

MINUTES OF A PUBLIC HEARING OF THE GURNEE VILLAGE BOARD IN
REFERENCE TO THE PROPOSED BUDGET FOR FISCAL YEAR 2005-2006
GURNEE VILLAGE HALL
MARCH 14, 2005

The Public Hearing was called to order at 6:30 p.m. by Mayor Rudny.

Roll Call, Present: Kovarik, Balmes, Damijonaitis, Thoma, Chamberlain, Wasser
Absent: None

Other officials present: James T. Hayner, Village Administrator
Chris Velkover, Information Systems Director
Tina Smigielski, Finance Director
Dudley Onderdonk, Community Development Director
David Ziegler, Village Engineer
David DePino, Civil Engineer
Gary Gramhofer, Director of Public Works
Terry Williams, Public Works Superintendent
Rob Denis, Utility Superintendent
Robert Jones, Police Chief
Terri Kincaid, Deputy Chief
Jay Patrick, Police Commander
Kevin Woodside, Deputy Chief
Fred Friedl, Fire Chief
Joe Hubbard, Administrative Officer
Patrick Muetz, Management Analyst/PIO

The meeting was called to order and Mayor Rudny led the Pledge of Allegiance.

Mayor Rudny explained that this meeting was to review the individual department budgets. He then turned the meeting over to James Hayner, Village Administrator.

The Village Administrator announced the purpose of this Public Hearing is to consider the proposed budget for fiscal year 2005-2006. He stated that we will hear all the General Fund Operating Department Budgets.

The Village Administrator stated we will begin with the Fire & Rescue, and then proceed with the Police & Communication, followed by Public Works & Utility Operations. Finally, the budgets for Community Development, Administration, Information Systems and some miscellaneous items will comprise the budget breakdown for Village Hall.

The Village Administrator then introduced Fire Chief Fred Friedl and Fire Captain Joe Hubbard to review the Fire Department's budget.

Chief Fred Friedl thanked the Village Board for the opportunity to review the 2005-06 Fire Department budget. Chief Friedl began with a slide presentation that showed an increase in emergency call responses since 1984. Last year, Gurnee received 5,125 emergency calls, which placed the Village second in Lake County for the total amount of response calls.

The Chief Friedl stated overall, the budget was up four (4) percent. He illustrated the increase with some budget comparisons. He stated that salaries & wages were up three (3) percent due to costs of living and step increases, along with longevity pay. He went on to explain the some staffing changes, such as a part-time secretary position that was eliminated, the open Deputy Fire Chief position, volunteer Fire Chaplains and two (2) on-call paid positions that is now one (1) on-call paid position. There was a six (6) percent increase in Employee Benefits due to increases in medical and dental insurances along with pension increases.

Personnel Expenditures was up eleven (11) percent due to employee testing utilized in the promotion process; and, the Professional Services three (3) percent increase was reflective of the Metro Paramedic contract which covers manpower and ambulances.

In reviewing the Capital Project Program, Chief Friedl stated that the department is looking to update and/or replace equipment and apparatus. This has not been done since 1998 and if it can not be done this year, this fund may need to be increased in the future in order to achieve this goal. Chief Friedl detailed a FEMA Grant that would match the \$10,000.00 additional funds requested in Public Education. This Federal grant would fund the "S.A.F.E.R." Program that would enable the Fire Department to disseminate smoke detectors, batteries and basic safety information to three (3) targeted areas: Grandwood Park, Wildwood and Park City. There have been five (5) major fires over the past year in Park City and this grant would allow staff to go door-to-door providing residents with information and smoke detectors, if necessary.

Chief Friedl continued, stating there would be a forty-two (42) percent increase in Capital Expenditures resulting from the replacement of an eleven (11) year old vehicle, repairs to the floor in Fire Station #2 and replacement of protective gear such as new breathing apparatus. A discussion ensued, with the Village Board asking Chief Friedl various questions regarding the Capital Project Program.

Chief Friedl then spoke a little bit about the Foreign Fire Insurance Board stating that their funding request was up by \$30,000.00. The Village Administrator stated he would provide the Village Board with a list of the proposed items the Foreign Fire Insurance Board would like to purchase over the next year.

Trustee Chamberlain asked about the Metro Paramedic contract. He wanted to know where the Village stood in regard to reducing the number of paramedics with full-time Village firefighters.

The Village Administrator stated that Mr. Clark of Metro Paramedics has been out of town, but that Chief Friedl will get in touch with him this week to set up an appointment.

Police Chief Robert Jones then gave his presentation on the proposed Police Department budget. He stated that at present the Police Department is under budget for salaries/wages. That is due to some staff vacancies on the force. A recently created Civil Service list will address a current vacancy. In addition, this budget is proposing an increase of four (4) newly sworn officers. He stated the need for the additional personnel was due to increased police calls and extra details caused by Village growth and traffic.

Chief Jones then reviewed the organizational chart for the Police Department, which included Capital Expenditures and the Emergency Medical Dispatch Team. He outlined various items such as vehicles, PSSI Records, digital cameras, portable truck scales and communications. A discussion about the truck scales ensued. It was pointed out that in time they could pay for themselves, which prompted Trustee Wasser to inquire if such off-setting benefits could be incorporated into the budget as justification for some of these expenditures. Tina Smigielski, Finance Director, stated she didn't want to be overly optimistic and work the potential financial benefits into the budget. Chief Jones cautioned, too, that these scales and other requested equipment are meant to be used as deterrents, not as potential financial incentives. Truck stops involve a lot of manpower and time which would mitigate the financial gain.

The next budget to be reviewed is that of Public Works and Gary Gramhofer, Director of Public Works, began with a review of the department's organizational chart. He then went on to detail a number of the projects completed by Public Works during the past year. Discussion continued with the outlining of some goals set by the Public Works Department, one of which is to move the Field System and printer over to the new facility from the old building.

The Public Works Director then reviewed various aspects of the budget stating that overall the Public Works budget is up by two (2) percent. Salaries were up only slightly at one (1) percent and there was a reduction in the Health Insurance Benefits.

These two items were due in part to the Union Local 150 coming in and the elimination of the part-time secretary position. But, the Public Works Director foresees the possibility of one (1) new position that may need to be created due to new construction and development in Gurnee.

As the discussion turned to Capital Expenditures, such as fuel consumption, Trustee Chamberlain was prompted to inquire about our yearly fuel usage. He was concerned with the fact that we share with the schools and the Park District. He asked, now that the country is experiencing high gas prices and a volatile stock market, should the Village consider looking into oil futures in order to lock in prices?

The Public Works Director responded that the Park District and the schools are on the low end of usage, and we bill them back on a monthly basis with a five (5) percent surcharge.

The Village Administrator stated that the schools use approximately twenty-five (25) percent, the Park District uses approximately eight (8) percent and Public Works uses sixty-seven (67) percent.

The Finance Director stated she will look into this issue and prepare some information for the Village Board to review at the next Budget Hearing.

Trustee Wasser commended Public Works on their snow removal efforts over this past winter. Trustee Wasser then asked an overall question in regards to the Village vehicles. She wondered if, down the line, it would be a good idea if the Village hired some additional personnel to oversee vehicle maintenance. Maybe with an increased maintenance schedule it would prolong the life of the equipment and thus decrease the necessity of purchasing new vehicles.

The Public Works Director agreed that creating a position of Mechanical Supervisor might be a good idea. That way one individual could take over the scheduling and paperwork associated with the maintenance of the Village vehicles.

A discussion of Vehicle Maintenance continued, with a breakdown of the budget. The Public Works Director stated that there was no request for additional personnel in the budget at this time.

He then went on to review Capital Expenditures, which is showing a thirty-four (34) percent increase due to one major item - a new tire changer. The old tire changer is from the 1970's and needs to be updated.

An overview of Utilities was next and the Village Administrator stated that it had been a good year and at present there was a \$900,000.00 surplus. He cautioned however, that JAWA will be introducing a four (4) cent rate increase that will be effective on September 1, 2005. This budget does not reflect that increase, but we will have to pass it on to the public at some point in the future.

The Public Works Director talked about a Homeland Security upgrade that was a major initiative undertaken during this past year. This Emergency Response Plan was required by the Illinois EPA and will help with disaster response time. Also, a new ADT burglar and fire alarm was set-up at the main pump station on Cemetery Road. Emergency calls to this location will now go directly to the Police Station and bypass Public Works.

A goal that Public Works wishes to achieve is to replace over two thousand (2,000) older water meters with new "radio-read" meters. These meters can be read from the street and as a result will cut down on the time a manual read requires. Over a six (6) year period, twenty-five (25) percent of the Village would be replaced through this initiative. New construction automatically installs the radio-read meters, so that would mean that in the end, approximately three thousand five hundred (3,500) radio read meters would be installed throughout Gurnee. A discussion ensued regarding the new meter technology.

Dudley Onderdonk, the Director of Community Development, was up next. He began with an overview of his department stating that last year they inspected over \$60,000,000.00 in new construction, along with Plan reviews of approximately \$200,000,000.00 in new public improvements. Building permits were up seven (7) percent. In the coming year, the Director of Community Development is looking to continue providing the high level of service through technology. He would like to obtain a combination scanner/copier to replace the current machines they have now. In addition, he wants to continue with the digital archiving process that was begun with the Engineering Department and would now like to extend it to the Building/Planning side. He envisions it taking about three (3) years, at a cost of approximately \$75,000.00 spread over that time. Digital archiving will help to build a good permanent record and clean up the storage problem we are now experiencing. Also, this would insure the safety of all our records in the case of fire or disaster.

The Director of Community Development stated that we have many new projects coming up: the new Jewel, the convention center and two (2) water parks. The Director stated he is reluctant to add additional full-time staff, but needs the means to get over these busy times and proposes to do that by employing a contract plan reviewer to help the lone person we have now in that capacity. A discussion ensued regarding the contract plan reviewer and digital archiving.

Lastly, James Hayner, the Village Administrator, presented an overview of the Administration Department's budget. The Village Administrator stated that there has been a slight, steady increase over the past four (4) years. As far as personnel, there is no increase in that number, but the budget does reflect an open Assistant Village Administrator position.

Other significant items in the Administration Department's budget this year: Information Systems has been split out in an effort to bill those services to all Village departments and there is a Capital Expenditures request to modify some work stations in Administration to help increase work efficiency. But, basically, the budget is consistent with prior years.

A discussion ensued with the Village Board asking a few questions regarding Workmen's Comp, IMRF and various agreements the Village holds with different corporate entities.

Trustee Damijonaitis asked if when preparing these contingency budgets, the expiration dates for the various agreements the Village is holding could be included. The Village Administrator stated he would look into it. The discussion continued along those lines.

The Public Hearing was adjourned at 9:05 p.m. by Mayor Rudny.

Patrick Muetz
Recording Secretary