

**GENERAL GOVERNMENT COMMITTEE
MINUTES
March 9, 2016
Presidents Chambers**

Present

Chair Glowiak, Committee Member Gallagher, Village Manger Higgins, Deputy Village Manager Velkme, Director Scott, Village Attorney Jurusik, Eric Devitt, Administrative Intern, and Leslie Cahill, Midwest Market Manager for Bensidoun

Electronic Attendance at Meeting: None

Chair Glowiak called the General Government Committee meeting to order at 9:30 a.m.

Agenda Items

1. Public Comment

There were no comments.

2. Approval of Minutes

Chair Glowiak moved, seconded by Committee Member Gallagher, to approve the minutes of February 3, 2016, as amended.

3. Reinstatement of Fire Marshal Title

Manager Higgins introduced a request to reinstate the Fire Marshall title on behalf of Fire & EMS Director Kenny. Captain Kurt Schlueter will be retiring the first week of May from his position as Paramedic/Code Enforcement Officer. That position originally had fire suppression duties as part of the essential functions in the job description but those duties were removed a few years ago due to some pension conflicts.

Director Kenny requested the position be revised to include the Fire Marshall as well as a few other EMS and administrative related functions. After review, it was determined by Attorney Jurusik and Director Kenny that Village code should be amended by ordinance to reinstate a previous Village recognized position of Fire Marshall. That reinstatement necessitated clarifying powers and duties for that position to indicate the expanded scope of duties. This is not a new or unbudgeted position but a replacement for a vital existing one. There will be a one month period of overlap with Captain Schlueter and the new Fire Marshall working together for orientation. The committee reviewed the request and will share the details with the Board on March 14 and recommend approval of the ordinance at the March 28, 2016

meeting. This ordinance will reinstate the title and modify the duties of the Fire Marshall at the March 28, 2016 meeting.

4. French Market Agreement Renewal

Director Scott introduced Leslie Cahill, Midwest Market Manager for Bensidoun, and presented a request to renew the French Market agreement for a period of three years. The committee reviewed the particulars of the proposed agreement which provides for the three year extension. The three year agreement would allow the future Village President and Board of Trustees to evaluate the market and extend the agreement as appropriate.

The committee discussed Section 5a (Use of Premise; Maintenance and Operation) and heard from Ms. Cahill that retaining Thursdays is critical to insuring the current core vendors would continue to participate in the market. A “pilot” Saturday or Sunday market days in June and September was determined to be beneficial and will be part of the draft agreement.

The committee reviewed three possibilities for set up and takedown of the French Market, Section 5b (Set up), and all three options will be included in the draft agreement: vendors bringing and setting up their own tents, using local assistance for set-up, and continuing to utilize Public Works for set-up and tear-down of the market.

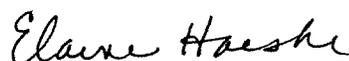
The committee members discussed the turnout at the markets and the number of vendors present on a weekly basis. Section 5K (Marketing) of the new agreement includes the addition of marketing efforts which would likely increase attendance. Signage and other communication mediums were discussed. Section 7 (Alterations and Additions) of the proposed agreement will include language addressing modifications that may be needed to address changes to the Downtown in the form of the new train platforms and streetscape. Both of these improvements will impact the market.

A draft addendum will be provided to the Board for review on March 14, 2016 with a recommendation to approve a three year extension with these modifications. The approval will be on the March 28, 2016 meeting docket.

5. Adjourn

With no further business to discuss, Member Gallagher moved, seconded by Chair Glowiak, to adjourn the meeting at 10:28 a.m.

Respectfully submitted,



Elaine Haeske
Deputy Village Clerk