

Record of Meeting Citizen
Involvement Commission
Wednesday, February 7, 2018 - 7:00pm
Village Hall Room 101

I. Call to Order

Chair Troelstrup called the meeting to order at 7:07 pm

II. Roll Call

Present: Commissioners Frank Pond, Lance Taylor, Erika Washington, Natalie Coon, and Chair John Troelstrup.

Absent: Commissioners Conrad Terry and Emily Masalski

Also present: Village Clerk Vicki Scaman

III. Approval of Agenda

It was moved by Commissioner Pond and seconded by Commissioner Taylor to approve the agenda for February 7, 2018 as presented. A voice vote was taken and the motion was approved.

IV. Approval of Minutes

It was moved by Commissioner Pond and seconded by Commissioner Washington to approve the minutes from January 3, 2018 as presented. A voice vote was taken and the motion was approved.

V. Public Comment

Karen Riggs: Ms. Riggs introduced herself and her son, Alex. Alex is present to observe an official meeting of local government as part of the process for working towards his Citizen Involvement Merit Badge with Boy Scout Troop #2.

VI. Applicant Interviews

Members of the Citizen Involvement Commission interviewed applicants for the following positions:

- a. Matthew Alvarez, Environment & Energy Commission
- b. Meghann Moses, Transportation Commission
- c. Julia Hamel, Community Development Citizen Involvement Committee
- d. Jennifer Fritz, Board of Health
- e. Ryan Patrick, Board of Health

VII. Reports:

- a. Administrative Report/ Vacancies and Waitlist

Clerk Scaman reviewed with members of the Citizen Involvement Commission (CIC) the Vacancy and Chair Expiration Date Report. Ms. Scaman shared that after scheduled applicant appointments and those in the process, many of the current open vacancies will be filled. The Building Codes Advisory Commission (BCAC) is still in need of a HVAC or Civil Engineer. The Farmers Market is in great need for new applicants. Clerk Scaman shared a document explaining the work volunteers on the Farmers Market are responsible for.

VIII. Old Business:

a. Commission Liaisons

Clerk Scaman reported several Commission Chairs at the last Chair meeting would approve of reinstating commission liaisons. Additionally, Village Manager Pavlicek and Deputy Village Manager Shelley confirmed the role of the commission liaison exists in the ordinance. It was noted that not all Commission Chairs would find it necessary. After discussion, it was agreed that Clerk Scaman will email all Chairs to ask who would like to participate.

b. Planning for Volunteer Appreciation Event

Commissioner Coon presented 3 new options for where to host a Volunteer Appreciation Event for May or June 2018.

- 1) Friday, May 18th or Saturday, May 19th – “What’s Blooming on Harrison”
- 2) Friday, June 23rd – “Uncorked” at the Conservatory
- 3) Thursday, May 31st - Thursday Night Out

The Commission was most interested in the second option. Commissioner Pond and Clerk Scaman will gather additional information for planning.

Commissioner Coon had additional ideas on how to make the event fun and show appreciation to volunteers. The Commission liked the idea of Volunteer T-Shirts. Clerk Scaman will draft a proposed budget.

It was agreed to ask each commission to present an award.

IX. New Business

a. Applicant discussion, decisions and recommendations:

After discussion, it was motioned by Commissioner Pond and seconded by Commissioner Taylor to recommend the applicants interviewed to respective commissions. A voice vote was taken and the motion was approved.

Adjournment

It was moved by Commissioner Taylor and seconded by Commissioner Pond to adjourn at 8:47 p.m. A voice vote was taken and the meeting was adjourned by Chair Troelstrup.

Respectfully submitted,

Vicki Scaman, Village Clerk