

## **ADMINISTRATION COMMITTEE MINUTES**

**November 6, 2017**

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

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

Staff present: Chief Dickson, Scott Fridly and Jodi May

Motion by Mr. Peterson, second by Mrs. Honkamp, to waive the reading of and approve the minutes of October 16, 2017. All ayes. Motion approved 3-0.

### **PUBLIC COMMENT**

None.

### **THE MAYOR – DALE ADAMS**

None.

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

Mr. Winters stated that he spoke with Jim Webster, Winnebago County Board member, in reference to the possible asphalt recycling plant and that there is a concern that this could be a leadoff into an asphalt plant. Mr. Winters advised that he doesn't see them wanting to annex into the Village at this point.

### **COMMUNITY DEVELOPMENT & BUDGET – JOHN PETERSON**

Ms. Diduch went over the budget that she was requesting for the "Small Business Saturday" event which will be held November 24<sup>th</sup> – 26<sup>th</sup>. Ms. Diduch stated that she and Shelly from the Gem Shop came up with a HoliDAZE passport for the event that customers will have the businesses sign so that they can be entered into a drawing. Ms. Diduch went over the list of expenses for the event (marketing, advertising and printing), but is deferring to the Committee to adjust them as they see fit. Ms. Diduch added that the Village would pay for the Facebook boosting directly. Ms. Diduch is asking for a total of \$1,350 and stated that this event was budgeted for. Mr. Fridly stated that this is a good thing and that the Village should support the event. This is up for approval at the Village Board meeting on November 7, 2017. The Committee was okay with this.

### **ADMINISTRATION – ARIANNE HONKAMP**

Mrs. Honkamp stated that Resolution 2017-111: A Resolution Establishing Meeting Dates and Times for the Rockton Village Board and its Standing Subcommittees for the Year 2018 is up for approval at the Village Board meeting on November 7, 2017. The Committee was okay with this.

Mrs. Honkamp added that Ordinance 2017-31: An Ordinance Authorizing the Sale of Certain Personal Property Owned by the Village of Rockton is up for approval at the Village Board meeting as well. The Committee was okay with this.

### **THE CHIEF – STEVE DICKSON**

Chief Dickson requested that the approval for the Christmas Walk be placed on the next set of agendas. Chief Dickson advised that Hononegah High School has a play in their Performing Arts Center (PAC) that weekend and the parking lot will not be available for the parade to line up at. Chief Dickson stated that the floats will be lining up along Race Street and the parade will begin on Race Street, head eastbound on Main Street and end at the high school.

### **PLANNING AND DEVELOPMENT ADMINISTRATOR – TRICIA DIDUCH**

Ms. Diduch stated that the special events application for the Christmas Walk will be up for approval at the next set of meetings. Ms. Diduch also advised the Committee that the hotel feasibility study will be completed in the next few weeks.

**EXECUTIVE SESSION**

None.

**ANY OTHER BUSINESS ALLOWED BY LAW**

None.

**ADJOURN**

Motion by Mr. Peterson, second by Mrs. Honkamp, to adjourn at 6:09 pm.

Respectfully submitted,

Christina Stewart  
Village Clerk