



## City Council

City Council Chambers ♦ 524 West Stephenson Street, 3rd Floor ♦ Freeport, IL 61032

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### MINUTES

### SPECIAL MEETING

TUESDAY, MAY 31, 2016 AT 5:30 P.M.

#### **CALL TO ORDER**

The special meeting of the Freeport, Illinois, City Council was called to order in council chambers by Mayor James L. Gitz with a quorum being present at 5:30 p.m. on Tuesday, May 31, 2016.

#### **ROLL CALL**

Present on roll call: Mayor Gitz and council members Tom Klemm, Peter McClanathan, Art Ross, Jodi Miller, Patrick Busker, Sally Brashaw, Michael Koester and Andrew Chesney (8).

Also present was Michael Phillips, Esq. as Interim Corporation Counsel.

#### **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Alderperson Koester.

#### **APPROVAL OF AGENDA**

Alderperson Koester moved for approval of the agenda, seconded by Alderperson McClanathan. Motion prevailed by voice vote without dissent.

#### **PUBLIC COMMENTS – AGENDA ITEMS**

Pastor Patricia Albrighton read from Psalm 3 and said a prayer for council and administration.

There was no one signed on the sheet this evening for public comments on agenda item.

#### **[RESOLUTION #R-2016-32:](#)**

**Resolution To Approve An Application To The U.S. Department Of Justice Community Oriented Policing Services For A Community Oriented Policing Development Grant**

**WHEREAS**, the Department of Justice (hereinafter referred to as “DOJ”) is accepting applications for a Community Oriented Policing Development open topic micro-grant; and

**WHEREAS**, the City of Freeport intends to apply for \$100,000 under this grant to build a city-wide community oriented policing strategy plan that incorporates all of the police department’s current initiatives, researches new initiatives, creates benchmarks for tracking purposes, creates targeted program related crime reduction goals, provides education for officers and dispatchers, builds capacity to host community education at the current community oriented policing house in the third ward and aligns Freeport’s initiatives with the President’s 21<sup>st</sup> Century Policing recommendations and guidelines; and

**WHEREAS**, the only out-of-pocket costs for the City to participate in this grant project would be for fuel for officers to attend training and for staff commitment to administer an award; and

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**WHEREAS**, it is expected this program will bring the planning and efforts of several local agencies together into one plan and strengthen the relationship between the City of Freeport Police and the community;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FREEPORT, ILLINOIS**

**Section 1.** That an application be made in the amount of \$100,000 to the United States Department of Justice Community Oriented Policing Services for a Community Oriented Policing Development financial assistance grant, for the purpose of building a comprehensive Community Oriented Policing Strategy to assist the police department identify the success of their individual initiatives and to research and expand on those initiatives.

**Section 2.** That while participating in this research and development program, the City of Freeport will, as its sole grant match, authorize fuel expenses for travel to training sites and staff commitment to research and analyze past response data and past initiative outcomes or provide such information to a consultant to create new success benchmarks and goals and align the current initiatives with the President's 21<sup>st</sup> Century Policing Guidelines.

**Section 3.** That the Mayor of the City of Freeport is hereby authorized and directed to execute and file on behalf of the City of Freeport a United States Department of Justice Community Oriented Policing Development Micro-Grant and amend such Agreement, if necessary.

**Section 4.** That the Mayor of the City of Freeport is hereby authorized to provide such information and to file such documents as may be required to perform the Agreement and to receive the grant for fiscal year 2017.

Chief Barkalow presented the resolution and explained that if the department is granted this planning grant they would take and plug in community initiatives such as the Conversations over Pizza, Neighborhood Watch Meetings and the Bigs in Blue. He explained that these programs will be incorporated into one policy strategy in an effort to facilitate education with the public.

Grants Coordinator Nick Jupin provided an overview of the grant and stated that they will apply for a \$100,000 grant from the United States Department of Justice Community Oriented Policing Services for a Community Oriented Policing Development financial assistance grant. He explained the purpose is to assist the police department identify the success of their individual initiatives and to research and expand on those initiatives. He stated there is no grant match required of the City of Freeport. They will use the grant for research and development, education and technology.

Aldersperson McClanathan asked how this grant will assist with the COP base. Chief Barkalow explained it will assist to tie in more and may look to expand the program for further participation in the community. He would like to assist the community with technology and GED training because not all of it can be done in the Boys and Girls Club.

Aldersperson Koester moved for adoption of Resolution R-2016-32 as presented, seconded by Aldersperson Chesney. Motion prevailed by a roll call vote of;

Yeas: Klemm, McClanathan, Ross, Miller, Busker, Brashaw, Koester and Chesney (8)

Nays: none

Resolution R-2016-32 was adopted.

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**FY 2016-2017 BUDGET DISCUSSION**

Provided in the council packet was the Council General Fund Spending Plan FY 2017 and the Council All Other Funds Spending Plan FY 2017 documents dated May 20, 2016. It was noted on the agenda that it is the administration's intent to have Appropriation Ordinance Fiscal Year 2016-2017 on first reading at the June 6, 2016 council meeting and second reading on June 20, 2016. The public hearing for the Appropriation Ordinance Fiscal Year 2016-2017 will be scheduled for June 20, 2016 with notice published accordingly.

Mayor Gitz stated the council members and department heads will move to the large conference table in council chambers for an informal discussion of the budget. The meeting will be adjourned from that area to end the meeting.

Council was provided refreshments and the meeting continued with a review of the Fiscal Year 2016-2017 budget began with a review of questions and answer from the May 16, 2016 council meeting.

Freeport Public Library Director Carole Dickerson provided an overview of her budget. She provided the following worksheet:

*The Library Board of Trustees reviewed and approved the library's FY 2017 Spending Plan on May 25, 2016. Please note the following changes in the spending plan as of 5/20/2016 that was published on the website and the plan as of 5/29/2016:*

	5/20/2016	5/29/2016
<b>13-00-5.1 Personnel Services Total</b>	<b>\$476,491.58</b>	<b>\$503,213.70</b>
<i>(The difference is +\$26,722.12 with a contingency of \$12,000.)</i>		
<b>13-00-5.3 Personnel Benefits Total</b>	<b>\$203,081.77</b>	<b>\$218,405.33</b>
<i>(+\$15,323.56)</i>		
<b>13-00-5.6 Contractual Services Total</b>	<b>\$222,100</b>	<b>\$207,750</b>
<i>(-\$14,350 with a contingency of \$20,000)</i>		
<b>13-00-6.1 Commodities Total</b>	<b>\$181,750</b>	<b>\$156,300</b>
<i>(-\$25,450)</i>		

Council members were provided the opportunity to ask questions of Director Dickerson and agreed with the above stated changes. Director Dickerson noted she and the board will be looking at cost saving measures such as adjusting hours and the days the library is closed due to holidays.

Mayor Gitz reviewed the questions from the last meeting and noted fireworks were placed into the budget in the amount of \$5,000 in the spending plan and \$15,000 was placed in contingency. He noted the City Clerk receives no longevity that her salary is as an elected official and determined by ordinance.

Mayor Gitz explained how the PEHP is calculated and that for the police the maximum out is 1440 sick hours (looking to go back to 1340) and it would take 7-8 years to earn that without using any sick days. He stated the amount per employee varies because PEHP is essentially an incentive program that rewards employees for reporting to work and not utilizing unused sick days as a form of vacation. The amount of PEHP benefits accrued

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will depend on longevity, the contract, and the amount of sick time used. PEHP accruals are applied against healthcare premiums once an employee retires.

Chief Miller provided a written memorandum that explained the Fire Department budget for FY 2016-2017 reflects a continued understanding of the uncertain economic environment faced by many municipalities, including the City of Freeport. The FY17 Fire Department budget holds expenses to a maintenance level with an overall increase of only .47% after mandated pension amounts are excluded. In addition, the Fire Department currently operates with a staffing level of 45 fire suppression personnel (15 per shift) and 3 administrative staff. In 2010, the department reduced its staffing by 3 firefighters and 1 deputy chief. Chief Miller explained the current staffing levels are crucial in maintaining service.

Mayor Gitz explained the original spending plan as presented on May 16th allocated funds for two retirements. When it was proposed to flip the Fire Improvement Fund from 40-60 to 60-40 in terms of contributions to the general fund, two new entry level hires were added back in.

Discussion was held on drafting an ordinance showing a change in split of funds coming from the Fire Capital Improvement fund (40-60 to 60-40) and, if it was to change, then it would need to contain a sunset after two years.

Aldersperson Miller requested to see costs of hiring an entry level firefighter.

Aldersperson Koester requested to see the obligations placed into the Fire Capital Improvement Fund that are already in the budget. It was discussed that the entry level salary of a firefighter is \$41,000. Also noted that the cost of benefits for two employees would be \$130,000 as estimated by Mr. Mrugala.

It was confirmed that the budget documents provided to the council last week were absent two firefighters.

Discussion was held on the one-time payment of \$300,000 to pay the IMRF in order to save \$30,000 per year in interest payments.

It was requested to have the administration draft an ordinance showing a split changing the Fire Capital Improvement Fund from a 40-60 split to a 60-40 split and having that for a two year period and place one firefighter back into the budget.

It was requested to provide to the council a list of the \$139,5000 in other technical services. Mayor Gitz explained that he asked to have placed in that line item an amount of \$30,000 for moving expenses, \$97,000 for union arbitration expenses in contingency. It was noted there was \$12,000 placed in there and Mr. Mrugala will need to provide the list to council.

The Fire Department adjusted its apparatus replacement schedule and deferred the purchase of a replacement ambulance. This purchase is charged to the Fire Capital Improvement Fund (32). For FY 17, items for consideration from fund 32 are the replacement of the Battalion Chief's vehicle (\$49,000), refurbish Engine 3 (\$30,000). Chief Miller provided information on the Battalion Chief's vehicle and upon request, stated he has found a viable solution which would cost \$36,000 instead of \$49,000. He noted other than this vehicle his fleet is in pretty good shape. It was discussed that the concrete work at Station 2 would be material only because the firefighters will to the majority of the work with the Public Works department helping to pull out the slab.

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Aldersperson McClanathan requested to have an accounting of the Fund 31 five year plan and the projected income.

Discussion was held on the line item for software for the Finance Department and a new server for the City of Freeport. Mr. Mrugala explained that he placed in the budget \$75,000 for the software and \$25,000 for a new server. Council request information on the different between the Locis financial system and what a Civic system could do in interfacing with the Water and Sewer receivables.

Mayor Gitz agreed to place one firefighter back into the budget and request Interim Special Counsel Phillips to draft an ordinance amending the Fire Capital Improvement fund from 40-60 split to a 60-40 split and have that ready for the next council meeting.

Aldersperson Koester provided information on the Airport Open house on June 12 and will provided the information for posting.

Mayor Gitz welcomed Guary Bernadelle and noted his appointment will be on the council agenda on Monday.

**PUBLIC COMMENTS – AGENDA OR NON-AGENDA ITEMS**

There were no public comments on non-agenda items.

Upon a motion duly made and seconded, the meeting was adjourned at 9:35 PM.

*s/ Meg Zuravel*

Meg Zuravel  
City Clerk