

**City of Darien**  
**Minutes of the Administrative Finance Committee**  
**Darien City Hall Conference Room**  
**May 11, 2009**

The meeting was called to order by Alderman Gattuso at 6:30 p.m. and a quorum was declared.

Committee Members in attendance: Alderman Halil Avci and Alderman Carolyn Gattuso.

Committee Members Absent: Alderman John Poteraske

The following staff members were present: Chief of Police Robert Pavelchik and Assistant to the City Administrator Scott Coren.

Elected Officials in Attendance: None

Residents/Guests in Attendance: None

**Item 4a – Police Department Promotional List**

During the budget process, the City Council discussed extending the police promotional list for one year to save the cost of the test. The City Attorney has prepared an ordinance that will accomplish this extension. Staff brings to this committee a request to review and recommend City Council approval of the ordinance extending the police promotional list until October 3, 2010. Alderman Avci asked the Chief to explain the process of hiring and promoting within the police department. The Chief explained how the Police Commission conducts tests and establishes lists for both initial hires and promotions within the department.

Motion by Alderman Gattuso, seconded by Alderman Avci, to recommend City Council approval of this ordinance; two ayes by voice vote. Motion carried.

**Item 4b – July 4<sup>th</sup> Fireworks Reimbursement**

The City of Darien has historically provided fireworks to its residents for the 4<sup>th</sup> of July by partnering with the Village of Woodridge and the Village of Downers Grove. The Village of Woodridge hosts two other events that require fireworks and all of the events go to bid together to achieve volume pricing. The total cost for the City of Darien is \$5,250.

Motion by Alderman Avci, seconded by Alderman Gattuso, to recommend City Council approval of this ordinance; two ayes by voice vote. Motion carried.

**Item 5a – DuPage Metropolitan Enforcement Group (DUMEG) Dues**

Staff requests Committee and Council approval for the participation in the drug enforcement task force (DUMEG), by payment of the annual dues from the Drug Asset Forfeiture Fund. Alderman Avci asked the Chief how the dues are calculated, the formula being based on authorized sworn strength of the police department (40 officers).

Motion by Alderman Gattuso, seconded by Alderman Avci, recommending payment of the DUMEG dues in the amount of \$20,800.00; two ayes by voice vote. Motion carried.

**Item 5b – Darien Emergency Operation Plan Consultant**

Staff requests approval to expend budgeted funds on a consultant to update the City’s Emergency Operation Plan. Alderman Avci suggested a tune-up of the plan in two to three years as part of the contact for service.

Motion by Alderman Avci, seconded by Alderman Gattuso, recommending the expenditure of budgeted funds for the revision of the City’s Emergency Operation Plan; two ayes by voice vote. Motion carried.

**Item 5c – Livescan Electronic Fingerprint Scanner Extended Warranty**

Staff requests approval to expend budgeted funds for a three-year extended warranty on the Livescan Electronic Fingerprint Scanner. During the budget hearings, the City Council authorized a five-year extended warranty at a cost not to exceed \$19,340. The vendor, Motorola Inc., changed their proposal since the budget was approved and now offers a three-year warranty at a cost of \$11,604.

Motion by Alderman Gattuso, seconded by Alderman Avci, recommending the expenditure of budgeted funds for the three-year extended warranty, not to exceed \$11,604; two ayes by voice vote. Motion carried.

**Item 5d – Participation in the State of Illinois Department of Central Management Services Surplus Equipment Program**

Staff requests approval of a City Council resolution authorizing participation in the surplus equipment program managed by the State of Illinois. The City Council previously approved this participation by passage of a resolution in 2003, but the State requires a new resolution every two years.

Motion by Alderman Avci, seconded by Alderman Gattuso, recommending City Council passage of the resolution; two ayes by voice vote. Motion carried.

**Item 5e – Retirement Health Savings Plan – Police Officers**

During arbitration proceedings with the Metropolitan Alliance of Police #48 last year, the police union requested and was awarded the establishment of a Retirement Health Savings Plan for the sick leave paid out upon retirement. Currently the contract calls for the payment of half the accumulated sick time, up to 75 days. This savings plan allows retiring officers to pay for medical items, including premiums and prescription drugs, on a pre-tax basis. Formerly the officers were given the sick payout in a lump sum, which was subject to tax.

The selected program is the VantageCare Retirement Health Savings Plan. It is run by ICMA, which is the current provider for the savings plan currently offered by the City of Darien to both officers and other employees. The proposed program does not change any compensation paid to officers, it only sets up an account for the City of Darien to pay into. The accounts will be administered by the City of Darien under the rules set up in the attached agreement.

Motion by Alderman Avci, seconded by Alderman Gattuso, recommending City Council passage of the resolution; two ayes by voice vote. Motion carried.

**Item 6a – Posting City Council Committee Minutes on Web**

Assistant Administrator Coren informed the committee that minutes from the committee meetings would be posted on the website moving forward. There was no formal action to be taken and City Clerk Coleman would be doing this already. Alderman Avci requested that the assigned committee and date be attached to each consent agenda item in the future. Assistant Administrator Coren said the item should be brought to the elected officials during a workshop setting if he was interested in discussing it further.

**Item 6b – Reviewing Traffic Study Suggestions**

A resident had requested to review the left turn on Lyman out of Wal-Mart, which was recently discussed at another Administrative-Finance Committee meeting. The Committee agreed that the item was recently reviewed and further discussion was unnecessary. Traffic items discussed and recommended during the traffic study would not be discussed again at the Administrative-Finance Committee.

**Item 6c – Information Regarding Sub Area 3-6 of the Neighborhood Traffic Study**

Chief Pavelchik informed the Committee that they and the full Council have approved the recommendations for some street sign changes in Sub Area 3-6 of the Neighborhood Traffic Study, but the ordinances have not yet been changed. The Chief said that the removal of stop signs at 70<sup>th</sup> and Farmingdale and at Walnut and Warwick will not take place due to the closure of Walnut at Farmingdale Drive. Because of this street closure, the traffic patterns have changed in the neighborhood and it would not be prudent to change the stop signs at this time.

Chief Pavelchik left the meeting at 7:00 p.m.

The meeting was adjourned at 7:22 p.m. on a motion by Alderman Avci, second by Alderman Gattuso.

Next scheduled meeting date is Monday, June 8, 2009.

Approved:

John Poteraske, Chairman \_\_\_\_\_

Halil Avci, Member \_\_\_\_\_

Carolyn Gattuso, Member \_\_\_\_\_