

CITY OF WARRENVILLE
CITY COUNCIL

Minutes of Regular Meeting
Held virtually on March 1, 2021
At the Warrenville City Hall
28W701 Stafford Place

In accordance with Governor Pritzker’s Disaster Proclamation, Section 7(e) of the Illinois Open Meetings Act, 5 ILCS 120/7(e), and a determination by the Mayor of the City of Warrenville, this meeting was held virtually.

I. OPENING CEREMONIES

A. Call to Order

Mayor Brummel called the meeting to order at 7:00 p.m.

B. Roll Call

Present: Mayor David Brummel, Ald. Jay Anderson, Stu Aschauer, Clare Barry, Kathy Davolos, Leah Goodman, Jeff Krischel, Bill Weidner, and Robert Wilson

Absent: None

Also Present: City Administrator John Coakley, Assistant City Administrator Cristina White, Finance Director Kevin Dahlstrand, Community and Economic Development Director Ron Mentzer, Public Works Director Phil Kuchler, Police Chief Ray Turano, Treasurer Larry Brenner, Attorney Brooke Lenneman, and City Clerk Emily Larson

Also Absent: None

C. Pledge of Allegiance

D. FY 2022 Budget Presentation from the Police Department

Chief Turano presented the accomplishments and goals from January 1, 2020, through the present, to the Council.

Accomplishments:

- All sworn full-time positions filled
- Personnel receiving COVID-19 vaccinations – 55 per cent
- Officer body-worn cameras being implemented during spring of 2021
- Assisted other agencies with call-outs as part of DuPage MERIT
- Working with Illinois Association of Chiefs of Police HB 3653 police Reform bill
- Working with Community Development to train hotel operators in response to violent shooting in hotels and rental homes
- Collected nearly 300 pounds of discarded medications for safe disposal
- Participated in celebration drive-by

- I/We Live Along program saw increase in program participants
- Website updated with online non-emergency service request submissions

January

- Officer assumed rank of Patrol Corporal to fill a promotion based vacancy
- Evidence Room annual audit completed with no discrepancies and done by outside agency

February

- \$1,305 donation made to St. Jude Children's Research Hospital from No Shave November and Double-down December
- Participated in special Olympics Illinois Polar Plunge and raised \$1,498

March

- New police Officer eligibility list established, valid through March 31, 2022. 129 applications took exam, 88 passed, and 3 hired

April

- Hiring process of two police officer candidates delayed due to COVID-19 restrictions

May

- Office Smicker released to solo patrol
- National Night Out postponed to October due to COVID-19 restrictions

June

- 6-month cost savings study eliminating vacant 4th Records Assistant position. Including reduced lobby and operating hours, 8-7 p.m.
- Began annual fireworks education and enforcement
- Provided weekly traffic control for Community Unit District 200 mobile food pantry distribution program in partnership with the Northern Illinois Food Bank, at Hubble Middle School

July

- Chief Turano participated in Unity Partnership group youth diversity discussion panel as part of DuPage County Chiefs of Police Association
- Awarded Powering Safe Communities grant through ComEd for solar powered traffic speed displays, which provided 50 percent reimbursement of project cost

August

- Chief Turano elected President of the DuPage County Chiefs of Police Association
- One recruit officer hired to fill existing vacancy

September

- One recruit officer hired to fill existing vacancy and will be released in June
- Two recruit officers begin SLEA
- Two patrol officers receive Alliance Against Intoxicated Motorists "Top Cop" awards for exceptional DUI enforcement
- National Night Out Against Crime cancelled due to COVID-19 restrictions

October

- SLEA directed to shut down due to COVID-19
- One part-time officer retired

- 15 officers participated in Sergeant promotional written exam
- Installation of solar powered speed signs completed

November

- Police Association Center conducted, resulting in new Police Sergeant Eligibility list which expires November 20, 2023
- Began working with DuPage County communications staff on a new recruitment video, currently in the editing phase
- Personnel allowed to participated in No Shave November and Double-down December to benefit St. Jude's Children Research Hospital
- Toys for Tots campaign runs through December 10, 2020

December

- Part-time Emergency Management Agency Coordinator hired
- SLEA graduation delayed due to COVID-19 shut down
- Records Division completed 2013-2018 State mandated cannabis arrest expungements: 390 cases identified and 200 cases qualified

Discussion: The Council thanked Chief Turano for the report.

Ald. Davolos asked if the new EMA coordinator would need office space in City Hall. Chief Turano said he is currently working remotely and staff will be looking into that as part of the facility study. Ald. Davolos thanked Chief Turano for working with the Environmental Agency Commission and purchasing the solar powered speed signs.

Ald. Goodman asked if the department had any decision packages for FY 2022. Chief Turano said there would not be any. He said the open position is saving money and balances the cost of overtime.

Ald. Goodman asked if the officers working without a contract is affecting moral. Chief Turano said there have been no issues and the officers are dedicated to providing service to the community.

Ald. Goodman noted that there were no goals listed in the report. Chief Turano said his goals are to put three functional and productive officers on the street, to reinstate the POP unit, and add a fourth detective. Ald. Goodman noted that the detective position should be a decision package. Chief Turano said the position would be filled in-house from existing personnel and not an increase in personnel.

Ald. Weidner said he was pleased that the body cameras are being installed and feels this will provide better service to the community.

Ald. Wilson asked how are the officers feeling about the body cameras. Chief Turano said they are looking forward to using them.

Ald. Wilson asked how many officers are bi-lingual. Chief Turano said five or six officers are bi-lingual.

E. FY 2022 Budget Presentation from Finance Department

FY 2021 Challenges

Finance Director Dahlstrand stated that the past year has been very difficult due to the problems with installing the ERP and following the COVID-19 guidelines. He said many employees worked remotely from home, which resulted in reduced office hours.

COVID-19

- Monthly Reporting “Cash-Basis”
- Remote Work

ERP

- Dual Systems required entering accounts payable in both systems at the same time
- Payroll – D365/ADP
- Utility Billing
- Cashiering
- Budgeting Module

FY 2021 Successes

- Megan Carter – hired as Accounts Payable Clerk
- FY 2020 Audit process was done remotely
- Certificate of Excellence in Financial Reporting for the 27th year
- Monthly Reporting “Cash Basis”
- Tourism and Arts Commission
 - Leo Beltran, Senior Accountant assigned as liaison to TAC

ERP

- Accounts Payable – Since December 2019
- Payroll Go-Live – February 2021
- Cashiering put into use
- Staff utilized Budgeting

FY 2022 Challenges

- Purchasing – Staff Training on new module
- Budgeting Module in full use
- General Ledger live after issues resolved
- Utility Billing system built from scratch
- Cashiering live and now able to pay on-line

- Continued Revenue Challenges are result of COVID-19
- Borrowing Determination will be done on short term in the Water/Sewer Fund

Discussion: The Council thanked Finance Director Dahlstrand for the excellent report.

Ald. Anderson said it is good to see the ERP working better now.

Ald. Aschauer said he was glad to see the ERP being utilized.

Ald. Barry commented that the difficult installation of the ERP. She thanked Senior Accountant Beltran for working with TAC.

Ald. Davolos said she has a much better understanding of the City's finances due to the new reporting system.

Ald. Goodman said she is impressed with how staff has survived the switch to the ERP. She noted that revenues continue to be a challenge and hopes the state will be able to provide some funding for future projects.

Ald. Krischel said he is looking forward to seeing the ERP system up and running.

Ald. Weidner thanked staff for their professionalism and providing reports.

Ald. Wilson said the ERP will be a great source of information and thanked staff for working through the COVID-19 restrictions.

Mayor Brummel said the ERP will improve communications between departments and thanked staff for all of their hard work.

II. CITIZENS COMMENTS

Bob Siebert, Albright Court, suggested people look in low demand areas to get the COVID-19 vaccine shots. He commented that the City has not addressed reducing property taxes.

III. OFFICIALS AND STAFF COMMENTS

A. Mayor

COVID-19 Vaccinations

Mayor Brummel said the DuPage County Health Department is currently registering and vaccinating, frontline essential workers, and all those over 65 who live and work in DuPage County for COVID-19. To register for weekly updates and appointment scheduling, visit the Health Department's website at dupagehealth.org/COVID-19vaccine. He also suggested contacting a primary care

provider, local pharmacy, or look up a vaccine provider at coronavirus.illinois.gov and select Vaccine Locations. He encouraged everyone to get vaccinated as soon as it is your turn. Until everyone is vaccinated, remember to continue to observe the 3 W'S: wash hands, wear facial coverings, and watch your distance.

B. Clerk

COVID-19 Vaccine Information

Clerk Larson said that she went on the DuPage County Health Department's website and was notified within one day to schedule the vaccination at Northwestern Medical Hospital.

C. Treasurer

COVID-19 Vaccine Information

Treasurer Brenner said he also was able to get the vaccine at Northwestern Medical Hospital.

D. Aldermen

Casimir Pulaski Day

Ald. Goodman wished everyone a happy Casimir Pulaski Day.

Thank You

Ald. Goodman thanked staff for working through the pandemic and providing service to the public.

COVID-19

Ald Wilson reported that he received the second vaccine at Northwestern Medical and commended them on having a very efficient process.

E. Administrator

FY 22 Budget

City Administrator Coakley said the FY 22 Budget books have been distributed to the elected officials. The FY 22 Budget information is available to the public on the City's website. The Council Budget Workshop will be held on Saturday, March 13, 2021, starting at 9:00 a.m. and the workshop will be held virtually. There will be limited in-person public attendance in accordance with the current COVID-19 restrictions.

COVID-19

City Administrator Coakley reported that a third vaccine has been approved by the FDA. He said that while infections and hospitalization rates are decreasing, everyone should continue to practice the 3 W's: washing hands, wearing masks, and watching your distance.

COVID -19 Vaccine Locations

City Administrator Coakley noted that the following locations are available for the COVID-19 vaccinations: DuPage County Health Department, retail pharmacies, and medical providers, such as Northwestern Medical. He urged residents to be persistent in seeking vaccination appointments if you are eligible.

Police Department Hours

Chief Turano announced that the lobby of the Police Department will be closed on Tuesday, March 2, 2021, due to a plumbing problem. Residents may use the RED PHONE in the outer lobby or call 9-1-1 for police assistance.

F. Attorney
No report

IV. APPROVAL OF AGENDA

ALD. WEIDNER MOVED, second by Ald. Wilson, to approve the items on the agenda for the March 1, 2021, City Council regular meeting.

ROLL CALL VOTE:

Aye: Ald. Krischel, Wilson, Anderson, Barry, Goodman, Davolos, Weidner, and Aschauer

Nay: None

MOTION ADOPTED

V. APPROVAL OF MINUTES

ALD. WEIDNER MOVED, second by Ald. Wilson, to approve:

A. Minutes of the February 16, 2021, City Council regular meeting

ROLL CALL VOTE:

Aye: Ald. Aschauer, Goodman, Weidner, Anderson, Wilson, Barry, Davolos, and Krischel

Nay: None

MOTION ADOPTED

VI. CONSENT AGENDA – OMNIBUS VOTE

A. Accept Mayor Brummel’s recommendation and pass resolution R2021-12, extending the duration of the March 16, 2020, Declaration of Emergency until the adjournment of the next regular, special, or emergency meeting of the City Council

B. Accept Senior Civil Engineer Hocking’s recommendation and pass resolution R2021-13, approving the reduction of the public improvements security bonds for the Everton Apartments project

C. Receive and file report of invoices paid up to February 24, 2021, in the amount of \$78,842.26

D. Authorize expenditures for invoices due on or before March 15, 2021, in the amount of \$55,663.21

ROLL CALL VOTE:

Aye: Ald. Barry, Goodman, Weidner, Krischel, Anderson, Davolos, Aschauer, and Wilson

Nay: None

MOTION ADOPTED

VII. REGULAR AGENDAWaste Management Buy-back Program

ALD. WILSON MOVED, second by Ald. Weidner, to accept Staff recommendation and approve the Waste Management garbage sticker buy-back program as outlined in the staff memorandum, dated February 18, 2021.

Discussion: Assistant City Administrator White stated that a question was asked if there would be a sticker buy-back program. She reported that the City would accept un-used stickers that were purchased at City Hall and a refund would be issued within 30 days. She said Waste Management would also buy back stickers that were purchased at other locations. A form is available on the City's website.

Ald. Goodman asked what if you can't remember where you bought the stickers? Assistant City Administrator White said residents may call the Finance Department to verify where the purchase was made.

Ald. Goodman asked, what are the hours at City Hall? Assistant City Administrator White said City Hall hours are currently 8:00 a.m. to 5:00 p.m., Monday through Friday. There is also a drop box at the Manning Avenue entrance. Finance Director Dahlstrand stated that the City can only verify stickers purchased at City Hall.

Treasurer Brenner asked if there will be a separate container for recycling. Assistant City Administrator White said Groot would provide a container for recycling. She said Waste Management will pick up their garbage containers on the last scheduled pickup day. Residents may keep their current blue recycle containers.

ROLL CALL VOTE:

Aye: Ald. Davolos, Aschauer, Krischel, Weidner, Wilson, Barry, Goodman, and Anderson

Nay: None

MOTION ADOPTED

VIII. UNFINISHED BUSINESS

ALD. WILSON MOVED, second by Ald. Davolos, to accept Public Works and Infrastructure Committee recommendation and pass ordinance O2021-06, approving the purchase of a street sweeper from Standard Equipment Company and financing through Tax-Exempt Leasing Corporation and authorizing the disposition of surplus personal property.

Discussion: City Administrator Coakley said staff determined that it is not cost effective to purchase the street sweeper outright at this time. He said the lease agreement has a low interest rate and, if funds become available, the City might be able to pay off the lease agreement early.

Ald. Anderson asked if funds become available in the middle of the year, would the City pay off the lease early without a penalty. Finance Director Dahlstrand said there would definitely be a savings if the lease is paid off early.

Ald. Barry said this is a good solution and is in favor of the motion.

Ald. Davolos said it would be good to pay it off early as long as there is not a penalty and is in favor of the motion.

Ald. Goodman noted this is a reasonable interest rate and is in favor of the motion.

Ald. Krischel asked if the lease included regular maintenance. Public Works Director Kuckler said normal repairs would be performed in-house.

ROLL CALL VOTE:

Aye: Ald. Barry, Wiedner, Krischel, Wilson, Aschauer, Goodman, Anderson, and Davolos

Nay: None

MOTION ADOPTED

IX. NEW BUSINESS

None

X. CLOSED SESSION

None

XI. ADJOURN

ALD. WILSON MOVED, second by Ald. Anderson, to adjourn.

ROLL CALL VOTE:

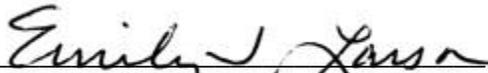
Aye: Ald. Anderson, Aschauer, Barry, Davolos, Goodman, Krischel, Weidner, and Wilson

Nay: None

MOTION ADOPTED

The regular Council meeting adjourned at 8:35 p.m.

Approved: _____ March 15, 2021 as amended


Emily J. Larson, City Clerk