

RANTOUL VILLAGE BOARD OF TRUSTEES
REGULAR STUDY SESSION
JUNE 2, 2009

LOUIS B. SCHELLING MEMORIAL BOARD ROOM
RANTOUL MUNICIPAL BUILDING, 333 S. TANNER, RANTOUL, IL

A Regular Study Session of the Board of Trustees of the Village of Rantoul was held at 6:15 P.M., President Neal Williams presiding. President Williams called the proceeding to order at 6:14 P.M.

Roll Call

The Clerk called the roll, finding the following members physically present:

President Neal Williams and Trustees Roger Jones, Tony Brown, Margurette Carter, Joe Bolser, Charles Smith, and Jim Stubblefield – 7.

The following representatives of Village departments were also present:

Bruce W. Sandahl, Administrator; Paul Farber, Police Chief; Robert Bruce, Economic Development; Kenneth Beth, Attorney; Scot Brandon, Comptroller; William Clayton, Aviation; Ken Waters, Fire Chief; Rich Thomas, Recreation; David Coffey, Human Resources; Pete Passarelli, Asst. Public Works Director; Mike Loschen, Community Development; Dan Culkin, Inspection; and Village Clerk Jeremy Reale.

Items from the Village Clerk

(A) The Clerk presented a proposed addendum to the agenda that included a request from the Fire Department for the repair of Tanker 2366. With the consent of the Board, the addendum item was placed on the formal agenda for discussion.

Items from the Fire Department

(A) Chief Waters presented a request to waive the bidding procedures and authorize the repair of Tanker 2366 by the local vendor providing the lowest reasonable estimate. He reported that Central Maintenance had discovered serious cracks in the frame of the truck during routine maintenance, resulting in the tanker being pulled from service. In the interim, the department was relying upon its secondary tanker, a 1967 unit formerly used by the Air Force as a fuel truck. Three local vendors had been contacted to provide cost estimates for the tanker repair, which was expected to not exceed \$20,000.00. Trustee Smith expressed reservations about authorizing the project without going through the formal bid process. Chief Waters responded that, although it would be preferable under normal circumstances to initiate a bid process, the need to get the tanker back in service as quickly as possible demanded a more expedited route. Mr. Thomas added that all three vendors were qualified to perform the necessary repairs and would provide quotes for the same set of specifications. Following discussion, the consensus of the Board was to place this item upon the formal agenda for its regular meeting. The Board further directed Chief Waters to proceed with obtaining quotes for the project.

Items from the Administrator

(A) Mr. Sandahl reported that a number of Village projects had been earmarked to receive funds in the appropriations bill passed by the Illinois General Assembly. Included among the earmarks were: \$38.1 million for the demolition of existing buildings and construction of a new campus for Lincoln's Challenge Academy; \$2.5 million for improvements to South Murray Road; and \$1 million for Generations of Hope. The bill had passed both houses of the legislature and was currently awaiting the signature of Governor Quinn.

Monthly Department Reports

1) Police

Chief Farber reported that the department would once again be participating in the University of Illinois Principal Scholars STEP Program this summer. The program would select a student interested in law enforcement careers from a field of applicants and the selected applicant would complete an internship with the Police Department at no cost to the Village. The student intern would gain experience working in a law enforcement setting and would assist the department with filing records and other office activities.

2) Economic Development

Mr. Bruce reported that he had represented the Village in Springfield during Champaign County's legislative lobbying day in May. He had also participated as the Village's representative in meetings of the Chanutte Redevelopment Commission, Lincoln's Challenge Advisory Board, Regional Planning Commission, and the County Economic Development Commission. Mr. Bruce added that the Village had signed leases with two new tenants to occupy a total of 3,600 sq. ft. of space at the Rantoul Business Center. Finally, he informed the Board that he had met with four new business prospects during the month of May.

3) Comptroller

Mr. Brandon reported that the Village's telephone system conversion had been completed, with all reports being that the VoIP system was working well. With this conversion, all departments of the Village were now connected and it was believed that this situation would lead to improved customer service and eventual cost savings. Mr. Brandon also reported that the IMRF rate was due to increase by approximately 30% in the next year. While IMRF was offering employers the option to accept a phased-in rate increase, he noted that this option would only serve as a cost deferral rather than a cost savings to the Village. The Village would need to decide whether to accept the phase-in and notify IMRF by August 31, 2009. Staff would investigate the options and prepare a recommendation for the Board at its July meeting. Finally, he mentioned that the auditors would be onsite during the last two weeks of June.

4) Inspection

Mr. Culkin reported that code enforcement cases continued to increase during the month of May, with code enforcement officers finding and citing several inoperable vehicles. He also reported on the situation at the Autumn Glen apartment complex on Hobson Drive. The property had been declared unfit for occupancy and all tenants had been given until May 27, 2009 to vacate the premises. At this point, the Village was working to ensure that the property was indeed vacant and would remain unoccupied. Mr. Culkin also mentioned that the building located at 125 E. Sangamon Avenue had been declared unfit after the collapse of a major section of its roof had left much of the interior exposed. He noted that the property owner was seeking estimates for possible repair of the roof or demolition of the building.

5) Community Development

Mr. Loschen reported that the department had completed its project environmental reviews as part of its annual CDBG application process and was working toward completion of the Village's annual performance report to the U.S. Department of Housing and Urban Development (HUD). He also remarked that officials from HUD would be onsite during the next week to audit and review the files of the department. Finally, he announced that Habitat for Humanity was scheduled to hold a groundbreaking ceremony for a new home construction on Lowry Drive on June 5.

6) Public Works

Mr. Passarelli reported that the Street crews had begun monthly brush collection this week, also reminding residents that the open burning of leaves would not be permitted again until October. He reported that work at the Water Treatment Plant was nearing substantial completion, with crews finalizing work on the automated SCADA system. With respect to the Wastewater Treatment Plant improvements, he stated that the digester work was now complete and crews were focused on upgrading the SCADA system. Crews from the Electric Division were replacing exhaust fans at the power plant and had also been power-washing and tuckpointing the warehouse in preparation for the eventual painting of the facility. Mr. Passarelli also noted that the repair of the turbocharger for generator no. 8 was complete and the unit was fully operational. Finally, he mentioned that the Street crew had finished pouring concrete in the redeveloped downtown park area.

7) Human Resources

Mr. Coffey reported that testing for prospective police officer candidates had been conducted at both Rantoul and Macomb, with a total of thirty-four applicants having passed the examinations. At the present time, the successful applicants were being interviewed by the Fire & Police Commission to establish an eligibility list for future hires. He also reported that the testing process for prospective firefighters was set to begin with physical testing on June 13.

8) Recreation

Mr. Thomas reported that the aquatic center had opened for the season on May 23. The summer baseball and softball programs were also underway, with approximately 750 players participating this season. Mr. Thomas also noted that one of the benefits of the new VoIP phone system was that it had allowed for the creation of a Recreation hotline that residents may call to obtain information about the aquatic center, sports programs, and schedules. He also reported that ground maintenance crews were occupied by seasonal mowing and fleet maintenance had been keeping busy with routine maintenance to Village vehicles and equipment.

9) Fire

Chief Waters reported a total of twenty calls during the month of May, including one mutual aid call and calls to respond to multiple fires that had been set in dumpsters in the downtown area. He also reported a total of nine CO calls for the month, bringing the year-to-date total to fifty-eight.

10) Aviation

Mr. Clayton provided the Board with an overview of the new customer service improvements being undertaken by the Airport. All arrivals will be personally greeted by the airport line service technician, who will provide pilots and passengers with complimentary bottled water, a 30-day pass to the Octave Chanute Aerospace Museum, immediate full-service refueling, and a courtesy car for local ground transportation. He added that the waiting area and crew lounge were scheduled to be repainted and decorated, with the addition of a flight planning area with computer connections. Visitors in the lounge would be treated to complimentary coffee, bottled water, and finger food, with a television and Nintendo Wii system available for the use of family members during their wait. All of these improvements, coinciding with the physical improvements to the runway and airport property, were designed to create an enhanced image of a professional airport operation with top-notch hospitality.

Items from Human Resources

(A) Mr. Coffey presented the proposed Pay Plan and benefits program for 2009-2010, including supplemental information that had been added since the deferral of the plan in May. He reassured the trustees that Mr. Beth had reviewed the proposal and had determined that all provisions were fully compliant with state and federal laws and local ordinances. The plan

included a revised method for determining merit increases that would take into account not only the employee performance evaluations, but also the employees' salary range penetrations. A revised performance rating scale for employees was also included in the plan, rating Village personnel on a scale of four separate performance categories rather than three. Finally, a revised job reevaluation process was provided with timelines for completion of each step to ensure that all requests would be addressed in a timely fashion. All merit increases would be retroactive to May 1, 2009.

With respect to the benefits program, Mr. Coffey recommended the following items:

- Renewal of life insurance contract with Prudential Life
- Renewal of health insurance contracts with Health Alliance and Personal Care under Option 2
- Renewal of Health Reimbursement Arrangement (HRA)
- Renewal of Flexible Spending Account Program with the addition of a debit card and increase to a maximum of \$2,500.00
- Change to dental plan coverage with MetLife instead of current plan with AIG

He noted that Option 2 was the preferred alternative for employee health insurance benefits, as it provided only slight changes to the coverage under the current plan with a 13.9% cost increase to the Village. Simple renewal of the current plan would impose a 19.9% cost increase, which was significantly greater than the 15% budgeted. Among the changes included in Option 2 were the additions of a \$1,000.00 co-pay for outpatient surgery and \$500.00 co-pay for MRI and CT (with the Village reimbursing 80% for both) for those on Health Alliance. For employees covered by Personal Care, there would be a slight increase in the prescription drug card from \$15/\$35/\$70 to \$15/\$40/\$70 as well as an increase in annual out-of-pocket expense from \$1,500.00 to \$2,000.00. Following discussion, the consensus of the Board was to place this item upon the formal agenda for its regular meeting.

Items from the Comptroller

(A) Mr. Brandon presented a proposal for a three-year renewal of the Village's boiler and machinery insurance policy with Cincinnati Insurance for the annual amount of \$67,276.00. This policy covered building boilers and all of the Village's electrical system equipment (including transformers and generators), which were not covered by the Municipal League policy. The lone bid received for this coverage had come from Dimond Brothers, the local agency that had overseen this policy for several years. The renewal policy with Cincinnati Insurance provided a \$15,488.00 decrease in annual costs from the previous policy that had expired on April 30, 2009. Following discussion, the consensus of the Board was to place this item upon the formal agenda for its regular meeting.

(B) Mr. Brandon presented the Annual Treasurer's Report for the Police Pension Fund, as required by law. He briefly discussed the highlights of the report, focusing in particular upon the fact that the fund was losing value. With pension benefits continuing to increase, this meant that the Police Pension Fund would likely require a fairly significant increase in its tax levy request during the following levy year.

Items from Counsel

(A) Mr. Beth reminded the Board that the Village was required by state law to approve its annual prevailing wage ordinance during the month of June. As such, he told the trustees that he would have an ordinance prepared for their consideration prior to the regular meeting. Following discussion, the consensus of the Board was to place this item upon the formal agenda for its regular meeting.

Adjournment

There being no further business to come before the Board, President Williams declared the proceeding adjourned.

MEETING ADJOURNED AT 7:29 P.M.

Respectfully submitted,

Jeremy A. Reale
Clerk of the Village of Rantoul

APPROVED JULY 14, 2009

ATTEST:

Neal Williams
Village President

Jeremy A. Reale
Village Clerk