

COMMITTEE OF THE WHOLE MEETING - DECEMBER 12, 2006

CALL TO ORDER Mayor Podgorski called the meeting to order at 7:30 P.M., followed by the Pledge of Allegiance.

ROLL CALL revealed the following trustees present: Ryan, Eidam, DeLaurentis, Foster and Sciackitano.

MINUTES The minutes of the November 14, 2006 Committee of the Whole meeting will be filed as presented. Trustee Ryan objected to all of the Committee of the Whole minutes.

Trustee Ryan questioned if we had an executive session meeting at the October Committee of the Whole? Clerk Eisha explained that we did not. That was an error in the retying of the minutes that was not removed from the template.

MAYORS REPORT

Water Tower Lease – 17800 Chappel Avenue - Mayor Podgorski reported that our counter offer of \$1,500.00 per month along with a cost of living provision for the water tower site that the Village owns at 17800 Chappel Avenue has been agreed upon with Sprint Com.

Billboard Licensing & Revenue Proposal - Mayor Podgorski also advised the Board that the fact that several billboard requests have been denied variances by the Planning and Zoning Board and that he is not willing to consider overturning a decision made by them.

The Mayor also stated that he talked to their Chairman, Bob Piekarski and he indicated that one of the things that their Board would like to see was a revenue component in regards to billboards and whether or not another billboard is ever constructed within the confines of the Village limits, we have a responsibility to inspect the billboards that already exist to be sure that structurally they are safe and do not pose a threat to passing motorists or pedestrians. The Mayor also added that due to the size and height of outdoor billboard signs, an inspection will involve significantly more effort and skill than an inspection of smaller and more easily ascertainable signs and this inspection will likely require an individual to verify the condition of the foundation, and then climb the pole and inspect its condition and the ladder, as well as the braces, connections and face of the signs. The degree of difficulty and expense involved in making said inspections necessitates and justifies the requirement of related inspection fees. The building department would be responsible for making a determination regarding inspection procedures and who might perform them.

The trustees were given a sample copy of a structure inspection report and a survey of the fees charged by several other communities. Mayor Podgorski asked the trustees to consider the proposal and respond to him by next Tuesday.

Trustee Ryan asked if there are a set of standards? Mayor Podgorski replied that we would have to ascertain what constitutes an inspection and who will do it. He talked to a company who told him that they are qualified to do the inspections. He also stated that we will put this in the hands of Mark Fiebig and do some further inquiries.

Trustee DeLaurentis questioned if permit fees and inspection fees would be jointed together? Mayor Podgorski replied that this would be a licensing fee or an inspection fee and we would rely on our attorney to assist us.

Smoking Ordinance – Mayor Podgorski announced that in March of this year, Cook County passed a sweeping anti-smoking ordinance, named the Cook County Clean Indoor Air Ordinance and distributed a copy to the trustees. This ordinance essentially bans smoking in all enclosed public places and places of employment, with limited exceptions. The Mayor also advised the board that the county ordinance will not

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pre-empt existing local ordinances, nor does it prohibit municipalities from enacting their own ordinances, even if those ordinances are less restrictive.

The Mayor also stated that he personally does not support such a sweeping anti-smoking ban mainly because he believes that in a free market, business owners, patrons and employees can make their own decisions regarding whether they desire to establish, frequent, or work in an environment that either allows or does not allow smoking.

Mayor Podgorski recommended that we draft an ordinance that follows the parameters generally spelled out in the Illinois Clean Indoor Air Act and adopt it as the Lansing Clean Indoor Air Act.

Mayor Podgorski asked the trustees to review the material and consider the proposal by next Tuesday in order to determine if there is a consensus on the issue.

Mr. Don Genovese, owner of the Lan Oak Lanes in Lansing was present in the audience and stated that many of his customers are league bowlers and smoke, if they cannot smoke when they bowl they will not continue to use his bowling alley and probably go to Indiana.

COMMITTEE REPORTS

FINANCE

2006 Property Tax Levy – Trustee Foster asked Treasurer Noworyta to explain the 2006 Property Tax Levy.

Treasurer Noworyta stated that the total corporate levy is \$5,856,816.00 which is a decrease of \$282,087.00. The abatement is \$1,236,069.00 which is a decrease of \$280,649.00. The overall levy is \$4,620,747.00 which is a decrease of \$1,438.00. The library levy is \$1,595,151.00 which is an increase of \$68,691.00.

Mayor Podgorski added that the Village does not, in fact set the levy for the library. We receive it from the library and we act as their treasury agent, we plug that in for them. Mayor Podgorski also reported that this marks the second straight year Lansing lowered its tax levy to offset the impact of lost revenue on local businesses due to the construction along Interstate 80-94. “The urge is to pick up the loss and fall back on property taxes”.

Trustee Ryan agreed with the plan. However, he questioned why the Village’s sewer and airport funds continue to operate in deficits.

Mayor Podgorski replied that there are many reasons why, it’s not really reasonable to give a precise thirty second answer. He also advised Mr. Ryan that the auditors are present this evening and they could probably give him the answer.

Mayor Podgorski replied that the pattern is part of his administration’s effort to gradually reduce Lansing’s debt by retiring many bonds issued in the late 1980’s and early 1990’s.

The Clerk was directed to place the 2006 levy ordinance on the agenda for the Board meeting next week.

Audit Presentation – Mayor Podgorski announced that Mr. John George and Cynthia Sah are representing our auditors, McGladry and Pullen to explain the audit process.

Mr. George and Ms. Sah explained the financial statement and also the auditing process and what their procedure is during the year.

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Trustee Foster stated that it look like our debts are disappearing and the Mayor added that “better days are ahead as far as debt reduction”.

After a thorough explanation of the entire Village audit by Mr. George and Ms. Sah, Trustee Foster directed the Clerk to place approving the audit and direct the auditors to prepare the final reports on the agenda for the Board meeting next week.

Municipal Utility Tax Audit Program – Trustee Foster asked Mayor Podgorski to explain the tax audit company that could recover some of the utility taxes that have not been collected in the past.

Mayor Podgorski stated the name of the company is Azavar and the agreement would be for them to collect any utility taxes that were not collected and paid to the Village in the last four years. Azavar will not charge Lansing a fee unless the company uncovers any lost revenue. In that case, the fee would be 50% of what they collect for us.

Treasurer Noworyta has researched the company and several of the communities that have used them the consensus is that this is a win win situation. Trustee Foster directed the Clerk to place the resolution authorizing a municipal utility tax audit and the execution of a contract with Azavar Audit Solutions, Inc. to perform such an audit on the agenda for the Board meeting next week.

ECONOMIC DEVELOPMENT

C.D.B.G. Authorization Resolution – Trustee Foster asked the Director of Planning and Development Grace Bazylewski to explain the C.D.B.G. authorization resolution.

Grace reported that the Village of Lansing has applied for and has been awarded participation in the Cook County Community Development Block Grant Program for the amount of \$80,000.00 and the Village has been awarded one capitol improvement project for the 2006 program year. This project is as follows: #C6-030 Street Surface Replacement on Oakley, Escanaba, Commercial and School Street from 177th Street to 178th Street.

Trustee Foster directed Clerk Eisha to place the C.D.B.G. Resolution on the agenda for the Board meeting next week.

PUBLIC WORKS

Disposal of Equipment – Trustee Sciackitano announced that the bids were opened for the surplus equipment on December 8, 2006 and asked Clerk Eisha or Attorney Anderson to explain the new procedure.

Attorney Anderson explained that in accordance with the suggestions of the Board we worked out a bid proposal form which was available to all bidders and included with the form was an explanation that along with the formal bid a 10% cashiers check, certified check or money order payable to the Village was to be included.

Clerk Eisha reported that there were no bids for the 1979 Ford Van 350. There were three bids for the 1997 Ford Crown Victoria's all by the same person, that person did supply a cashiers check for 10% of the bid amount separately for all three vehicles and will be awarded the vehicles at the Board meeting next week.

Clerk Eisha also reported that two bids were received for the 1968 tractor. One bid was for \$550.00 with a cashiers check, the other bid was for \$135.00 with a personal check, which made it void because it was a personal check.

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Clerk Eisha also stated that she called five communities. One community stated that they posted their sales on the board and gave the information to the Mayor, the next community said that they do take bids but they do not advertise, the third community, advertises at the front desk, on the bulletin board and also on their cable, the fourth community stated that they have no procedure at all and theirs go to the junk yard, and the last community stated that they have no procedure at all, they put a sign on it in front of the Village Hall. Clerk Eisha advised the Board that the total amount we will collect when everything is picked up is \$2,515.00.

Trustee Sciackitano directed the Clerk to put awarding the bids on the agenda for the Board meeting next week.

Mayor Podgorski added that next week we will award the bids in four separate motions and make a decision as what to do with the 1979 Ford Van at a later time.

PUBLIC SAFETY AND WELFARE

Drug Abuse Resistance Education (Dare) Program – Trustee Eidam asked Police Chief McDevitt for an update on the Dare Program.

Chief McDevitt reported that Commander Zeldenrust met with Officers Barnes and Manno about the impact that the Cook County Sheriff's Police canceling of the D.A.R.E. Program, has had on our elementary schools. They reported that all of the schools affected are requesting some type of replacement program, to keep the police interacting with the students in some official capacity.

Commander Zeldenrust suggested that if things have not changed financially with the Cook County Sheriff's Police by fall of 2007, he recommended that we fill the gap in programs for our schools in the following manner:

1. Expand our existing G.R.E.A.T. grant to incorporate the 5 week program for third and/or fourth graders in all schools that would be interested.
2. Send Officers Barnes and Manno to the 2 week D.A.R.E. Instructor School in the spring of 2007, in preparation for deployment in the 5th grade classes in all schools interested in having the program.
3. Continue our existing 13 week G.R.E.A.T. Program in the 7th grade classes as we have in recent years.

Chief McDevitt advised the Board that the expanded G.R.E.A.T. Program and addition of the D.A.R.E. Program can be achieved with minimal additional costs to our annual budget and no additional personnel will be required. The Chief stated that they will continue on this course of action unless informed otherwise.

Purchase of Portable Radios – Trustee Eidam asked the chief to explain the purchase of portable radios.

Chief McDevitt stated that the portable radios being used by criminal investigative division and the administrative staffs are between eight and ten years old. Repairs made on these failing radios have increased sharply in 2006 and equates to our spending good money after bad. The current model for the replacement of these radios is the Motorola EX500. Early in 2006 these radios went to state bid with an approximate cost of \$800.00 each. We have just learned from our contact at Illinois Communication, Inc. that these same radios are available at a special extended state bid price of \$458.00 and it is anticipated that this price will change back to its prior quote or higher in 2007.

Chief McDevitt requested that he be authorized to place and order with Illinois Communications, Inc. for 18 Motorola Model EX500 radios with an extra battery, lapel microphone and audio adaptor for each, for a total purchase price of \$11,430.00. Chief McDevitt added that 911 funds have been used in the past and this more than qualifies for proper use of those funds if authorized.

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Trustee Eidam directed the Clerk to place the authorization for the 911 fund expenditure on the agenda for the Board meeting next week.

Pace Municipal Van Pool Program – Trustee Eidam asked Mayor Podgorski to explain the Pace Municipal Van Pool Program.

Mayor Podgorski announced that we have an opportunity to save some money and increase service at the same time. We have a senior bus program that operated three times a week, it is now twice a week. The seniors call the Village Hall to be picked up and a Kikkert bus picks them up at their door and takes them to various destinations for the cost of \$2.00. That service cost us \$21,000.00 in 2003, \$20,700.00 in 2004, \$21,000.00 in 2005 and in 2006 for eleven months we are at \$18,700.00. The bus service runs for a total of ten hours a week and the average number of riders is eight.

The Mayor advised the Board that earlier in the year he attended a Transportation Committee meeting through the South Suburban Mayors and Managers and an official from Pace began talking about a municipal van pool. The Municipal Van Program consists of six passenger mini vans or fifteen passenger vans and the cost to us would be \$270.00 per month whatever our choice would be and at the end of five years for \$1.00 the van would be ours. The annual cost for the vehicle would be \$3,240.00. Hypothetically, if we hired a driver at \$10.00 an hour for 52 weeks, plus the cost of the vehicle for a year, the total cost would be \$13,640.00 plus gas, maintenance and insurance.

Many questions were asked by the trustees regarding this service. Mayor Podgorski suggested that we obtain more information regarding what is available and talk about it again at the next Committee of the Whole meeting.

ORDINANCE

IDOT Agreement – Landscaping – Trustee Ryan announced that the Village has received a joint agreement from IDOT to install trees, shrubs, perennial plants, tree pruning, tree removal and other related landscaping items and plant establishment for one growing season in the parkways and performing all other work necessary to complete the improvement with the approved plans and specifications for the I80/94/U.S. 6 improvement.

Trustee Ryan asked the trustees if they had any questions regarding this agreement. Being none, Trustee Ryan directed the Clerk to place the authorization to execute the IDOT Landscaping Agreement on the agenda for the Board meeting next week.

Proposed Computer Usage & Internet Policy – Trustee Ryan announced that the I.T. Coordinator, Human Resources Director and Village Attorney have prepared proposed guideline for computer usage and internet service.

Trustee Ryan asked Ms. Hastings to explain what this policy consists of. Ms. Hastings reviewed the policy proposed and explained what the employees using the internet services provided by the Village of Lansing are expected of. Ms. Hastings also explained the acceptable uses and unacceptable uses.

Trustee Ryan added that the employee policy should address how and from whom employees obtain permission to use the internet and it should also restrict downloading of files and software and that any costs incurred by an employee in violation be paid by the employee.

Trustee Ryan also asked Ms. Hastings if the employees receive personnel manuals. Ms. Hastings replied that yes they do when they are hired.

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Trustee Ryan asked if we move forward on this would we want two ordinances?

Mayor Podgorski replied that he would refer to Attorney Anderson to answer that question. Attorney Anderson replied it would probably be a resolution.

Trustee Ryan also suggested that the employees be required to sign a statement each year indicating they have read the employee handbook.

Trustee Ryan directed the Clerk to place this policy on the agenda for the Board meeting next week.

YOUTH CENTER & LNN

Internet Access – Trustee Ryan asked the Youth Center Director, Tina Weddig to review the computer room rules and internet access parent consent form. Ms. Weddig explained several of the conditions and explained the computer room procedure.

The I.T. Coordinator, Tom Seymour explained the computer system at the Youth Center and the content of the filter service categories. He also demonstrated the installation of the firewall that will filter the computers.

Trustee Ryan directed the Clerk to place the policy for the Youth Center Internet Filtering System and the consent of any user's parent or guardian on the agenda for the Board meeting next week.

AVIATION

Transportation Improvement Proposal Fiscal Year 2008 – 2012 – Trustee Eidam asked Airport Manager Bob Malkas to explain the Transportation Improvement Proposal Fiscal Year 2008 – 2012.

Mr. Malkas stated that the plan mirrors the 2B choice that was recently approved by the Board. The alignment of the future North-South Runway to 5904' is the only element of the proposal that is set because of air space considerations.

Mayor Podgorski asked if anything needs to be signed right now? Mr. Malkas replied no, that this is just a T.I.P.S. report and is just part of the process and if anyone has any questions to contact him at the airport.

INSURANCE – No Report

BUILDINGS & ADA

Contractor Bonding Requirements - Trustee DeLaurentis stated that contractors are now bonded in the Village and it is nothing new and asked the Building Commissioner, Mark Fiebig to review the new bonding requirements.

Mr. Fiebig stated that currently most of the contractors are required to provide \$5,000.00 and some of them \$10,000.00 and under his new proposal all contractors would be required to have \$10,000.00 and general contractors and excavators would be required to have \$20,000.00. He also checked with a bonding agent and the cost for a \$5,000.00 bond and a \$10,000.00 bond is the same \$50.00. The cost of a \$20,000.00 bond is \$100.00 and stated that most of the contractors would not incur any additional costs.

Trustee DeLaurentis asked if we would need an amendment to the existing ordinance? Attorney Anderson replied that he will prepare an ordinance amending our existing ordinance to be in conformity with Mr. Fiebig's recommendations.

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Garage Variance – 3635-176th Place – Larry Evans – Trustee DeLaurentis reported that Mr. Larry Evans has applied for a garage variance at 3635-176th Place and asked if anyone has any objections. Being none, Trustee DeLaurentis directed the Clerk to place the variance approval on the agenda for the Board meeting next week.

PUBLIC COMMENT – Mr. Gregory Scherzinger, 2832 – 193rd Street asked if we have the ability to facilitate tracking E-mails and transmissions?

He also asked if there are any other vendors that could provide the same service for the Municipal Utility Tax Audit Program?

He also suggested that on future bid forms it would be a good idea to have a space to identify what the bid is for.

UNFINISHED BUSINESS – None

NEW BUSINESS – None

ADJOURNMENT – Being no further business to be discussed, Trustee Foster made a motion at 10:27 P.M. to adjourn the Committee of the Whole meeting, seconded by Trustee Sciackitano.

ROLL CALL ON MOTION

Yeas-5-Trustees: Foster, Sciackitano, Ryan, Eidam and DeLaurentis

Nays-0

Motion declared carried

Respectfully submitted,

Jean Eisha
Village Clerk

