

## **ADMINISTRATION COMMITTEE MINUTES**

**November 3, 2014**

Chairman Winters called the regular meeting of the Administration Committee to order at 5:02pm.

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

Members absent: Steve Dickson

Staff present: Tricia Diduch

Motion by Mr. Peterson, second by Mr. Hoey, to waive the reading of and approve the minutes of October 20, 2014. All ayes. Motion carried 3-0.

### **PUBLIC COMMENT**

None.

### **THE MAYOR – DALE ADAMS**

Mayor Adams stated that he had the renewal for Illinois Municipal League Risk Management policy. Mayor Adams said that they would probably want to go with the minimum. There is plenty of money in the budget. The minimum amount is \$113,998 and \$120,650 was budgeted. This needs to go on the next agenda for approval so that the Village can receive a discount. The policy renewal needs to be postmarked by November 21, 2014 in order to receive the discount.

Mayor Adams said that the Tax Levy Ordinance needs to get started because it is due at the end of December. There are only two meetings to get this approved and Mayor Adams will get the numbers from Jaye Quimby.

Mayor Adams also mentioned that First Rockford Group has a letter of credit in reference to the \$80,775 for public improvements regarding Final Plat No. 2 of the Puri/Rockton Subdivision. According to the engineers, everything except for \$8,000 can be released. The warranty of the paving and the seeding need to be completed. Ms. Diduch stated that she would check with Mr. Nygren in reference to Public Works turning on the water and that all of the engineering fees have been paid. First Rockford Group needs to draft changes to the development agreement for approval at the next meeting. Mayor Adams does not recommend paying them upfront. The letter of credit does not need to be approved.

Mayor Adams also stated that he hoped everyone had a chance to look at the garbage contract. He thought that it looked good.

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

None.

### **ADMINISTRATION & BUDGET – JOHN PETERSON**

Mr. Peterson thanked Ms. Diduch for her help in reference to a zoning complaint on Wynstone Way.

### **COMMUNITY DEVELOPMENT – PAT HOEY**

Mr. Peterson stated that the contract has been accepted subject to attorney approval for the Downtown properties. Attorney Szeto will draw up a rental agreement. Mr. Peterson also stated that the renters will take care of any yard maintenance and if anything breaks in the house because the rent Millie was charging is so low. The renters would like to stay as long as they can. There will be plenty of time if the Village would like to start the demolition/improvement process to notify the residents further down the road. Mr. Winters was concerned that one the Village owns the property, they can't sell it for less than eighty percent of the appraised value. Mr. Peterson also stated that some places are giving away the houses for \$1 each if the people pay to move them. Mayor Adams discussed the assessment of the homes and that the Village would never lose money on the homes. The Village can also attest the taxes on the homes. Mr. Hoey discussed the

amount the renters are paying currently. Mr. Peterson stated that they pay \$400/month for each home for a total of \$1200/month from all three homes. The loan payment the Village is responsible for will be \$33,000/year so the income from all three homes will essentially pay for almost half the loan payment. Mayor Adams stated that they will have Ms. Quimby set up an account for the rent money to go into. Mr. Winters was concerned about any major expenses as far as maintenance. It is a potential issue if there is something major that breaks. Mr. Peterson stated that a home warranty could be placed on the homes, but it's probably not necessary. Ms. Diduch stated that she would start a parking study for the downtown area. Mr. Hoey stated that this was a good idea. There was also a brief discussion about upgrading the sewer and water. The mayor added that there may be an opportunity to acquire the old dry cleaners building for further business/parking expansion further down the road.

Mr. Hoey stated that he may need someone to replace him in taking out the plants in the planters on November 15th. He has another commitment that weekend.

**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 5:25 pm.

Respectfully submitted,

Christina Stewart  
Village Clerk