



MAYOR
George D. Alpogianis

VILLAGE MANAGER
Joseph S. La Margo

VILLAGE CLERK
Marlene J. Victorine

TRUSTEES
John C. Jekot
Danette O'Donovan Matyas
Craig Niedermaier
Dean Strzelecki

MEETING MINUTES
General Government / IT Committee
Niles Village Hall | EOC/ Room 218
January 10, 2023 – 9:00 a.m.

The General Government / IT Committee meeting was held in-person in the EOC/ Room 218 at Niles Village Hall on Tuesday, January 10, 2023. The meeting was called to order at 9:06 a.m. by Chairman Niedermaier.

Members Present:

- Chairman Craig Niedermaier
- Village Manager Joe La Margo
- I.T. Director Rehman Ali
- Niles Resident Jeff David

Approval of Minutes

Chair Craig Niedermaier made a motion, seconded by Village Manager Joe La Margo, to approve the Meeting Minutes of the General Government / I.T. Committee Meeting held on November 10, 2022. On voice vote, the roll call was:

- YEAS 4 Niedermaier, La Margo, Ali, David
- NAYS 0
- ABSENT 0
- ABSTAIN 0

There being 4 affirmative votes, the MINUTES WERE APPROVED.

New Business

a. Demonstration on See Click Fix with consultants from CivicPlus (IT Director Rehman Ali)

IT Director Rehman Ali introduced Elliot Olson, Implementation Consultant with CivicPlus to explain and give tutorials on the Village's partnership with new resident services resource "See, Click, Fix." The committee discussed the capabilities "See, Click, Fix" as a resource for staff and residents. The Committee was interested in the feedback the Village could receive from our Niles residents and businesses. The Committee will be continuing the exploration of "See, Click, Fix" at the next two General Government / IT Meetings in the coming months.

b. Update – Direct Billing by Groot Residential Waste Hauler (Deputy Village Manager Kathy Thake)

Deputy Village Manager Kathy Thake presented a memo outlining the move forward with communication to Niles Residents as it relates to direct billing for garbage service. The Committee discussed the communication plan and target dates which will take place over the next few weeks. In May 2022, the Village authorized renewal of the Residential Solid Waste Services Agreement with Groot for a period of 10 years. In this renewal, the agreement included a direct billing option for an administrative fee as outlined under Article 5.1. Under this Article, Groot would bill single family and condominiums directly. As reported, on April 7, 2022 to this Committee, the Village is expected to transition to direct billing starting in May 2023. Enclosed is a timeline of the communication plan. Should the recommendation be to delay the direct billing, the start of the next billing cycle would occur at the beginning of August 2023. If delayed, a quarter of the contract cost to be budgeted will be in FY24 in an amount of \$520,460.41. The Committee agreed to proceed as outlined.

c. Process mapping for Finance Department (IT Director Rehman Ali)

IT Director Rehman Ali outlined the Process Mapping with the Finance Department regarding Department Operations, and the recommended approach with work to be done, deliverables and scope. The process would be a one-month engagement, consultants will come to Village Hall and meet with staff and determine processes and best practices. Chair Niedermaier asked questions on why this process could not be done internally, instead of hiring consultants. Village Manager Joe La Margo advised this process would be done as a trial with the Finance Department.

Public Comment

Next Meeting

February 14, 2023

Adjournment

Motion to adjourn was made by Chair Craig Niedermaier, seconded by Niles Resident Jeff David; all concurred and the meeting adjourned at 10:34 a.m.