

ADMINISTRATION COMMITTEE MINUTES
December 19, 2011

Chairman Winters called the regular meeting of the Administration Committee to order at 5:30 pm. Present were: Dave Winters, Joshua Brown (arrived at 5:37pm), Zachary Baker, Mayor Adams, Attorney Cox. Also present Gail Beach, Cory Magnus and John Peterson.

Motion by Mr. Baker, second by Mr. Winters to waive the reading of and approve the minutes of December 5, 2011. Motion carried 2-0.

PUBLIC COMMENTS

Gail Beach addressed the committee and commented that she did not feel the Rockton Board of Trustees spends enough time having conversations regarding the village's finances. She asked about whether or not they would have to raise user fees to pay for revenue bonds for a new well. Mr. Winters stated that the village would not have to raise the rates. They have enough income coming into the water fund to pay for the bonds. She asked about how the village was going to fund a new public works building. She feels the village needs to figure out if they can afford a new building and how they are going to pay for it before they go out looking for a new building.

MAYOR

Village Clerk/High School Office Internship Program

The Village Clerk explained how she would like to start an unpaid internship program with the high school. Mr. Winters moved, Mr. Baker second to approve the start of an internship program with the high school. All ayes, motion passed 2-0. Mrs. Warren will interview candidates in the next couple of weeks and then present her selection to the board.

The Mayor reminded committee members about the requirement for them to complete Open Meetings Act training by the end of 2012.

Mayor Adams also shared that village's health insurance rates will be going down by 5% when they renew in March.

ADMINISTRATION & BUDGET – Mr. Brown

New Copier Lease for Administration/Public Works

Mr. Brown explained the request for a new copier for the Administration/Public Works Departments. The current lease runs out in February and the new copier will be networked and will have faxing capabilities. The 39 month lease will cost \$133 month with a \$300/year maintenance contract and a per copy charge. It is the same brand of copier as the police department. It is on the board agenda for approval.

Mr. Baker shared that the resolution in support of the Rock River Trail Initiative was on the agenda for the full board's approval.

Mr. Baker moved. Mr. Brown second to adjourn at 5:48pm

Respectfully submitted,

Brenda Warren
Village Clerk