



CITY MANAGER'S NEWSLETTER



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NATIONAL PUBLIC SAFETY TELECOMMUNICATORS WEEK

This Sunday is the start of *National Public Safety Telecommunicators Week* which runs from April 8th through April 14th this year. The **Woodstock Police Department** will join Public Safety agencies from across the country in recognizing the tireless efforts of the men and women who work in the E 911 Communications Centers.

This is an opportunity for all of us to say “Thank You” to our dedicated group of nine men and women who act as the “first” first responders in the emergency situations that develop in our community.

They are the calm and professional voices that answer all of our citizens’ initial telephone calls for help. Whether the call is related to a life and death situation, or simply someone calling for travel directions or information, these dispatchers respond promptly and professionally. These dispatchers are called upon to support others at times of extreme crisis and personal suffering, and each of them possesses a great capacity for patience, persistence and compassion on a daily basis.

At times they are chastened by upset callers, at times they are taken for granted by the public, and all the while they respond calmly while seeking to address and meet every caller’s needs.

So take a moment sometime this coming week and join **Chief Robert Lowen, Deputy Chief John Lieb** and **Sergeant Chip Amati** in expressing a big “*Thank You*” to our very own Public Safety Telecommunicators and unsung heroes **Robin Karolewicz, Bruce Hilstrom, Chad Peterson, Kathi Gallagher, Pat Eichinger, Amy McKendry, Tony Bittig, Yesenia Carreno** and **Natalie Walker** for all that they do for our Community and Department.



LIQUOR LICENSE HOLDER MEETINGS HELD

On Thursday, April 5th, **Chief Robert Lowen** held the annual mandatory meeting for all Liquor License Holders in the City of Woodstock. Chief Lowen offered two sessions in an effort to accommodate the business owners’ schedules. Owners and managers of each establishment are required to attend each year; their employees are strongly encouraged to do so as well.

Chief Lowen began each meeting with a brief but concise overview of local liquor laws. He highlighted closing times; prohibited activity; underage patrons; and sting operations.

Cindy Smiley, Executive Assistant to the Liquor Commissioner, **Mayor Brian Sager**, went over the liquor license application process. She stressed due dates, fees, and the importance of updating owner, manager, and contact information for establishments holding liquor licenses.

The guest speaker at both sessions was Lee Roupas from the Illinois Liquor Control Commission and the head of their BASSET Program (a training program for all those who serve liquor.) He spoke of the importance of identification checks and recognizing over-served patrons and shared many anecdotal stories from his own experience to illustrate his points.

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LIBRARY NEWS

World Film Night: Illegal

Date: 4/18/2012

Start Time: 7:00 PM - 9:00 PM

Description: The Woodstock Public Library's World Film Night features the best of independent films from around the world.



When illegal Russian immigrant Tania is arrested and sent to a detention center but her teenage son is left on

the outside, she endures daily hardships and an uncertain future with quiet courage. This Belgian film was a winner at the Cannes Film Festival. Held in the [Woodstock Public Library](#), Meeting Room

No registration required. These films are intended for adults and may contain adult situations and language.

Alice Ozma: Author Program

Date: 4/14/2012

Start Time: 10:00 AM - 11:00 AM

Description: Woodstock Fine Arts Association, in partnership with the Woodstock Public Library, welcomes Alice Ozma, author of *The Reading Promise: My Father and the Books We Shared*. Ozma will share her childhood story about her father's promise to read to her every night for 100 nights. While celebrating their accomplishment over breakfast when they reached this goal, they made a decision to continue reading for 1,000 consecutive nights. "The Streak," as they called it, continued until her first day of college. Alice is dedicated to encouraging each of us to make a commitment to read...to ourselves, to each other, and to our children. Come learn how reading can help influence your life and those around you.

Birding on the Web

Date: 4/24/2012

Start Time: 7:00 PM - 8:30 PM

Description: Take advantage of electronic tools, such as Cornell University's ebird, Yahoo's IBET (Illinois Birders Exchange Talk), and smart phone apps such as iBird and improve your birding experience. Anyone can become a "citizen scientist" and contribute data to advance the science of birding. Co-sponsored by the McHenry County Audubon Society, this program provides hands-on experience with internet sites and demonstrations of several different birding apps. Held in the [Woodstock Public Library](#), Training Room.

RECRUITMENT NEWS

Internal Public Works postings

All Public Works bargaining unit members are reminded that, in keeping with current contract rules, **internal candidates have until Wednesday, April 11, 2012** to submit a resume and letter of interest to the **HR Department**, citing their qualifications for the openings of **S&W Foreman**, **S&W Utility Inspector**, or **Water Treatment Plant Operator I**, as specifically outlined in the posted Opportunity Notices.

LPT Recreation Center Cashier

Highly responsible person needed as front desk clerk at Woodstock Recreation Center. Check members in & out, process payments, register program participants, provide information and perform cleaning duties. Min. Qual: HS degree or equiv.; excellent customer service skills and attention to detail; computer and data entry skills required. 15-19 hrs./wk., variable hours inc. days, eves and wknds. \$8.46/hr., no additional benefits. **NOTE: This is not a seasonal position; ideally candidates should demonstrate commitment to year-round employment on a set schedule, preferably for a minimum of 1-2 years.** To apply, call or visit the HR Department, Woodstock City Hall, 121 W. Calhoun Street, 815-338-1172 or email humanresources@woodstockil.gov to request an application. Deadline to apply: Friday, 4/13/12.

IT'S SUSAN'S LAST WORK DAY.....

Come on down to **Public Works** on Thursday April 12 anytime between 3:00 & 5:00 PM to send **Public Works Office Manager Susan Gullotto** off with warm wishes and share a few experiences from years gone by!!! After more than 27 years of service to the City and friendship with co-workers, Susan is moving on to do whatever she wants! Before she walks out the door stop by to thank her for serving the City's residents and give and receive contact information so you can keep in touch. If you can't make it on Thursday, you've got at least 4 more days to give her a call here at the office!!

ALSO SAYING GOOD-BYE TO DERIK MOREFIELD.....

Please stop by the City Council Chambers on Wednesday, April 11th to say good-bye to **Derik Morefield**. Derik is leaving to become the City Administrator in McHenry. The reception will begin at 3:00PM and refreshments will be served. We hope to see you there!

GOOD-BYE SUSAN & DERIK

MEETINGS NEXT WEEK:

Thursday, April 12-Adjudication Court, 9:30AM,
Council Chambers

MARCH AT THE CAFÉ

The Luck o' the Irish was with the seniors during March activities at the Stage Left Café. Some of the Tuesday activities coordinated by **City Manager Office Assistant Monica Amraen** and **Recreation Program Coordinator Becky Vidales** in March were "lucky" bingo, a lunch of corned beef sandwiches and potato salad, and a speaker from Faith in Action.

The highlight of the month was the *Thursday Thread Hawaiian Luau*, coordinated by the City of Woodstock, Hearthstone Communities and Senior Services. Over 60 seniors came to **Stage Left Café** for the afternoon's delicious pig roast catered by *Porkies* from Woodstock.

The company roasted an 80 pound pig and provided Au Gratin Potatoes, Baked Beans, Slaw or Salad, Fresh baked Rolls and the soon-to-be world famous dessert PLOPS! Entertainment for the afternoon was a Hawaiian Dancer that kept the crowd movin' and shakin'.



REC CENTER PICKED AS LOCATION FOR NORTHWOOD PROJECT

Northwood Student Marshall Coalsen is working on his Northwood Project, a research project that all 8th grade students at Northwood complete in their Language Arts class during the 4th quarter.

This year's theme is Volunteerism. Marshall picked the Recreation Center and volunteered for the evening in a variety of areas - folding towels, checking in members, working in the Play Room, completing data entry and light cleaning.

BENEFITS CORNER: WORKERS' COMP PROCESS CLARIFIED

As discussed in this week's Directors' meeting, and attached to this newsletter for employee reference, **HR Director Deb Schober** has created a convenient summary document outlining some basic information applicable to workplace injury situations filed as workers' compensation.

In short, every injury or incident should be immediately reported to the employee's supervisor, to determine if medical attention is required. This holds true for full-time, part-time, limited part-time or seasonal employees. If the employee leaves work to receive medical attention, they will be paid a full day's wages for the day of the injury only; if they leave but do not get medical attention, they must use benefit time to cover the missed hours.

Subsequently, if the employee is away from work for 14 days or longer, the first 3 days of missed work will be compensated. After 3 days documented injury-related absence, they are paid through the City's liability and workers' compensation carrier, CCMSI, until they are released to return to work by the treating physician. As with any other medical absence, FMLA (Family & Medical Leave Act) will be applied to the time away from work, to protect the employee's position and ensure timely medical reporting is submitted.

Employees are encouraged to visit Mercy Occupational Health for initial assessment, and be

sure to specify these medical visits are work-related. Any billing related to these visits that might be received at the employee's home should be brought to the **HR Department** to ensure it has been received by **HR** and submitted to CCMSI.

HEALTH & SAFETY MESSAGE: KEEP THOSE SYNAPSES SNAPPING

If there's one sure common thread among conversations these days, it probably relates to our ever-decreasing memory acuity. While memory loss is a natural function of the aging process, studies have shown there are things you can do to help keep your mind sharp. The Cleveland Clinic offers the following suggestions:

- Go back to school. Continuing education has been shown to delay dementia.
- Maintain a healthy diet. Eat foods that are rich in antioxidants and olive oil.
- Train your memory. Formal memory training has been shown to improve learning and retention.
- Play board games or play a musical instrument. Crosswords and puzzles are good for mental exercise, as well.
- Manage your risk of cardiovascular disease, such as by taking steps to lower high blood pressure.

Bottom line: treat your mind like you treat your body...keep it toned-up and well-fueled, not neglected and flabby!



"I've seen the future and it's much like the present only longer."

[Dan Quisenberry](#)