

*The Barrington Press, Inc.*

NEWSPAPERS

208 EAST JAMES STREET

BARRINGTON, ILLINOIS

60010

DUnkirk 1-4420

BARRINGTON COURIER-REVIEW

ALGONQUIN TOWNSHIP EDITION

LAKE ZURICH COURIER-REVIEW

VALLEY REPORTER

August 31, 1964

J. Frank Wyatt  
640 Grove  
Barrington, Illinois

Dear Frank

About the fifth or sixth person asked me the other day  
"Do you think Barrington needs a village manager?"

Quite frankly, I did not have what I thought was a very  
informed answer.

On the eve of your interviews with the four applicants,  
I wonder if you could take the time to answer the question  
for our readers?

I would appreciate it if your answers were brief, say  
less than 300 words, or just about as many typewritten lines  
as are in this letter. The same letter is going to each  
trustee, so if there are several aspects, perhaps you could  
let one man write on one subject, another on another, and  
so on.

I hope that you can get me your reply by this weekend.

Many thanks,



S. D. Robinson  
editor & publisher

SDR/prr



Barrington

Courier-Review

JFW

August 27, 1964

To: Messrs: David R. Capulli  
Robert J. Long  
Robert F. McCaw  
Paul J. Shultz  
Fred J. Voss

There is enclosed a copy of a letter of recommendation in connection with one of the applicants for Village Manager which was not previously distributed. Kindly retain this letter with your file of applicants for future reference.

Sincerely,

J. Frank Wyatt

JFW:LAC

Attachment



August 17, 1964

Mr. J. Frank Wyatt, Trustee  
Village of Barrington  
640 Grove Avenue  
Barrington, Illinois

Dear Mr. Wyatt:

This is in response to your inquiry of July 31st concerning the application of William R. Schmidt for the position of Village Manager in Barrington.

Mr. Schmidt was a member of the 1960-61 graduate class at the Fels Institute and earned about average grades in a class of carefully selected students. After completion of his year of residence, he served a six-month internship with Douglas Weiford, City Manager of Eau Claire, Wisconsin. Since completing his internship, he has worked as Assistant Coordinator, Urban Renewal Section, Division of Planning and Zoning, Department of Commerce, Commonwealth of Kentucky.

As a student and during the internship, Mr. Schmidt showed great interest in and dedication to local and state government. He is pleasant, eager, and industrious and based on his work here, I would say he has considerable potential for increasingly more responsible positions. In addition, his character and reputation are certainly beyond reproach. I am certain that he is qualified for the position for which he has applied and that if appointed, he will do a very satisfactory job.

Sincerely,

Thomas J. Davy  
Assistant Director

Mrs. Pinkerman

August 18, 1964

JFW

To: Messrs: David R. Capulli  
Robert J. Long  
Robert F. McCaw  
Paul J. Shultz  
Fred J. Voss

There are enclosed copies of letters of recommendation that were not distributed previously.

I have made a thorough review of the applications and upon the basis of age, salary, education and previous City Manager experience have classified the applicants. Using the foregoing criteria, the following individuals would appear to me to have the highest rating and, accordingly, are the ones that should be invited for an oral interview:

1. J. E. Keaton
2. A. H. Schertz
3. P. J. Gaffigan
4. A. W. Johnson

Would you please review such applications to see if you come to the same conclusions? In order that we may then move the matter to a successful conclusion as soon as feasible, it is suggested that we have a committee of the whole meet on Wednesday, September 16, and invite Messrs. Keaton and Schertz and a committee of the whole meeting on Thursday, September 17, and invite Messrs. Gaffigan and Johnson.

It is suggested further, that we authorize Mrs. Pinkerman to invite these people by telephone (person to person), rent two rooms at the Motel in Barrington, on Wednesday and Thursday nights, pay each applicant \$20.00 (\$10.00 for each of two days) plus airplane fare (tourist class) and prepare such checks for delivery at the time of the applicants' visit. We could have the applicant notify Mrs. Pinkerman as to the airline and flight being taken and the Village car could be used to meet the individuals at O'Hare Airport.

It is very important that all members be present for the oral interview. Will you please check your calendars to be sure that these suggested dates are acceptable to you? Could we arrive at a decision at our meeting on Monday, August 24?

Sincerely,

J. Frank Wyatt

JFW:LAC

Attachments

City Managers Newsletter  
International City Managers Association  
1313 E. 60th Street  
Chicago 37, Illinois

Barrington, Illinois (5,434)

Salary open.

Village Manager Plan adopted in May 1964.

Degree plus Assistant Manager experience required.

Village serves an area with a population of approximately  
20,000.

Additional capital expenditures are being made in excess  
of the regular budget of approximately \$600,000.00.

Apply to: Mrs. Pinkerman, Village Clerk