

**VILLAGE OF ROSCOE
10631 MAIN STREET
ROSCOE, ILLINOIS 61073
Committee of the Whole Minutes
Tuesday June 6, 2017**

1. CALL TO ORDER

The Committee of the Whole meeting was called to order by Scott Sanders on Tuesday, June 6, 2017 at 7:20 P.M.

2. ROLL CALL

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

3. APPROVAL OF MINUTES

Approval of May 16, 2017 COTW minutes. Administrator Sanders entertained a motion to approve the minutes. Trustee Gustafson made a motion to approve the minutes; seconded by Trustee Baxter. Roll Call Vote: Yes – Gustafson, Mallicoat, Petty, Swanson, Baxter, Szula. Motion approved 6-0.

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

None

5. OLD BUSINESS

5.1 Review and discuss draft of updated financial policies and procedures, and discuss progress made to date. Treasurer Stromquist added three spreadsheets to Google docs. There are drafts of Accounts Payable, Accounts Receivable and Credit Card polices. There will be one all-inclusive document that has all procedures and internal controls. It will include due dates for reporting. Expect to have a finished product by the July 6, 2017 meeting.

6. NEW BUSINESS

6.1 Discuss and recommendation to extend Legion Service Provider's Mowing services. Chief Evans explained this was the service we used last year for code enforcement mowing and they did a good job. Trustee Gustafson made a motion to send to the Board for approval and final vote extending the contract with Legion Mowing Services through December 31, 2018; seconded by Trustee Swanson. Roll Call Vote: Yes – Gustafson, Mallicoat, Petty, Swanson, Baxter, Szula. Motion approved 6-0.

6.2 Discuss and recommendation to approve Epilepsy Foundation Mud Volleyball Special Event, August 12, 2017 at Riverside Park. Chief Evans informed the board that all paperwork has been received. She explained we invoice them for all Officers' time at regular and time and a half rate, whichever is applicable. Trustee Gustafson made a motion to send to the Board for final approval the Epilepsy Foundation Mud Volleyball Special Event permit; seconded by Trustee Szula. Yes – Gustafson, Mallicoat, Petty, Swanson, Baxter, Szula. Motion approved 6-0.

6.3 Discuss Willowbrook Road sanitary sewer lateral extension. Engineer Gill explained this is an infrastructure improvement that the Village is obligated to complete through an agreement with the Rock River Water Reclamation District. Per the signed agreement, dated July 28, 2014, we are responsible for the lateral lines which are 10" or lower that run parallel with Willowbrook Road. At this point we are looking only at the portion that would extend north from All World Drive to the southern edge of either the fire station of RWS Design and Controls.

RRWRD wants the Village to advance the design portion now, but depending on the urgency of the need, construction could perhaps be deferred until the 2018 construction season. Should the line need to be installed this season, RRWRD has indicated that they would cover all construction costs with an agreement that the Village would reimburse those expenses in 2018. It is our understanding that Roscoe Fire Department has expressed their immediate need, and discussions are ongoing with the RRWRD Engineer regarding timing, design, and any required inter-governmental agreements.

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

None

8. EXECUTIVE SESSION (If necessary)

8.1 Trustee Petty made a motion to enter into executive session to discuss ongoing litigation attendance to include Village President, Trustees and Anne Hanson; Seconded by Trustee Swanson. Yes – Mallicoat, Petty, Swanson, Baxter, Szula. No – Gustafson. Motion approved 5-1. Trustee Gustafson made a motion to return to open session; Seconded by Trustee Swanson. Yes – Gustafson, Mallicoat, Petty, Swanson, Baxter, Szula. Motion approved 6-0.
No action was taken.

9. ADJOURNMENT

Scott Sanders entertained a motion to adjourn. Trustee Petty made a motion to adjourn the meeting at 7:58 P.M.; seconded by Trustee Mallicoat. Voice Call Vote: All Ayes Present – No Nays heard. Motion approved 6-0.

Prepared by: Anne Hanson

APPROVED: Anne Hanson