

ADMINISTRATION COMMITTEE MINUTES

April 16, 2012

Chairman Winters called the regular meeting of the Administration Committee to order at 5:30pm. Present were: Dave Winters, Joshua Brown, Mayor Adams (arrived at 6:11pm). Also present Gail Beach and John Peterson. Zachary Baker was absent.

Motion by Mr. Brown, second by Mr. Winters to waive the reading of and approve the minutes of April 2, 2012. Motion carried 2-0.

PUBLIC COMMENTS

Gail Beach addressed committee members and shared pictures of an old shed that she stated she had brought to the Code Enforcement's attention last September, but she said nothing has been done. She said the neighbors would like to see something done.

WINGIS (Winnebago County Geographic Information System) Presentation

Bernie Turner presented information regarding the benefits of WINGIS Supporting Membership. The cost for the village to become members would be 1% of WINGIS's yearly budget which is currently \$2,536.95. A five year commitment is required.

PUBLIC SAFETY & LEGAL – MR. WINTERS

Replace Portable Radios

Motion by Winters, second by Brown to replace two portable radios in the Police Department at a cost of \$800 for two used ones.
Roll Call. All ayes. Motion approved 2-0.

Establishing the Rank of Deputy Police Chief

Mr. Winters and Chief Dickson explained the rationale and benefits of adding the position of Deputy Chief. The board will have the first reading of Ordinance 2012-7 establishing this position at tomorrow night's meeting.

MAYOR

Village Clerk/Code Enforcement Officer Position

Mrs. Warren shared an idea with the committee regarding changing the duties of the position of Village Clerk into two part-time positions rather than one full-time position. The Mayor shared ideas regarding changes to the Code Enforcement/ Zoning position.

Elderberry Tea Room Loan

Mayor Adams talked to the committee about offering a loan to the owners of the Elderberry Tea Room to cover the cost of some new signage, equipment and the initial cost of a liquor license. Mr. Brown stated that he was not in favor of granting this loan request. This loan request is on the board agenda.

Hawick Street Parking

The Mayor talked to committee members regarding working with Stenstrom to install a parking lot on the corner of Hawick Street and Hwy 75 and also redoing the village hall parking lot at the same time. Stenstrom is willing to do a seven year interest free lease agreement. At the end of the lease the village could purchase the new lot for one dollar.

Mr. Brown moved, Mr. Winters second to adjourn at 6:42pm

Respectfully submitted,

Brenda Warren
Village Clerk