

ADMINISTRATION COMMITTEE MINUTES
February 2, 2015

Chairman Winters called the regular meeting of the Administration Committee to order at 5:33pm.
Members present: Steve Dickson, Pat Hoey, John Peterson and Dave Winters
Staff present: Tricia Diduch and Scott Fridly
Members absent: Dale Adams

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

PUBLIC COMMENT

Mr. Fridly mentioned the vacation time policy that the Village of Rockton currently has. This policy allows Village of Rockton employees to carryover vacation time for 90 days past the service year. Mr. Fridly stated that they were looking to change the policy so that when vacation time is issued on June 1, 2015 Village employees must use those days by May 31, 2016. Chief Dickson stated that the police department contract allows his staff to carryover vacation time for 90 days and it has never posed as a problem. Mr. Winters stated that if vacation time is carried over then the Village is paying the employee at a higher rate of pay than when their vacation time was issued. Mr. Winters added that if a carryover was allowed, the employee should be paid at the rate of pay at which the vacation time was issued. Ms. Diduch stated that in the previous communities where she was employed they allowed employees to carryover a week of vacation and that it was a nice perk. Mr. Peterson asked if the Public Works employees have a sign up sheet for vacation time and if there has been a problem with too many employees being off at any given time. Chief Dickson commented that it's one thing if you are trying to add this to a policy, but this is something that has been in place and now the Village is taking something away. The Committee agreed that they should consult with Ms. Hughes, who handles vacation time for the Village of Rockton employees, to see if this has been an issue.

THE MAYOR – DALE ADAMS

None.

PUBLIC SAFETY & LEGAL – DAVE WINTERS, CHAIRMAN

Mr. Winters discussed adding computer software to the current LOCIS program. Ms. Hughes researched the necessary information in order to implement the additional software and provided that to the Committee. Mr. Winters stated that as long as the Village isn't locked into a contract with LOCIS he was in favor of adding this software. There is an initial set up fee and a monthly fee thereafter. There was a brief discussion about whether the fees would be paid by the consumer or the Village and Mr. Winters explained the various fees. Mr. Winters added that the other software Ms. Hughes is looking into would be for converting the whole software system and that would be more expensive and will not be done this budget year. Mr. Hoey added that he would like input from Ms. Kohler, the Water Clerk, as to what other municipalities are doing regarding these fees. The Committee wanted to look into the fees a little bit more. Mr. Winters stated that this would also be discussed at the Budget & Finance Committee meeting as well.

ADMINISTRATION & BUDGET – JOHN PETERSON

Mr. Peterson stated that he was contacted by Townsquare Media in reference to Rockton possibly hosting an event similar to "Ribfest" that would be held on September 5, 2015 from noon until 10 pm. Townsquare Media would like to pair up with a not for profit organization, the Rockton Lions Club, for the use of their liquor license and volunteers. The event would have live bands and they would be serving ribs and BBQ. Mr. Peterson added that they would provide their own security, but that the Village would help supply barricades and trash pickup from the Public Works Department. Townsquare Media would make donations to the organizations that are helping with the event. Mr. Peterson stated that he could get a spokesperson from Townsquare Media to come and answer questions, but they wanted to know if Rockton would be interested in

hosting the event. The Committee stated that they would like to learn more about this event before they make any decisions. Mr. Winters added that there will be some cost to the Village. Chief Dickson stated that Townsquare Media would need to work with the police department in reference to the layout of the event, but that he didn't have any other concerns. Mr. Fridly said that he would like Mr. Nygren to attend the meeting when the spokesperson comes so that he can ask questions as well. Ms. Diduch added that it's a minimal cost to the Village that would draw people into the downtown area and it's nice that Townsquare Media would handle the event. Mr. Peterson added that Townsquare Media was also looking at different locations to host the event as well.

COMMUNITY DEVELOPMENT – PAT HOEY

Motion by Mr. Hoey to donate \$400 to Marianne Mueller for the Easter Egg Hunt to be held March 29, 2015, second by Mr. Peterson. Roll call. All ayes. Motion approved 3-0.

Mr. Hoey discussed the amendment to the First Rockford Group agreement. Ms. Diduch stated that the only change to the agreement is the start of the payment of the sales tax is one year earlier than initially agreed. This is also on the Village Board agenda.

Mr. Hoey stated that the proposed downtown TIF Eligibility Study & Report and Redevelopment Plan & Project are on the Village Board agenda as well. Ms. Diduch stated that this is basically an announcement that the documents are available with the Village Clerk starting February 3, 2015 and that this is on an accelerated schedule now. Also, the TIF Interested Parties Registration form is available in the Village Clerk's office.

Motion by Mr. Hoey to hire Brian Thomas Photography (not to exceed \$990) to provide still and video photography of the interior and exterior of the Sonoco Plant for litigation purposes, second by Mr. Peterson. Mr. Hoey stated that there is a court order that will allow the Village onto the property on February 10, 2015 to complete this and that Sonoco will be demolishing the property after this is done. Mr. Hoey stated that these costs will be reimbursed back to Village as part of the settlement if the Village wins the lawsuit. Mr. Winters asked what could be discussed in the open meeting. Mr. Hoey stated that he could update the Village Board in executive session in the Village Board meeting. Roll call. All ayes. Motion approved 3-0.

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 6:11 pm.

Respectfully submitted,

Christina Stewart
Village Clerk