

**SPECIAL RULES MEETING/BUDGET OF THE BOARD OF TRUSTEES
VILLAGE OF PARK FOREST COOK AND WILL COUNTIES ILLINOIS
May 17, 2016**

PRESENT: Mayor John Ostenburg; Trustee Mae Brandon, JeRome Brown, (6:11 p.m.) Tiffani Graham, Trustee Robert McCray (6:15 p.m.), Georgia O'Neill, Theresa Settles

STAFF PRESENT: Village Manager Tom Mick; Finance Director and Deputy Village Manager Mary Dankowski, Assistant Finance Director Sharon Floyd, Health Department Director Jenise Ervin, Nursing Supervisor Margaret Lewis Personnel Director Denyse Carreras, Police Chief Pete Green, Deputy Police Chief Chris Mannino, Deputy Police Chief Paul Winfrey, Communications Director Jason Miller, IT Administrator Craig Kaufman, Deputy Clerk Sandra Black

OTHERS: Kim Elmore-Perkins, Gary Kopycinski, eNews

CALL TO ORDER

Mayor Ostenburg called the meeting to order at 6:00 p.m. The roll was called and a quorum established.

POLICE DEPARTMENT

Police Chief Green expressed his thanks to the Board for their support of Tim Jones since the shooting incident.

Chief Green noted that through a special program all Police vehicles will have the drug Narcan available for use with patients showing signs of a drug overdose.

Chief Green reported that 29 guns were recovered last year and hoping to collect more this year.

Chief Green stated his concerns of not having a full-staff of 41 officers on staff to fulfill all the Police programs. He explained that the Department was down 2 officers all last year. He said that there are usually seven officers on each shift and there have been times when he only had four officers on the shift and he had to pull investigators to go on the street, which causes overtime issues.

Deputy Chief Winfrey reviewed crime free housing and alarm permits. The process for alarm permits has been streamlined and that the crime free housing program brought in \$70-80,000 in fees and fines. Deputy Chief Winfrey said that the IDROP program has been very successful, receiving \$182,227 from the State. He said with the new license plate readers has paid for itself.

He reported that School District 163 STEM program continues with the support of the Police Department with basketball games and pizza parties. He noted that the SD163 Superintendent is very happy to have the Police Department active in the schools.

Deputy Chief Winfrey reported on federal and state asset forfeitures. There was discussion of the disposal of firearms and drugs. Winfrey said that the price for police vehicles have increased and the Department has been looking at vehicles that are 1-2 years old to save money.

The Deputy Chief reviewed Field Operations and said on downtime officers are focusing on junk/abandon vehicles. He noted that on the Village website there is an online map to locate the officer who is assigned your neighborhood. This program, Problem Oriented Policing helps residents and officers become acquainted and able to work one on one on issues.

Winfrey commented on the in-house training that is utilized to reduce costs. He also noted various initiatives taken on by the personnel, such as No Shave November and the water collection for Detroit. Mayor Ostenburg noted the support that Tim Jones and the Department received from residents; he said that it indicates the good will residents have for the police in Park Forest.

There was general discussion on grants and the possibility of receiving grant dollars for body cameras. Chief Green noted that he like to wait and watch to see how laws might be changed and the costs associated with the cameras.

There was discussion again about having 1-2 additional officers available when staffing is low. The COPS grant was discussed and it was noted after the first 3 years the personnel expenses is totally the Village's. Mayor Ostenburg said there is value in having 1-2 extra officers and that he felt it should be a priority. Ms. Dankowski added that two officers had been added and then scaled back by one. Another officer will be added for the current vacancy. Manager Mick said staff will look at the matter and the tax levy implications, with the possibility of reducing staff elsewhere. Mayor Ostenburg said the Board is the stewards of tax dollars and most residents would accept an increase in taxes to support the Police Department.

HEALTH DEPARTMENT

Health Department Director Jenise Ervin began her report by noting some new challenges with home health care which were from changes in Medicare and also implications from being without a state budget.

Ms. Ervin reviewed the process now required for filing a Medicare claims and what is looked for in audits which could affect payment to the Department. Ms. Ervin added that there is a Medicare policy proposal that a health agency must have prior approval before providing a health service. If a Department goes ahead with the service, can be fined 25%. Mayor Ostenburg suggested lobbying on this matter. Ms. Ervin said she is making contacts with other providers, getting referrals for therapy. She noticed that the Health Department pays more than Medicare and that is a loss.

There was discussion on the Access to Care program and the decreased funding from Cook County.

Ms. Ervin reviewed the survey conducted to identify services that are important to residents and to evaluate if the Department was meeting the current needs.

Manager Mick said there has been a shift in the mission of the Department, it is now more preventative. He said if that mission continues to be more toward more preventative, the Department could need more support if Medicare reimbursements decrease. Mayor Ostenburg said that the Department should be cooperating with Cook County to obtain referrals, but he was not sure if the County was even interested in working with other towns. Ms. Ervin said she had been nominated to be on a Cook County Board and hoped to be able to influence programs to Park Forest.

Manager Mick said staff will explore options but noted that the Department is not licensed as a full health department, which disqualifies it for some grant dollars. Manager Mick said the Department could be looking at \$600,000 in needed support from the Village.

There was discussion on the various towns the Department serves and the possibility of the other Village's reimbursing Park Forest.

MANAGER'S OFFICE/PERSONNEL

Manager Tom Mick began the meeting with a review of the Board goals and objectives. He reviewed the duties of the Manager and Personnel Department. There was a discussion of the Freedom of Information requests and the type of information that is requested. Manager Mick pointed out the budget section that reviews all of the volunteer Boards and Commissions and their accomplishments.

Manager Mick reviewed the insurance plan design changes, adding the Police and Fire are on-board with the changes and that it will be negotiated with the Fire contract renewal. Manager Mick explained the "Cadillac Tax" which is coming in 2020 and which taxes employers who offer rich health plans to their employees. Those costs will be transferred to the employer and employee. Ms. Carreras noted that the Health and Wellness Task Force has been working with the Horton Group and together have informed employees of the upcoming changes.

Communications Director Jason Miller noted that staff can now add information to the water bills, Discover magazine was able to scale back to two issues per year. Mr. Miller viewed social media and how it has been enhanced. He said he had been able to add high quality video and B-roll video as well. Mr. Miller reviewed some of the many Park Forest events he has highlighted on social media.

Mayor Ostenburg commented on the difficulty in getting the Village's message out and said added that Mr. Miller had done a remarkable job.

IT Administrator Craig Kaufman reported on the progress of the ERP-GEMS project which will provide new software functionality to aid departments in the sharing of information to simplify

the various processes of the departments. He reviewed some of the new systems capabilities and added that the new software has been rolled out to all departments.

BOND RETIREMENT FUND

Ms. Dankowski reviewed the Bond Retirement Fund. Ms. Dankowski noted that the debt has been going down about \$2M per year with much of the principal being paid off. She added that all of the TIF debt will be gone by 2020. There was a discussion on the water main 20 year loan. Manager Mick noted that receiving grant money would have been the best way to replace water mains, but this loan will provide money at very low interest rates, to replace four miles of water main.

RETIREMENT FUNDS

Ms. Dankowski provided the Board with an overview of the Illinois Municipal Retirement Fund (IMRF) and Police and Fire Pension Funds. She noted that by law police and fire pensions must be 90% funded by 2040 and explained the difference from an earlier requirement of being 100% funded by 2033. Ms. Dankowski reviewed contribution to the pension funds and IMRF. She noted that a negative balance in IMRF will have to be made up in the levy. She said that the calculations have to be refigured in light of payout periods being longer.

With no further business, Mayor Ostenburg asked for a motion to adjourn. A motion to adjourn was made by Trustee Brandon with a second provided by Trustee O'Neill. The meeting was adjourned at 9:10 p.m.

Respectfully submitted,
Sandra Black, Deputy Clerk