

**ADMINISTRATION COMMITTEE MINUTES**  
**October 6, 2015**

Chairman Winters called the regular meeting of the Administration Committee to order at 5:05 pm.  
Members present: Dale Adams, Pat Hoey (5:23 pm), John Peterson and Dave Winters  
Staff present: Steve Dickson and Tricia Diduch

Motion by Mr. Peterson, second by Mr. Winters, to waive the reading of and approve the minutes of September 21, 2015. All ayes. Motion approved 2-0.

**PUBLIC COMMENT**

None.

**THE MAYOR – DALE ADAMS**

Mayor Adams discussed changing the meeting dates in December from December 7<sup>th</sup> & 8<sup>th</sup> and December 21<sup>st</sup> & 22<sup>nd</sup> to November 30<sup>th</sup> & December 1<sup>st</sup> and December 14<sup>th</sup> & 15<sup>th</sup>. Mr. Peterson stated that he had a conflict with changing the dates of the meetings. Mayor Adams stated that he would leave the meeting dates as they were originally scheduled.

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

Mr. Winters stated that the Hononegah High School (HHS) Resource Officer Program Agreement was up for approval at the Village Board meeting later in the evening. Chief Dickson said that there were minimal changes in the agreement and that the hours and uniform requirements were tweaked a bit. Chief Dickson stated that the contract needed to be updated with the school and that a copy of the contract is needed for the police contract negotiations. Mr. Peterson asked who the officer was going to be at HHS and Chief Dickson advised that Officer Cure would remain in her position. The Committee was okay with this.

**ADMINISTRATION & BUDGET – JOHN PETERSON**

Mr. Peterson discussed the Illinois Mutual Retirement Fund (IMRF) Long Term Care (LTC) Insurance Program with the Committee. The LTC Insurance Program information was given to Ms. Hughes to pass along to employees. Chief Dickson stated that the Village would need a resolution passed in order to allow employees to opt into the program. Ms. Diduch mentioned another program that other municipalities have offered where she was previously employed was the Voluntary Additional Contribution (VAC) Fund. Ms. Diduch advised Ms. Hughes that she may want to look into this as well. Mr. Winters stated that there is no cost to the Village for the LTC Insurance Program. Mr. Winters suggested asking for a little more information because they weren't sure if they had enough employees to enroll in the program. No further action was taken.

**COMMUNITY DEVELOPMENT – PAT HOEY**

Mr. Winters stated that Mr. Hoey has Ordinance 2015-34: An Ordinance Amending Chapter 112 of the Code of Ordinances of the Village of Rockton, Illinois Regarding Alcoholic Beverages up for approval later in the evening at the Village Board meeting. Mayor Adams stated that the ordinance is simply standardizing the fee for Special Use(SU) and Special Event(SE) permits to \$25/permit with the permit being good for 4 days. Mayor Adams said that the SE permit is good for four days and that you can get a permit up to 4 times/year. This would be for profit making organizations like FIBS or Rookie's that want to sell beer at the Rockton River Market on Wednesday nights. Mayor Adams explained that the other permit would be for non-profit making organizations, such as the Rockton Lions Club. Ms. Diduch stated that she would like the administrative paperwork to be easy when someone comes to obtain a permit. The Committee was okay with this.

Mayor Adams advised that the Special Events Application was going to be tabled in order to make any additional changes that are needed. Ms. Diduch asked if there were any tweaks at the Public Works meeting on Monday evening that she needed to know about. The Village Clerk advised Ms. Diduch that Mr. Fridly would like to make a change to the fireworks permit section of the application. Mayor Adams added that the

Public Works Committee questioned if the fire department had looked at their section of the application. Ms. Diduch stated that the fire department was involved in the process of the Special Events Application. Ms. Diduch spoke with the Committee extensively about the wording in several areas of the application as well as the fees and the Committee advised her of minor changes they would like made to the application.

Ms. Diduch stated that she would like the Village to participate in the “Main Street Trick or Treat” Event on Sunday, October 25<sup>th</sup> from 1–3 pm. Ms. Diduch stated that she would like to have a table in front of Village Hall and pass out candy with something attached to the candy promoting the Village Facebook page. Motion by Mr. Hoey to approve \$200 for the event, second by Mr. Peterson. Roll call. All ayes. Motion approved 3-0.

Mr. Peterson complimented Ms. Diduch on all of the streetlights that were decorated downtown for the Fall season. Ms. Diduch observed that the street lights were extremely dirty and suggested coming up with a plan to clean them soon.

#### **THE CHIEF – STEVE DICKSON**

Chief Dickson stated that he would like to go ahead with purchasing the antivirus from Winnebago County IT. Motion by Mr. Winters to approve the purchase and installation of the antivirus software not to exceed \$962.26, second by Mr. Peterson. Chief Dickson stated that this is the price for the first year and after that it will cost the Village \$236/year. Roll call. All ayes. Motion approved 3-0.

#### **EXECUTIVE SESSION**

None.

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

Ms. Diduch stated that she will have a policy regarding the usage of funds for the Business District at the next meeting for the Committee to review.

#### **ADJOURN**

Motion by Mr. Hoey, second by Mr. Peterson, to adjourn at 5:51 pm.

Respectfully submitted,

Christina Stewart  
Village Clerk