

## **ADMINISTRATION COMMITTEE MINUTES**

**May 2, 2016**

Chairman Winters called the regular meeting of the Administration Committee to order at 5:30 pm.  
Members present: Mayor Adams, Pat Hoey, John Peterson and Dave Winters  
Staff present: Chief Dickson, Tricia Diduch, Scott Fridly (5:52 pm) and Jodi May (5:36 pm)

Motion by Mr. Peterson, second by Mr. Hoey, to waive the reading of and approve the minutes of April 18, 2016. All ayes. Motion approved 3-0.

### **PUBLIC COMMENT**

None.

### **THE MAYOR – DALE ADAMS**

Mayor Adams stated that he sent out copies of the preliminary budget this afternoon and he wanted everyone to take a look at it. The Committee went over some of the preliminary numbers together. Mayor Adams said that they would be talking about it more in the Budget & Finance meeting on May 3, 2016.

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

None.

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

None.

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

Ms. Stewart spoke to the Committee to see if they would be interested in pursuing further information regarding text marketing for the Village. Ms. Stewart spoke with a representative from the Home Pages and obtained information regarding CloseBy text marketing. Ms. Stewart presented that information and Ms. Diduch stated that she would look into other options if the Village was interested. The Committee stated that they felt that making the website more user friendly would be more important at this time, but that Ms. Diduch could look into this in the future.

### **THE CHIEF – STEVE DICKSON**

Chief Dickson stated that last year they talked about having Winnebago County IT take over the email system and that he did put this in his budget for next fiscal year for the police department. Mr. Hoey stated that Winnebago County IT should take over the whole Village. Chief Dickson stated that the cost was approximately \$6.95/month per user. Ms. Diduch stated that she has had problems with Go Daddy email and that her email gets recognized as spam and it's difficult for Winnebago County IT to fix that. The Committee stated that the expense should be paid for under administration in the budget. Chief Dickson stated that he would get a solid number from Winnebago County IT to take over the email system for the Village.

Chief Dickson also discussed the Starcom radio system with the Committee and stated that the Winnebago County Sheriff's Department is determined to switch over to this radio system by October. Chief Dickson added this \$50,000 expense to the budget. Chief Dickson stated that this allowance is for portable radios for everyone and to have a few extras on hand. Chief Dickson also expressed his concerns about the Starcom radio system with the Committee.

Mr. Hoey stated that the Northern Illinois Police Memorial service is going to be held on Thursday, May 12<sup>th</sup> at the Old Stone Church at 7 pm. Mr. Hoey said that it would be nice to see the Village well represented at this ceremony.

### **EXECUTIVE SESSION**

None.

**ANY OTHER BUSINESS ALLOWED BY LAW**

None.

**ADJOURN**

Motion by Mr. Hoey, second by Mr. Peterson, to adjourn at 5:57 pm.

Respectfully submitted,

Christina Stewart  
Village Clerk