

MINUTES OF THE VILLAGE BOARD WORKSHOP
HELD ON THURSDAY, SEPTEMBER 10, 2015

GOALS AND OBJECTIVES

CALL TO ORDER

President Roth called the Workshop to order at 6:50 p.m.

ROLL CALL

Trustee William Harper	Present	Trustee Mary Thon	Present
Trustee Guy Patterson	Present	Trustee William Carlson	Present
Trustee Michael Baumer	Present	Trustee James Cecille	Present
President Billie D. Roth	Present		

All those answering “present” were physically present at the meeting.

Also present for the Workshop – Acting Village Manager Sharon Caddigan; Finance Director Mary Johnson, Assistant Finance Director Josh Peacock and Senior Accountant Lori Frankenthor; IT Coordinator Victor Ambroziak; Human Resources Coordinator Karen Gray; Community Development Director John Peterson and Code Enforcement Supervisor Debbie Carrion; Fire Chief Chris Clark and Deputy Fire Chief Marv Kramer; Police Chief Jim Gremo, Deputy Police Chief Ed Valente and Intern Cameron Day; Public Works Director Matt Mann and Engineer Alex Riegler; Village Attorney Tom Bastian; Executive Service Corps facilitators R. Jim Young, Marijana Ignjatovic, John Mayer, David Gugel and Doug James.

PLEDGE OF ALLEGIANCE

The Village Board is meeting for a Workshop with staff to discuss the 2015 Goals and Objectives and plan for the 2016 Goals and Objectives.

After introductions from all present, Acting Village Manager Sharon Caddigan reviewed the Goals and Objectives process the Village Board has utilized for the past several years, and also reviewed the 2015 Goals, both ongoing and those specific for 2015. She discussed the current discussions with JAWA regarding water purchases from the City of Chicago and upcoming plans, and a future workshop with the Board after more is known.

Assistant Finance Director Josh Peacock provided a financial overview, stating the Village ended 2014 with a positive revenue balance, and projects the same for 2015. He did note the state’s budget situation and that MFT funds and Video Gaming receipts due to the municipalities are being withheld until the state approves a budget. Mr. Peacock stated a new trash collection contract was negotiated and signed, and rolling carts are being distributed to residents over the next few weeks. The ERP (Enterprise Resource Planning) software vendor has been narrowed

and the Board will likely see that contract in October. It will take up to two years to implement the various modules within the software for all the departments in the Village.

IT Coordinator Victor Ambroziak reviewed the upcoming technology needs and plans, and specific hardware needed for support for the ERP plans. He also reviewed use of cloud storage and concerns for proper security.

Community Development Director John Peterson shared a department operations overview, and also the recent combining of the Zoning Board of Appeals with the Plan Commission to form the Planning and Zoning Board. Current projects under construction or planned shortly are the OPUS development (industrial warehouse/trucking facility), Westbrook Senior Living, and McDonald's (teardown/rebuild). Mr. Peterson also noted the number of building permits and contractor licenses issued to date.

Code Enforcement Supervisor Debbie Carrion reviewed the rental licensing program and some of the challenges for code enforcement. She reviewed the "walking program" noting it takes place the year following road resurfacing. This allows code enforcement officers to view the entire property – front and rear – noting any issues or concerns and leaving necessary paperwork for the resident.

Trustee Harper asked about using technology for on-site/out of building work. Mr. Ambroziak stated it was limited for now, but with the planned ERP software, more applications/options will be available in the future.

The Board recessed at 7:56 p.m. and resumed the Workshop at 8:19 p.m.

Deputy Police Chief Ed Valente reviewed recent retirements within the department, as well as promotions and new hires. He noted the use of the DARE officers during the summer months to specifically work with neighborhood watch groups, as well as providing youth classes at the Poplar Creek Library and Kiddie Academy. Beat meetings (four sectors with a specific sergeant assigned) have also been resumed.

Intern Cameron Day, University of Chicago, has been working with the Village – Police, Legal and Community Development – to prepare a program for landlord training. After information regarding Crime Free Housing programs indicated Streamwood's housing mix did not fit into the standard model programs, a hybrid program has been developed and will be presented to the Village Board for adoption. The initiative will require a one-hour training session (also available on video) for all landlords providing them with information and tools for pre-rental screening, background and credit information available, post-rental issues, and handling of nuisance and criminal problems. Landlords will need to recertify the training annually with their rental license renewal, and a lease addendum will be required noting this training. There will also be a requirement for a local owner or property manager for resolution of property issues.

Fire Chief Chris Clark provided an overview of station operations, noting that having Station #31 operating for the past 19 months has reduced response times throughout the Village. He also noted that operating all three fire stations is financially sustainable for the foreseeable time.

Chief Clark reviewed use of the 7G program using off-duty personnel for inspections, additional training, and vehicle and building maintenance. He also noted the new Global Integrated Healthcare program where local fire personnel work with residents with chronic illnesses to potentially avoid emergency room visits and hospitalization.

Chief Clark and Deputy Chief Marv Kramer reviewed recent retirements, promotions and new hires, and also noted that overall training within the department, and fire service generally, has needed to change to adapt to the needs and skills of the newer firefighters. Several training “props” were featured and discussed for future construction, consideration, purchase and implementation.

Public Works Engineer Alex Riegler provided an overview of the 2015 road program, noting the completion of the full reconstruction of Old Church Road, and that the remaining planned resurfacing will be completed soon. Approximately 6 miles of roadway in the Village will have been reconstructed or resurfaced in 2015.

Public Works Director Matt Mann reviewed the water and sewer work, noting the repairs and repainting of the ground tank behind the PW building. Mr. Mann also reviewed the tree removals due to Emerald Ash Borer damage, stating that 1,300 trees were removed and 800 planted in 2015. He notes there are approximately 250 additional trees to remove (on public property) in 2016, with 1,100 to be planted.

Human Resources Coordinator Karen Gray stated there have been many new hires within the Village over the past two years – 16 in 2014 and 13 in 2015. There are currently nine open positions and the Village is actively seeking to fill eight of those openings. There are applicants in various stages of the hiring process. Ms. Gray stated that during 2016, the Village will be evaluating its personnel needs. Additionally, all five collective bargaining agreements expire at the end of 2015; two of the units have initiated meetings with the Village to date. Performance Evaluation training was offered to all supervisory personnel to assist with employee evaluation forms. Additional training will be offered in the future for One Note and other programs.

ESC facilitator R. Jim Young stated the next meeting will be on September 24th with discussions regarding inter-generational communication and potential inter-governmental cooperative initiatives.

The Workshop adjourned at 9:39 p.m.

Billie D. Roth
Village President

Kittie L. Kopitke
Village Clerk

Approved this 1st day of October 2015