

ADMINISTRATION COMMITTEE MINUTES
December 1, 2014

Chairman Winters called the regular meeting of the Administration Committee to order at 5:35pm.
Members present: Dale Adams, Steve Dickson, Pat Hoey, John Peterson, and Dave Winters
Also present: Scott Fridly

Motion by Mr. Peterson, second by Mr. Hoey, to waive the reading of and approve the minutes of November 17, 2014. All ayes. Motion carried 3-0.

PUBLIC COMMENT

None.

THE MAYOR – DALE ADAMS

None.

PUBLIC SAFETY & LEGAL – DAVE WINTERS, CHAIRMAN

Mr. Winters stated that he didn't hear back from Atty. Szeto in reference to the criteria for the liquor license approvals. Atty. Szeto was going to check with other communities to see what criteria they use for liquor license approvals. Mr. Winters said he will touch base with Atty. Szeto and if the criteria isn't different, they will move forward with what they have.

Mr. Winters spoke with Chief Dickson about leasing police vehicles. Chief Dickson provided a memo detailing the police vehicles he would like to replace and the lease details. Chief Dickson stated that he would like to take advantage of the low pricing on the three replacement vehicles while he can. Chief Dickson received a quote from The Banc Corp who the police department currently leases with and they gave Chief Dickson a quote. The Banc Corp agreed to defer payments until after June 1st so that it will not affect this budget year. The lease payments would be interest free until June 1st and the lease would begin June 1, 2015 and end June 1, 2020. The 2008 vehicles would be sold at auction in the Spring. Chief Dickson also stated that the equipment and installation would not exceed \$10,000 and these expenditures could come from the restricted Drug/DUI funds which should have cash in them. Chief Dickson stated that he would check with Ms. Quimby in reference to these available funds to see if they can take advantage of this opportunity.

Mr. Winters also discussed the National League of Cities Insurance. This would be an insurance that is offered to the Village of Rockton citizens at a low cost. This would offer coverage from the sewer main to the house and the water box to the house, which is an expense the homeowner would be responsible for if there was an issue. The National League of Cities would send letters to homeowners using the Village's logo (upon approval) and they would take care of processing those fees for the residents that would like to take advantage of the insurance. Mr. Fridly added that the Water Department Clerk, Jean Kohler, would need to be educated on this information so that she could answer questions that residents may have.

Mr. Winters also discussed some of the different items he learned about while he and Mayor Adams attended the National League of Cities Conference in Austin, Texas. Mr. Winters felt that it would be beneficial to become a member of the Council of Development Finance Agencies (CDFA) at a cost of \$400 annually. As a member of CDFA the Village would have better access to grant information to help revitalize the community. Mr. Winters felt that it would be worth it to try it out for a year or so and see what happens. Mr. Winters also added that he spoke with Tricia Diduch in reference to the Village website and email and how to make it more user friendly. Miss Diduch had presented information at the last meeting about possibly purchasing a mobil app for the Village so that information could be easily accessed by its users. Mr. Winters would like to look into this a little bit more and get some proposals and information from Winnebago County IT Department. Mayor Adams and Mr. Winters shared several other ideas and new technology with the Committee that they learned about while attending the conference.

ADMINISTRATION & BUDGET – JOHN PETERSON

Mr. Peterson inquired about the ordinance for Right of Way Permit and how Ms. Diduch would be involved in the ordinance. Mr. Fridly stated that Ms. Diduch would be tracking the information for the permits. Mayor Adams felt that the permits could be completed in the Village Clerk's office and that the Public Work Department can monitor the compliance with the permit requirements. Mr. Winters felt that the Village employees in the Village Clerk's office and the Water Clerk should be educated in completing the permit. Mr. Hoey agreed with this and added the importance of good customer service to the residents of the Village. The \$500 deposit will be held in a designated account and returned once the requirements were completed by the Village Collector. If the requirements for the permit were incomplete then the money from the deposit would be used to complete the work.

Mayor Adams added that Mr. Nygren will also be making sure that any new buildings will have a meter. There was some confusion in the past as to if the meters were taken care of, but Mr. Nygren will be monitoring this.

Mr. Peterson stated that he received two phone calls from historic property owners not in favor of passing the ordinance and that they have concerns about forming the historic districts and pushing something onto someone who doesn't want to be involved in forming the districts. Mr. Winters voiced his concern about the districts as well, but felt that it was important that the public hearing was going to be held because he can see both sides to the issues. Mr. Hoey stated that the Village Board will have the final say and that's where it can be controlled. Mr. Winters also added that the Village of Rockton needs to decide how they want to be branded as a community.

COMMUNITY DEVELOPMENT – PAT HOEY

None.

THE CHIEF – STEVE DICKSON

None.

EXECUTIVE SESSION

None.

ANY OTHER BUSINESS ALLOWED BY LAW

None.

ADJOURN

Motion by Mr. Peterson, second by Mr. Hoey, to adjourn at 6:23 pm.

Respectfully submitted,

Christina Stewart
Village Clerk