

COUNCIL OF THE CITY OF DIXON, ILLINOIS
SPECIAL COUNCIL MEETING
COUNCIL CHAMBERS - CITY HALL
MONDAY, APRIL 29, 2019
8:00 A.M.

AGENDA

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Visitors/Public Comment
5. Resolutions
 - a. Amending 2018-2019 Budget – Waste Water
6. Motions
 - a. Discussion and possible approval of a contract with Global Security for installation of Fire Alarm system at City Hall.
 - b. Discussion and possible approval of Memorandum of Understanding with the Fraternal Order of Police Labor Council/Dixon.
 - c. Discussion and possible approval to amend contract with Sinnissippi Centers for Safe Passage Coordinator.
7. Adjournment

SUPPLEMENTAL AGENDA

5. Resolutions
 - a. The resolution will increase the following Wastewater budget line items: Extra Duty Pay \$3,500; Maintenance & Repairs \$20,000; Fuel & Oil \$1,000; The resolution will decrease the following line items: Part Time Salary \$4,500; Engineering \$6,000; Small Tools & Equip. \$4,100; Printing & Publishing \$1,400; Professional Development \$6,500; Natural Gas \$2,000
6. Motions
 - a. Due to increase labor costs, the company revised the quote that was approved in January. This is a revised quote for \$22,013.78, which was a revision to the Labor line item only.
 - b. Temporary assignment for an officer with medical restrictions, to a vacant position due to a retirement.
 - c. An adjustment to the contract due to the requirements of the grant.

The City of Dixon, in compliance with the Americans With Disabilities Act, requests that persons with disabilities who require certain accommodations to allow them to observe and/or participate in this meeting or have questions about the accessibility of this meeting or facilities, contact the ADA Coordinator at (815) 288-1485 to allow the City of Dixon to make reasonable accommodations for those persons.



COUNCIL ACTION FORM

Date: 04/29/2019

Presented By: Matt Heckman

Subject: Amend Budget - Wastewater Department Agenda Item: 5A

Description:

The resolution will increase the following Wastewater budget line items:

Extra Duty Pay \$3,500
Maintenance & Repairs \$20,000
Fuel & Oil \$1,000

The resolution will decrease the following line items:

Part Time Salary \$4,500
Engineering \$6,000
Small Tools & Equip. \$4,100
Printing & Publishing \$1,400
Professional Development \$6,500
Natural Gas \$2,000

FINANCIAL

Is this a budgeted item? YES NO

Line Item #: _____ Title: _____

Amount Budgeted: _____

Actual Cost: _____

Under/Over: _____

Funding Sources:

Departments:

Is this item in the CIP? YES NO CIP Project Number: _____

COUNCIL ACTION FORM

Any previous Council actions:

Action

Date

Recommendation:

Approve the resolution.

Required Action

ORDINANCE RESOLUTION MOTION NO ACTION REQUIRED

Additional Comments:

MOTION BY: _____ SECONDED BY: _____

TO approve the resolution amending the FY19 budget with respect to the Wastewater Department.

CITY COUNCIL VOTES

VOTES	Mayor Arellano	Councilman Considine	Councilman Marshall	Councilman Marx	Councilman Venier
YES	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
NO	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ABSENT	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ABSTAIN	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

RESOLUTION NO. _____

**RESOLUTION AMENDING 2018-2019 BUDGET
(WASTEWATER)**

WHEREAS, pursuant to 65 ILCS 5/8-2-9.6, the City Council may amend the annual budget of the City of Dixon by a vote of two-thirds of the corporate authorities then holding office; and

WHEREAS, the City Council has reviewed the needs of the City of Dixon and deems it advisable and in the best interests of the City of Dixon to amend the budget for fiscal year 2018-2019 by amending line items within the budget to accommodate additional extra duty pay, fuel, and Maintenance & Repairs for Wastewater; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Dixon that the Finance Director of the City is hereby authorized and directed to amend the budget for fiscal year 2018-2019 by decreasing the line item "Part Time Salary" by \$4,500; decreasing the line item "Engineering" by \$6,000; decreasing the line item for "Small Tools and Equipment" by \$4,100; decreasing the line item for "Printing and Publishing" by \$1,400; decreasing the line item for "Professional Development" by \$6,500; and decreasing the item for "Natural Gas" by \$2,000, all within the Wastewater Budget; and increasing the line item "Extra Duty Pay" by \$3,500, increasing the line item for "Maintenance & Repairs" for \$20,000, and increasing the line item "Fuel & Oil" by \$1,000, all within the Wastewater budget.

BE IT FURTHER RESOLVED that the City Council finds that all of the recitals contained in the preambles to this Resolution are full, true and correct and does incorporate them into this Resolution by reference.

BE IT FURTHER RESOLVED that all resolutions and parts of resolutions in conflict herewith are, to the extent of such conflict, hereby repealed.

BE IT FURTHER RESOLVED that this Resolution shall be in full force and effect from and after the date of its passage and approval, and publication as required by law.

This Resolution read and approved this 29th day of April, 2019.

Mayor

Attest:

City Clerk



COUNCIL ACTION FORM

Date: 4/25/2019

Presented By: Allen Philhower

Subject: Approval to Purchase of a Fire Alarm System Agenda Item: 6A

Description:

Request for approval of a new Fire Alarm System for City Hall. The existing Fire Alarm system is outdated and not fully operational. During 2018, we reached out to various vendors to obtain quotes for a new system, and Global Security of Davenport, IA was the low quote at \$19,866.78 dated 1/9/2019. The City Manager approved a Purchase Order for this, and approval was sent to Global Security on 2/4/2019. The required 50% payment of \$9,933.40 has been paid, and some of the materials have been delivered. On 4/12/2019, Global asked if this project was "prevailing wage", and once we confirmed it was, they sent over a revised quote for \$22,013.78, which was a revision to the Labor line item only. Due to the cost of the project now exceeding \$20,000.00, the project was put on hold until Council could review and approve continuing with the project. The revised quote is still the lowest of the quotes received.

FINANCIAL

Is this a budgeted item? YES NO

Line Item #: 31-210-6300 Title: Capital Project Fund - Building

Amount Budgeted: \$308,980.00

Actual Cost: \$22,013.78

Under/Over: _____

Funding Sources:
Capital

Departments:
IT/Fire/Admin

Is this item in the CIP? YES NO CIP Project Number: _____

COUNCIL ACTION FORM

Any previous Council actions:

Action

Date

Recommendation:

The Staff recommends approval of the project for the new Fire Alarm System for City Hall

Required Action

ORDINANCE RESOLUTION MOTION NO ACTION REQUIRED

Additional Comments:

MOTION BY: _____ SECONDED BY: _____

TO authorize the purchase and installation of a Fire Alarm System for City Hall

CITY COUNCIL VOTES

VOTES	Mayor Arellano	Councilman Marshall	Councilman Marx	Councilman Considine	Councilman Venier
YES	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
NO	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ABSENT	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ABSTAIN	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



1003 West 4th Street, Davenport, Iowa 52802-3510
 Phone: (563) 359-3896; Facsimile: (563) 322-7191
 Central Station: 877-304-4477 (4GSS)
 www.GlobalSecurityServices.com

Estimate

Date	Estimate #
1/9/2019	12507
This Estimate is Valid for 60 Days from the date of the Estimate.	

Customer:
Dixon City Hall 121 W. 2nd Street Dixon, IL 61021

Providing all your Security and Law Enforcement needs...

- Burglar and Fire Alarms • Access Control Systems • Inspection
- Investigation • Employment Screening • Process Serving
- CCTV Installation and Service • Consulting • Courier Services
- ATM Services • Physical Security and Protective Services
- Armed Security Officers • Special Event Officers • Executive Protection

Security Consultant
SJU

Description of Parts and/or Services	Qty	Cost	Total
Fire Alarm System			
Global Fire Addressable FACP, 1 Loop, Apollo Protocol, 126 Points Expandable to 252, Networkable, Red Enclosure, With UDACT	1	758.77	758.77
Expansion Loop Card for GF-5200	1	319.00	319.00
Remote LCD Annunciator for GF-5200	1	283.80	283.80
12 Volt, 10 AH Battery, fast on terminals	2	39.38	78.76
DSC Fire Alarm Cellular Communicator	1	326.48	326.48
Apollo Discovery Series Intelligent Photoelectric/Optical Smoke Detector, UL listed	52	42.02	2,185.04
Apollo Discovery Series Intelligent Addressable Heat Detector, UL listed	4	51.92	207.68
XP95A 6" Base, E-Z Fit for XP95 & Discovery Detectors	56	8.91	498.96
Manual Pull Station, Dual Action, terminal Connections, Key Lock/Reset Cat 30 key	8	22.00	176.00
XP95A Addressable Monitor Module, Mini with Pigtail leads for pull stations or single gang mounting	8	34.32	274.56
Surface Deep Back box for GFP Series Manual Pull Stations, Red	8	8.80	70.40
Multi-Candela Horn/Strobe, 24vdc, Wall, Red	14	39.82	557.48
Multi-Candela Strobe, 24VDC, Wall, Red	7	30.14	210.98
Back-Box, Gentex	21	8.80	184.80
Low profile analog/addressable air duct smoke detector, photoelectric	4	110.00	440.00
Remote Alarm LED (Red), & Key Operated Test/Reset Switch	4	29.70	118.80
XP95A 120 VAC I/O Module is a loop-powered device which incorporates a monitored input circuit for connection to remote switches. It also has a 120V rated volt-free relay output. It is mounted on a plastic fascia plate for use with a 4" square or 2 gang electrical back box (minimum depth 2").	4	80.08	320.32
XP95A Addressable I/O module: includes one (1) relay output and one (1) address input, mounts on 4x4 box	4	63.58	254.32
Elevator Recall: XP95A Addressable I/O module: includes one (1) relay output and one (1) address input, mounts on 4x4 box	4	63.58	254.32
Fire wire, 4 conductor, red jacket with green stripe, 18 gauge, wire colors are red/black/blue/brown	1	247.50	247.50
Fire Alarm Cable, 16-2, Un-shielded, FPLR, Red jacket, Yellow stripe on red jacket, 1,000 feet	3	176.00	528.00
Fire Alarm Cable, 16-2, Un-shielded, FPLR, Red jacket, Blue stripe on red jacket, 1,000 feet	3	176.00	528.00
Conduit for basement including fittings and straps	1	825.00	825.00
J-Hooks	300	2.20	660.00

I agree to Global Security Services' terms and conditions for service and/or installation. I understand and agree this is an estimate based on professional standards of workmanship and that the work performed may exceed the actual amount indicated herein, not to exceed twenty percent, without written approval. I understand I am responsible for all fees, charges, and cost associated with the services provided by Global Security Services-IA, Ltd. I further understand that 50% of the total estimate is required prior to ordering parts and the remaining balance is due upon completion. I understand that any change in the scope of work or parts may be charged a 15% restock fee for all changed items.

Total

_____ Signature of Acceptance	_____ Position or Title
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- ATM Services • Physical Security and Protective Services
- Armed Security Officers • Special Event Officers • Executive Protection

Security Consultant
SJU

Description of Parts and/or Services	Qty	Cost	Total
Labor for field tech support, service, installation or bench repairs	95	107.35	10,198.25
Travel charges to and from job site	1	825.00	825.00
Arlington 4" Round Low Voltage Mounting Bracket, Adjusts to fit 1/4 inch to 1-1/2 inch wall or ceiling thickness -	53	3.52	186.56
Cad Drawings	1	495.00	495.00
Monthly Monitoring \$40			

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Total \$22,013.78

<hr/> Signature of Acceptance	<hr/> Position or Title
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Memorandum of Understanding
between

The City of Dixon, Officer PJ Ginn,
and
Fraternal Order of Police Labor Council/Dixon

April 29, 2019

Issue:

Officer PJ Ginn presently has medical restrictions that prevent him from performing all of the essential functions of a sworn law enforcement officer within the City of Dixon. Officer Ginn, however, desires to continue to fully serve and assist the Department. Concurrently, the City will soon have a vacant police clerk position due to the retirement of Bob McCoy. Rather than Officer Ginn simply using available sick leave, the parties desire to allow him beginning April 22, 2019, to temporarily fill the position of police clerk, until a date not later than _____. By an agreement to make this assignment Officer Ginn will remain a valuable employee to the City, while assisting the City in saving personnel costs by delaying the hiring of a full-time replacement police clerk. To accomplish this task a MOU is necessary, as the City does not have light duty assignment positions for sworn law enforcement officer and the police clerk position is a non-bargaining unit position.

Agreement:

The City, Officer Ginn, and the FOP agree that effective April 22, 2019, Officer Ginn is assigned administrative duties as a police clerk. This period of assignment is anticipated to last until _____, or such earlier time as Officer Ginn receives medical clearance to resume the essential duties of a sworn officer within the Department. He will serve in this capacity, during the defined time period, with no loss in base rate of pay, and remain considered a member of the bargaining unit. The FOP agrees to the temporary assignment to a non-bargaining unit position.

Officer Ginn, the City, and the FOP, by their signatures below, affirm their agreement to enter into and be bound by this Memorandum of Understanding (MOU). The parties further agree that this memorandum may not be cited as precedent, past practice, nor be cited as a position of either party in any subsequent matters. It is also agreed that such assignment does not bind the City, in future instances, in the handling of light duty situations or availability of administrative duties. The parties fully recognize the unique circumstances presented here, with the concurrent timing of an administrative police clerk vacancy as a result of a retirement.

Signature of City Representative / date

Signature of FOP Representative / date

Signature of Officer PJ Ginn/ date