

Village of Hoffman Estates

**PUBLIC HEALTH AND SAFETY
COMMITTEE MEETING MINUTES**

November 26, 2018

I. Roll call

Members in Attendance:

**Trustee Michael Gaeta, Chairman
Trustee Gary Pilafas, Vice Chairman
Trustee Anna Newell
Trustee Gary Stanton
Trustee Karen Arnet
Mayor William McLeod**

Members Absent:

Trustee Karen Mills

**Management Team Members
in Attendance:**

**Jim Norris, Village Manager
Art Janura, Corporation Counsel
Dan O'Malley, Deputy Village Manager
Mark Koplin, Asst. Vlg. Mgr. – Dev. Services
Ted Bos, Police Chief
Rachel Musiala, Director of Finance
Monica Saavedra, Director of HHS
Joe Nebel, Director of Public Works
Fred Besenhoffer, Director of IS
Pat Fortunato, Fire Chief
Alan Wenderski, Village Engineer
Ken Koop, Risk Manager
Bruce Anderson, CATV
Suzanne Ostrovsky, Asst. to Village Manager**

The Public Health and Safety Committee meeting was called to order at 7:20 p.m.

II. Approval of Minutes

Motion by Trustee Stanton, seconded by Trustee Pilafas, to approve the Public Health & Safety Committee Meeting minutes of October 22, 2018. Voice vote taken. All ayes (Abstain: Arnet). Motion carried.

NEW BUSINESS

- 1. Request authorization to lease the following equipment from Proven IT, Tinley Park, IL (low bidder):**
 - a) Four (4) Canon C5550i digital color copier/printer/scanner for an annual lease price of \$8,256 for the Police Department;**
 - b) One (1) Canon C5550i digital color copier/printer/scanner for an annual lease price of \$2,232 for the Fire Department; and**

- c) **Enter into a five-year maintenance agreement for all five machines with Proven IT for a per copy charge not to exceed \$.00275 for black and white copies and \$.0275 for color copies.**

An item summary sheet from Ted Bos and Pat Fortunato was presented to Committee.

Motion by Mayor McLeod, seconded by Trustee Pilafas, to lease the following equipment from Proven IT, Tinley Park, IL (low bidder): four (4) Canon C5550i digital color copier/printer/scanner for an annual lease price of \$8,256 for the Police Department; one (1) Canon C5550i digital color copier/printer/scanner for an annual lease price of \$2,232 for the Fire Department; and enter into a five-year maintenance agreement for all five machines with Proven IT for a per copy charge not to exceed \$.00275 for black and white copies and \$.0275 for color copies. Voice vote taken. All ayes. Motion carried.

REPORTS (Information Only)

1. Police Department Monthly Report.

The Police Department Monthly Report was presented to Committee and was received and filed.

2. Health & Human Services Monthly Report.

The Health & Human Services Monthly Report was presented to Committee and was received and filed.

3. Emergency Management Coordinator Monthly Report.

The Emergency Management Coordinator Monthly Report was presented to Committee and was received and filed.

4. Fire Department Monthly Report

The Fire Department Monthly Report was presented to Committee and was received and filed.

III. President's Report

IV. Other

V. Items in Review

VI. Adjournment

Motion by Mayor McLeod, seconded by Trustee Arnet, to adjourn the meeting at 7:24 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

Debbie Schoop, Executive Assistant

Date