



NOTICE OF MEETING

The Emergency Telephone System Board of the Village of Wilmette will hold a meeting on Tuesday, December 12, 2017, at 6:20 p.m., in the Second Floor Conference Room, of the Wilmette Village Hall, 1200 Wilmette Avenue, Wilmette, Illinois.

At this meeting, the Emergency Telephone System Board will consider adoption of a Resolution providing for the transfer of funds from the Emergency Telephone System Fund Account to the Village of Wilmette General Fund, to pay for costs attributable to the operation, maintenance and improvement of the Village of Wilmette's Emergency Telephone System.

EMERGENCY TELEPHONE SYSTEM BOARD OF THE VILLAGE OF WILMETTE

Village President Robert T. Bielinski, Chair
Village Trustee Kathy Dodd
Village Trustee Joel Kurzman
Village Trustee Senta Plunkett
Village Manager Timothy Frenzer
Village Police Chief Kyle Murphy
Village Fire Chief Ben Wozney

IF YOU ARE A PERSON WITH A DISABILITY AND NEED SPECIAL ACCOMMODATIONS TO PARTICIPATE IN AND/OR ATTEND A VILLAGE OF WILMETTE PUBLIC MEETING, PLEASE NOTIFY THE VILLAGE MANAGER'S OFFICE BY TELEPHONE AT (847) 251-2700 [TDD No. (847) 853-7634] AS SOON AS POSSIBLE.

**MEETING OF THE EMERGENCY TELEPHONE SYSTEM BOARD
OF THE VILLAGE OF WILMETTE**

**TUESDAY, DECEMBER 12, 2017 AT 6:20 P.M.
SECOND FLOOR CONFERENCE ROOM
WILMETTE VILLAGE HALL**

AGENDA

- I. Call to Order**
- II. Approval of Minutes – Meeting of December 13, 2016**
- III. Discussion of the Adoption of Resolution ETSB-2017-R-1, Providing for the Transfer of Funds from the Emergency Telephone System Fund Account to the Village of Wilmette General Fund**
- IV. Public Comment**
- V. Adjournment**

**MINUTES OF THE MEETING OF THE EMERGENCY TELEPHONE SYSTEM BOARD
OF THE VILLAGE OF WILMETTE, TUESDAY, DECEMBER 13, 2016 AT 7:15 P.M. IN
THE SECOND FLOOR CONFERENCE ROOM, WILMETTE VILLAGE HALL, 1200
WILMETTE AVENUE, WILMETTE, IL 60091**

Members Present: Village President Robert T. Bielinski, Chair
Village Police Chief Brian King
Village Trustee Ted McKenna
Village Trustee Senta Plunkett
Village Trustee Julie Wolf
Village Manager Timothy Frenzer
Village Fire Chief Mike McGreal

Members Absent: None

Staff Present: Melinda Molloy, Finance Director

I. CALL TO ORDER

Chairperson Bielinski called the meeting to order at 7:26 p.m. Board members Bielinski (Chair), Frenzer, King, McGreal, McKenna, Plunkett and Wolf, were all present.

II. PUBLIC COMMENT

No members of the public asked to be heard.

III. APPROVAL OF MINUTES – MEETING OF DECEMBER 8, 2015.

Chairperson Bielinski directed the Board's attention to the minutes of the ETSB meeting of December 8, 2015. Board member Wolf moved to approve the minutes as presented. Board member Plunkett seconded the motion. No further discussion occurred on the motion. Voting yes: Board Chairperson Bielinski, Board members McKenna, Plunkett, Wolf, King, Frenzer, and McGreal. Voting no: none. **The motion carried.**

IV. ADOPTION OF RESOLUTION NO. ETSB-2016-R-1.

Chairperson Bielinski directed the Board's attention to Resolution No. ETSB-2016-R-1, approving a transfer of \$377,807.28 from the Emergency Telephone System Fund Account to the Village of Wilmette's General Fund, in order to capital and operating costs of the Village's E-911 emergency telephone system.

The Board members were also presented with a memorandum explaining the nature of the expenses to be funded by the transfer.

Board Member Frenzer moved that the Board approve Resolution No. ETSB-2016-R-1, as presented. The motion was seconded by Board Member Wolf. No further discussion occurred on the motion. Voting yes: Board Chairperson Bielinski, Board members McKenna, Plunkett, Wolf, King, Frenzer, and McGreal. Voting no: none. **The motion carried.**

V. ADJOURNMENT

At 7:28 p.m., Board Member Frenzer moved to adjourn the meeting, seconded by Board Member McKenna. No further discussion occurred on the motion. Voting yes: Board Chairperson Bielinski, Board members McKenna, Plunkett, Wolf, King, Frenzer, and McGreal. Voting no: none. **The motion carried.**

The meeting was thereafter adjourned.

Respectfully Submitted,

Timothy J. Frenzer
Village Manager



1200 Wilmette Avenue
Wilmette, Illinois 60091-0040

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OFFICE OF THE
VILLAGE MANAGER

Date: December 5, 2017

To: Emergency Telephone System Board Members
Village President Robert T. Bielinski, Chair
Village Trustee Kathy Dodd
Village Trustee Joel Kurzman
Village Trustee Senta Plunkett
Village Police Chief Kyle Murphy
Village Fire Chief Ben Wozney

Melinda Molloy, Finance Director

From: Timothy J. Frenzer, Village Manager

Subject: **Adoption of Resolution ETSB-2017-R-1**

Recommendation

It is recommended that that Emergency Telephone System Board adopt Resolution No. ETSB-2017-R-1. This Resolution will transfer \$422,640.08 from the Emergency Telephone System Fund Account to the General Fund, in order to support the operation of the Village's E-911 telephone system.

Discussion

The Village of Wilmette imposes an E-911 telephone surcharge of \$1.50 per line per telephone network connection. The E-911 surcharge was approved by referendum on November 5, 2002. Illinois law requires municipalities that impose an E-911 surcharge to create an Emergency Telephone System Board (ETSB). Each ETSB is required to perform the following functions:

- Plan the municipality's E-911 emergency telephone system.

- Coordinate and supervise the implementation, improvement, upgrading or maintenance of the E-911 emergency telephone system, including the establishment of equipment specifications and coding systems.
- Authorize all disbursements from the E-911 Emergency Telephone System Surcharge Fund Account.

The Village's expenses related to the capital purchasing, expenses, and operational costs of its E-911 system are initially paid out of the Village's General Fund, which then receives a transfer at least once per fiscal year from the E-911 Emergency Telephone System Surcharge Fund Account.

Attached is a copy of Resolution No. ETSB-2017-R-1, which makes the annual 2017 transfer from the E-911 Emergency Telephone System Surcharge Fund Account to the General Fund to defer system costs, implementation, upgrade, and maintenance of the system and any other purpose related to the operation of the system, including the costs of personnel attributable directly to the operation of the system. The transfer to be approved this year is \$422,640.08.

Also attached is a report from the Finance Department detailing receipts covering the time period from December 2016 through November 2017 and providing a summary of expenditures to be paid from E-911 Surcharge during the same time period.

TJF/
Attachments (2)

E-911 Surcharge Revenue - November 2017 Transfer Summary

Utility	<u>Dec-16</u>	<u>Jan-17</u>	<u>Feb-17</u>	<u>Mar-17</u>	<u>Apr-17</u>	<u>May-17</u>	<u>Jun-17</u>	<u>Jul-17</u>	<u>Aug-17</u>	<u>Sep-17</u>	<u>Oct-17</u>	<u>Nov-17</u>	<u>Balance to Transfer</u>
State Distributions	33,400.99	33,435.36	32,632.18	32,429.73	36,815.21	35,135.16	34,169.72	39,766.90	35,639.96	37,573.82	40,173.17	31,150.57	422,322.77
Deposit Slip Charges		-											-
Maintenance Fees	(3.12)	(17.97)	(5.87)	(4.00)	(6.57)	(9.14)	(11.17)	(12.14)	(15.35)	(18.10)	(19.28)	(22.40)	(145.11)
Interest Earnings	48.07	18.65	11.15	18.33	23.68	33.03	33.90	42.85	50.54	51.89	64.45	65.88	462.42
Grand Totals	33,445.94	33,436.04	32,637.46	32,444.06	36,832.32	35,159.05	34,192.45	39,797.61	35,675.15	37,607.61	40,218.34	31,194.05	422,640.08

Summary of Expenditures eligible to be paid from E-911 Surcharge Revenues

E-911 System Maintenance Bills paid to AT&T & CallOne	from Dec. 2016 through Nov. 2017	42,178.09
Telecommunicator Wages & Benefits	from Dec. 2016 through Nov. 2017	950,495.22
Total Expenditures since the Prior Transfer (December 2015)		992,673.31

RESOLUTION NO. ESTB-2017-R-1

**A RESOLUTION OF THE VILLAGE OF WILMETTE
EMERGENCY TELEPHONE SYSTEM BOARD
AUTHORIZING TRANSFER OF EMERGENCY
TELEPHONE SYSTEM SURCHARGE COLLECTIONS
FROM THE EMERGENCY TELEPHONE SYSTEM FUND
ACCOUNT TO THE GENERAL FUND TO PAY FOR COSTS
DIRECTLY ATTRIBUTABLE TO THE OPERATION,
MAINTENANCE AND IMPROVEMENT OF THE
EMERGENCY TELEPHONE SYSTEM**

WHEREAS, the Emergency Telephone System Board of the Village of Wilmette, Cook County, Illinois finds that the Village of Wilmette is a home rule unit of government under the provisions of Article VII of the 1970 Constitution of the State of Illinois, and pursuant thereto may exercise any power and perform any function pertaining to its governance and affairs, including the power to tax as permitted by law and to incur debt; and,

WHEREAS, the Emergency Telephone System Board further finds that the State of Illinois has enacted into law the Emergency Telephone System Act, 50 ILCS 750/0.01, *et.seq.* (hereinafter the “Act”), which authorizes a municipality to impose, for the purpose of establishing or improving a 911 Emergency Telephone System (hereinafter “E-911 System”), a surcharge on billed subscribers of network connections provided by telecommunications carriers engaged in the business of transmitting messages by means of electricity originating within the corporate limits of said municipality; and,

WHEREAS, the Emergency Telephone System Board further finds that the Village of Wilmette currently operates an E-911 System; and,

WHEREAS, the Emergency Telephone System Board further finds that on or about August 27, 2002, the President and Board of Trustees of the Village of Wilmette adopted Ordinance No. 2002-O-57, imposing said surcharge in the amount of \$1.50 per month per network connection,

subject to approval by referendum in the next general election as provided by law, that on or about November 5, 2002, said referendum was passed by a majority of those casting ballots on the referendum, that the surcharge imposed by Ordinance No. 2002-O-57 thereafter became effective, and that on or about December 10, 2002, said President and Board of Trustees adopted Ordinance No. 2002-O-101, codifying the provisions of said surcharge imposed by Ordinance No. 2002-O-57 into the Wilmette Village Code, 1993, as amended; and,

WHEREAS, the Emergency Telephone System Board further finds that it is duly constituted pursuant to Section 2-16.17 of the Wilmette Village Code, 1993, as amended, and that pursuant to Section 2-16.17.2, it is authorized to approve disbursements from the Emergency Telephone System Surcharge Fund account, as provided for in Section 17-3, *et seq.*, of said Village Code; and,

WHEREAS, the Emergency Telephone System Board further finds that, pursuant to Section 17-3.6 of the Wilmette Village Code, 1993, as amended, the Emergency Telephone System Board is authorized to approve disbursements from the Emergency Telephone System Fund account for the operation and maintenance of the E-911 System; and,

WHEREAS, the Emergency Telephone System Board further finds that it is necessary and appropriate for it to authorize, approve and ratify transfer of \$422,640.08 from the Emergency Telephone System Fund account to the General Fund of the Village of Wilmette in order to pay the costs attributable to the operation of the E-911 System from December 2016 through November 2017; and,

WHEREAS, the Emergency Telephone System Board further finds that said transfer is solely for the purpose of defraying the costs of operation, maintenance and improvement of the

E-911 System, and is an authorized expenditure of funds pursuant to the Wilmette Village Code and the laws of the State of Illinois;

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES of the Village of Wilmette, Cook County, Illinois:

SECTION 1: The foregoing findings and recitals, and each of them, are hereby made a part of Section 1 of this Resolution and are incorporated by reference as if set forth verbatim herein.

SECTION 2: The Emergency Telephone System Board hereby authorizes, approves and ratifies the transfer of the sum of FOUR HUNDRED AND TWENTY-TWO THOUSAND, SIX HUNDRED, FORTY, AND 08/100 DOLLARS (\$422,640.08) from the Emergency Telephone System Fund account to the Village of Wilmette General Fund purposes aforesaid.

ADOPTED by the Emergency Telephone System Board of the Village of Wilmette, Illinois, on the 12th day of **December**, 2017 according to the following roll call vote:

AYES: _____

NAYS: _____

ABSTAIN: _____

ABSENT: _____

Chairperson, Emergency Telephone System Board
Village of Wilmette, Cook County, IL