

VILLAGE OF ROSCOE
10631 MAIN STREET
ROSCOE, ILLINOIS 61073
Committee of the Whole Minutes
Tuesday April 5, 2016

1. CALL TO ORDER

The Committee of the Whole meeting was called to order by Administrator DeGrave on Tuesday, April 5, 2016 at 7:39 P.M.

2. ROLL CALL

Present: Trustees Baxter, Gustafson, Mallicoat, Muradian, Petty, Swanson.

3. APPROVAL OF MINUTES

3.1 Approval of March 15, 2016 minutes. DeGrave entertained a motion to approve. Trustee Swanson made the motion; seconded by Trustee Mallicoat. Roll Call Vote: Trustees Baxter, Gustafson, Mallicoat, Muradian, Petty, Swanson – Yes. Motion approved 6-0-0.

4. PUBLIC COMMENT (Limited to 3 minutes per speaker)

None

5. DISCUSSION AND RECOMMENDATIONS

5.1 Discuss and recommend Kluber design presentation for police department. Administrator DeGrave introduced Mike Elliott, Kluber Architect, who gave the *Opinion of Probable Costs (Attachment 1, 30 pages)* and *Final Design Presentation (Attachment 2, 17 pages)* for the new police station. Kluber is estimating \$2.237M for the construction costs; \$201K for site construction costs; and \$462K for contingency costs for unknown issues - for a total cost of approximately \$2.9M. Kluber will be ready to go out for bid in six weeks.

5.2 Presentation by Mark Boesen to make modifications at Porter Park Disc Golf Course.

Administrator DeGrave introduced Mark Boesen who gave a presentation on adding four additional baskets onto Porter Park Disc Golf Course (**Attachment 3, 4 pages**). Mr. Boesen would spearhead the \$2,000.00 project with funding coming through donations. Installation would come from volunteers. The project could be completed in 3-4 weeks, depending on raising the funds. Trustee Gustafson made a motion to send to the Board for 1st reading, with possible suspension, to commence the build-out and to permit funding; seconded by Trustee Swanson. Roll Call Vote to send to the Board: Trustees Baxter, Gustafson, Mallicoat, Muradian, Petty, Swanson – Yes. Motion approved to send to the Board 6-0-0.

5.3 Discuss and recommend a redesign of Village website. Administrator DeGrave stated Trustee Muradian made suggestions that were incorporated into the proposal that came in late this afternoon (**Attachment 4, 5 pages**). With new language added Trustee Muradian asked that this be layed over until he could review it. It was made in the form of a motion; seconded by Trustee Gustafson. Roll Call Vote to lay over: Trustees Baxter, Gustafson, Mallicoat, Muradian, Petty, Swanson – Yes. Motion approved to lay over 6-0-0. Trustee Muradian expressed his concerns if this would be a conflict of interest as the website designer is an elected official of the County. Attorney Kurlinkus stated it was not.

5.4 Discuss and recommend options and prices for tablets for Village Board and ZBA. Administrator DeGrave presented recommendations for replacing hard copies with tablets for the ZBA members meetings (**Attachment 5, 3 pages**). Tablets would reduce paper copies, printing time and postage for mailing, thus saving the Village considerable money. Because of the low cost of the tablets, discussion

was held on purchasing new tablets for Board members also. Trustee Muradian made a motion to send to the Board giving the Village Administrator the authority to purchase 14 tablets NTE \$300.00 each; seconded by Trustee Mallicoat. Roll Call Vote to send to the Board suspending 1st reading rule: Trustees Baxter, Gustafson, Mallicoat, Muradian, Petty, Swanson – Yes. Motion approved to send to the Board 6-0-0.

5.5 Discuss and recommend license fee Ordinance changes. Attorney Kurlinkus stated there was a more recent version in the packet. Look through it for suggestions or changes and it will be brought to the next COTW meeting. Unless there are major changes, it should be ready to go before the Board. Trustee Gustafson stated she would like to reconsider and eliminate the fees for laundry, amusement devices and vending machines and suggest assessing a fee on the multitude of storage units that define the community. Attorney Kurlinkus will look into whether or not this is regulated by the State.

5.6 Review “Year 3” recommendation from Fehr-Graham multi-year street study report. Engineer Gill stated the road was 3” on top of 10” of stone. So the Board can proceed with his preferred method of repaving the service road between McDonald and Swanson Roads. Discussion held on whether shoulder width of road should be two feet or four feet; paved or gravel. Engineer Gill stated he would like to start working with IDOT to get the road repair done. The Board agreed that Mr. Gill should start the process. This does not need to go back to COTW until IDOT gets back to the engineer. He will put back on the COTW agenda when he has something to report. He will pursue the cost for 2 and 4 foot shoulders; preferably going 4’ paved.

5.7 Discuss and recommend disposal of mowing tractor. Administrator DeGrave stated two appraisals came back and the mower is valued around the \$6,500.00 range (**Attachment 6, 3 pages**). Mr. DeGrave stated it can go to auction, be traded in for another mower or the tractor given to SYA. President Krienke stated a tractor has already been purchased to replace this mower. Mr. Bates, Public Works, stated he has three finishing mowers, the 60” zero turn John Deere, smaller 15” riding tractor and a large Jacobson mower 15’ finish cut. DeGrave suggested putting the sale price from the tractor in the Public Works replacement fund. DeGrave entertained a motion to send to the Board authorizing the sale of the tractor. Trustee Gustafson made a motion to send to the Board for 1st reading – suspending the rules – so the tractor can be declared obsolete and advertise it for sale in all the conventional ways with the money from the sale be set aside for future Public Works equipment; seconded by Trustee Petty. Roll Call Vote to send to the Board suspending 1st reading rule: Trustees Baxter, Gustafson, Mallicoat, Muradian, Petty, Swanson – Yes. Motion approved to send to the Board 6-0-0.

5.8 Discuss and recommend Civil Engineering services for the design of the police facility.

Administrator DeGrave stated the information is in Drop Box (**Attachment 7, 5 pages**). Per the contract with Kluber, it is the owner’s (Village) responsibility to do the site work. Fehr Graham bid their services for \$11,080.00. This is over \$10,000.00 so the Board will have to waive the normal bid process. Trustee Muradian made a motion to send to the Board waiving the bid process for 1st reading; seconded by Trustee Gustafson. Roll Call Vote to send to the Board: Trustees Gustafson, Mallicoat, Muradian, Petty – Yes. Trustees Baxter, Swanson – No. Motion to send to the Board approved 4-2-0.

5.9 Discuss and recommend authorizing the release of certain Closed Session minutes to the Illinois Open meetings Act (Resolution 2015-R21). Clerk Marks stated the Executive Session minutes are ready to be released through 2009. Trustee Swanson made a motion to send to the Board for 1st reading; seconded by Trustee Petty. Roll Call Vote to send to the Board: Trustees Baxter, Gustafson, Mallicoat, Muradian, Petty, Swanson – Yes. Motion approved to send to the Board 6-0-0.

6. OLD BUSINESS

- Trustee Swanson stated Village of Rockton asked if Village of Roscoe had an official Facebook page. Rockton had to block their Facebook because of some postings.

7. NEW BUSINESS

- Trustee Muradian asked that Petry Builders be contacted regarding their port-a-john that was knocked over on Romeldale.

8. PUBLIC COMMENT (Limited to 3 minutes per speaker)

None

9. EXECUTIVE SESSION (If necessary)

None

10. ADJOURNMENT

Mr. DeGrave entertained a motion to adjourn. Trustee Muradian made a motion to adjourn the meeting at 8:55 P.M.; seconded by Trustee Petty. Voice Call Vote: All Ayes Present – No Nays heard.

Christina K. Marks, Village Clerk

APPROVED: _____