay ~\$30.00 per hour versus \$87.00 per hour. She thinks that a compromise might be able to be made by hiring a part-time person for “less” than 1,400 hours. She further stated that she never has any intention of turning this part-time position into a full-time position.

Trustee Hower stated that, in the interest of time, the search could be started without any obligation to hire.

Mayor Pruyn stated he was not comfortable with making this decision before ever seeing any of the budget numbers.

There was consensus of the Board for Ms. Ciesla, Finance Director, to move forward and advertise for the part-time accounting position.

Public Safety Committee:
Trustee Madaras, Chairperson

Trustee Madaras had no report.

Public Works/Infrastructure Committee:
Trustee Aiani, Chairperson
(Ardmore Tank Painting Project)

Trustee Aiani presented discussion and possible action concerning a Task Order from Robinson Engineering regarding Design Engineering for the Ardmore Tank Painting Project. Trustee Aiani stated this was a budgeted item for Robinson Engineering to oversee the project. Hearing no objections, Trustee Aiani made a motion recommending approval of the Task Order as stated; Trustee Leahy seconded the motion. Motion carried by a unanimous voice vote.

(2016 Sanitary Sewer Manhole Rehabilitation Project)

Trustee Aiani presented discussion and possible action concerning the Recommendation to Award Culy Contracting, Inc. for the 2016 Sanitary Sewer Manhole Rehabilitation Project. Trustee Aiani initiated discussion concerning the recommendation of the award of the bid to Culy Contracting, Inc. for the 2016 Sanitary Sewer Manhole Rehabilitation Project. There were four (4) bids. Hearing no objections, Trustee Aiani made a motion recommending awarding the contract to Culy Contracting, Inc. as stated; Trustee Madaras seconded the motion. Motion carried by a unanimous voice vote.

Department Heads:

Director of Police Robert O’Connor thanked everyone who volunteered at the Chicago Auto Show. Mr. O’Connor reported there is a new medication drop-off box in front of the Police Department. He also noted there will be a Special Olympics fundraiser at Buona Beef in Itasca on March 14th. In addition, he noted a new Police Department intern started recently.

Mr. O’Connor also reported the Citizens Police Academy will start on Wednesday, March 1st, 2017. It is an 8-week curriculum.

Community Development Nancy Hill reported the U.S. Census Bureau is getting ready to do a census in 2020. She also

provided further information on a Great O'Hare Association upcoming event. Ms. Hill also noted the Itasca Country Club is moving forward with preliminary plans for a building in their parking lot. They are seeking feedback from the Plan Commission, but it has been postponed indefinitely. In regards to the Two Pierce building, Ms. Hill met with the owner, Piedmont. She reported Gallagher has a lease for another year even though they are vacating the building. The signage will remain. Gallagher has limited showing of tenant spaces. Piedmont expects do significant renovations in the range of \$7-8 million for the building.

Mark Wesolowski of Robinson Engineering reported that Hamilton Lakes Drive will be closed from 7:00 am to 3:00 pm on Saturday, February 25th while beams are being set.

Public Works Director, Ross Hitchcock, reported that if any of the Board members cannot make the Green Day event, they are welcome to bring their items to Public Works and they will get them over to Green Day.

Finance Director, Julie Ciesla, reported that she and Evan have been working on the budget. Proposed budget meeting schedules will be emailed soon.

Village Administrator, Evan Teich, reported he attended a meeting with ComEd and they will not file with the ICC (in regards to the high power lines project) before September. ComEd will also give 6 months' worth of notice before filing; the earliest date would likely be March 2018. ComEd's primary alternative is still above-ground poles on the south side of Thorndale.

Village Clerk, Melody Craven, had no report.

Village Attorney, Charles Hervas, had no report.

- Recess:** Mayor Pruyn called for a recess at 9:19 pm before going into Executive Session to discuss land acquisition and probable and imminent litigation.
- Executive Session:** Mayor Pruyn called the Executive Session to order at 9:20PM.
- Reconvene:** Mayor Pruyn reconvened the Committee of the Whole meeting at 10:06PM
- Adjournment:** Trustee Madaras made a motion to adjourn the Committee of the Whole Meeting at 10:07PM; Trustee Latoria seconded the motion. Motion carried by a unanimous voice vote.

Minutes by: Melody Craven, Village Clerk