

VILLAGE OF ROSCOE
10631 MAIN STREET
ROSCOE, ILLINOIS 61073
Committee of the Whole Minutes
Tuesday, March 20, 2018

1. CALL TO ORDER

The Committee of the Whole meeting was called to order by Administrator Sanders on Tuesday, March 20, 2018 at 6:45 P.M.

2. ROLL CALL

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

3. APPROVAL OF MINUTES

3.1 Approval of March 6, 2018 COTW minutes. Administrator Sanders entertained a motion to approve the minutes. Trustee Petty made a **motion to approve** the minutes; seconded by Trustee Swanson. Voice Call Vote: All ayes heard, no nays **Motion approved** 6-0-0

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

None

5. NEW BUSINESS

5.1 Discussion and Recommendation to Board for approval of Rock Valley RC Flyers Club special event at Chicory Ridge Park. This is an annual item on the Agenda. Chief Evans stated that they need to use the boats in the pond which requires a permit and that the Club is requesting to use the park two times this year. (June 19th and August 25th) Trustee Gustafson made a motion to move to the Board with the request that it be put on our public calendar. Trustee Baxter seconded the motion. Roll call Vote: Trustees Petty, Swanson, Gustafson, Szula, Baxter and Mallicoat – Yes. **Motion Passed** 6-0-0

5.2 Discussion and Recommendation to Board for approval of a plat of subdivision creating two separate lots at Main Street Square, 5342 Williams Drive. There will be coming before the Board an application for a liquor license for Ryan Brewing Company in the former Meg's Daily Grind location. For a state liquor license, it is required that the business be 100 ft. from a school. The state looks at property line to property line, so what they are doing is making a two lot subdivision. They are requesting to move to the Board with a more thorough presentation. Trustee Baxter asked if the ZBA looked at it. Administrator Sanders said that it is not required, however as a curtesy it was put on their agenda and they will be bringing a recommendation. Trustee Szula made a motion to move to the Board, seconded by Trustee Petty. Roll Call Vote: Trustees Szula, Mallicoat, Baxter, Gustafson, Petty and Swanson – Yes **Motion Passed** 6-0-0

5.3 Discussion and Recommendation to Board for approval authorizing travel expenses for President Dave Krienke and Administrator Sanders' attendance at the 2018 ICSC Global Retail Real Estate Convention. May 19th-22nd. Event registration, airfare, four nights lodging, and per diem in an amount NTE \$2,500.00 per attendee. Trustee Petty questioned as to whether or not there are marketing tools to take to the convention. Administrator Sanders responded that he is really hoping to focus on

Rockton and Willowbrook Road. He also stated that he is looking forward to learning effective strategies and target that area as much as he can. Trustee Baxter asked why two people needed to attend. Administrator Sanders responded that nothing had been decided yet, but he believed it would show a strong show of commitment. Trustee Gustafson asked which budget the funds would come out of. It was agreed that it would come out of the planning department for special projects. Trustee Gustafson requested that any appointments made prior to the event be shared with the Board. Administrator Sanders agreed and also stated that both President Krienke and he were members of the organization thus getting reduced registration rates. Trustee Szula made a motion to move to the Board, seconded by Trustee Swanson. Roll Call Vote; Trustees Petty, Swanson, Gustafson, Mallicoat, Baxter and Szula – Yes. **Motion Passed** 6-0-0

5.4 Discussion and Recommendation approval of Purchase Order No. 30-1009 for purchase of Kinstone Bike Path light poles and fixtures initially authorized per resolution 2016-R34, for an amount NTE \$8,200.00. This was initially brought before the Board in 2016 for the amount of \$8,200.00 per year. The amount covers the materials needed for the project. Trustee Gustafson requested that going forward with large purchase orders that the previous account number be listed for reference. This is a 5 year plan with 6 new lights being purchased per year. This is year 3. Trustee Szula made a motion to move to the Board, seconded by Trustee Swanson. Roll Call Vote; Trustees Mallicoat, Szula, Baxter, Petty, Gustafson and Swanson – Yes. **Motion Passed** 6-0-0

5.5 Discussion and Recommendation to Board for approval of Purchase Order No. 30-1010 for the purchase of a Kubota Zero Turn 60” Mower, Model ZD111-60 per NJPA Awarded Contract for an amount NTE \$12,653.94. This specific mower was previously discussed during budget time. Trustee Szula made a motion to move to Board, seconded by Trustee Swanson. Roll Call Vote; Trustees Gustafson, Petty, Swanson, Szula, Baxter and Mallicoat – Yes. **Motion Passed** 6-0-0

5.6 Discussion and Recommendation to Board for Approval for placing existing 2005 John Deere 997 Zero Turn Mower for sale at public auction. Attorney Kurlinkus stated that when it moves forward to the Board it will be to authorize the sale of the mower. Rick Bates said that he will be sure to clean it up really well and that it should get \$4000.00 to \$5000.00 at auction. Trustee Gustafson made a motion to send to Board to declare the 2005 John Deere 997 Zero Turn Mower for sale at public auction, Trustee Szula seconded the motion. Roll Call Vote; Trustees Szula, Petty, Baxter, Gustafson, Mallicoat, Szula and Swanson – Yes. **Motion Passed** 6-0-0

5.7 Discussion and Recommendation to Board regarding Village of Roscoe partnership with Rockford Area Economic Development Council, including pledge of financial commitment in the amount of \$5,000.00 for remainder of calendar year 2018. Trustee Szula commented that when the council first started they were very productive but feels that as of late they are not. A discussion ensued. Trustee Petty noted that the Board has paid \$50,000.00 in the past to RAEDC and doesn't feel that it is completely necessary. Administrator Sanders responded that it would be exploratory only because they target primarily job creation. President Krienke agreed that they were very instrumental in the past. Trustee Gustafson does not see the value and does not support making a financial commitment to RAEDC at this time. Trustee Szula made a motion to layover, seconded by Trustee Baxter. Roll Call Vote;

Trustees Petty, Swanson, Mallicoat, Baxter and Szula – Yes. Trustee Gustafson – No. **Motion Passed** 5-1-0

5.8 Discussion and Review of Annual Performance review document and procedure for annual evaluation of Village Administrator. All Board members were given a copy of an evaluation form to be completed. President Krienke explained the form and encouraged the Board to go to Administrator Sanders if they have any questions. President Krienke requested that the completed forms be turned into him by April 17, 2018. After the forms are turned in, President Krienke and HR will review and tally the results. During an executive session the scores will be presented. Following that session President Krienke will meet with Administrator Sanders and discuss the results, then it will be presented to the Board followed by a recommendation. No action is required.

5.9 Discussion and Recommendation to Board regarding elimination of insurance benefits for spouses of Village Employees who have insurance benefits made available through other employment. Trustee Gustafson explained that in order to contain costs it might be feasible to probe into the idea of spouses that have the option of insurance through their employer take advantage of it instead of being added to the Village employees insurance. Trustee Szula stated that he disagrees with taking any benefits away from employees. He considers the joint insurance as part of their compensation package. Trustee Baxter wanted to know how many employees this would impact before making a decision. Both Trustees Szula and Swanson believe that there are other ways that the Village can save money. Administrator Sanders encouraged the Board to look at the table put together by the Village's insurance provider and take note of the information provided. Trustee Szula made a motion to leave the insurance the way it is. Trustee Swanson seconded the motion. Roll Call Vote; Trustees Swanson, Petty, Mallicoat and Szula – Yes. Trustees Gustafson and Baxter – No. **Motion Passed** 4-2-0

6. OLD BUSINESS

Engineer Zack Gill discussed the first phases of the road project along with his recommendations.

Administrator Sanders proposed a text amendment to implement a fine for construction traffic and recommended it be brought to the next agenda.

7. PUBLIC COMMENT

None

8. EXECUTIVE SESSION (If necessary)

None

7. ADJOURNMENT

Scott Sanders made a motion to adjourn. Trustee Petty made a motion to adjourn the meeting at 7:35 P.M.; seconded by Trustee Swanson. Voice Call Vote: All Ayes Present – No Nays heard. **Motion Passed 6-0-0**

Prepared by: Lori Taylor, Village Clerk

APPROVED: _____