

**MINUTES OF THE SPECIAL BOARD MEETING
OF THE VILLAGE PRESIDENT AND BOARD OF TRUSTEES
ON THE FY 2014-2015 BUDGET
OF THE VILLAGE OF WESTCHESTER
04 MARCH 2014**

CALL TO ORDER:

The meeting was called to order at 7:00 PM and present / responding to roll call were Trustees Calcagno, Gattuso, Perry, Reda, Steker, Yurkovich and President Pulia. Also present were Village Manager Matthys, Finance Director Potempa and Deputy Village Clerk Keane.

BUDGET DISCUSSION:

4. (Discussion regarding Public Safety): Finance Director Maureen Potempa provided the Board with an overview of the Fiscal Year 2015 Budget for Public Safety. She noted the major changes include the outsourcing of dispatching services. The savings will be allocated to the Police and Fire Pension Funds. Village Manager Matthys added that the cost of outsourcing to NORCOMM would be allocated as follows; one-third to Fire Department Budget, one-third to Police Department Budget, and one-third to E-911 Fund. Overall, revenues for Fiscal Year 2015 are being budgeted flat. The other overall change to note pertains to health insurance which is projected to increase by 12%.

4.A.i (General Fund-Police Department): Chief Carpino began the discussion regarding the Police Department budget. He noted the majority of costs are in personnel and the remaining items budgeted allow the department to provide adequate services to the community through contractual services, commodities, and capital outlay. Chief Carpino then reviewed the staffing levels, noting a decrease in complaints regarding his department. He then reviewed the Department's current motor fleet and how the fleet is rotated throughout shifts. He referenced his request to purchase additional vehicles to replace two of the Dodge Chargers currently in the fleet due to their high mileage and associate repair costs and trade in multiple seized vehicles. President Pulia commented that he feels there are too many vehicles in the fleet and that the Community Service Officers "CSO" should not drive vehicles that look like Police Squad Cars due to safety concerns since they are unarmed. Chief Carpino responded that did not know the CSOs safety was a concern of the Boards' and that he can implement immediate changes. Chief Carpino commented he feels we need to have extra vehicles in the fleet in case of emergencies such as flood. Chief Carpino then explained the remaining budget items including commodities, capital outlay and contractual services which includes an amount budgeted for a grant writer who specializes in police grants. Chief Carpino thanked Lt. O'Hagan for his work on the budget power point presented to the Board and reviewed his department's 2014 Goals. The Board then discussed the options for replacement vehicles requested by Chief Carpino. Trustee Yurkovich proposed trading in an EMA vehicle rather than the Ford Explorer and three others but clarified that he does not have an issue with the purchase of three new vehicles for the Police Department. Chief Carpino responded that they may be able trade out one vehicle and give the CSOs a different type of vehicle and reduce the Village's fleet from 11 to 10. Trustee Gattuso and President Pulia then had a discussion on the replacement rate of the vehicles and past schedules and suggested implementing a formal replacement schedule from this point forward. The Board concluded to capital lease for three vehicles through PNC Equipment Finance and to utilize one of the current vehicles in the fleet as a CSO vehicle which will be marked appropriately. With no further discussion surrounding the Police Department Budget, the Board moved to the next item.

4.A.ii (General Fund-Emergency Management): Ms. Potempa introduced budget for Emergency Management and noted it mirrored the previous year's budget. The main difference is the additional costs associated with vehicles. With no further discussion regarding the budget, the Board moved to the next item.

4.A.iii (General Fund-Fire Department): Ms. Potempa reiterated that one-third of the NORCOMM costs were allocated to the department's budget in addition to one-third of the IT personnel costs. Chief Adams then provided the board with a review of the long-term equipment replacement for the Board's consideration. The Department would like to roll out a replacement plan going forward. The Board then asked specific questions regarding the Fire Department's budget including why the 7G Inspection program is under budget, differences in IMRF contributions and inadequate budgeting for uniforms. Chief Adams clarified these items for the Board. Trustee Perry asked Chief Adams to clarify the large increase in overtime costs for his department. Chief Adams explained that since 2011 shortly before he became Chief, the department has been down a minimum of 1 firefighter due to positions eliminated and subsequent retirements and resignations. Since November of 2012, the Fire Department has been down 2 firefighters. The Board of Fire and Police Commissions approved a new entry level fire fighter list in January 2014. Additionally, since the beginning of 2013 he has had a total of fourteen fire fighters on disability throughout various time periods. They are required to maintain minimum staffing levels and have incurred overtime to comply. Chief Adams then reviewed comp time and how it can and cannot be utilized as well as the training schedule for the department. Trustee Steker expressed his concern of staffing levels due to needing overtime to provide training. Chief Adams responded that he would develop a two and three year plan to provide to the board to alleviate the concerns and provide a less aggressive training regiment to accommodate staffing levels. President Pulia concluded that the Board feels the \$119000 overtime in this fiscal year is too large and needs to be reduced next year. Chief Adams acknowledged he understands where the board is coming from and their concerns.

Trustee Reda noted that the amount contributed to the Fire Pension is low and Ms. Potempa recognized the concern and explained she would provide an updated number as soon as it becomes available.

Chief Adams then explained a variety of other miscellaneous budget items in his department including communications, maintenance, other contractual services and materials and supplies.

Trustee Reda commented that there are many line items that are projected to be under budget and asked if any of those items could be reduced next year rather than requesting the same amount. Village Manager Matthys responded that items under budget could be combined to make an end of fiscal year budget amendment and contribute the excess to the Fire Pension contributions.

Trustee Reda also commented she would like to see an increase in ambulance billing by sending out bills to collect revenue from the remaining costs for ambulance services. Chief Adams stated they could look into the company who provides ambulance billing to begin sending a soft letter the residents to collect additional funds for ambulance services.

Trustee Steker asked if any of the items within the budget could be funded or partially funded through the 2% fund and Chief Adams responded that he will look into what could be budgeted out of that fund.

In response to Trustee Reda's previous comment regarding the Fire Pension contributions, Ms. Potempa provided the correct number for the contribution which should be increased. With no further discussion surrounding the Fire Department Budget, the Board moved to the next item.

4.B. (E-911 Fund): Ms. Potempa provided the Board with an overview of the major changes within the fund including; reallocation of the IT Manager's salary, an increase due to NORCOMM costs and an increase in total capital outlay. President Pulia contributed that the excess savings of \$200,000 projected from outsourcing dispatch services could go to the Police and Fire Pension contributions and the Board agreed. Trustee Calcagno commented that he feels cost of fuel should be consistent through all departments. The Board and Village Manager then had a brief discussion regarding Police and Fire Pension funds. With no further discussion regarding the E-911 Fund, the Board moved to the next item, Public Comments.

PUBLIC COMMENTS:

There were no public comments.

ADJOURN:

With no further business to discuss, Trustee Steker made a motion seconded by Trustee Yurkovich to adjourn the meeting and the Board unanimously agreed (AYE 7), and the meeting was adjourned at 10:00 PM.



Molly A. Keane, Deputy Village Clerk