

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

1. CALL TO ORDER

The Committee of the Whole meeting was called to order by Administrator Sanders on Tuesday, November 20, 2018 at 6:48 P.M.

2. ROLL CALL

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

3. APPROVAL OF MINUTES

3.1 Approval of November 6, 2018 COTW Minutes. Administrator Sanders entertained a motion to approve the minutes. Trustee Swanson made the motion; seconded by Trustee Szula. Voice Call Vote: All Ayes present, No Nays heard. **Motion Passed 4-0-2**

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

None

5. NEW BUSINESS

5.1 Discussion and Recommendation to Board for approval of entering into a Intergovernmental Agreement for the operation and funding of an integrated Records Management System (RMS) with the City of Rockford. (Presentation by Glenn Trommels, City of Rockford IT Director) Mr. Trommels presented information about the CAD/RMS project motivation. He explained that both the Computer Aided Dispatch system (CAD) and the Record Management System (RMS) are at end of life/end of support. They are closely integrated and also outdated. There is a desire across all police departments to move to a “shared” records management system. The motivation is to increase Public Safety by sharing information in a much quicker way. It also allows all participants in the project to have access to all data in the system. Mr. Trommels explained what the project does and does not include. He also discussed the finance model and the cost estimate. There would be a 5% maintenance increase fee per year. The City of Rockford will be taking out a loan for the project and invoices would be sent out in November of next year. Administrator Sanders commented that this system would replace two or three systems that we have in place at this time, thus offsetting the cost slightly. The requested action would be to send to Board for approval. Trustee Gustafson requested to see the draft of the Intergovernmental agreement before the Board takes any action to move forward. Trustee Szula made a motion to carry over to the next COTW

meeting; seconded by Trustee Baxter. Roll call Vote: Trustees Swanson, Baxter, Szula and Gustafson – Yes. **Motion Passed 4-0-2**

5.2 Discussion and Recommendation to authorize the purchase of three Panasonic Toughbook's and three laptops, for an amount NTE \$8,000. Trustee Szula made a motion to send to Board for final approval; seconded by Trustee Gustafson. Roll call Vote: Trustees Baxter, Swanson, Szula and Gustafson – Yes. **Motion Passed 4-0-2**

5.3 Discussion and Recommendation to Board to authorize the purchase of a new 2018 Ford F550 fully equipped for Public Works and snow clearing operations for an amount NTE \$66,000.00 Trustee Szula made a motion to send to Board for final approval; seconded by Trustee Swanson. Roll Call Vote: Trustees Gustafson, Swanson, Szula and Baxter – Yes. **Motion Passed 4-0-2**

5.4 Discussion and Recommendation to Board to authorize formation of a new Public Works full time employee positions at the PW1 rate classification Trustee Swanson made a motion to move to the Board for final approval; seconded by Trustee Szula. Roll Call Vote: Trustees Szula, Baxter, Gustafson and Swanson – Yes. **Motion Passed 4-0-2**

5.5 Discussion and Recommendation to Board for authorization to enter purchase agreement with Winnebago County for 2015 Single Axle Peterbilt Plow Truck for an amount NTE \$80,000.00 This approval would be for a 2019 purchase. A new Peterbilt Plow truck would have a cost of \$128,000.00. Trustee Gustafson made a motion to send to Board for final approval; Trustee Szula seconded the motion. Roll Call Vote: Trustees Gustafson, Swanson, Baxter and Szula– Yes. **Motion Passed 4-0-2**

5.6 Presentation of Hometown Holiday event, December 8, 2019 and Recommendation to Board for approval of a Special Events Permit. Administrator Sanders offered information about Roscoe Hometown Holiday. This year the event is cooperatively hosted by The Village of Roscoe and The Stateline Chamber of Commerce. It will be primarily focused on Main Street, but there are a couple of remote locations as well. The tree lighting ceremony will be at the tree between Firehouse Pub and K. Paige. It will be professionally lit. The Village of Roscoe will be hosting the award winning August Brandtz Septet. They are a talented group of musicians associated with the Beloit High School Jazz band. The Fire Department will be involved as well as several other businesses. The event is being primarily funded by private donations. Administrator Sanders is requesting that the Village pay for the professional design services for the posters and a sign in an amount of approximately \$500.00. Mr. Sanders is entertaining a motion to send to Board for final approval of a Special Event Permit. Trustee Szula made the motion; seconded by Trustee Swanson: Roll Call Vote: Trustees Swanson, Gustafson, Baxter and Szula –Yes. **Motion Passed 4-0-2**

6. OLD BUSINESS

Trustee Swanson requested striped parking in the front of the Police Department for additional parking if the Secretary of State continues to stay in Village Hall.

7. PUBLIC COMMENT

None

8. EXECUTIVE SESSION (If necessary)

Trustee Gustafson made a motion to go into Executive Session for the purpose of discussing possible litigation at 7:31P.M. Trustee Szula seconded the motion. Voice Call Vote: All Ayes. **Motion Passed 4-0-2**

Trustee Swanson made a motion to come back from Executive Session at 8:08 P.M.; seconded by Trustee Szula. There was no action taken in Executive Session. All Ayes Present- No Nays heard. **Motion Passed 4-0-2**

9. ADJOURNMENT

Scott Sanders entertained a motion to adjourn at 8:09 P.M. Trustee Swanson made the **motion to adjourn** seconded by Trustee Szula. Voice Call Vote: All Ayes Present – No Nays heard. **Motion approved 4-0-2**

Prepared by: Lori Taylor, Village Clerk

APPROVED: _____