ADMINISTRATION COMMITTEE MINUTES
October 5, 2020

Chairman Winters called the regular meeting of the Administration Committee to order at 5:01 pm.
Members present: Mayor Adams, Arianne Honkamp, John Peterson and Dave Winters
Staff present: Chief Dickson & Tricia Diduch

Motion by Mr. Peterson, second by Mrs. Honkamp, to waive the reading of and approve the minutes of September 14, 2020. All ayes. Motion approved 3-0.

PUBLIC COMMENT
None.

THE MAYOR – DALE ADAMS
None.

PUBLIC SAFETY & LEGAL – DAVE WINTERS, CHAIRMAN
Mr. Winters discussed setting trick or treat hours in the Village with the Committee. Mr. Winters said that he included guidelines from the Illinois Department of Public Health (IDPH) regarding trick or treating and other activities. Ms. Diduch added that the Village isn't hosting the "Main Street Trick or Treat" event this year, but instead are hosting a "Main Street Rock or Treat" event where everyone can socially distance and hunt for rocks. Ms. Diduch said that this event will be held from 10 am – 2 pm on Saturday, October 31st. The Committee suggested that trick or treat hours in the Village should held be from 5 – 7 pm. Mr. Winters stated that this will be up for approval at the Village Board meeting later in the evening.

Mr. Winters also discussed purchasing facial masks with the Village logo on them. Mayor Adams stated that this would be considered a reimbursable expense that is covered with the local CURES program. Ms. Diduch provided pricing from Embroid This and 4Imprint. Mr. Peterson inquired if we have seen any samples of the masks. Chief Dickson added that not every face mask fits every person the same. The Village Clerk stated that she could get some samples so that everyone can look at them before they decide what they want to order. Mayor Adams said that the Village should be looking at all of their options that would be considered for reimbursement through the local CURES program. Ms. Diduch recommended handicap accessible touch pads for the Village Hall entrance. Mayor Adams stated that other communities have installed touchless faucets and auto flush toilets and that was a covered expense. Mayor Adams advised that he would talk to the Public Works Committee about this as well. Mr. Winters asked that the facial masks be placed on the next agenda and that they will make a decision after the Committee can look at some of the samples.

COMMUNITY DEVELOPMENT & BUDGET – JOHN PETERSON
Mr. Peterson stated that the Village banned leaf burning back in April due to the Covid-19 pandemic and thought that this should be banned this Fall (October/November) as well. Mr. Winters inquired if the Village would be able to enforce this. Chief Dickson said that this is something that the Village Board can ask Atty. Szeto at the Village Board meeting. The Committee was okay with banning leaf burning this Fall and will revisit the issue in the Spring.

Mr. Peterson discussed having another movie night on Friday, October 30th at the Rockton Athletic Fields and show the movie "Hocus Pocus". Ms. Diduch stated that she is still trying to get a hold of Bonnie Gundry from First National Bank to see if they were interested in using their free movie from the Beloit International Film Festival (BIFF) for this. Mayor Adams said that he will talk to Ms. Gundry about this. Ms. Diduch stated that if First National Bank didn't want to participate that the event, it would cost the Village $1,000 for the equipment and movie from BIFF. The Committee was okay with this. Mr. Peterson added that there will be concessions as well.

ADMINISTRATION – ARIANNE HONKAMP
None.

THE CHIEF– STEVE DICKSON
Chief Dickson stated that he didn't hear about any complaints regarding the businesses that have decided to remain open for indoor dining due to the Covid-19 pandemic and the new guidelines for our region.

PLANNING & DEVELOPMENT ADMINISTRATOR – TRICIA DIDUCH
Ms. Diduch advised that she read that Ray's Restaurant and the Fatt Cat Café were going to remain open for indoor dining, but that they are complying with all of the other health and sanitation requirements. Ms. Diduch said that we will see what happens because the businesses are concerned about what the Winnebago County Health Department may do.

Ms. Diduch said that she already informed the Committee about the "Main Street Rock or Treat" event and that there will be far less kids than the "Main Street Trick or Treat" event that has been held in years past. Ms. Diduch stated that she will keep an eye on it and make sure that everyone is following the IDPH guidelines.

Ms. Diduch stated that some other municipalities are helping their businesses with no interest small business loans to help keep them afloat during the pandemic. Ms. Diduch stated that we may be able to use some Business District funds for this and that she was going to check into this further.

Ms. Diduch advised the Committee that next week the Talcott Free Library and Al's Main Street Tap will be approaching the Planning Commission and asking for façade grants for their buildings. This will be up for approval at the Village Board meeting held on October 20, 2020.

EXECUTIVE SESSION
None.

ANY OTHER BUSINESS ALLOWED BY LAW
None.

ADJOURN
Motion by Mr. Peterson, second by Mrs. Honkamp to adjourn at 5:33 pm.

Respectfully submitted,

Christina Stewart
Village Clerk