

Note: These minutes are not official until approved by the Planning & Zoning Committee at a subsequent meeting. Please refer to the meeting minutes, once approved to obtain any changes to these minutes.

DeKalb County Government
Sycamore, Illinois

Planning & Zoning Committee Minutes
Special Meeting - Executive Session
August 10, 2016

The Planning & Zoning Committee of the DeKalb County Board held a special meeting Wednesday, August 10, 2016 at 6:00pm in the Administration Building's Conference Room East in Sycamore, Illinois. Following approval of the agenda, the meeting transitioned to Executive Session for the purpose of discussing the selection of an Interim Planning Director. Those present were Mr. Bagby, Mr. Faivre, Mr. Jones, Ms. Turner, Ms. Willis and Chairman Emerson. Mr. Bunge was absent. A quorum was established with 6 members present and 1 absent.

Others that were present included Gary Hanson and Mark Pietrowski.

SELECTION OF AN INTERIM PLANNING DIRECTOR

Mr. Hanson thanked the committee for agreeing to the special meeting to discuss the selection of an Interim Planning Director. He mentioned that the Planning & Zoning Department is currently short-staffed and with the departure of Paul Miller in September, there will be an increased need for personnel. Mr. Hanson presented the name of Kevin Hickey as an individual to consider for the position of Interim Planning Director. Mr. Hanson reviewed Mr. Hickey's qualifications, including his experience as a DeKalb County Chief Deputy for more than 30 years, his administrative expertise and his experience working in the building industry, post-retirement. Mr. Hanson mentioned that although Mr. Hickey does not have any direct planning experience, he does have experience working with Planning & Zoning on the customer side of the process and is a very ethical person with a strong administrative background, significant public relations experience and the ability to diffuse difficult situations. Mr. Hanson commented that Mr. Hickey will be restricted with the number of hours he can work due to his retirement / pension status and will be limited to 600 hours (per year). Mr. Hanson asked the committee to consider appointing Mr. Hickey to the position of Interim Planning Director.

Mr. Jones mentioned that he brought the suggestion of appointing Mr. Hickey to Mr. Hanson's attention and that he has spoken with Mr. Hickey about the opportunity. Mr. Jones underscored the need for the interim position and that he feels Mr. Hickey is very ethical, detail oriented, customer friendly and a perfect fit.

Mr. Pietrowski mentioned that he had discussed this matter with Mr. Hanson and Mr. Jones and commented that Mr. Hickey would also be able to leverage the State's Attorney, who has zoning experience. Mr. Pietrowski added that Mr. Hickey understands that this is a temporary appointment and that Mr. Hickey is not interested in a permanent position. Mr. Pietrowski

outlined that Mr. Hickey has the ability to administrate and is familiar with personnel and available resources.

Mr. Hanson stated that the negotiated salary for Mr. Hickey would be \$48.00 per hour with no benefits. Mr. Hanson added that the offer does include use of a Planning & Zoning Department vehicle.

Mr. Jones mentioned that having Mr. Hickey in place will provide a good opportunity for the Planning & Zoning Committee to receive feedback on the Department and will aid in the recruiting of a permanent replacement for Mr. Miller. Mr. Pietrowski added that he envisions Mr. Hickey providing a weekly report to the Committee on the number of customers serviced and the type of questions the Department receives. Mr. Pietrowski stated that the Committee will be engaged in evaluating potential technological improvements to the Department and that in addition to the feedback Mr. Hickey would provide, the Committee should also survey other counties and states for improvement recommendations. Ms. Turner and Ms. Willis expressed their support in hiring Mr. Hickey.

Mr. Hanson outlined that Mr. Hickey would begin his formal role as the Interim Planning Director on September 1, 2016, and would likely meet with Mr. Miller informally prior to September 1st to discuss transition items.

It was moved by Mr. Jones and seconded by Ms. Willis to return to the regular session of the Planning & Zoning Committee meeting. A vote was taken via roll call and the motion was approved unanimously.



Christie Klein, Recording Secretary



~~John Emerson, Chairman~~

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