

ADMINISTRATION COMMITTEE MINUTES

November 2, 2015

Chairman Winters called the regular meeting of the Administration Committee to order at 5:30 pm.

Members present: Dale Adams, Pat Hoey, John Peterson and Dave Winters

Staff present: Steve Dickson, Tricia Diduch and Jodi May (5:32 pm)

Motion by Mr. Peterson, second by Mr. Hoey, to waive the reading of and approve the minutes of October 19, 2015. All ayes. Motion approved 3-0.

PUBLIC COMMENT

None.

THE MAYOR – DALE ADAMS

Mayor Adams stated that on the Village Board agenda they have taking over the streets on Wake Forest Parkway. Ms. Diduch asked if Mayor Adams had seen Mr. Bunge's email in reference to the streets not being completed to the Village's standards and that Mr. Bunge is recommending a two year warranty to cover them. Mayor Adams stated that this will be discussed further at the Public Works committee meeting.

PUBLIC SAFETY & LEGAL – DAVE WINTERS, CHAIRMAN

Mr. Winters stated that the collective bargaining agreement is up for approval at the Village Board meeting on November 3, 2015. The Committee was okay with this.

ADMINISTRATION & BUDGET – JOHN PETERSON

Mr. Peterson discussed the liability insurance renewal with the Illinois Municipal League for the Village. Mr. Peterson stated that the Village has two options; option #1 is the pay the entire premium at once and save a couple thousand dollars or option #2 is to pay half in November and the other half in May. Option #2 is what the Village has been doing in the past. The Committee agreed to option #2.

COMMUNITY DEVELOPMENT – PAT HOEY

Mr. Hoey stated that Rockford Area Economic Development Council (RAEDC) Annual Meeting & Dinner is Wednesday, November 18th from 5-9 pm and inquired if the Village would to attend. Mr. Hoey stated that he and Ms. Diduch went last year and both would like to attend this year as well. Motion by Mr. Hoey to purchase two tickets for a total cost of \$150, second by Mr. Peterson. Roll call. All ayes. Motion approved 3-0.

Mr. Hoey discussed purchasing Christmas decorations for the downtown area. Mr. Hoey asked if Mr. Peterson remembered what the Village paid for greenery from Williams Tree Farm last year. Mr. Peterson stated that his wife bought the mixed greens bundles, but he wasn't sure what the cost of the greens were. Motion by Mr. Hoey not to exceed \$750 for Christmas decorations, second by Mr. Peterson. Roll call. All ayes. Motion approved 3-0.

Ms. Diduch informed the Committee about the materials (balloons, tote bags, banners) that she has for Small Business Saturday. These items were provided by American Express, but Ms. Diduch will need to purchase other items for the event. Motion by Mr. Hoey not to exceed \$500 to purchase items for the event, second by Mr. Peterson. Roll call. All ayes. Motion approved 3-0.

Ms. Diduch also discussed the TIF and Business District policy that was created due to some concerns that the Village Trustees had about how the funds would be used that are generated in these particular areas of the Village. Ms. Diduch went over the policy with the Committee and explained that what would be given to applicants would be easy to read and understand. Ms. Diduch stated that if no one had any questions regarding the policy that there will be a resolution approving this at the Village Board meeting on November 17, 2015.

THE CHIEF – STEVE DICKSON

None.

EXECUTIVE SESSION

None.

ANY OTHER BUSINESS ALLOWED BY LAW

None.

ADJOURN

Motion by Mr. Peterson, second by Mr. Hoey, to adjourn at 5:50 pm.

Respectfully submitted,

Christina Stewart
Village Clerk