

**VILLAGE OF ROSCOE  
10631 MAIN STREET  
ROSCOE, ILLINOIS 61073  
Committee of the Whole Minutes  
Tuesday, December 4, 2018**

**1. CALL TO ORDER**

The Committee of the Whole meeting was called to order by Administrator Sanders on Tuesday, December 4, 2018 at 6:48P.M.

**2. ROLL CALL**

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

**3. APPROVAL OF MINUTES**

**3.1 Approval of November 20, 2018 COTW Minutes.** Administrator Sanders entertained a motion to approve the minutes. Trustee Swanson made the motion; seconded by Trustee Petty. Voice Call Vote: All Ayes present, No Nays heard. **Motion Passed 6-0-0**

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

**5. NEW BUSINESS**

**5.1 Discussion and Recommendation to Board for entering into an Intergovernmental Agreement for the operation and funding of an integrated Records Management System (RMS) with the City of Rockford.** Trustee Mallicoat made a motion to move to the Board for final approval; seconded by Trustee Swanson. Administrator Sanders reminded the Board that Glenn Trommels from the City of Rockford gave a presentation about the topic on a previous visit. This is a combined (CAD) (RMS) county wide computerized Records Management System that allows access to all police records instantly. The yearly cost to change to this system would be approximately \$4,000.00 per year. This is a 10 year contract. Roll call Vote: Trustees Mallicoat, Petty, Swanson, Baxter, Szula and Gustafson – Yes. **Motion Passed 6-0-0**

**5.2 Discussion and Recommendation to for issuance of an RFP for Land Surveying and Civil Engineering Design services for completion of public improvements at Denali Heights Subdivision** Trustee Szula made a motion to send to Board for final approval; seconded by Trustee Baxter. Administrator Sanders stated that this would be the Village of Roscoe seeking design services to look at the required improvements to build the public infrastructure compliant with design standards of the current subdivision Ordinance. Roll call Vote: Trustees Baxter, Mallicoat, Swanson, Petty, Szula and Gustafson – Yes. **Motion Passed 6-0-0**

**6. OLD BUSINESS**

None

**7. PUBLIC COMMENT**

**8. EXECUTIVE SESSION (If necessary)**

None

**9. ADJOURNMENT**

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

Prepared by: Lori Taylor, Village Clerk

APPROVED: \_\_\_\_\_