

**VILLAGE OF ROSCOE
10631 MAIN STREET
ROSCOE, ILLINOIS 61073
Committee of the Whole Minutes
Tuesday April 4, 2017**

1. CALL TO ORDER

The Committee of the Whole meeting was called to order by Trustee Muradian on Tuesday, April 4, 2017 at 7:13 P.M.

2. ROLL CALL

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

3. APPROVAL OF MINUTES

3.1 Approval of March 21, 2017 COTW minutes. Trustee Muradian entertained a motion to approve. Trustee Petty made a motion to approve the minutes; seconded by Trustee Mallicoat. Roll Call Vote: Trustees Baxter, Gustafson, Mallicoat, Muradian, Petty, Swanson – Yes. Motion to approve the minutes 6-0-0.

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

None

5. DISCUSSION AND RECOMMENDATIONS

5.1 Discuss and recommend keyless entry for Village Hall. Mike VanOfferen, IT, stated he should receive three bids for the keyless entry by Tuesday of next week and will put them in Drop Box for Trustees review. Trustee Muradian layed over until the next COTW meeting.

1.1 Discuss and recommend hiring Leo Sanchez as substitute Administrative Assistant/Community Service Officer. Police Chief Evans asked that it be layed over until the next meeting.

5.2 Discuss and recommend sending new Village Clerk to conference in Champaign, IL June 22-23, 2017 “Becoming the Clerk they Won’t Want to Replace”. Trustee Gustafson discussed with Clerk Marks regarding the conference and both felt this would be a good seminar for the new Village Clerk to attend (**Attachment 1, 2 pages**). Cost NTE \$500.00. Trustee Petty made a motion for the incoming Clerk to attend the conference; seconded by Trustee Swanson. Trustee Muradian called for the vote: Roll Call Vote: Trustees Baxter, Gustafson, Mallicoat, Muradian, Petty, Swanson – Yes. Motion approved 6-0-0.

6. OLD BUSINESS

- Trustee Baxter asked for an update on Petry trucks going through Crystal Hills. A cement barrier has been erected to keep the trucks out.
- President Krienke asked Zoning Administrator Scott Sanders for an update on Houseal Lavigne zoning rewrite. Mr. Sanders stated he has been working with staff on new businesses coming into the Village, and has been unable to devote time to zoning rewrite for last 4-6 weeks. He will re-engage the process now that other projects are largely complete.

7. NEW BUSINESS

- Trustee Petty asked for a list of officers.

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

None

9. EXECUTIVE SESSION (If necessary)

None

10. ADJOURNMENT

Trustee Muradian entertained a motion to adjourn. Trustee Petty made a motion to adjourn the meeting at 7:22 P.M.; seconded by Trustee Swanson. Voice Call Vote: All Ayes Present – No Nays heard. Motion approved 6-0-0.

Christina K. Marks

Christina K. Marks, Village Clerk

APPROVED: *April 18, 2017*

Municipal Clerks of Illinois

Clerks Make it Work!



Training & Events

Today is March 27, 2017

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MCI Spring Seminar - April 20-21, 2017

Published on Tuesday February 14, 2017

MCI Districts I, II, & III Spring Seminar will be held April 20 & 21, 2017 at the Hilton Oak Lawn in Oak Lawn, IL. Click for more information and for registration form. Reservations for the hotel will need to be made directly with the Hilton Oak Lawn at (708) 425-7800.

Athenian Leadership Society Dialogue - Colin Powell

Published on Friday January 20, 2017

Please join us for an exciting new Athenian Leadership Society Dialogue: "It Worked For Me - In Life and Leadership" by Colin Powell. Saturday, April 22, 2017 from 9 a.m. to 3:30 p.m. at the Hilton Hotel in Oak Lawn, IL.

Back to Basics Seminar, June 22-23, 2017

Published on Thursday January 26, 2017

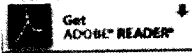
The Central Illinois Municipal Clerks Organization (CIMCO) presents "Becoming the Clerk they won't want to Replace"; a basics course on proper procedures, legal obligations, and duties of the Municipal Clerk. June 22-23, 2017 at the Hyatt Place, Champaign, IL. Deadline for hotel reservations is May 23, 2017. Click for more information and registration form.

Upcoming MCI Seminars

Published on Friday February 06, 2015

Click here for a list of upcoming training opportunities.

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CENTRAL ILLINOIS MUNICIPAL CLERKS ORGANIZATION (CIMCO)

PRESENTS

“BECOMING THE CLERK THEY WON’T WANT TO REPLACE”

A basics course on proper procedures, legal obligations, and duties of the Municipal Clerk



Thursday, June 22, 2017 – 1:00 p.m. to 4:30 p.m. (registration begins at 11:30 a.m.)

Friday, June 23, 2017 – 8:00 a.m. to 4:00 p.m.

Hyatt Place, 217 N. Neil Street, Champaign, IL 61820

Topics to be presented

Freedom of Information
Statutory Duties
Business Writing and Image
Meetings, Notices, and Agendas
Councils, Boards, Commissions, and Committees
Minutes – Open, Closed, Archiving and Releasing

Municipal Calendar -
Deadlines and Filings
Ordinances and Resolutions
Local Records Act
Parliamentary Procedure
Open Meetings Act

If you are a new Clerk or Deputy, or if you have been in office and would like answers to the latest changes in the statutes, this seminar is for you! This seminar is available only to municipal clerks and deputy clerks.

Seminar Fee: \$75 per person

(Includes Friday continental breakfast, lunch, and all materials)

Registration Deadline: June 8, 2017 (\$25 cancellation fee will apply if after deadline)

Call the Hyatt Place at 217-531-2800 for room reservations (code: CIMCO)

\$89 single or double (plus tax). Rate available until May 23rd.

Name: _____ Title: _____ Municipality: _____

Address/City/Zip Code: _____

E-Mail: _____ Telephone: _____ Fax: _____

Would you be interested in having dinner with CIMCO mentors on Thursday night? Yes No

Newly Elected Clerk Yes No

Newly Appointed Clerk Yes No

MCI Member Yes No

Send check and registration to:

Pat Brown, City Clerk

City of Washington

301 Walnut Street

Washington, IL 61571

(Please make checks payable to CIMCO)



Questions?

Please Contact:

Janet Gray, MMC, Village of Rantoul

217-892-6802 or jgray@village.rantoul.il.us

Kelli R. Bennewitz, Galesburg City Clerk

309-345-3610 or kbennewi@ci.galesburg.il.us