

## City of Dixon Governmental Task Force Meeting Minutes – 5/1/13

### **Task Force Members – (All Present):**

Jack Schrauth

Bill Wadsworth

Kelly Allen

Tom Shaw

Jim Marshall

Pastor Michael Cole

Marilyn Coffey

Mayor Burke welcomed everyone to the meeting and asked each Governmental Task Force (GTF) member to introduce themselves. After introductions, Mayor Burke stated all members were selected based on diversity, independent thinking, open mindedness, and intelligence. There is a \$2,000.00 budget for the GTF. The Mayor proposed the GTF submit their report by July 1, but stated their appointment is valid for 1 year.

City Attorney Rob Lesage provided the GTF members with the following documents:

- A City of Dixon Governmental Task Force booklet which outlined GTF duties, the Illinois Open Meetings Act, Suggestions for Administration, and other administrative items.
- A Memorandum from the City Attorney's office outlining the different forms of government.
- A portion of the Illinois Municipal Code which outlines the authorities of a City Manager.
- A portion of the Illinois Municipal Code which outlines different forms of government.

City Attorney Lesage answered questions posed by GTF members. Attorney Lesage informed the GTF that 4 members constitute a quorum and a majority of the quorum three (3) people would require following the provisions in the open meetings act.

Chief Dan Langloss informed the GTF that his appointment and the desire of the City of Dixon to hire a City Administrator would not interfere with the work of the GTF. The Administrator hired by the City would be able to work in any form of government. Chief Langloss offered to assist the GTF in whatever role they desired. Chief Langloss offered an executive assistant from the City of Dixon to take notes for future meetings.

The GTF unanimously determined they want Chief Langloss to attend all GTF meetings, when available, and provide executive assistance to take meeting minutes.

## Visitors:

Mike Sevach, 291 IL Rt 2, Lot 15, Dixon

- Commended council on the task force and commend Chief Langloss's appointment
- Wished members of task force well
- Asked to devote entire effort and time
- Agrees form of government was not causing factor of Rita's theft
  - Former HR professional
  - Lack of importance given from City to Human Resources
  - 2 officials who were supposed to be in charge of looking out for the city were actually taking from the city
  - HR director would not allow a top official to be gone for 25% of time or use City money for personal use
  - Spoke of importance and functions of HR

Jill Polifca, 186 Grand Oaks Lane, Dixon

- Congratulated the task force
- We need change
- Believes we need checks and balances and is concerned about the council setting the powers

Josie Whaley, 605 Marclare Street, Dixon

- Congratulations

Terry MecLennan, 291 IL Rt 2, Lot 16, Dixon

- Recent trip to Colorado, embarrassing what our town is known for
- Asks for anyone with a personal relationship to Rita to step down from the GTF

Jordan Bowman, 631 Marclare, Apt. 12, Dixon

- Lived in Dixon for a year, from Sterling - Rock Falls
- No experience in HR, but experience in teamwork and trust
- Can't move forward until trust is restored
  - Something like Rita couldn't happen again
- Dixon is no longer known for the Hometown of Ronald Reagan, it is Rita
- Created Facebook Page
- We want new leadership

## **General Meeting Discussion:**

### Task Force Structure:

- GTF members determined to select a Chairperson, Vice Chairperson, and a Secretary.
- Bill Wadsworth made a motion to appoint Marilyn Coffey as the Chairperson, 2<sup>nd</sup> by Jack Schrauth. The motion carried with a unanimous vote.
- Bill Wadsworth made a motion to appoint Jack Schrauth as the Vice Chairperson, 2<sup>nd</sup> by Jim Marshall. The motion carried with a unanimous vote.
- Bill Wadsworth made a motion to appoint Kelly Allen as the Secretary, 2<sup>nd</sup> by Marilyn Coffey. The motion carried with a unanimous vote.

## **Task Force Meeting Dates and Times:**

- The GTF determined it would meet on every Wednesday at 9:00 a.m. The meetings will be held at City Hall or the Public Safety Building. Because of potential scheduling conflicts, the GTF decided meetings would be held if at least 4 members could attend.
- Tom Shaw provided a handout from the ILCMA and recommended the GTF bring a presenter to the next meeting. Members determined the next meeting will have a presentation from John Phillips from the ILCMA to discuss government from a broad perspective, specifically: What is the role of local government and what does government do for its citizens? Additionally, the presenter could discuss best practices and key principals in effectively run local governments.
- Marilyn Coffey asked for the presenter to talk from a generalists view, not for or against any form of government. It was determined Chief Langloss would attempt to schedule John Phillips from the ILCMA to be the presenter.
- Tom Shaw asked if it would be inappropriate for the GTF to recommend expectations, best practices, and recommendations to achieve excellence through best practices as part of the final report. Attorney Lesage told the GTF that their final recommendation on a form of government should include this type of thought.
- Marilyn Coffey pointed out that the GTF does not want to form a conclusion on any type of government until their research has been conducted.
- Members determined to post handouts on the City of Dixon Website under "Citizen's Information Center".
- Tom Shaw asked questions of City Attorney Lesage on whether or not the GTF has the full range of governments to look at, or is Dixon limited to what it can chose.

- Attorney Lesage believes there are really 3 types of government forms that would be applicable to Dixon
- Marilyn provided handout on the Illinois Municipal Handbook

Pastor Cole made a motion for adjournment, which was 2<sup>nd</sup> by Jack Schrauth. The meeting was then adjourned.