



Minutes
Village of Glen Ellyn
Village Board Workshop
Special Meeting
November 1, 2021
7:00 PM

Glen Ellyn Police Department, Community Room

Board or Commission: Village Board
Meeting: Special
Quorum: Yes

Date: November 1, 2021
Called to Order: 7:00 p.m.
Adjourned: 10:24 p.m.

MEMBER ATTENDANCE:

Mark Senak	President	Present
Kelli Christiansen	Trustee	Present
Gary Fasules	Trustee	Present
Anne Gould	Trustee	Present
Kelley Kalinich	Trustee	Present
Bill Payne	Trustee	Present
Steve Thompson	Trustee	Present

Also Present:

Greg Mathews	Village Attorney
Mark Franz	Village Manager
Christina Coyle	Director of Finance
Phil Norton	Chief of Police
Dave Buckley	Director of Public Works

Public:

A. CALL TO ORDER/ROLL CALL

The November 1, 2021 Special meeting of the Village Board was called to order by President Senak at 7:00 PM at the Glen Ellyn Police Department Community Room.

B. PLEDGE OF ALLEGIANCE

C. AUDIENCE PARTICIPATION – None

D. Motion to adjourn to Executive Session for the discussion regarding the purchase or lease of real property pursuant to 5 ILCS 120/2 (C)(5), with returning to open session thereafter

E. General Fund 2022 Budget – Finance Director Coyle reviewed the budget presentation with the Village Board and stated a public hearing is set for November 8 and adoption is scheduled for December 8.

1) General Fund - Fire – Finance Director Coyle stated that the Village reallocated; the change is 5% which was what was in the budget. The insurance was internal transfers. Attorney Matthews stated there will be a study done on both fire stations to determine future needs with the Facilities team, and that an outside consulting team will conduct the study. The Volunteer Fire Company has its own budget. Trustee Thompson asked if the Fire Company keeps track of day shift volunteers. Director Coyle stated, yes, they do.

2) General Fund - EMS – Director Coyle reported the ambulance service has a phased contract for the service. The village pays for EMS contracts and the EMS contract provides 12 people, equipment and ambulance. The expanded contract includes one additional person per shift, 24/7. A total of 15 people handle EMS. On the Fire side the Village has all volunteers. Director Coyle reported the Fire Services Fund pays for insurance and basic EMS which is a General Fund expense. Board reallocated a portion of the capital EMS fee. The Village also pays for the audit. There are various operations supplies for which the Village pays, as well as the Fire station maintenance. The Village has also budgeted to purchase a squad in 2022. Volunteer Fire Company (VFC) Chief Clark stated the funds that are collected for the 911 service are in the process of replacing all the 2-way radios throughout the county for Police and Fire which are about 10 years old. We will see that equipment in the second quarter of next year.

3) General Fund - Police – The Police Dept. administration budget includes an addition of a Commander position and salaries from refilling positions that were held off during Covid. Director Coyle added, everything that was recommended from the staffing study is in the budget such as the reduction of 2 sergeants, the addition of 4 officers and a part-time admin. *Operations* – Dash camera replacement. Federal money cannot be used for the dash camera. The Village wants to replace both the dash camera and body camera at the same time. Police Chief Norton stated that the department would like to get them as soon as possible. They were exploring what can be purchased from the forfeiture funds. Trustee Fasules asked when will the Village Board approve the purchase of the body cameras and dash cameras, that the Village may want to purchase and not wait. Finance Director Coyle stated that the Village needs to find out if it can advance purchase from the Department of Justice before it receives funds. Police Chief Norton stated the amount of overtime used to fill staff is somewhat covered by the savings in the salaries due to the staff shortages.

Investigations Divisions – staffing presents the main change. Trustee Thompson asked when training will be back up to pre-Covid levels. Police Chief Norton stated they were going to wait and see where this budget ends up. He added that they cut \$40,000 in education because there were no classes and the availability was next to nothing.

4) General Fund - Public Works – Finance Director Coyle reported on the administration. She stated that the most notable change is the reduction in salaries with a part-time engineer replacing a full-time retiring engineer. Trustee Thompson asked if they have put in for more engineers. Finance Director Coyle stated in last year's budget the Village increased engineers and promoted from within. It is not fully staffed yet. *Streets* – The maintenance number has increased substantially due to the contract for the Civic Center parking garage snow removal and police station snow removal. Those the Village did not previously contract out. The other change was that a forester was added.

F. Enterprise Fund 2022 Budget

1) Water & Sewer – *Revenue* – Finance Director Coyle reported this revenue budget did not include any increases or decreases to the water rates, based on anticipated consumption. Trustee Christiansen asked if there is any chance to end up net-positive for 2022. Finance Director Coyle stated there was a chance. That there were several larger projects; it was possible for them to get pushed back. The Village was looking to increase water and sewer fees at the end of this year once the rate study is finalized. *Water Expenses* – Finance Director Coyle reported this budget reflected the repositioning of a customer service worker and maintenance worker to retirement and also included merit awards for high performing employees in this budget. Maintenance grounds – a fence budget that was to be replaced in 2021. Water meters – there were fewer replacements budgeted in 2022. *Sewer expenses* – Coyle reported a rate study in 2021 so it is not budgeted for 2022. GWA full board meeting was scheduled for Nov 15. Manager Franz reported that they were to meet with the full Lombard Board and they have overseen the report.

2) Refuse – Finance Director Coyle reported this is the fund that pays for all our garbage and recycling services. Two items to note are this fund is meant to be an in-and-out fund. The Village is entering the renewal period for Groot refuse contract; that renewal will be coming before the Board and it is also entering a contract renewal for branch and brush and that the Village budgeted what we did for last year. The one large change to note is the clean sweep which offered every other year and so the need to have budgeted \$90,000 for 2022.

G. Equipment Services Fund 2022 Budget – Finance Director Coyle reported on equipment services and replacement. She stated that just because a vehicle is up for replacement doesn't mean it gets replaced. The Village provide O&M service to DWA fleet. Expenses – new mechanic for 2022. Cars that are recommended for replacement for 2022 – 3 patrol cars, facilities maintenance van, dump truck, Public Works car, street division trailer and 2 snowplows. Those are the largest budget items. President Senak asked about progress for green vehicles. Equipment Services Superintendent Frasco reported that they are transitioning to hybrid police vehicles and have a few opportunities where an electric vehicle meets our needs. However most electric vehicles are high end.

H. Capital Program Wrap Up – Village Manager Franz asked what the Board what they wish to add which could be brought back to the next workshop.

Trustee Thompson asked whether the pay study is in the budget – and added that he thinks the Village should save the money and do an internal study instead of going to a consultant. He would rather wait until we get through this great resignation, that we think we know what is driving this, so why pay for the study. Finance Director Coyle stated an item to consider: the bandwidth with staff to do this project. The consultant would give a holistic approach on what we can do. Trustee Thompson stated that he thinks the Village can save the \$50,000. He asked, what is the point of doing a study if we are not going to do anything with it? Trustee Kalinich added that she was personally interested in the study. Trustee Thomson stated if we fund it, then we need to be committed to do what the study suggests - if this will not be the Board to decide and use the study, then this Board should push it out.

Finance Director Coyle stated staffing changes are also a big driving factor to the budget. This budget is a guideline, a plan and a legal authority to spend. We also do quarterly updates and check-ins with the Board throughout the year. We try to plan and put our best foot forward with the best information we have.

President Senak stated the reason why the budget is the way it is; is we have added a lot of staffing for public safety. This is the number one issue we face. Our population has not changed. Our crime rate is flat. But our Police Department is working beyond its capacity and needs to increase staffing. Residents have the same expectations that we will deliver the same quality of services. This budget sets up us for a tax increase. The time is now to reduce this budget so we are not faced with it in the future. Trustee Fasules stated that the Board could get quarterly reports and could then see how things are coming in. He didn't think the Board needed to decrease the budget now. This budget is a roadmap on how they want to spend.

President Senak stated there needs to be an effort to close the \$450,000 gap now. Trustee Gould stated I don't have a problem trying to flatten the gap a bit now; she was in favor of trying to cut the budget now.

Trustee Payne stated the need to develop trigger points so that the Board can review those at the quarterly reviews.

Trustee Christiansen stated it is not a matter of cutting the \$450,000, it is a mixture of raising revenue and cutting expenses. She doesn't feel that the Board can go through all these line items and cut. People do say village taxes are high, but it is the schools. We are in line with our peer communities with respect to taxes. With respect to prices, they will rise and fall; however wage pressure will not fall. We are looking at increased payroll costs at least for the next 5 years.

Trustee Thompson asked the board if it is legitimate to rely on the CPI. Trustee Payne stated for right now he would not, but maybe next year. Trustee Gould said she would not rely on it. Trustee Christiansen stated, yes, he would rely on CPI. Trustee Thompson stated yes to CPI. Trustee Kalinich stated she is a yes for this year.

Village Manager Franz asked the Board if they are in favor of an increased Motor Fuel

Tax. Finance Director Coyle stated currently the Village is at 1.25. It missed the January time frame and could increase for July. Trustee Christiansen stated yes; the average is 1-4 cents.

Trustee Thompson stated, yes, it should be on the table but that he was more in favor of the CPI.

Finance Director Coyle asked the Village Board if there is anything in this budget that they do not like or could not live with. Trustee Gould stated getting rid of the contractor registration fees and pushing out the zoning code project. Trustee Kalinich stated that would be one of her do not touch items. She is comfortable with the budget and if the Board sees something is out of whack it can change it at the quarterly review.

President Senak suggested the Board go through the budget and gather their comments. Finance Director Coyle asked the Village Board to send over comments and questions by Thursday so it could be discussed at the Monday meeting.

- I. Adjournment** - Trustee Kalinich motioned to adjourn and Trustee Christiansen seconded the motion. The meeting adjourned at 10:24 p.m.

Submitted by Elisa Pollina, Recording Secretary

Reviewed by Penni Cannova Staff Liaison