

ADMINISTRATION COMMITTEE MINUTES

January 16, 2012

Chairman Winters called the regular meeting of the Administration Committee to order at 5:30 pm. Present were: Dave Winters, Zachary Baker, Joshua Brown (arrived at 5:44pm), Mayor Adams, Chief Dickson and Attorney Cox. Also present Gail Beach, and John Peterson.

Motion by Mr. Baker, second by Mr. Winters to waive the reading of and approve the minutes of January 3, 2012. Motion carried 2-0.

PUBLIC COMMENTS

There was no public comment

POLICE CHIEF

Chief Dickson shared that the company that handles the maintenance of the village's server and phones was bought out and they sent a renewal for their services. The village has a choice of a three year or a one year contract. The Chief recommended just going with a one year contract. The Chief will put it on the agenda for the next meeting.

Chief Dickson also shared about a hit and run accident involving a fire hydrant and how they had located the individual responsible.

MAYOR

Mayor Adams shared that he had met with Rock Energy officials to try to get clarification on some issues. He also stated that he was going to be meeting with the Mayor from Machesney Park regarding a boundary agreement.

PUBLIC SAFETY & LEGAL – Mr. Winters

Repair Breathalyzer

Mr. Winter moved, Mr. Baker second to approve the payment of \$721.60 for repairs to a breathalyzer. Roll call. All ayes. Motion Approved 2-0.

Mr. Winters also asked if the committee still wanted to consider changing making changes to the ordinance to establish a part-time Village Clerk and create the position of Office Administrator. Committee members talked about the advantages to making this change. They would need to make any changes to the ordinance at least 180 days before the next election and then it could go into effect after the election. The committee talked about having the Village Clerk position entail only the duties that are required by state statute. Committee members asked Mayor Adams and Mrs. Warren to work on this issue and bring back more information.

Mr. Brown moved. Mr. Baker second to adjourn at 5:50pm

Respectfully submitted,

Brenda Warren
Village Clerk