

ADMINISTRATION COMMITTEE MINUTES

October 15, 2018

Chairman Winters called the regular meeting of the Administration Committee to order at 5:32 pm.

Members present: Mayor Adams, Arianne Honkamp, John Peterson and Dave Winters

Staff present: Tricia Diduch, Chief Dickson and Jodi May (5:37 pm)

Motion by Mr. Peterson, second by Mrs. Honkamp, to waive the reading of and approve the minutes of October 1, 2018. All ayes. Motion approved 3-0.

PUBLIC COMMENT

None.

THE MAYOR – DALE ADAMS

None.

PUBLIC SAFETY & LEGAL – DAVE WINTERS, CHAIRMAN

Mr. Winters stated that the purchase requisition for Liftoff, LLC for software license renewal in the amount of \$2,460 is up for approval at the Village Board meeting on October 16, 2018. The Committee was okay with this.

COMMUNITY DEVELOPMENT & BUDGET – JOHN PETERSON

Mr. Peterson discussed Ordinance 2018-26: Approving Changes to Section 72.12 Parking, Occupancy and Storage of Recreational Vehicles with the Committee. Mr. Peterson stated that he thought the Village was fixing a problem that doesn't exist and that if someone can afford to purchase a camper, they can afford to store it. Mr. Winters said that he was okay with changing the length from 22 feet and making that longer. Mr. Peterson and Ms. Diduch said that if the Village did this that the word will get out and they had a concern about an increase in recreational vehicles parked on driveways and what that will look like. Chief Dickson said that the subdivision near Prairie Hill and Highway 2 is an eyesore because of this and all you have to do is drive up there and look. Chief Dickson stated that he was in favor of only allowing one recreational vehicle per residence. Ms. Diduch advised that the number allowed isn't an issue right now, but that the length of the recreational vehicle is along with residents parking them on the grass. Mr. Peterson said that this is the time to discuss if the ordinance needs to be changed and that it can be hashed out further at the Village Board meeting.

Ms. Diduch spoke with the Committee about the additional design services for the 100 block of W. Main Street alley and public parking area. Ms. Diduch explained that Fehr Graham would like an additional \$1,200 for their services because three or four property owners didn't like the two proposed designs that were presented to them. Ms. Diduch stated that they would like the area to remain more of an alley for the businesses. The Committee discussed the two plans and stated that changes could be made based off of the original plans if they wanted to move forward with the project. Mr. Winters stated that the Village has already spent a lot for the design services and that he is not in favor of spending any additional funds. Mr. Peterson agreed with Mr. Winters and no further action was taken.

Mr. Peterson stated that Keep Northern Illinois Beautiful (KNIB) is requesting a \$750 donation from the Village for the Christmas Tree Recycling Program. Mr. Peterson advised the Committee that \$500 was budgeted for the donation. This is up for approval at the Village Board meeting on October 16, 2018. The Committee was okay with this.

ADMINISTRATION – ARIANNE HONKAMP

None.

THE CHIEF – STEVE DICKSON

Chief Dickson stated that the trick or treat hours will be from 5:30 pm - 7:30 pm in the Village this year and that it's up for approval at the Village Board meeting on October 16, 2018.

PLANNING AND DEVELOPMENT ADMINISTRATOR – TRICIA DIDUCH

Ms. Diduch advised the Committee that the hotel investor information should be done any day now.

Ms. Diduch stated that the "Main Street Trick or Treat" event will be held on Sunday, October 28th from 1:30 pm – 3:30 pm.

EXECUTIVE SESSION

None.

ANY OTHER BUSINESS ALLOWED BY LAW

None.

ADJOURN

Motion by Mr. Peterson, second by Mrs. Honkamp to adjourn at 5:58 pm.

Respectfully submitted,

Christina Stewart
Village Clerk