

# VILLAGE OF ORLAND PARK

14700 Ravinia Avenue  
Orland Park, IL 60462  
[www.orland-park.il.us](http://www.orland-park.il.us)



## Meeting Minutes

Monday, November 7, 2016

6:00 PM

Village Hall

## Finance Committee

*Chairman Carole Griffin Ruzich  
Trustees James V. Dodge and Michael F. Carroll  
Village Clerk John C. Mehalek*

**CALL TO ORDER/ROLL CALL**

The meeting was called to order at 6:12 P.M.

**Present:** 3 - Chairman Griffin Ruzich; Trustee Dodge and Trustee Carroll

**APPROVAL OF MINUTES****2016-0776 Approval of the October 3, 2016 Finance Committee Minutes**

I move to approve the Minutes of the Regular Meeting of the Finance Committee of October 3, 2016.

**A motion was made by Trustee Dodge, seconded by Trustee Carroll, that this matter be APPROVED. The motion carried by the following vote:**

**Aye:** 3 - Chairman Griffin Ruzich, Trustee Dodge, and Trustee Carroll

**Nay:** 0

**ITEMS FOR SEPARATE ACTION****2016-0744 FY2017 Liability/Property Insurance Renewal - Approval**

Director of Finance Annmarie Mampe reported the Horton Group has provided the Village with its renewal premium amounts for Fiscal Year 2017 for all property and liability insurance policies, including Excess Workers Compensation. A summary renewal packet is attached to this agenda item for reference purposes.

Overall, the Village's FY2017 liability and property premiums on all lines increased \$10,188, or 1.23%, as compared to FY2016 premiums. The premium on all lines remained the same, with the exception of property, crime and excess workers compensation. The increase in the property premium is due to an increase the value of covered property of approximately 2.5%. The workers compensation premium increased approximately 4.0% due to an increase in covered payroll, which is consistent with the current marketplace for this type of program. The Crime premium increased due to the addition of Social Engineering/Fraudulent Induced Transfers coverage. CCMSI's Claims Handling Fee and The Horton Group's Annual Service Fee remained the same. Retention amounts (deductibles) on each of the lines remained the same.

I move to recommend to the Village Board approving the property and liability insurance carriers and premiums, as well as CCMSI's Claims Handling Fee and Horton's Annual Service Fee, in the total amount of \$839,546, as presented by the Horton Group.

**A motion was made by Trustee Carroll, seconded by Trustee Dodge, that this matter be RECOMMENDED FOR APPROVAL to the Board of Trustees. The motion carried by the following vote:**

**Aye:** 2 - Trustee Dodge, and Trustee Carroll

**Nay:** 0

**Abstain:** 1 - Chairman Griffin Ruzich

### **2016-0779 CPR/AED/First Aid Heart Saver Training**

An evaluation of the village's overall CPR/AED/First Aid Heart Saver (CPR) training needs was completed in response to the resignation of our in-house CPR trainer earlier this year. The training needs include certification for new staff and recertification for current non-sworn staff every 2 years.

Staff met with the CPR training representatives from the Orland Park Fire Protection District (OPFD) to discuss how they could assist with our immediate needs. In addition, staff evaluated the cost of continuing to provide the training with an in-house trainer as well as another local vendor, a cost summary is attached. Staff recommends utilizing the OPFD to provide CPR training as it is cost effective, provides the stability of regularly scheduled training (day/afternoon/evening/weekend), and class sessions can be customized to meet the needs of employee groups (e.g. day camp - working with young children, Sportsplex staff working with those engaged in physical fitness, etc.). The training structure will include a monthly course offering, supplemented by additional courses as needed for busier periods of employee recertification.

I move to recommend to the Village Board to approve an agreement with the Orland Park Fire Protection District to provide CPR/AED/First Aid training estimated at \$5,000 depending on the actual number of required trainees for FY2017.

**A motion was made by Trustee Dodge, seconded by Trustee Carroll, that this matter be RECOMMENDED FOR APPROVAL to the Board of Trustees. The motion carried by the following vote:**

**Aye:** 3 - Chairman Griffin Ruzich, Trustee Dodge, and Trustee Carroll

**Nay:** 0

**ADJOURNMENT: 6:15 P.M.**

**A motion was made by Trustee Carroll, seconded by Trustee Dodge, that this matter be ADJOURNED. The motion carried by the following vote:**

**Aye:** 3 - Chairman Griffin Ruzich, Trustee Dodge, and Trustee Carroll

**Nay:** 0

**/AS**

Respectfully Submitted,

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**John C. Mehalek, Village Clerk**