

## **ADMINISTRATION COMMITTEE MINUTES**

**August 14, 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: Tricia Diduch, Scott Fridly and Jodi May (5:35 pm)  
Also present: Bud Andrews

Motion by Mr. Peterson, second by Mrs. Honkamp, to waive the reading of and approve the minutes of July 31, 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 the purchase requisition for Datalux to replace in-car computers for the police department in the amount of \$10,328 is up for approval at the Village Board meeting on August 15, 2017. The Committee was okay with this.

Mr. Winters said that the reciprocal reporting agreement with Rockton District #140 is also up for approval at the Village Board meeting on August 15, 2017. The Committee was okay with this.

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

Mr. Peterson stated that the approval of the hotel study consultant was up for approval at the Village Board meeting on August 15, 2017. Ms. Diduch said that she was recommending GSG Hospitality Group at a cost of \$6,500 with an additional \$2,500 supplement retail overview. Ms. Diduch stated that she hasn't had time to check the references for GSG Hospitality Group, but the Village Board could approve the contract contingent upon the references coming back okay. Ms. Diduch added that if the Village Board approved the supplemental retail overview that it would need to be paid for by a different fund other than the downtown business district tax fund because it would be benefitting businesses outside of the downtown business district as well. The Committee was okay with this.

Mr. Peterson stated that he would like a consensus to hire Kelly Steward & the Restless Kind in the amount of \$500 for the Blues & BBQ event (Labor Day weekend). The Committee was okay with this.

### **ADMINISTRATION – ARIANNE HONKAMP**

Mrs. Honkamp stated that Resolution 2017-109: A Resolution of the Village of Rockton, Illinois Approving the Village Clerk and Village President, Elected Officials, to Participate in the Illinois Municipal Retirement Fund is up for approval at the Village Board meeting on August 15, 2017. The Village Clerk explained that Ms. Quimby obtained information regarding the resolution from the state of Illinois website and the information was incorrect, therefore, the resolution had to be corrected and passed by the Village Board again. The Committee was okay with this.

### **THE CHIEF – STEVE DICKSON**

Chief Dickson discussed the Homecoming parade route for Hononegah High School on September 15, 2017 with the Committee. Chief Dickson advised that there are several routes that can be used, but that he is not sure where the construction will be with the Highway 75 project. Chief Dickson suggested lining up at the race and taking Chapel Street all the way to the high school. Chief Dickson also said that he will need 6-8 police officers instead of 3-4 police officers because of the construction and inquired if the Village should

charge the high school for this. The Committee agreed not to charge the high school for the extra police officers.

Chief Dickson stated that he needs a consensus at the Village Board meeting to approve the parking changes/additions that he outlined in the memo for the 2017-2018 school year.

**PLANNING AND DEVELOPMENT ADMINISTRATOR – TRICIA DIDUCH**

Ms. Diduch advised she and Mr. Peterson met with Tammy Hendricks and Brian Capezio (Village Loft business owner) in reference to the “Jingle Bell Bash” which will be held the first weekend of November at the downtown businesses. Ms. Diduch stated that they were looking for a donation from the Village to help pay for time sensitive material for the event and requested a consensus to donate \$250 for the event. The Committee was okay with this.

Ms. Diduch added that even though there are a lot of signs for the Highway 75 project that signs are needed on how to get around the streets that are closed. Ms. Diduch stated that the signs she is looking at are similar to plastic political signs and can be easily moved. Ms. Diduch advised the Committee that it would cost no more than \$100 for the signs and requested a consensus. The Committee was okay with this.

Mr. Peterson inquired if the Village should hold a grand reopening of Main Street after the construction is complete and stated that it could possibly be the same weekend as the “Jingle Bell Bash”. Mr. Peterson stated that he was looking for other ideas/suggestions regarding this from the Committee.

Ms. Diduch stated that she and Mayor Adams toured the new Rock Tek building (formerly Fat Wallet). Ms. Diduch explained that Tim Storm is using the 30,000 square foot building for floating desks, cubicles and offices for those looking for office space while starting a business. Ms. Diduch said that the office space is very affordable and that Mr. Storm would like the business to be open by the end of the month. Ms. Diduch said that this would be a great opportunity to offer classes on how to start a business and possibly host a luncheon with downtown business owners.

Mayor Adams stated that he spoke with Sven Skupien in reference to “Yeti Fest” and that Mr. Skupien said that he already has six people interested in the snow sculpting event. Ms. Diduch said that she is going to start working on the details of this event soon and that she will reach out to Mr. Skupien.

**EXECUTIVE SESSION**

None.

**ANY OTHER BUSINESS ALLOWED BY LAW**

None.

**ADJOURN**

Motion by Mr. Peterson, second by Mrs. Honkamp, to adjourn at 6:00 pm.

Respectfully submitted,

Christina Stewart  
Village Clerk