



City of Rock Falls **Ordinance/License/Personnel/Safety** **Committee Meeting Minutes**

Date: 08/24/2023

Time Meeting Started: 5:31 p.m.

Time Meeting Ended: 6:37 p.m.

Members		Also Attended	
Chairwoman Sobottka	P	Mayor Kleckler	P
Alderwoman McKanna	P	Administrator Blackert	P
Alderman Snow	P		
Alderman Dornes	A		
Alderwoman Arduini	P		
Also Attended			

Topic	Discussion	Plan of Action
Call to order	Meeting was called to order by Chairwoman Sobottka 5:31 p.m.	
Approval of Minutes	Approval of Minutes of the July 27, 2023, Ordinance/License/Personnel/Safety Committee Meeting. A motion was made by Alderwoman McKanna and second by Alderwoman Arduini to approve the minutes from the July 27, 2023, Ordinance/License/Personnel/Safety Committee Meeting. Vote via voice, all approved	Approved minutes
Audience Requests	none	
New Business	- Recommendation from the Building Code Committee – Ordinance Amending Chapter 6, Article III, Section 6-154(3)(a)(4) Architectural Guidelines. A motion was made by Alderman Snow to approve the Recommendation from the Building Code Committee – Ordinance Amending Chapter 6, Article III, Section 6-154(3)(a)(4) Architectural Guidelines and second by Alderwoman Arduini to send to City Council. Vote 4 aye, motion carried. - Succession Planning: - Fire Chief – January 2024 – Succession Planning checklist presented by City Administrator Blackert A motion was made by Alderman Snow to approve the Succession Planning Checklist for the Fire Chief and second by Alderwoman McKanna. Vote 4 aye, motion carried. - Building Inspector – July 2025 – Succession Planning Checklist presented by City Administrator Blackert A motion was made by Alderman Snow to approve the Succession Planning Checklist for the Building Inspector and second by Alderwoman Arduini. Vote 4 aye, motion carried. - Review of Section 2-271(a) Appointment, term of office, other terms and condition of employment. - Alderwoman McKanna presented information on ordinance to update language of ordinance. - Remove residency requirement for City Administrator position after being employed. 'The City Administrator shall establish residency within the limits of the electric utility of the City within one year.' A motion was made by Alderman Snow to remove the language of residency requirements for City Administrator and send to City Council and second by Alderwoman McKanna. Vote 4 aye, motion carried. - Remove language for elected official of the city to receive appointment as City Administrator. 'No elected official of the City shall receive such appointment while serving as an elected official or within one year after leaving office.'	Send to City Council Send to City Council Send to City Council

	A motion was made by Alderman Snow to remove the language of an elected official being appointed to the position of City Administrator while serving as an elected official and send to City Council and second by Alderwoman Arduini. Vote 4 aye, motion carried.	Send to City Council
Department Safety	Department Safety meeting minutes review A motion was made by Alderwoman McKanna to approve the Department Safety Minutes and second by Alderwoman Arduini. Vote via voice, all approved	Minutes approved
Committee Member Items	- Alderwoman Sobottka brought up needing to find someone for Ward 2 Alderman position. - Fiesta Day Parade, September 16, 2023. Mayor will reach out to have a position in the parade. - Mayor Kleckler discussed with committee members Business and Liquor License changes to think about - Business license – have a Minium of \$100.00 charge. - Liquor License – Class A liquor license to have an umbrella cost to be able to sell carryout.	No action No Action
Adjournment	A motion was made by Alderman Snow to adjourn meeting and was second by Alderwoman McKanna Vote via voice, all approved (6:37 pm)	Adjournment 6:37 pm

Chairwoman Sobottka