

**PUBLIC SAFETY COMMITTEE  
COUNTY BOARDROOM  
MONDAY, MAY 13, 2019  
AGENDA  
4:00 PM**

- 1. Call to Order**
- 1. Roll Call** – Barry Logan, Donald Tolan, Emily Barker, Justin Faulk, Blake Parsons
- 2. Approval of Minutes**
  - a. Approval of April 8, 2019 minutes
- 3. Public Input**
- 4. Approval of Claims**
- 5. Coroner**
- 6. EMA**
  - a. Tabletop Exercise
- 7. Sheriff**
  - a. Noise Complaints/Noise Ordinance
  - b. Approval of CCTV Project Equipment Upgrade
  - c. Approval of Telephone System Maintenance & Software Quality Assurance Agreement
  - d. Germantown Hills #69 / ROE School Resource Officer
  - e. StarCom 21 Communications System Update
  - f. Street/Alley transfer from City of Eureka Update
  - g. Approval of Server Room HVAC Replacement Bid
- 8. Animal Control**
- 9. New Business**
  - a. Kent McCanless Award
  - b. Bids for S. Main St. property lawn care
- 10. Unfinished Business**
  - a. Discussion and action on addition maintenance help
- 11. Other**
- 12. Executive Session – Roll Call Vote**
- 13. Any action coming out of Executive Session**
- 14. Adjournment**

**PUBLIC SAFETY COMMITTEE  
COUNTY BOARDROOM  
MONDAY, APRIL 8, 2019  
MINUTES  
4:00 PM**

**1. Call to Order**

**2. Roll Call** – Barry Logan, Donald Tolan, Justin Faulk, Blake Parsons all present. Emily Barker excused. Also present is board member Chuck Nagel.

**3. Approval of Minutes**

a. Approval of March 11, 2019 minutes  
Motion to approve March 11, 2019 minutes made by Tolan, seconded by Parsons. *Motion passed.*

**4. Public Input**

**5. Approval of Claims**

Motion to approve April claims made by Parsons, seconded by Faulk. It was asked if all educational incentives have been paid. They are all paid except for one. *Motion passed.*

**6. Coroner**

**7. ESDA**

a. Command vehicle  
The command vehicle is up and running. This is the motor home that was donated by State Farm. It will be used jointly between EMA and the Sheriff Department.

b. New utility trailer  
The Command Vehicle has no storage. A small trailer was purchased to hold disaster and search and rescue gear. The trailer was budgeted for.

c. Old trailer  
The old trailer was sold to El Paso. Since it was sold from one government entity to another government entity it did not need to be bid.

**8. Sheriff**

a. Discussion on additional maintenance help  
How do we deal with the health department building? In order to cover all buildings, we need additional maintenance help. When a contractor comes in to fix a part, Bill has to stay with them if they are in a secure area. This is a waste of his time and resource. Another full time maintenance person, at a lower rate than the department head, could supervise contractors in secure areas and free up Bill. Bill is currently overworked. Sheriff Smith gives him a list of work that needs to be completed. When one job is completed, two or three more show up on the list. Discussion on who will take care of the South Main Street building. It was asked if the second maintenance person would be for maintenance or custodial work. It was stated that the custodial work is hired out, so this would be for maintenance. It was questioned if this was budgeted for. It was not. Bill could work to save money by consolidating contractors since the Court House, EMA, and the Health Department all have different contractors for certain things. However, Bill doesn't have the time to devote to this. For the past 14 years the county has had just one maintenance man. A large portion of maintenance work is the HVAC. There are currently approximately 54 individual heat pump units, 2 boilers and chillers, 9 roof top units, cooling towers, some are residential units some are commercial units that need to be maintained. Most of the units have problems that need to be monitored. It was asked if there is enough work for an additional person. The answer was yes, most definitely. There are daily routine things that are not getting done due to problems being resolved. Another person could help with the maintenance on S. Main. Discussion on pay, which would be dictated by AFSCME contract. It was pointed out the Chief Deputy Tipsword and Captain Waters are both helping with maintenance issues. These two should be

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working in the capacity for which they were hired, and not doing maintenance work. Discussion on how to pay for another maintenance person since it was not budgeted for. \$3,000 was budgeted to pay a part time person, but we need a full time person. They could pay the full time person out of the \$3,000 line item that was budgeted for and adjust at the end of the year. It was also asked how to pay for things at the Health Department as no line item was set up for that building. The consensus is that we need to hire a full time person to help with maintenance. The Sheriff will gather information on rate, how to pay, where to look for help, etc., and report back next month.

b. Roanoke Patrol Contract Renewal

The contract is basically the same with some verbiage added. Section 26-28 were added. In the past the County listed the Village of Roanoke on our insurance. The new language has Roanoke having their own insurance. The contract price went down a little as we are not covering the insurance any longer. The State's Attorney has reviewed contract and agrees with the language in section 26-28. Motion to approve Roanoke Patrol Contract Renewal made by Faulk, seconded by Tolan. *Motion passed.*

c. Germantown Hills Patrol Contract Renewal

There is a 1.4% increase in the contract from last year. The coverage for Germantown Hills is for part-time coverage. We will increase patrol to 160 hours a month during the summer at the request of Germantown Hills. There is the option for a 3 year extension. If the county, or Germantown Hills wants to change the contract, it has to be renegotiated by March 15 of that year. If no negotiations take place by March 15, then the contract will continue as it is. It was asked if there is a problem finding coverage, and the Sheriff stated that they have no problem finding someone to cover. Motion to approve Germantown Hills Patrol contract renewal made by Parsons, seconded by Faulk. *Motion passed.*

d. Bell/Clock Project Update

Bill will be taking the lead on the clock tower. The drawings for the cradle have been approved. That work is about 60-90 days out. They are looking at options for lighting in the tower. Bill is also working on taking the old parts and putting them on display. They will be using a crane to take out the old clock. Currently there have been \$15,850 in donations to fix the clock.

e. Court St. Alleyway Intergovernmental Agreement City of Eureka

The Sheriff has been working with the city of Eureka for the county to take possession of Court Street in front of the board room. The State's Attorney has reviewed the Intergovernmental Agreement and there two changes that need to be made. In section C, the last word should be possess not possession, and in #3 the 'as public right-of-way' should say 'for public use.' Discussion on restriction of the verbiage right-of-way. Motion to change the possession in section C to possess, and section E #3 to strike "as public right-of-way" and add 'for public use' made by Tolan, seconded by Parsons. *Motion passed.* These changes will be taken to the City of Eureka for their approval.

f. Budget line item increases (FOP Contact)

The FOP contract has been negotiated. Chief Deputy Tipsword presented the committee with projected cost increases till the end of the year based on the new contract. One of the main goals of the negotiation was to get the comp time down. The total for the projected increases is \$73,106.36. Discussion on how to cover this expense. Taking it out of contingency is one option. However, contingency was only budgeted for \$150,000. Taking more than half of it to pay projected costs is not feasible. Earlier tonight it was discussed about paying a new maintenance person out of contingency. Contingency will be used up within the first four months of the budget year, and what do we do for the rest of the year if an emergency arises? Adjusting

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at the end of the year was another option discussed. The Sheriff likes to run his department on budget and doesn't want to overdraw his budget by \$73,000. It was discussed that since these are projected numbers, why not wait till October, when the total would be more accurate and adjust then. The board does not want department heads to front load their budgets, so the increase in contract negotiations was not taken into consideration for the all the contracts being negotiated this year. Therefore, several departments will be over budget. Another option was to have a public hearing and increase the appropriations. Mr. Nagle stated that the board knew we were going into negotiations with the FOP, Probation and AFSCME, therefore they should have budgeted more in contingency. For now the committee will take no action and review this topic again.

g. Health Department / County Maintenance

This was discussed in 'a' above.

h. Illinois StarCom 21 Communications System Project Update.

Our application has been approved by Motorola. The Sheriff provided the committee with a map showing the towers that we will have available for use. We added the site in Minonk and it was approved by Motorola. The Washburn site is still in the works. Motorola bought the Peoria towers, so we will be able to use the towers in Lacon, Mossville, Chillicothe, and on Grandview Drive also. This gives us greater communication ability.

i. Germantown Hills Dist. 69 ROE. Safe School SRO Agreement

This we discussed several months ago, and then it was dropped. Germantown Hills Dist. 69 does want to move forward with it and we should have a proposal within the next month that will be brought to the committee.

**9. Animal Control**

Everything is going well. We have received the Menssen Trust Agreement signed by the trustees.

**10. Probation**

The court placed a juvenile in a specialized placement. Because of this specialized placement, the line item for placements will be greatly diminished.

**11. Health Department**

a. Posting of recordings to meet OMA

Currently the Health Department is not posting minutes or audio to the website. According the State's Attorney they do not have to post audio. However, by OMA regulations all approved minutes are to be posted within 10 days of approval. Ms. Aggertt asked the State's Attorney about this as she wanted to know who had authority over the Health Department. It was requested that the Health Department be consistent with the rest of the County and post audio as well as the minutes.

b. Discuss/Act on MOU for Health Dept.

The purpose of the MOU is to get the funds in the proper account, levying out of Health Department budget instead of county levy. The Health Department, at their meeting, asked for a few changes to the MOU. They do not want to pay for the common area costs for 2018, and they do not want to be responsible for the air conditioning unit. Their other request – the Health Department salting the area between snow plowing – was already in the MOU as stated. The committee felt that since this was a commercial rental, the Health Department should be responsible for the air conditioning unit. The Health Department building should be treated the same as the Highway Dept. building, and

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EMA – they take care of their own building. The committee also felt that common area costs should have been budgeted for since the Health Dept. had been paying them in the past. Ms. Aggertt stated that the \$40,000 that was budgeted for in the past included rent along with snow removal, mowing, etc. Now it was being added to the \$40,000. She also asked who would be financially responsible for making improvements should they take over the unused portion of the building. Since this is unchartered territory, that would have to be discussed at that point in time. While it is all tax payer money, it needs to come out of the correct levy. The committee did not feel the changes the Health Department wanted were necessary. Motion to approve the MOU as written made by Tolan, seconded by Parsons. *Motion passed.*

**12. New Business**

**a. Monthly bills – pay in vacation**

This issue arose because of the Coroner’s cell phone bill. Because of the billing cycle, it always looks like it is overdue. If we pay it in vacation, that will eliminate the problem. Motion to pay the Coroner’s cell phone bill in vacation made by Parson, seconded by Faulk. *Motion passed.*

**b. Discuss/Act on outside maintenance and mowing on South Main Street property.**

This has been discussed previously tonight. We currently have no one to mow. Mr. Logan has spoken to the person who did the mowing in the past and they were to provide a proposal. Hopefully by next month we will have the proposal. Discussion on mowing between now and next month. Mr. Parsons has volunteered to mow the area for the next month until we can hire someone.

**c. Discuss/Act on leasing agent for South Main Street property.**

If we don’t have any county entities to occupy the additional office space on S. Main, then we need to find renters. We will need to find a commercial agent to find a renter. Mr. Logan provided a generic lease agreement from a local realtor that he has been in contact with. It is customary for the agent to charge 7% of the cost of the lease term. Should the tenant break the lease, the realtor still gets the total cost of the lease. Discussion on value of having someone take on the responsibility of showing, finding renter, having commercial clientele to reach out to, etc. Consensus is go with an agent.

**13. Unfinished Business**

**14. Other**

**15. Executive Session – Roll Call Vote**

**16. Any action coming out of Executive Session**

**17. Adjournment**

Motion to adjourn made by Tolan, seconded by Parsons. *Motion passed.*

Meeting adjourned at 6:10 PM.

Submitted by: Deb Breyman

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Barry Logan, Chairman  
Public Safety Committee