

**VILLAGE OF ROSCOE
10631 MAIN STREET
ROSCOE, ILLINOIS 61073
Committee of the Whole Minutes
Tuesday October 4, 2016**

1. CALL TO ORDER

The Committee of the Whole meeting was called to order by Administrator DeGrave on Tuesday, October 4, 2016 at 7:22 P.M.

2. ROLL CALL

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

3. APPROVAL OF MINUTES

3.1 Approval of September 13, 2016 and September 20, 2016 COTW minutes. Administrator DeGrave entertained a motion to approve. Trustee Muradian made the motion; seconded by Trustee Mallicoat. Roll Call Vote: Trustees Baxter, Gustafson, Mallicoat, Muradian, Petty – Yes. Trustee Swanson – Absent. Motion approved 5-0-1.

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

None

5. DISCUSSION AND RECOMMENDATIONS

5.1 Discuss and recommend authorizing staff to take the necessary actions as required to create the bid specifications for the sewer, roof, south door repairs and air quality testing at Roscoe Police Department. DeGrave, Bates, Evans, Gustafson and Krienke met with three representatives from Fehr-Graham to go through the police department. Fehr-Graham will provide a price to prepare the bid specifications and take the Village through the bidding process. DeGrave will get back to the Committee with Fehr-Graham's price to review before the meeting.

5.2 Discuss and recommend changes to ordinance for COTW Clerk's pay. Board discussed different scenarios for Clerk's salary regarding the current two COTW meetings per month vs. the Board deciding to go back to having five separate meetings per night. DeGrave and Attorney Kurlinkus will put together an Ordinance and bring back to the next COTW meeting.

5.3 Discuss and recommend suspending the first reading rule. Trustee Swanson had asked that this be put on the agenda. As she was not present, DeGrave layed over until Trustee Swanson is present.

5.4 Discuss 2017 budget. Treasurer Stromquist handed out budget papers for discussion (**Attachment 1, 20 pages**). The projected surplus until the end of the year is \$347,183.00. Public Works and Public Safety have a wish list from which items could be purchased from the projected surplus. Suggested was a truck for Public Works and a squad car for the police department. It was also suggested some of the surplus go towards road maintenance. The Committee will look over the wish list and bring back their thoughts at the next COTW meeting.

The Board members then went back to the Clerk's budget. They decided a full-time Deputy Clerk would require IMRF, Health Insurance and other benefits. To preclude paying those benefits, they decided to limit the hours to 900 per year at \$14.00 per hour. The Clerk stays at \$18,160.00. Attorney Kurlinkus was directed to write an Ordinance.

6. OLD BUSINESS

None

7. NEW BUSINESS

None

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

None

9. EXECUTIVE SESSION (If necessary)

None

10. ADJOURNMENT

Administrator DeGrave entertained a motion to adjourn. Trustee Muradian made a motion to adjourn the meeting at 8:17 P.M.; seconded by Trustee Mallicoat. Voice Call Vote: All Ayes Present – No Nays heard.

Christina K. Marks, Village Clerk

APPROVED: _____