

ADMINISTRATION COMMITTEE MINUTES

January 7, 2013

Chairman Winters called the regular meeting of the Administration Committee to order at 5:30 pm. Present were: Dave Winters, Patrick Hoey, Scott Fridley, Mayor Adams (arrived at 5:40pm), and Attorney Cox. Also present: Gail Beach, Steve Dickson, and Bruce Werrbach.

Motion by Mr. Fridley, second by Mr. Hoey, to waive the reading of and approve the minutes of December 17, 2012. All ayes. Motion carried 3-0.

CHIEF DICKSON

Authorize Purchase of Speech Privacy System

The Chief requested purchase of a speech privacy system so that the sounds of conversations can be masked and kept private. He is suggesting a system of five emitters, for a total cost of \$1277.65, to be installed by the village staff. The system is expandable up to thirty emitters, energy efficient, and guaranteed. The Chief said that there is money in the budget to pay for it.

MAYOR ADAMS

Zoning Board Appointment

Discussion was held regarding zoning board vacancies. The Mayor would like to appoint Gary Kovanda to fill one of these vacancies. Also, Adam Johnson just announced his plans to resign from his position which will create another vacancy in the near future.

Responsible Bidder Ordinance

Committee members discussed adopting an ordinance regarding responsible bidders. Committee members asked for revisions to the draft ordinance to allow for the Village Clerk and/or designee and the engineer to be allowed to open bids. Lisa Wolf would like a copy of the new ordinance.

Bidding of Capital Expenditures

Members reviewed our current ordinance that says expenditures of \$3000 or more must go out for bid. Discussion was held about the desire to change that amount to \$10,000 or more instead.

ANY OTHER BUSINESS ALLOWED BY LAW

Discussion was held about various possibilities for posting the Village Planner position, as well as having an agency screen applications. Mr. Hoey suggested Lorraine Logan could possibly help us with this.

ADJOURN

Motion by Mr. Fridley, Mr. Hoey, second to adjourn at 5:51pm.

Respectfully submitted,

Sarah Praneis
Deputy Clerk