



Minutes
Village of Glen Ellyn
Glen Ellyn Village Board
Special Work Shop Meeting
Monday, August 30, 2021
7:00 PM
Glen Ellyn Civic Center, Galligan Board Room

A. Call to Order

B. Pledge of Allegiance

C. Roll Call

Upon roll call by Clerk Cosby, President Senak and Trustees Christiansen, Fasules, Gould, Kalinich, Payne and Thompson answered "Present".

Also in attendance: Village Manager Franz, Assistant Village Manager Rodman, Finance Director Coyle, Public Works Director Buckley, Police Chief Norton, Fire Chief Clark, Economic Development Coordinator Hannah.

D. Audience Participation

Mr. Wayland, a builder for 30 years in the community suggest that the Board consider changing the hours that the Planning & Development Department is open for business be reduced to 9:00 a.m. to 4:00 p.m. This would give the department the additional time to complete some of their workload uninterrupted. The time could be used for logging permits into the system, returning phone calls, etc. Mr. Wayland that requested this be done as soon as possible, even on a trial basis, to enhance the quality of the service. Additionally, he suggested that Trustees consider shadowing an employee in the department to get a better understanding of how busy they are and how much happens in the department.

Trustee Thompson raised the question as to whether changing the hours of a department would be a Board decision or Management decision.

E. Police Department Assessment and Staffing Analysis (Presented by Police Chief Norton)

Chief Norton reviewed the history behind the Staffing Analysis which was delayed due to the pandemic. He also touched on the background of the McGrath Consulting team. Ron Moser, the Lead Police Consultant, served as the Project Manager and a team of consultants brought their wide array of professional expertise to this project. He then introduced Ron Moser to present.

Mr. Moser outlined the methods for the collection of data including surveys, comparables, and interviews of every Police Department employee. They then focused on police staffing and structure, policies, procedures, etc. Upon the completion of an extensive study of multiple factors, fifty-one recommendations are presented in the analysis. These recommendations are prioritized using "1, 2, and 3." (1) being highly critical (life safety issues, possible detrimental legal issues). (2) designation represents significant action needed as soon as possible. (3) indicates organizational benefit. Mr. Moser noted that of the analysis revealed priority (1) recommendations, thirty-six priority (2) and fifteen priority (3) recommendations. Mr. Moser then presented highlights on the Analysis. The

main one being the restructuring of the department into three divisions: patrol, investigations, and support (budgeting, training, scheduling).

Mr. Moser summarized the findings of the Analysis and the additional recommendations outlined in the Analysis. He reiterated that during their research they found that the Glen Ellyn Police Department is supported and well received by the community. He highly commended the Village on this result. Additionally, he also noted the Police Department employees high regard for the community they serve as indicated through the employee interviews.

At the end of the presentation, the Board addressed Mr. Moser and Chief Norton with several questions. Questions regarding the Mental Health Officer were asked including if it was a position to be filled internally. It was noted that role would be filled internally, that it is a social worker type of position and allow for follow up after an event involving mental health issues.

The question was raised regarding the benefit of moving the crossing guard positions to an outside contractor. It was noted the reasoning behind this is that currently if a Crossing Guard calls in sick and a sub can't be found, an officer covers that shift. Outsourcing may save money in that regard. However, currently parents or community members are typically employed as Crossing Guards and as using an outside vendor may change this, this may or may not be a recommendation the Village chooses to implement. It was discussed that the importance of utilizing Crossing Guards with a relationship to the students and community may outweigh any minor savings acknowledged by outsourcing. The role of the Police Commission regarding recruitment and promotion was also discussed.

A discussion regarding the length of time it takes to hire and train an officer, impacts of staffing when dealing with any health-related vacancy, what a fully staffed benchmark means, the difficulties in achieving this benchmark while being fiscally responsible, the impacts on morale caused by staffing shortages, and the benefits and challenges regarding lateral hires.

The department is seeking feedback from Board. Upon receiving the feedback, next steps are to work towards implementing recommendations that can easily be enacted and including other recommendations in the budget process. The immediate feedback requested was to provide input as to the question of whether to modify the organizational structure of the department by creating a supervisor layer of commanders. The informal consensus was the restructuring is supported.

F. Quarterly Financial Update (Presented by Finance Director Coyle)

Director Coyle summarized the Mid-Year Financial Report 2021 covering the period from January 1, 2021, to June 30, 2021. She noted that the report is currently unaudited, is cash basis, and will be available on the Village website. The report includes a General Fund Budget Summary including, Revenues and Expenditures for the month, year to date, and year to date changes in Fund Balance, and General Fund cumulative changes in Fund Balance. In addition, an update on the Village Links financial status, activities, and challenges being faced was presented to the Board by Village Links General Manager, Jeff Vesevick.

G. American Rescue Plan Act (ARPA) Update (Presented by Finance Director Coyle)

Finance Director Coyle provided a background regarding the American Rescue Plan Act (ARPA). The Village of Glen Ellyn is set to receive 3.77 million. One half will be received in approximately

30 days and the second installment will be received in a year. The Village must have a plan to expend these funds by December of 2024 with work completed by 2026. She discussed five major categories in which to consider obligating the funds. These include supporting public health expenditures; addressing negative economic impacts caused by the public health emergency; replace lost public sector revenue; premium pay for essential workers; and invest in water, sewer and broadband infrastructure.

Finance Director Coyle conveyed staff's recommendation of first replacing the Village's lost revenue. Next, staff recommends utilizing the remaining funds for Business Funding, an Amnesty Program for Water & Sewer, and assisting other entities such as the Park District, Library and GWA who did not receive a direct allocation of funds through ARPA, premium pay for essential workers (as defined by the Act), and water & sewer infrastructure projects. The Board provided feedback regarding the spending.

At the end of the discussion, the recommendation to replace lost revenue was strongly supported. There were concerns over equity in providing for other entities and premium pay. An interest in prioritizing lead pipes and addressing water and sewer infrastructure was also mentioned.

H. Other Business – there was none.

- I. Motion to adjourn to Executive Session for the discussion of the selection of a person to fill a public office, including a vacancy in public office, pursuant to 5 ILCS 120/2 (C)(3) and discussion regarding the recruitment, credentialing, discipline or formal peer review of physicians or other health care professionals for a hospital, or other institution providing medical care, that is operated by the public body pursuant to 5 ILCS 120/2 (C)(17), without returning to open session thereafter.**

RESULT:	APPROVED [5 TO 0]
MOVER:	Trustee Christiansen
SECONDER:	Trustee Thompson
AYES:	Fasules, Christiansen, Gould, Kalinich, Payne, Thompson
ABSENT:	None

Respectfully submitted by Sandy Bakalich, Recording Secretary

Reviewed and approved by Emily Rodman, Assistant Village Manager