

**MINUTES OF THE SPECIAL BOARD MEETING
OF THE VILLAGE PRESIDENT AND BOARD OF TRUSTEES
ON THE FY 2013-2014 BUDGET
OF THE VILLAGE OF WESTCHESTER
19 FEBRUARY 2013**

CALL TO ORDER:

The meeting was called to order at 7:05 PM and present / responding to roll call were Trustees Novak, Perry, Sloan, Steker, Yurkovich and President Pulia. Also present were Village Manager Matthys, Finance Director Burkholder and Deputy Village Clerk Keane. Trustee Gattuso was absent.

BUDGET DISCUSSION:

4. (General Fund): The budget discussion was on public safety and began with the General Fund.

4.A.i (Police Department): Chief Padalik began the discussion regarding the Police Department budget. She noted the major budget changes include replacing two patrol line vehicles and moving them to EMA. The vehicles would be purchased and paid for over 3 years time. She also is requesting the replacement of two investigation vehicles. The investigation vehicles would be paid for out of the Department of Justice fund which is earmarked to be spent on police enforcement and investigation items. Ms. Burkholder noted the capital outlay for the purchase of the vehicles and debt installment based on current market rates. She also noted that the Village does not keep record of the Department of Justice fund as it is separate from the Village. Trustee Sloan inquired about what sort of purchases can be made and paid for out of the Department of Justice Fund. Chief Padalik noted that the purchases are very specific and that no purchases were made from the fund last fiscal year. Trustee Novak requested staff reconsider the debt service because the number seems lower than it should be. President Pulia asked if it is necessary for the Police Department to have eleven line cars if some of them sit. Padalik explained how each of them is used and that coincides with the rotating shifts. The Police Department is trying to keep up with the three year plan by rotating the use of vehicles to reduce wear and tear. Trustee Sloan commented he feels the additional vehicles are a luxury item, not a need of the Department. The Board requested that staff reconsider the purchase of all the vehicles.

Trustee Novak requested more information regarding the projected increase in fuel costs. Ms. Burkholder explained in preparing the budget, they had concerns regarding the variable prices. She noted that there is more accountability if fuel use and tracking of such. Trustee Novak requested the number be reduced to \$75,000 and the Board agreed.

Trustee Yurkovich asked which vehicle the license plate camera would be placed on and the detailed costs. Chief Padalik noted that it will cost \$18,500 to outfit one of the traffic line vehicles. The camera will read each plate and determine if they are suspended or wanted. The cost of the outfitting would be paid for in thirty seven administrative tows. Trustee Sloan noted his concern regarding the reliability of the cameras. While Trustee Steker noted he has heard positive feedback from neighboring communities who utilize them. Trustee Novak feels this is a large amount of money to invest in the technology and does not feel right that it will be used as a revenue generator. Padalik agreed there are pros and cons to their use. Mr. Hribal noted they can be used to aid in investigations and the information can be stored for use in solving unrelated crimes. President Pulia agreed they are multiuse and feels the Village would be using them to take a threat off our streets. He also suggested splitting the cost between other funds such as the Department of Justice. Chief Padalik will research the options.

Trustee Yurkovich asked if the Police Department will be reinstating truck enforcement as they have requested the purchase of new truck weights. Chief Padalik noted the current weights are no longer cost effective to repair. Trustee Steker asked if this could be a joint purchase with a neighboring community such as Hillside and Chief Padalik will revisit the idea and seek input as to how lucrative truck enforcement currently is.

Chief Padalik also noted the change in personnel as the School District has requested an officer part-time (current community relations officer) and they still need to fill two open police officer positions. The school District will contribute \$25,000 annually to the salary of the officer in the school.

Chief Padalik elaborated on the budgeted training costs at Trustee Sloan's request.

Ms. Burkholder explained the change in the telecommunication budget at the request of Trustee Sloan is due to the reallocation of phone costs to proper funds which is more accurate. With no further business to discuss regarding the Police Department Budget, the Board moved to the next item.

4.A.ii (Emergency Management): Chief Padalik noted the only budgetary change for fiscal year 2014 is the request to add a lead coordinator to EMA with a stipend of \$2,400 to further develop the Village's EMA program. Currently have fifteen people in EMA. Chief Padalik further noted that the addition of this person would allow EMA to better prepare for situations and be utilized more often. The Board agreed to move forward with the stipend. With no further discussion regarding Emergency Management, the Board moved to the next item for discussion.

4.A.iii (Fire Department): Chief Adams noted the fifteen, twenty and twenty five year plans for the Fire Department Budget. He also reviewed his wish list for fiscal year 2014 which includes a fire simulator, defibrillator, and snow plow.

Trustee Novak and Sloan inquired about the part-time administrative position, if it was necessary, and why there was an increase in salary. Ms. Burkholder noted there was an increase in hours and Chief Adams reassured the Board of the necessity of the position. The Board then agreed that the position should only be twenty hours per week, no increase from last fiscal year.

Trustee Sloan requested additional information regarding the pension funding of fire and police. Staff will provide the actuarial amounts to the Board.

The Board then requested that the amount budgeted for training is reduced to \$25,000 as the Department has not utilized the full amount in the past and the training plan is aggressive.

Chief Adams then explained the cost associated with resealing the garage floors. The company they would like to use offers a ten year warranty and includes the stripping of current seal. He elaborated that the increase in budgeted amount from last year is due to not using an industrial company. Sealing the floor prevents it from sinking due to water seeping in the concrete and heavy vehicles. The Board requested staff to obtain additional quotes for the floor. Trustee Yurkovich noted it would be more beneficial to budget this cost over two years and instead purchase a 12-lead from the wish list this year.

Trustee Steker inquired about the purchase of a new ambulance and Chief Adams explained this purchase is budgeted and will be financed over five years. The Board concluded it would be more valuable to not reseal the floor and instead purchase a defibrillator for the new fire squad.

Ms. Burkholder noted that the installment debt interest amount is not correct and will be adjusted in the next draft budget presented to the Board.

Chief Adams explained, at the request of Trustee Sloan, that the additional ZOLL License is for the second station and the other amount listed is for the current license maintenance costs.

Trustee Sloan then inquired about the stored energy foam system and Chief Adams explained the additional pump is not part of the grant received for the new fire rescue squad and cannot be tied together. He noted this will be an investment for the next twenty-five years. The Board requested this budgeted number be reduced to \$10,000.

The Board then requested a detail of "other supplies" and Staff agreed to provide the Board an expense detail prior to the next budget meeting.

Chief Adams explained, at the request of Trustee Yurkovich, that the purchase of chairs are for the training room as last year the Department budgeted for new tables and wanted to split the cost over two years time. The Board concluded the chairs should not be budgeted as they are a luxury item, not a need.

Chief Adams noted that the cost for hoses is included so the department can continue their replacement program. They are trying to be realistic in what should and should not be replaced and over what time span.

Trustee Steker noted that the power cot budgeted is worth the investment. It can also help reduce firefighter injuries.

Trustee Sloan inquired about the budgeted amount for computers and Mr. Hribal noted that this is part of the computer replacement plan. The department has eight computers and the average lifespan is five years. He has updated the computers that can be to increase their lifespan but many of the remaining computers can no longer be supported or updated due to outdated technology.

Chief Adams noted he will begin obtaining ambulance costs as the purchase can take between three and six months. With no further discussion regarding the Fire Department Budget, the board moved to the next item for discussion.

4.A.iv (Dispatch) and 4.B (E-911 Fund): Mr. Hribal requested to discuss the Dispatch Budget in the General Fund as well as the E-911 Fund Budget simultaneously as they overlap and the Board agreed. Ms. Burkholder explained that the detail provides the Board with cost projections for keeping personnel in house as well as contracting out the services to a third party. Mr. Hribal noted that the current equipment used is the original equipment and is over twenty years old. It is most likely not going to be supported by AT&T after this year and will require a large investment to upgrade the system as well as a need for a new server. He also noted the Village has been unsuccessful in consolidation efforts with neighboring communities as they would only have a minor cost savings.

Manager Matthys explained that NORCOMM, a private company that provides dispatch services, could provide the Village significant cost savings. She noted that the Village's telecommunicators are one of the highest paid in the area which has prevented the Village from consolidating with surrounding communities. Ms. Matthys further noted that the personnel costs associated with in house dispatch are too high and not sustainable long term. She recommends the Board entertain a presentation by NORCOMM.

Trustee Steker inquired regarding the 911 mobile tax and when it sunsets. Mr. Hribal explained that it has been extended through July but there is no guarantee that will be continued and the Village may no longer have this revenue source to support dispatch.

President Pulia noted that the upgrades for equipment will amount to a few hundred thousand dollars. If the Village outsources telecommunications, there could be a significant savings. He hopes that NORCOMM can provide callers with emergency medical dispatch, and higher level of service. Chief Padalik contributed that the company will tailor the dispatch program and services to the Village's need.

The Board requested additional information regarding the \$100,000 buy-in cost for the first year.

Trustee Yurkovich inquired why the consolidation study has not moved forward. Mr. Hribal explained that he cannot speak for other communities however it is his understanding that from the numbers provided, the other communities have concluded there would not be cost savings to them specifically because Westchester's telecommunicators are paid a lot more money than their own. Trustee Sloan noted that he feels if the Village can balance the budget this past year, then we should be able to do it again this year. He also feels it would be beneficial for the Board to hear what NORCOMM can offer the Village. The Board agreed to a presentation by

NORCOMM at the next regularly scheduled Village Board meeting on Tuesday, February 26, 2013. With no further discussion regarding this topic, the Board moved to the next item.

PUBLIC COMMENTS:

Mr. Timothy Hinsdale of 1613 Kensington Ave complimented the Board on their detailed discussion of the budget going line by line. He also inquired how to obtain a copy of the draft budget. The Village Board and Staff agreed to make a draft copy available to him by 10:00 am the following day.

ADJOURN:

With no further business, Trustee Sloan made a motion seconded by Trustee Yurkovich to adjourn the meeting and the Board unanimously agreed (AYE 6), and the meeting was adjourned at 10:03 PM.


Molly A. Keane, Deputy Village Clerk