

VILLAGE OF LIBERTYVILLE  
**FIRE AND POLICE COMMITTEE**

January 21, 2020  
7:00 p.m.

AGENDA

1. Approval of Minutes: January 15, 2019
2. Fire Department Updates
3. Police Department Updates
4. Other Items
5. Adjournment

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Any individual who would like to attend this meeting, but because of a disability needs some accommodation to participate, should contact the ADA Coordinator at 118 West Cook Avenue, Libertyville, Illinois 60048 (847) 362-2430. Assistive listening devices are available.

Village of Libertyville  
Fire and Police Committee  
January 15, 2019

Minutes

A meeting of the Libertyville Fire and Police Committee was held on January 15, 2019 at 7:00 p.m. at the Village Hall. Those in attendance included Chairperson/Mayor Terry Wepler and Committee Members/Trustees Donna Johnson and Pat Carey. Also in attendance was Village Administrator Kelly Amidei, Fire Chief Rich Carani, and Police Chief Clint Herdegen.

Trustee Carey moved and Trustee Johnson seconded to approve the minutes of the April 17, 2018 Fire and Police Committee meeting. Motion carried unanimously.

Fire Department Updates

Fire Chief Rich Carani presented on the following matters:

*Rockland Fire Protection District*

An update on the Rockland Fire Protection District (RFPD) was presented. He noted that the new service agreement began in October of 2018. The agreement is a joint agreement with the City of Lake Forest and the Village of Libertyville. Since October 1<sup>st</sup> the Village has responded to 12 emergency calls in our response area. This is a 75% decrease in calls in the area when compared to the old agreement. The RFPD has sold or auctioned all of its equipment and the building is for sale or lease.

*Mundelein Ladder Truck Agreement*

Chief Carani noted that 2019 marks the second year of the agreement with Mundelein. There is a 5-year agreement with Mundelein to provide the ladder truck for structure fires in high-rise and commercial properties. During year one there were no calls, however the truck did go to Mundelein 6 times for automatic fire alarms, per the agreement.

*Ladder Truck Refurb*

Staff is recommending refurbishing the ladder truck for the cost of \$675,000. This is estimated to save the Village approximately \$650,000 when compared to the purchase of a new truck. The Committee agreed with this approach.

*Lake County Consolidated 911 Update*

Twenty-one public safety entities are involved in the process. The Lake County Board is anticipated to approve a contract with Mission Critical Partners in January for consultant support for the project. It is anticipated that a draft plan will be ready in December of 2019.

*Paramedic Requirement for Fire Entry*

The Village requires fire applicants to be a Basic Firefighter and EMT-B certified in order to apply for the position of firefighter/paramedic. The cost to pay for this class is between \$10,000-\$15,000. The Chief is requesting that the Committee review this requirement.

*2018/2019 Injuries, Illnesses and FMLA Leave*

Several illnesses and injuries have led to an estimated \$400,000 in overtime. This will be discussed during the next contract negotiations.

*Alarm Monitoring Changes*

There are upgrades that FSS, the Village's alarm monitoring service will be implementing which will result in a reduction in alarm monitoring revenue to the Village by an anticipated \$11,688 annually. There will also be a savings of \$1,321.92 for an elimination of a phone line.

In the future if the County consolidation project occurs the Village would no longer monitor fire alarms.

*Ambulance Transport Fee Waivers- Reductions*

Staff continues to get requests for waiving or reducing ambulance transport fees. The Village's current policy is to reduce fees or waive fees, to offer a payment plan or reduce the fee to the resident rate with a payment plan. Staff is not proposing any changes at this time to the policy.

Trustee Johnson made a motion to adjourn the meeting at 8:16 p.m. which was seconded by Trustee Carey. Motion carried unanimously.

Respectfully submitted,

Ashley Engelmann  
Deputy Village Administrator

# Memo

**To:** Kelly Amidei, Village Administrator  
**From:** Richard Carani, Fire Chief  
**cc:** Ashley Engelmann  
**Date:** January 3, 2020  
**Re:** Fire and Police Committee Report – Fire

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## 1. Ladder Truck Refurbishment Update:

The Ladder Tower has been dismantled and a complete inspection performed. The inspection found numerous additional items which needed attention, these repairs will come out of the contingency money dedicated for this reason. The amount approved in contingency was \$35,000 the inspections revealed \$18,451 in additional repairs. Work is on schedule to see the Ladder Tower completed by March or April.

## 2. Lake County Consolidated 911 update:

The Lake County 911 Consolidation group has been working hard to finalize and produce a 911 implementation plan. The final implementation plan has been distributed for review and discussion among member agencies and their elected officials. The goal is to have all participants review the implementation plan and decide what level of participation they would like to continue with. The plan introduces 3 tier levels moving forward. The 911 group representatives will be expected to vote in March or April on the consolidation's future direction. Board direction will be needed. A short presentation will be given at this meeting.

## 3. Shift Vacancies:

The Fire Department continues to fill shift vacancies created by four retirements and one disability pension. Currently, we still have two vacancies on shift and one in the Fire Prevention Bureau. The current eligibility list will soon be exhausted requiring a new list to be established. The vacancies, which have been present for almost two years, have resulted in an overtime budget overage. We anticipate having some relief by June or July.

#### 4. Fire Prevention Bureau Evaluation:

One of the Fire Department goals for FY 2019-20 was to evaluate the Fire Prevention Bureau, its services, staffing and public education. At the time, it was not known when Assistant Chief Komers would retire, as of this writing Ken has been retired almost one month. Kens retirement has thrown a slight twist into our plans due to the fact we had to scramble to find plan review services in order to keep the Fire Prevention Bureau operational with respect to plan reviews. An evaluation of the services performed by the FPB was completed and submitted to Kelly Amidei for review. In summary, although there are some alternatives available to the Village for FPB services, we feel having our own Fire Prevention Bureau gives the Village the control needed to assure quality, timely reviews and compliance. Additionally, providing the same level of services for the Fire Protection District and now Knollwood it is beneficial to have this as a Division of the Fire Department. Due to the number of calls run each year, it also made sense to keep the available staff person during the day for emergency calls if needed.

There are numerous opportunities for efficiency through shared resources. For example, we would like to expand the Fire Investigation side of the Bureau to include Countryside and Mundelein investigators. This brings expertise to the table and help fill our need for additional trained investigators. We are also continuing to investigate fire inspections and our ability to do more inspections each year. Our evaluation of the FPB will be ongoing. At this time, we have one Lieutenant who would like to go into the Fire Prevention Bureau and who we feel would do an excellent job. This would offer the Village the control and expertise needed in the FPB. However, a fresh start means we will be evaluating every aspect of the FPB over the next 6 months to a year. We anticipate moving the Lieutenant in February or March when we fill vacant shift positions.

#### 5. Dispatch Services:

Currently, dispatch services for the Village of Libertyville and the Libertyville Fire Protection District are contracted with the Village of Vernon Hills. In 2017, the Village approved a three-year agreement to continue dispatch services in Vernon Hills, this agreement expires April 30, 2020. The current agreement also has a fourth-year option which would extend dispatch services to April 30, 2021. This option includes a 3.4% increase for services, up 0.1% from 2019-2020. Staff is recommending the Village accept the fourth-year option as we continue to develop a plan with the Lake County Regional 911.

# Memo

To: Kelly Amidei, Village Administrator  
From: Clinton J. Herdegen, Chief of Police  
Date: 1/16/2020  
Re: Fire and Police Committee Meeting Agenda Items (2/21/2020)

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**Police Eligibility Roster**

Probationary Officers Korhumel, Valkenaar, Gahgan, and Richter are working though the completion of their respective probationary periods.

The Police Department entry-level eligibility list expired in December 2019. The Department will be working on a new entry level hiring process this spring.

**Lake County 911 Consolidated Dispatch Initiative**

See summary prepared by Chief Carani.

**Taxicab Inspection Ordinance**

The Village requires taxicabs to be inspected on an annual basis. For the past several years (since the introduction of Uber and Lyft) the number of taxicabs applying for inspections/permits has reduced on an annually basis (see below).

	2013	2014	2015	2016	2017	2018	2019
Taxicab licenses issued	89	68	71	48	30	27	23

Staff has determined that ongoing of this inspection/permit process is now longer worth the investment of time and effort to continue the process. For example, one taxicab inspection takes approximately 45-60 minutes. The permit is \$65.00.

Since no similar criteria is required for Uber, Lyft, or other similar passenger transportation companies' staff is recommending that the local ordinance (see attached) be revised to eliminate this requirement for taxicabs.

If approved, staff will prepare the ordinance revision for an upcoming Board meeting for consideration.