

**ADMINISTRATION COMMITTEE MINUTES**  
**December 7, 2015**

Chairman Winters called the regular meeting of the Administration Committee to order at 5:30 pm.  
Members present: Dale Adams, Pat Hoey (by telephone), John Peterson and Dave Winters  
Staff present: Steve Dickson, Tricia Diduch, Scott Fridly and Jodi May (5:36 pm)

Motion by Mr. Peterson, second by Mr. Hoey, to waive the reading of and approve the minutes of November 16, 2015. All ayes. Motion approved 3-0.

**PUBLIC COMMENT**

None.

**THE MAYOR – DALE ADAMS**

Mayor Adams stated that International Conference of Shopping Centers (ICSC) will be held in May 2016 and that he would like 4 Village officials to attend. Mayor Adams said that if the registration is completed by Friday, December 11<sup>th</sup> that there is a \$40 discount per person for the registration fees. Mayor Adams added that the cost is \$530/person for registration and \$295/person for airfare and that there is still available funds in the travel expense budget. Mr. Winters stated that he was okay with this as long as the Village wouldn't be attending the National League of Cities (NLC) conference next year because he didn't feel that the Village needs to attend both conferences. The Committee was okay with this. This is up for approval at the Village Board meeting on December 8, 2015.

Mayor Adams added that Governor Rauner signed a bill releasing Motor Fuel Tax (MFT) funds along with video gaming funds. Mayor Adams advised the Committee that the Illinois Municipal League (IML) conference will be held one week later than usual in Chicago in 2016. Mayor Adams said that IML extended their contract with the Chicago Hilton for an additional 5 years.

**PUBLIC SAFETY & LEGAL – DAVE WINTERS, CHAIRMAN**

Mr. Winters discussed the in-car camera system upgrade for the police department. This will upgrade the system and allow for the use of body cameras in the future if the police department would like to transition over to use them as well. Mr. Winters stated that they initially had \$4,000 budgeted for this, but that there is \$40,000 in the administrative tow funds that this could be used for. Mr. Winters said that the police department was able to get trade-in pricing along with end of the year pricing for a total cost of \$21,204. The Committee was okay with this. This is up for approval at the Village Board meeting on December 8, 2015.

Mr. Winters also discussed the supervisors wage agreement for the police department. Mr. Winters stated that this is piggy backing off of the patrol agreement. Mr. Winters said that there is a junior/senior sergeant category, a longevity agreement, a higher amount of insurance contribution (11%), and they will be able to bank up to 504 hours of sick time, but only get paid 50% of 420 hours of accumulated time. The Committee was okay with this. This is up for approval at the Village Board meeting on December 8, 2015.

**ADMINISTRATION & BUDGET – JOHN PETERSON**

Mr. Peterson stated that he has the Flexible Spending Account (FSA) under him and that this is up for approval at the Village Board meeting on December 8, 2015. Ms. Diduch stated that Ms. Hughes held a meeting at Village Hall to explain what a FSA is and how it works. Mayor Adams stated that they can discuss this further with Ms. Quimby and Ms. Hughes at the Budget & Finance Committee. Mr. Hoey stated that this allows employees to use their benefits tax free. Mr. Winters added that it will cost the Village approximately \$20 the first year, but going forward it is going to save the Village \$300. Mayor Adams stated that the FSA would be available to all Village employees and is voluntary.

### **COMMUNITY DEVELOPMENT – PAT HOEY**

Mr. Hoey discussed the business district implementation plan and schedule with the Committee. Ms. Diduch stated that the Village can create a resolution to adopt this, but that she would like to know if anyone has any questions about this. Mr. Hoey advised Ms. Diduch to speak with Atty. Szeto and to go in that direction. Ms. Diduch stated that she could create the resolution and that she would have this on the next agenda in two weeks.

Mr. Hoey also discussed the Yeti Fest. Mr. Hoey felt that this was another good event with very little investment. Ms. Diduch stated that she doesn't foresee using all of the proposed funds for the event. Mr. Hoey stated that they could talk to the Rockton Lions to see if they would like to assist.

Mr. Hoey spoke with the Committee about possibly moving the Administration Committee meetings to Tuesdays at 6 pm because of his schedule as interim police chief and attending Rockford City Council meetings on Monday evenings. The Committee stated that they would discuss what would work for everyone and come up with a solution. Mayor Adams stated that this would only be for approximately 6 months until a new police chief is hired for the City of Rockford.

### **THE CHIEF – STEVE DICKSON**

Chief Dickson stated that they had a good weekend for the Rockton Christmas Walk and that there weren't any problems. Chief Dickson stated that the Village of Rockton needs to take the event to the next level and the police department is on board with it. The Committee discussed some changes that they would like to see for the event. Ms. Diduch stated that they can discuss this further after the first of the year.

The Committee also talked about the participation for "Small Business Saturday". Ms. Diduch advised that the event went well and that she had many of the postcards returned to her from those that participated in the event. Ms. Diduch drew names from the postcards that were returned to raffle off gifts. Mrs. May stated that she has talked to many of the business owners and they have complimented Ms. Diduch in her efforts to have better communication between the businesses and making the downtown businesses successful. Ms. Diduch stated that there is a large core of businesses that are coming forward and supporting these events.

### **EXECUTIVE SESSION**

None.

### **ANY OTHER BUSINESS ALLOWED BY LAW**

Mayor Adams discussed what day/time would work best with changing the Administration Committee meeting. The Committee agreed that Mondays at 5 pm would work for them. Mayor Adams will discuss moving the Public Works Committee meeting to 6 pm instead of 6:30 pm.

### **ADJOURN**

Motion by Mr. Peterson, second by Mr. Winters, to adjourn at 6:10 pm.

Respectfully submitted,

Christina Stewart  
Village Clerk