

VILLAGE OF DOLTON
SPECIAL MEETING OF THE BOARD OF TRUSTEES
COMMITTEE OF THE WHOLE
April 21, 2016

CALL TO ORDER In the absence of Mayor Riley H. Rogers and Village Clerk Mary Kay Duggan, Deputy Clerk Denise Fields called the Special Meeting of the Board of Trustees Committee of the Whole to order in the Village of Dolton Police Department Training Room at 5:37 p.m.

ROLL CALL The following trustees were present: Stanley H. Brown, Duane Muhammad, Robert E. Hunt, Jr., and Robert E. Pierson, Jr., and Valeria Stubbs. Trustee Tiffany Henyard was absent.

Also present: Village Administrator Stan Urban and department heads, excepting Police Chief Robert M. Collins, Jr., who was absent. Village Attorney John B. Murphey and Village Engineer Ronald E. Smith were absent.

A quorum was present.

PLEDGE OF
ALLEGIANCE/
PRAYER

Prayer was led by Trustee Stubbs.

Administrator Urban announced that pursuant to Mayor Rogers' recent appointment of Trustee Muhammad as president pro tem, that Trustee Muhammad would be chairing the meeting.

Trustee Hunt and Trustee Brown challenged the legality of the appointment of the president pro tem, and left the meeting. Trustee Muhammad took the chair.

ORDER OF BUSINESS

A. DISCUSSION OF PROPOSED FY2017 BUDGET

1) Overview of Revenues and Expenses

Finance Director Yvonne Redmond announced several changes to the budget: Licenses and Permits will have its own department. Payment to Homewood Disposal will be coming out of the general fund instead of the water fund.

Ms. Redmond noted that "FY16 Budget Actual" figures do not include revenues for March and April.

2) Police Department Budget

Due to the absence of Chief Collins, discussion was deferred to another time.

3) Fire Department Budget

Chief McCain announced that the fire department is on pace to be \$500,000 or more under budget FY16. He has budgeted accordingly for FY17.

Chief McCain and Mr. Urban summarized changes from last year's budget and answered questions on the salaries line items and other line items.

Mr. Urban reviewed projected short falls and increases in revenues.

4) Public Works

Supt. Matt Stacey summarized and answered questions on the salaries line items and other line items. Ms. Redmond and Mr. Urban answered questions regarding health insurance premiums. Mr. Urban outlined payroll related expenses for all departments. Trustee Pierson asked for a comparison of numbers of public works employees in surrounding communities.

5) Melanie Fitness Center

Administrator Urban noted that under prior management the Melanie Fitness Center had been mismanaged. The numbers have improved but need to continue to improve. He said that the village can afford to lose some or break even because it is an asset to the community.

General Manager Ishmael Muhammad said that the goal for the center is to become fully self-supporting. As of June, 2015, there were 600 active members. There are presently 1,217 active members. He reviewed membership goals, current numbers and rates. He reviewed and answered questions on projected sources of revenue including a pro shop to serve healthy food, and miscellaneous revenues, which includes rentals for special events. Mr. Muhammad broke down salaries for employees and other line items.

Mr. Urban recommended a conservative projection of increased membership revenues.

Discussion pursuant to the agenda concluded.

Mr. Urban introduced Mr. Marciniak, who recently joined the water department.

Mr. Marciniak explained that as of April 1st, the village was three months behind in billings or \$827,000 in delayed bills. The water department is currently one month behind for one district. Because of the changeover the end of last year in the village's billing system, the water meter readers were unable to stay current. There are currently 7,789 active accounts and 262 inactive accounts. No shut-off notices had been sent since October of last year. A letter had been sent out notifying residents, and a follow-up notice gave 10 days to pay or be ticketed. Mr. Marciniak plans to send shut-off notices to 150 residents per week (or \$221,000 in billings).

Mr. Urban noted that changes in personnel in the water department did not solve issues in the department, and outlined steps being taken to catch up. Mr. Marciniak explained that the village had been under billing for sewer. All industrial meters will be changed out to avoid under billing in the next months. Eventually all meters will be changed out.

The village is assigning the water meter readers to determine an accurate number of actual garbage pick-ups and vacant houses. Discussion continued on collection efforts.

Mr. Edward Steave, manager of the Media Center, reviewed line items for his department and answered questions from the trustees.

The single largest media expense other than salaries is for new equipment. Discussion followed on generating revenue. The village may not charge for advertisements on Channel 4 or 99 but may charge for advertisements for the village's website and newspaper. The village may charge for use of studio time.

Mr. Urban said that staff will further review all staff proposals. He noted that the village's recent extensions of a bond allowed the village to purchase numerous vehicles and equipment. He may ask for another extension to allow for earlier pay off of the equipment purchases. Payment plans with village vendors will be paid off in 2017 and 2018. Revenues from the sale of the Dorchester are anticipated at approximately \$3 million.

There was a consensus of the trustees to meet again on Monday, May 9th, at 5:30 p.m.

CITIZENS ADDRESS

None

ADJOURNMENT

There being no further business before the Board of Trustees, on a motion by Trustee Pierson, second by Trustee Stubbs, to adjourn the Special Meeting of the Board of Trustees Committee of the Whole, President Pro Tem Muhammad asked for a roll call to adjourn.

ROLL CALL

AYES: 3 Trustees Muhammad, Pierson, Stubbs

NAYS: 0

ABSTAIN: 0

ABSENT: 3 Trustees Brown, Henyard, Hunt


Motion passed.

The meeting was adjourned at 7:45 p.m.



MARY KAY DUGGAN, Village Clerk

APPROVED by the Board of Trustees this 11th day of July, 2016.



RILEY H. ROGERS, Mayor