

ADMINISTRATION COMMITTEE MINUTES

October 1, 2012

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

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

PUBLIC COMMENTS

Gail Beach commented to committee members that when making a decision about Mr. Sands and the well issue that she felt the board needed to be careful to not look like they favored one business over another.

MAYOR ADAMS

The Mayor talked with committee members about appointing Dave Winters as the senior trustee to be the Alternate IML Conference Delegate.

He also talked to committee members about the annexation agreement with First Rockford Group for the property across from Wal-Mart. There are details that still need to be worked out.

PUBLIC SAFETY AND LEGAL – Mr. Winters

Planning Director Position

Mr. Winters talked to committee members about possibly creating a “Planning Director” position in the Village. The Mayor said this position would encompass the duties of the current Code Enforcement position, Zoning Administrator duties, and other duties such as filing liens, and updating the Ordinance Book, etc. Committee members discussed whether or not this new position would need to be full or part-time. They also discussed other duties that could be carried out by this person, and how much they might have to pay to get someone who would be qualified to carry out all the responsibilities. Mr. Winters asked that committee members come back to the next meeting with ideas of what they would like to see included in the job description for this position and discuss it further then.

Mr. Hoey moved, Mr. Fridly second to adjourn at 6:07pm.

Respectfully submitted,

Brenda Warren
Village Clerk