

**ADMINISTRATION COMMITTEE MINUTES**  
**September 3, 2019**

Chairman Winters called the regular meeting of the Administration Committee to order at 5:00 pm.  
Members present: Mayor Adams, Arianne Honkamp, John Peterson and Dave Winters  
Also present: Chief Dickson, Tricia Diduch and Scott Fridly

Motion by Mr. Peterson, second by Mrs. Honkamp, to waive the reading of and approve the minutes of August 19, 2019. All ayes. Motion approved 3-0.

**PUBLIC COMMENT**

None.

**THE MAYOR – DALE ADAMS**

None.

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

None.

**COMMUNITY DEVELOPMENT & BUDGET – JOHN PETERSON**

Mr. Peterson advised the Committee of a possible investor for the hotel.

Mr. Peterson stated that the Rockton Lion's Club is looking for a community project and suggested planting tulips in the berm at Setter's Park. Ms. Diduch commented that if the Lion's Club would like to assist with putting corn husks on the light poles downtown that it would be very helpful. Mr. Peterson said that they could do this on September 19<sup>th</sup>.

Mr. Peterson added that he was starting to plan for the Rockton River Market (RRM) for next year and asked what the Committee thought about starting the RRM the last two weeks of May. Ms. Diduch stated that she could do a Facebook poll and see what others thought about this.

Mayor Adams inquired if the Rockton Lion's Club was going to have a Candy Day this year. Mayor Adams said that this is usually held the first weekend in October.

**ADMINISTRATION – ARIANNE HONKAMP**

Mrs. Honkamp stated that the purchase requisition for CDW Government for the Microsoft 365 e-mail subscription in the amount of \$3,402 (annually) is up for approval at the Village Board meeting later in the evening. Chief Dickson stated that Winnebago County Information Technology (IT) is no longer going to provide e-mail service to the Village. Chief Dickson advised that Winnebago County IT was charging \$83/month per e-mail and that CDW Government is charging \$79/month per e-mail so there will be some cost savings. The Committee was okay with this.

**THE CHIEF – STEVE DICKSON**

Chief Dickson advised the Committee that the police department will be swearing in two police officers later in the evening and that they will be attending the police academy in two weeks. Chief Dickson added that Sergeant Dippel recently retired from the police department.

Chief Dickson stated that the Blues & BBQ event went well over the weekend.

**PLANNING AND DEVELOPMENT ADMINISTRATOR – TRICIA DIDUCH**

Ms. Diduch stated the RRM season has come to an end and that she is gearing up for the Rockton Christmas Walk which will be held December 6<sup>th</sup> – 8<sup>th</sup> this year.

Ms. Diduch added the she is completing additional grant paperwork for the parking lot in the 100 block of N. Blackhawk Boulevard.

Ms. Diduch stated that there are a couple of businesses downtown that are closing (Village Loft & Vintage Love on Main).

Ms. Diduch said that Ambyr Koch was being appointed to the Planning Commission and Marc Smith was being appointed to the Zoning Board of Appeals (ZBA) later in the evening at the Village Board meeting.

**EXECUTIVE SESSION**

None.

**ANY OTHER BUSINESS ALLOWED BY LAW**

None.

**ADJOURN**

Motion by Mr. Peterson, second by Mrs. Honkamp to adjourn at 5:11 pm.

Respectfully submitted,

Christina Stewart  
Village Clerk