

ADMINISTRATION COMMITTEE MINUTES

July 20, 2015

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

Motion by Mr. Peterson to approve Trustee Hoey to attend Village Board meeting by electronic means, second by Mr. Winters. All ayes. Motion approved 3-0. Mr. Winters added that there must be a quorum at the meeting in order for Mr. Hoey to participate in the meeting by electronic means.

Motion by Mr. Peterson, second by Mr. Hoey, to waive the reading of and approve the minutes of July 6, 2015. All ayes. Motion approved 3-0.

PUBLIC COMMENT

None.

THE MAYOR – DALE ADAMS

Mayor Adams said that he and Ms. Diduch have been communicating with the party that is interested in purchasing the old grade school and they would like to apply for a HUD grant as part of their application for senior housing. Mayor Adams stated they are moving forward with this.

Mayor Adams stated that he was also checking into the Village obtaining a liquor license. This was discussed at a Public Works meeting and would apply to athletic activities at the fields. Mayor Adams said that the cost of the liquor license would be \$500, but that the Village would also need to purchase dram shop insurance. Mayor Adams said that he wasn't sure if the Village will want to pursue this, but it can be done.

PUBLIC SAFETY & LEGAL – DAVE WINTERS, CHAIRMAN

Mr. Winters stated that he has the approval of the purchase requisition for renewing the annual support licensing fee for Crimestar on the Village Board agenda on July 21, 2015. This is the software that the police department uses for report writing and records management. The Committee was okay with this.

ADMINISTRATION & BUDGET – JOHN PETERSON

Mr. Peterson stated that he appreciates the police presence at the Rockton River Market on Wednesday nights. Mr. Peterson added that it's not needed in terms of any issues, but it's nice for the police department to interact with the residents and others attending the Rockton River Market. Chief Dickson stated that the police department is a part of the community and they need to be engaged.

Mr. Peterson asked Ms. Diduch to speak about the Comprehensive Plan meeting that took place on Saturday, July 18th. Ms. Diduch felt that most of the conversation was productive and stated that another meeting will be held on Monday, July 27th.

COMMUNITY DEVELOPMENT – PAT HOEY

Mr. Hoey provided the Committee with a copy of the City of Rockford's special events plan. Mr. Hoey stated that he was involved in the process of the plan, but thought that this was something that the Village would benefit from. Mr. Hoey stated that they could apply the plan to meet the Village's needs to help organize special events. Mr. Peterson agreed that something like this is needed. Ms. Diduch stated that she liked how the plan prompts the applicant to fill out the proper information. Mr. Hoey stated that there would be a place for everyone to sign off for the event. Chief Dickson stated that the fire department should be involved in this process as well. Mrs. May questioned who would refine this application and Mr. Peterson and Chief Dickson

stated the staff can do this and present it to the committees for approval. Ms. Diduch recommended that a line be added that the trustee in charge of parks, Mrs. May, has approved the event to proceed. Mr. Hoey requested that the revised document be presented at the next meeting for further discussion and/or approval.

Mr. Hoey discussed the liquor license fees and the different classes. Mayor Adams stated that everyone has paid their liquor license fees for this year. Mayor Adams stated that this can be tabled if the Committee would like to think about it more.

THE CHIEF – STEVE DICKSON

Chief Dickson stated that the police department has collected \$7500 in the last month and has \$4500 outstanding in the last 10 days for impound fees.

Chief Dickson added that the fireworks for the Hononegah High School Purple/Gold event are up for approval at the Village Board meeting on July 21, 2015.

EXECUTIVE SESSION

None.

ANY OTHER BUSINESS ALLOWED BY LAW

None.

ADJOURN

Motion by Mr. Peterson, second by Mr. Hoey, to adjourn at 6:00 pm.

Respectfully submitted,

Christina Stewart
Village Clerk