



**TOWN OF CICERO
TOWN COUNCIL RETREAT MEMORANDUM
March 16, 2024 at 8:00 AM**

Call to Order: President Lutz called the meeting to order.

Present: Christopher Lutz
Joe Cox
Eric Hayden
Dennis Johnson
Emily Pearson

Absent:

Others Present: Rhonda Gary, Clerk Treasurer
Dan Strong, Project Coordinator

Department Discussions:

Fire Department – Chief Overholser distributed a hard copy as well as a power point presentation. He covered:

1. 2023 Highlights
 - a. Calls for service.
 - b. Ambulance
 - c. Training
 - d. Fire Station Upgrades
 - e. AED Grant
2. Staffing
3. Equipment
4. Station Remodel
5. Area Growth, Public Safety
6. Ongoing Goals

Utilities 9:10- Utility Director Cooper distributed a handout that covered:

- a. Personnel – Additional Supervisory Position
- b. Street Department – Equipment Replacement
- c. Storm Water – Brinton Street and Morse Landing Drive Projects
- d. Water Department – test wells and status of current wells
- e. Wastewater Department – plant upgrades and new crane truck

Police – Chief Rednour distributed a folder containing items that he addressed. Those items included:

- a. 2023 Goals and Summary
- b. 2023 Monthly Police Data
- c. Five Year Stats
- d. Traffic States
- e. Overtime

Plan – Director Zawadzki emailed a copy of his presentation, which included his departments:

- a. Strengths – Construction Knowledge, People Skills, Zoning Ordinance Knowledge, Dependability
- b. Weaknesses – The Unknown, MS4 Things
- c. Opportunities – Cicero’s Likability, Good Team
- d. Goals – MS4 Education, Inspect BMPs, Fire Code Knowledge, Comp. Plan Completion, Continue to Build Relationships

Project Coordinator – Mr. Strong touched on:

- a. Project Coordinator Role/Job Description
- b. Reorganization/Annexation
- c. CCMG
- d. Town Hall/Chamber Space

Clerk Treasurer – Ms. Gary reviewed accomplishments in 2023/2024 and needs for 2025 to include:

- a. SBOA Audit
- b. Office Updates
- c. Employee Handbook
- d. Paper Reduction – Microfilm
- e. E-Billing

Council – President Lutz addressed the council by saying that the town has a lot going on and that they could have a retreat with just the council items; however, he would like for the council to review all of the information presented today for discussion at a later date.

Motion to Adjourn: President Lutz adjourned the meeting.

Signatures on Official Documents!

Signatures of Cicero Town Council

AYE		NAY
_____	Christopher J Lutz	_____
_____	Joseph R Cox	_____
_____	Eric C Hayden	_____
_____	Dennis D Johnson	_____
_____	Emily K Pearson	_____

Attested: _____
Rhonda Gary, Clerk Treasurer