

Village of Bradley  
Police & Fire Committee  
Monday, August 6, 2018  
5:00 PM

Members Present: Trustee Gadbois, Trustee Watson, Chief Johnston, Lt. Mason, Chief Travis & Trustee Redmond

Members Absent: Trustee Allen

**Public Comment** –None

Department Discussion & Budget Review

**Police Department – Chief Johnston**

Chief Johnston reported on the department's overtime activity – with the absence of a Sergeant out on medical leave we continue to have overtime on the sergeant's line. According to the CBA the chief of police will fill the shift with another sergeant – the time is offered to another sergeant first – when all Sergeant. Personnel decline, then the Chief can fill that time with an OIC or Lt. This will be an ongoing discussion; the budget line item for OT has already exceeded 50% - this is from May 1, 2018 through the most recent pay period a total of \$36,351.98 (this is out of the \$75,000 line item for OT) leaving \$38,648.00 to last for the next nine months.

Patrol OT looks great – so far holding the line. There will be a testing coming up and as soon as the list is approved we hope to hire someone. Keep in mind there will be training in the beginning but the chief believes he will have the patrol levels to where they need to be.

Dispatch – the overtime line item for this group has language in their contract that gives them 15 mins Roll Call Overtime. Not all personnel take the OT as pay they will put it in as comp time. This is something in the contract that we may need to look at down the road.

Records Department – overtime in this department is holding the line well, keep in mind that this department does do additional work that benefits other departments but all OT does come out of the PD budget.

Trustee Watson asked about shifting funds in the PD budget to cover the overtime. Chief explained that he cut his budget by 100K, and the department is doing well keeping an eye on all spending.

Trustee Gadbois mentioned that if and when a budget amendment is needed that will be at the end of the fiscal year and that final number is determined then.

Next the Chief explained the new Nuisance Abatement Program that has started, since the PD will be taking over the Landlord Licensing program – having this

program will allow the PD to respond to calls that fall under this program and hopefully able to assist the victims of maybe a domestic situation as well as tenants in rental properties that are causing problems, the PD will be able to access landlord info and be able to reach out quicker. This program will give the department the ability to address areas in our village that are becoming areas of concern.

The Detective Bureau continues to close cases – they are doing a really good work in the bureau.

Overall the police department is doing a great job covering the village, being visible and connecting with the public.

National Night Out is Tuesday night.

Trustee Gadbois asked about the heavy traffic on Armour Road and Christine Drive due to the North Street Bridge being out. Chief said Outsen Electric did make some timing changes to the traffic lights however the traffic is heavy just last night an officer was on a call going through the intersection and was hit by another car – the officer is fine however the car is probably totaled. This heavy traffic will be like this through the end of the year.

## **FIRE DEPARTMENT – Chief Travis**

### **Budget Review**

Chief Travis provided the committee with a full printout of the department budget and activity – this is the first three months of the fiscal year. (see attached)

No questions were asked about the budget at this time.

Fire testing is coming up soon.

Chief did state that he has been in discussion with the Financial Direction about collections – looking into the possibility of charging for Non-transport calls. This is something other departments are also looking into. Charges will be for products used.

Trustee Watson has asked the Chief to provide a list/comparison of how many per month. Trustee Gadbois ask the Chief to work on this information and bring back to committee. It was decided to put together the chart starting at the beginning of the year to current.

Chief and the Administrator and Finance Director about the POC pay raise, this will be coming to the board and will be a positive.

Update on the Fire Department vehicle – currently doing a search for a vehicle versus ordering – which could be a three month delay.

Belson fire over the weekend took about 4 hours to put out with the assist of 8 departments.

## **Other Discussion**

With the assistance of the IPRF Grant we have three personnel from the Village that will be certified in drone flying. This will be an asset for missing person calls, review of the Village for public works and the fire department will find it useful too with buildings and roof top equipment.

At this time a drone has not been purchased. The grant will cover a majority of the cost as well as the training/certification.

Trustee Watson asked that during the training what is the "privacy use" procedure? Chief answer that there is an "open air policy" and certain privacy - there are also procedures that must be followed and that Sgt. Berry has been fully trained - Trustee Gadbois suggested that Sgt Berry come to the next committee meeting and give us a presentation on the training and future purpose/use for the department.

Friday, August 17, 2018 there will be a Back to School Bash at Lil's Park from 12:00 noon to 2:00 PM - this is a community building program.

Trustee Watson moved to adjourned at 5:35 pm - second by Trustee Gadbois. All in favor, motion carried - meeting adjourned.

Respectfully submitted by,

A handwritten signature in black ink, appearing to read "Gadbois", with a stylized flourish at the end.

Trustee Gadbois  
Chair, Police & Fire Committee

DATE: 08/06/2018  
 TIME: 08:31:42  
 ID: GL47B005.WOW

VILLAGE OF BRADLEY-CORPORATE  
 DETAILED REVENUE & EXPENSE REPORT  
 MONTH YTD ACTUAL VS. REVISED BUDGET WITH PRIOR YTD ACTUAL  
 FOR 3 PERIODS ENDING JULY 31, 2018

PAGE: 1  
 F-YR: 19

FUND: GENERAL CORPORATE FUND  
 DEPT: FIRE DEPARTMENT

ACCOUNT NUMBER	DESCRIPTION	JULY ACTUAL	FISCAL YEAR-TO-DATE ACTUAL	REVISED FISCAL YEAR BUDGET	% COLLECTED/EXPENDED	PRIOR YEAR-TO-DATE ACTUAL
<b>GENERAL ACTIVITY</b>						
10-50-00-4076	SMOKE DETECTOR INSPECTIONS	1,300.00	4,060.00	11,000.00	36.9	3,930.00
10-50-00-4077	TRUSS SAFETY INSPECTIONS	0.00	0.00	0.00	0.0	0.00
10-50-00-4078	TRUSS SAFETY REGISTRATION	0.00	0.00	0.00	0.0	0.00
10-50-00-4100	FIRE SALARY REIMBURSEMENT	0.00	0.00	0.00	0.0	0.00
10-50-00-4121	FIRE ALARM PLAN REVIEW	0.00	0.00	0.00	0.0	0.00
10-50-00-4135	FIRE GRANTS-PERSONNEL	0.00	0.00	0.00	0.0	0.00
10-50-00-4136	FIRE GRANTS	0.00	0.00	138,512.00	0.0	0.00
10-50-00-4212	FALSE ALARM FINES	0.00	0.00	800.00	0.0	0.00
10-50-00-4291	AMBULANCE SERVICE	4,649.40	21,988.55	370,000.00	5.9	94,215.06
10-50-00-4292	FOREIGN FIRE INSURANCE REVENUE	0.00	0.00	0.00	0.0	0.00
10-50-00-4293	AMBULANCE REPORTS	20.00	20.00	50.00	40.0	5.00
10-50-00-4294	FIRE REPORTS	0.00	0.00	0.00	0.0	0.00
10-50-00-4910	OTHER INCOME	0.00	0.00	2,000.00	0.0	0.00
10-50-00-4915	CONTRIBUTIONS/DONATIONS	0.00	0.00	0.00	0.0	0.00
10-50-00-4920	TEK-COLLECT REVENUE	0.00	0.00	0.00	0.0	0.00
<b>TOTAL REVENUES: GENERAL ACTIVITY</b>		<b>5,969.40</b>	<b>26,068.55</b>	<b>522,362.00</b>	<b>4.9</b>	<b>98,150.06</b>
<b>GENERAL ACTIVITY</b>						
10-50-00-5017	COMPENSATION SEPARATION	0.00	0.00	0.00	0.0	0.00
10-50-00-5109	TELEPHONE-MOBILE	499.41	1,324.51	6,000.00	22.0	985.17
10-50-00-5110	TELEPHONE-OFFICE	21.55	42.92	500.00	8.5	41.50
10-50-00-5210	VEHICLE REPAIR & MAINTENANCE	7,809.83	8,812.31	40,000.00	22.0	1,139.91
10-50-00-5220	VEHICLE FUEL, GAS & OIL	976.42	2,150.94	11,000.00	19.5	1,892.79
10-50-00-5221	MILEAGE	0.00	0.00	0.00	0.0	0.00
10-50-00-5230	VEHICLE PURCHASE	0.00	0.00	36,092.00	0.0	0.00
10-50-00-5310	EQUIPMENT REPAIR	788.95	1,140.64	10,000.00	11.4	1,183.78
10-50-00-5330	EQUIPMENT PURCHASE	555.00	687.00	45,500.00	1.5	2,155.00
10-50-00-5331	EQUIPMENT PURCHASE - GRANT	0.00	0.00	159,512.00	0.0	0.00
10-50-00-5340	EQUIPMENT RENTAL	0.00	0.00	0.00	0.0	0.00
10-50-00-5410	OFFICE SUPPLIES	400.97	545.15	4,000.00	13.6	460.47
10-50-00-5411	OFFICE EQUIPMENT PURCHASE	0.00	0.00	1,250.00	0.0	0.00
10-50-00-5415	OFFICE EQUIPMENT RPR & MAINT	0.00	0.00	1,000.00	0.0	144.18
10-50-00-5417	SOFTWARE MAINTENANCE	0.00	0.00	9,000.00	0.0	915.00
10-50-00-5418	HARDWARE MAINTENANCE	0.00	0.00	3,000.00	0.0	0.00

DATE: 08/06/2018  
 TIME: 08:31:42  
 ID: GL47B005.WOW

VILLAGE OF BRADLEY-CORPORATE  
 DETAILED REVENUE & EXPENSE REPORT  
 MONTH YTD ACTUAL VS. REVISED BUDGET WITH PRIOR YTD ACTUAL  
 FOR 3 PERIODS ENDING JULY 31, 2018

PAGE: 2  
 F-YR: 19

FUND: GENERAL CORPORATE FUND  
 DEPT: FIRE DEPARTMENT

ACCOUNT NUMBER	DESCRIPTION	JULY ACTUAL	FISCAL YEAR-TO-DATE ACTUAL	REVISED FISCAL YEAR BUDGET	% COLLECTED/EXPENDED	PRIOR YEAR-TO-DATE ACTUAL
<b>GENERAL ACTIVITY</b>						
10-50-00-5420	DEPARTMENT PROJECTS	0.00	0.00	0.00	0.0	0.00
10-50-00-5430	POSTAGE	0.00	0.00	300.00	0.0	10.55
10-50-00-5450	SOFTWARE PURCHASE	0.00	0.00	0.00	0.0	0.00
10-50-00-5460	HARDWARE PURCHASE	0.00	0.00	1,500.00	0.0	0.00
10-50-00-5890	GENERAL SUPPLIES	75.22	626.39	3,500.00	17.8	312.86
10-50-00-6056	MEDICAL PAYMENTS	0.00	0.00	0.00	0.0	0.00
10-50-00-7210	TRAINING & REGISTRATION	0.00	319.71	10,000.00	3.1	285.63
10-50-00-7211	TUITION REIMBURSEMENT	0.00	0.00	0.00	0.0	0.00
10-50-00-7212	TRAVEL & LODGING	0.00	0.00	500.00	0.0	0.00
10-50-00-7213	MEALS & PER DIEM	0.00	0.00	500.00	0.0	0.00
10-50-00-7214	TRAINING MATERIALS	0.00	0.00	4,000.00	0.0	0.00
10-50-00-7215	TRAINING EQUIPMENT	0.00	0.00	2,500.00	0.0	0.00
10-50-00-7292	FOREIGN FIRE INSURANCE EXPENSE	0.00	0.00	0.00	0.0	0.00
10-50-00-7320	EQUIPMENT TESTING SERVICE	175.00	480.58	18,000.00	2.6	461.14
10-50-00-7321	FIRE ALARM PLAN REVIEW	0.00	0.00	0.00	0.0	0.00
10-50-00-7340	OTHER FEES & SERVICES	60.00	950.00	8,000.00	11.8	239.88
10-50-00-7344	COLLECTION SERVICES	0.00	0.00	0.00	0.0	0.00
10-50-00-7345	ANDRE MEDICAL BILLING SERVICE	4,285.51	4,285.51	27,500.00	15.5	4,590.50
10-50-00-7410	CLOTHING ALLOWANCE	0.00	0.00	0.00	0.0	0.00
10-50-00-7416	STIPEND	0.00	0.00	0.00	0.0	0.00
10-50-00-8990	MISCELLANEOUS	0.00	0.00	500.00	0.0	0.00
<b>TOTAL EXPENSES: GENERAL ACTIVITY</b>		<b>15,647.86</b>	<b>21,365.66</b>	<b>403,654.00</b>	<b>5.2</b>	<b>14,818.36</b>
<b>MANAGEMENT</b>						
10-50-01-5010	SALARY-MANAGEMENT	9,542.40	30,017.56	131,056.00	22.9	28,682.64
10-50-01-5012	WAGES-FD OFFICER	375.00	1,225.00	5,000.00	24.5	1,050.00
10-50-01-5014	SICK PAY-MANAGEMENT	0.00	0.00	0.00	0.0	0.00
10-50-01-5015	HOLIDAY PAY MGT FIRE	0.00	0.00	0.00	0.0	0.00
10-50-01-5019	VACATION-MANAGEMENT	0.00	0.00	0.00	0.0	0.00
10-50-01-5023	STIPENDS	0.00	1,200.00	1,200.00	100.0	1,200.00
10-50-01-5028	SHIFT DIFFERENTIAL	0.00	0.00	0.00	0.0	0.00
10-50-01-6046	DENTAL INSURANCE	0.00	125.38	1,204.00	10.4	449.88
10-50-01-6047	LIFE INSURANCE & STD	0.00	0.00	289.00	0.0	96.00
10-50-01-6050	MEDICAL INSURANCE	0.00	0.00	22,469.00	0.0	7,671.06

DATE: 08/06/2018  
 TIME: 08:31:42  
 ID: GL47B005.WOW

VILLAGE OF BRADLEY-CORPORATE  
 DETAILED REVENUE & EXPENSE REPORT  
 MONTH YTD ACTUAL VS. REVISED BUDGET WITH PRIOR YTD ACTUAL  
 FOR 3 PERIODS ENDING JULY 31, 2018

PAGE: 3  
 F-YR: 19

FUND: GENERAL CORPORATE FUND  
 DEPT: FIRE DEPARTMENT

ACCOUNT NUMBER	DESCRIPTION	JULY ACTUAL	FISCAL YEAR-TO-DATE ACTUAL	REVISED FISCAL YEAR BUDGET	% COLLECTED/EXPENDED	PRIOR YEAR-TO-DATE ACTUAL
<b>MANAGEMENT</b>						
10-50-01-6052	IMRF EXPENSE - VILLAGE	0.00	0.00	0.00	0.0	0.00
10-50-01-6053	FICA	0.00	0.00	310.00	0.0	65.13
10-50-01-6054	MEDICARE	0.00	0.00	2,080.00	0.0	429.64
10-50-01-6410	MEMBERSHIPS	0.00	175.00	1,200.00	14.5	175.00
10-50-01-6510	PUBLICATIONS & NOTICES	0.00	0.00	1,000.00	0.0	0.00
10-50-01-6515	LITERATURE & PERIODICALS	0.00	0.00	0.00	0.0	0.00
10-50-01-6610	CONVENTIONS & MEETINGS	0.00	0.00	0.00	0.0	0.00
10-50-01-7210	TRAINING & REGISTRATION	0.00	0.00	0.00	0.0	0.00
10-50-01-7212	TRAVEL & LODGING	0.00	0.00	500.00	0.0	0.00
10-50-01-7213	MEALS & PER DIEM	0.00	0.00	700.00	0.0	0.00
10-50-01-8990	MISCELLANEOUS	0.00	0.00	0.00	0.0	0.00
<b>TOTAL EXPENSES: MANAGEMENT</b>		<b>9,917.40</b>	<b>32,742.94</b>	<b>167,008.00</b>	<b>19.6</b>	<b>39,819.35</b>
<b>SUPPORT STAFF</b>						
10-50-10-5011	WAGES-SUPPORT STAFF	4,408.00	13,205.11	60,070.00	21.9	12,940.80
10-50-10-5013	OVERTIME-SUPPORT STAFF	0.00	0.00	400.00	0.0	0.00
10-50-10-5015	HOLIDAY-SUPPORT STAFF	0.00	0.00	0.00	0.0	0.00
10-50-10-5023	STIPENDS	0.00	600.00	1,200.00	50.0	600.00
10-50-10-5027	LONGEVITY-SUPPORT STAFF	0.00	0.00	0.00	0.0	0.00
10-50-10-6046	DENTAL INSURANCE	0.00	(125.38)	1,204.00	(10.4)	449.88
10-50-10-6047	LIFE INSURANCE & STD	0.00	0.00	289.00	0.0	96.00
10-50-10-6050	MEDICAL INSURANCE	0.00	0.00	22,469.00	0.0	7,671.06
10-50-10-6052	IMRF	0.00	0.00	7,251.00	0.0	1,517.94
10-50-10-6053	FICA	0.00	0.00	3,824.00	0.0	758.58
10-50-10-6054	MEDICARE	0.00	0.00	890.00	0.0	177.42
10-50-10-7210	TRAINING & REGISTRATION	0.00	0.00	0.00	0.0	0.00
10-50-10-7212	TRAVEL & LODGING	0.00	0.00	0.00	0.0	0.00
10-50-10-7213	MEALS & PER DIEM	0.00	0.00	0.00	0.0	0.00
10-50-10-8990	MISCELLANEOUS	0.00	0.00	0.00	0.0	0.00
<b>TOTAL EXPENSES: SUPPORT STAFF</b>		<b>4,408.00</b>	<b>13,679.73</b>	<b>97,597.00</b>	<b>14.0</b>	<b>24,211.68</b>

FIRE SUPPRESSION/RESCUE

DATE: 08/06/2018  
 TIME: 08:31:42  
 ID: GL47B005.WOW

VILLAGE OF BRADLEY-CORPORATE  
 DETAILED REVENUE & EXPENSE REPORT  
 MONTH YTD ACTUAL VS. REVISED BUDGET WITH PRIOR YTD ACTUAL  
 FOR 3 PERIODS ENDING JULY 31, 2018

PAGE: 4  
 F-YR: 19

FUND: GENERAL CORPORATE FUND  
 DEPT: FIRE DEPARTMENT

ACCOUNT NUMBER	DESCRIPTION	JULY ACTUAL	FISCAL YEAR-TO-DATE ACTUAL	REVISED FISCAL YEAR BUDGET	% COLLECTED/EXPENDED	PRIOR YEAR-TO-DATE ACTUAL
<b>FIRE SUPPRESSION/RESCUE</b>						
10-50-50-5012	WAGES-PAID ON CALL	3,731.55	14,895.20	135,000.00	11.0	23,181.80
10-50-50-5015	POC HOLIDAY PAY	0.00	0.00	0.00	0.0	0.00
10-50-50-5027	LONGEVITY PAY	0.00	0.00	0.00	0.0	0.00
10-50-50-5028	SHIFT PREMIUM	0.00	0.00	0.00	0.0	0.00
10-50-50-5220	VEHICLE FUEL, GAS & OIL	0.00	0.00	0.00	0.0	0.00
10-50-50-6050	POC ACCIDENT & HEALTH	0.00	0.00	5,000.00	0.0	0.00
10-50-50-6053	FICA	0.00	0.00	6,820.00	0.0	1,437.21
10-50-50-6054	MEDICARE	0.00	0.00	1,595.00	0.0	336.13
10-50-50-7409	UNIFORMS	0.00	879.75	2,500.00	35.1	432.50
10-50-50-8990	MISCELLANEOUS	0.00	0.00	0.00	0.0	0.00
<b>TOTAL EXPENSES: FIRE SUPPRESSION/RESCUE</b>		<b>3,731.55</b>	<b>15,774.95</b>	<b>150,915.00</b>	<b>10.4</b>	<b>25,387.64</b>
<b>EMS</b>						
10-50-51-5011	WAGES-EMS	30,944.62	87,528.75	378,042.00	23.1	77,894.84
10-50-51-5012	WAGES-PART TIME EMS	1,222.80	3,627.64	29,000.00	12.5	4,713.48
10-50-51-5013	OVERTIME-EMS	7,681.46	23,310.55	80,000.00	29.1	21,679.75
10-50-51-5014	SICK PAY-EMS	0.00	0.00	0.00	0.0	0.00
10-50-51-5015	HOLIDAY-EMS	0.00	0.00	0.00	0.0	0.00
10-50-51-5016	PREM OT-EMS	0.00	0.00	0.00	0.0	0.00
10-50-51-5018	CERTIFICATION	0.00	0.00	0.00	0.0	0.00
10-50-51-5019	VACATION-EMS	0.00	0.00	0.00	0.0	0.00
10-50-51-5023	STIPENDS	0.00	15,700.00	15,700.00	100.0	14,350.00
10-50-51-5027	LONGEVITY EMS	0.00	0.00	0.00	0.0	1,735.41
10-50-51-5310	EQUIPMENT REPAIR	0.00	0.00	0.00	0.0	0.00
10-50-51-5330	EQUIPMENT PURCHASE	0.00	0.00	0.00	0.0	0.00
10-50-51-5340	EQUIPMENT RENTAL	0.00	0.00	0.00	0.0	0.00
10-50-51-6046	DENTAL INSURANCE	0.00	0.00	5,554.00	0.0	2,181.95
10-50-51-6047	LIFE INSURANCE & STD	0.00	0.00	1,734.00	0.0	576.00
10-50-51-6050	MEDICAL INSURANCE	0.00	0.00	112,985.00	0.0	38,651.34
10-50-51-6053	FICA	0.00	0.00	1,550.00	0.0	508.39
10-50-51-6054	MEDICARE	0.00	0.00	6,072.00	0.0	1,691.49
10-50-51-6056	MEDICAL PAYMENTS	0.00	0.00	0.00	0.0	1,384.13
10-50-51-6065	MEDICAL SUPPLIES	324.00	1,155.16	10,000.00	11.5	294.58
10-50-51-6066	MEDICAL EQUIPMENT	0.00	0.00	8,000.00	0.0	0.00

DATE: 08/06/2018  
 TIME: 08:31:42  
 ID: GL47B005.WOW

VILLAGE OF BRADLEY-CORPORATE  
 DETAILED REVENUE & EXPENSE REPORT  
 MONTH YTD ACTUAL VS. REVISED BUDGET WITH PRIOR YTD ACTUAL  
 FOR 3 PERIODS ENDING JULY 31, 2018

PAGE: 5  
 F-YR: 19

FUND: GENERAL CORPORATE FUND  
 DEPT: FIRE DEPARTMENT

ACCOUNT NUMBER	DESCRIPTION	JULY ACTUAL	FISCAL YEAR-TO-DATE ACTUAL	REVISED FISCAL YEAR BUDGET	% COLLECTED/EXPENDED	PRIOR YEAR-TO-DATE ACTUAL
-----						
EMS						
10-50-51-7410	UNIFORMS	0.00	0.00	0.00	0.0	0.00
10-50-51-7415	UNIFORM CLEANING	0.00	0.00	300.00	0.0	0.00
10-50-51-8990	MISCELLANEOUS	0.00	0.00	200.00	0.0	50.00
-----						
TOTAL EXPENSES: EMS		40,172.88	131,322.10	649,137.00	20.2	165,711.36
TOTAL EXPENSES: FIRE DEPARTMENT		73,877.69	214,885.38	1,468,311.00	14.6	269,948.39
TOTAL FUND REVENUES		5,969.40	26,068.55	522,362.00	4.9	98,150.06
TOTAL FUND EXPENSES		73,877.69	214,885.38	1,468,311.00	14.6	269,948.39
FUND SURPLUS (DEFICIT)		(67,908.29)	(188,816.83)	(945,949.00)	19.9	(171,798.33)