

## **ADMINISTRATION COMMITTEE MINUTES**

**June 15, 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, Scott Fridly (5:38 pm), Corine Hughes (5:32 pm), Cory Magnus (6:14 pm) and Jodi May

Motion by Mr. Peterson, second by Mr. Hoey, to waive the reading of and approve the minutes of June 1, 2015. All ayes. Motion approved 3-0.

### **PUBLIC COMMENT**

None.

### **THE MAYOR – DALE ADAMS**

None.

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

Mr. Winters discussed the employee handbooks with the Committee. Ms. Hughes went over the handbooks for public works and the police department previously with Atty. Szeto and some changes were made. Mayor Adams added that they were in the process of completing an administration handbook as well. Ms. Hughes wanted the Committee to review the handbooks and advise if they wanted any other changes or had any questions. The Committee stated that they would like more time to review the handbooks and would like to discuss this more at the next Administration Committee meeting.

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

Mr. Peterson thanked the public works employees for their help in setting up for Old Settler's Days. Mr. Peterson stated that Ordinance 2015-23: An Ordinance of the Village of Rockton, Winnebago County, Illinois, Ascertaining the Prevailing Rate of Wages for Laborers, Workmen and Mechanics Employed on Public Works of Said Village is up for approval on June 16, 2015 at the next Village Board meeting. The Committee was okay with this.

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

Mr. Hoey discussed the Business District study quotes for service. Ms. Diduch stated that Resolution 2015-112: Approving Contract with Ehlers Investment partners for Business District Study is up for approval on June 16, 2015 at the next Village Board meeting. Ms. Diduch stated that the contract would not exceed \$20,500 for them to complete the Business District study. Mr. Hoey stated that he would like to get a couple more proposals even though the probability of someone coming in less than Ehlers is unlikely. Mayor Adams added that there isn't much time to complete the Business District study because a Business District can only be created twice a year. If the Business District is approved by October 1, 2015 the Village would start collecting the sales tax on January 1, 2016. Mr. Winters questioned what the funds that are being generated by the Business District would be used for. The Committee discussed how they thought the funds would be used, but also stated the development plan for the Business District would include how the funds would be used. Mr. Hoey verified that the Business District study was going to be paid out of downtown development and Ms. Diduch confirmed that it was. Mr. Fridly asked if the data that was collected from the Downtown TIF by Ehlers was something that the Village owns. Ms. Diduch wasn't sure, but she stated that this is worth looking into. Mr. Hoey stated this they could have more discussion about this at the Village Board meeting.

Mr. Hoey also discussed the relocation of the Fatt Cat Café sign. Mr. Hoey questioned the amount of \$10,000 to relocate the sign and doesn't feel that it is the Village's responsibility. Ms. Diduch explained that the Village approved a variance for a freestanding sign because of them being zoned commercial. The aerial

view that was submitted clearly shows that the sign is in the right of way for the state and not on the private property. Ms. Diduch stated that the Illinois Department of Transportation (IDOT) is not paying for the sign to be moved. Ms. Diduch added that IDOT is finishing up their property acquisition and this is how the situation of moving the sign came up because the owners will not sign off on the agreement with IDOT. Ms. Diduch was told by the owners of Fatt Cat Café that Mr. Swangstu, the former code enforcement officer for the Village, had measured the area where they placed the sign to make sure it was okay. The Committee agreed that it is the responsibility of the owner to make sure that they are placing a sign in the proper location and not in an area of a right of way. Motion by Mr. Hoey to recommend denial from the Administration Committee for Resolution 2015-113: Approving Payment of Sign Relocation Cost for Fatt Cat Café, second by Mr. Peterson. 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. Hoey, second by Mr. Peterson, to adjourn at 6:50 pm.

Respectfully submitted,

Christina Stewart  
Village Clerk