

**VILLAGE OF ROSCOE
10631 MAIN STREET
ROSCOE, ILLINOIS 61073
Committee of the Whole Minutes
Tuesday, January 15, 2019**

1. CALL TO ORDER

The Committee of the Whole meeting was called to order by Administrator Sanders on Tuesday, January 15, 2019 at 7:00P.M.

2. ROLL CALL

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

3. APPROVAL OF MINUTES

3.1 Approval of December 18, 2018 COTW Minutes. Administrator Sanders entertained a motion to approve the minutes. Trustee Petty made the motion; seconded by Trustee Swanson. Voice Call Vote: All Ayes present, No Nays heard. **Motion Passed 5-0-1**

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

None

5. NEW BUSINESS

5.1 Discussion and Recommendation to Board to approve the purchase of two (2) Patrol Bicycles, NTE: \$1,900.00 The Police Bicycle patrol Program was started in 2001. Since its beginning the department has gone through 5 bicycles. The package includes helmets, lights, box and siren and the quote comes in under the approved budget amount of \$2,700.00. Administrator Sanders entertained a motion to send to Board for final approval. Trustee Swanson made the motion; seconded by Trustee Szula. Roll call Vote: Trustees Mallicoat, Petty, Swanson, Szula and Gustafson – Yes.) **Motion Passed 5-0-1**

5.2 Discussion and Recommendation to the Board for approval, of a Resolution to enter into a professional service agreement with Azavar Government Solutions for performance of Municipal telecommunication tax auditing services. Azavar is a Municipal Utility Review Service that analyzes different utility lists and identifies any discrepancies in the data. They collect past errors and recover lost monies. They also provide financial analysis of tax & gross revenue and reporting. There are no upfront fees for the service. They retain 45% for 36 months (40% if three communities go in on the service jointly) locally, both Rockford and Belvidere are using Azavar with success. Administrator Sanders entertained a motion to send to Board for final approval. Trustee

Gustafson made the motion; seconded by Trustee Swanson. Roll call Vote: Trustees Mallicoat, Swanson, Petty, Szula and Gustafson – Yes. **Motion Passed 5-0-1**

5.3 Discussion and Recommendation to the Board for approval of signing an engagement letter to retain the services of Ancel Glink for legal representation in future land use matters. Administrator Sanders stated that this recommendation is specifically related to Denali Heights. It is not a contract for a defined scope or fee it only indicates Ancel Glink's qualifications as well as their hourly billing rates. If an actual need presents, they will issue a more detailed scope. To date they have provided services free of charge. Denali building permit applications have been denied. Petry was sent an extensive letter explaining the reasons for the denial. His recourse would be to go before the ZBA to appeal the denial decision. The Village also sent by registered mail a required 30 day notice of event. This was established in Petry's agreement for his letter of credit. A very detailed letter was sent out explaining his failure to execute the required public improvements per Ordinance. The letter was received by him but with no response. The third issue was a letter sent by the Village requiring him to make immediate emergency remediation to the conditions of the roads with a deadline of January 11, 2019. Petry did complete the emergency repairs as requested. Trustee Gustafson made a motion to send to Board for final approval; seconded by Trustee Szula. Roll Call Vote: Trustees Petty, Szula, Gustafson, Swanson and Mallicoat – Yes. **Motion Passed 5-0-1**

5.4 Discussion and Recommendation to the Board for approval of an Ordinance amending fees for reimbursement development review services conducted in-house staff as established in Section 154.028 of the Subdivision Regulations, increasing the hourly rate from \$30.00/hour to \$60/hour. Administrator Sanders stated that the \$30 hourly rate is not covering the cost of the service; therefore the rate increase to \$60 is being requested. Trustee Swanson made the motion to move forward to the Board for approval; seconded by Trustee Petty. Roll Call Vote; Trustees Mallicoat, Petty, Gustafson, Szula and Swanson – Yes. **Motion Passed 5-0-1**

5.5 Discussion and Recommendation to the Board for the Village of Roscoe to intervene in property assessment appeals seeking a reduction over \$100,000. The Village has received several appeals from different property owners requesting reductions in their assessments. The Village is seeking approval to file a Resolution with the county assessor's office in order to intervene in these appeals. Trustee Gustafson made the motion to send to Board for final approval; seconded by Trustee Szula. Roll Call Vote: Trustees Gustafson, Mallicoat, Swanson, Petty and Szula – Yes. **Motion Passed 5-0-1**

6. OLD BUSINESS

6.1 Update on status of 911 call – taking/dispatch, proposed governance model and cost share allocation. Over the past year the Village has been working on two fronts relating to 911 call-taking and dispatch. The first is the cost. The issue was the proposed

consolidation, with a cost based on their anticipated operational expenses. The Village joined a coalition with 9 other communities, forced a feasibility study and determined that it was not cost effective. The coalition looked into forming a governance Board with everyone on the Board having a say in how to move forward. There are proposed by-laws and voting structures. The county is taking on the initial 40% of all personnel and other costs associated with call taking and dispatch. The remaining 60% is being allocated based on population, full time employees and CAD events. The Village had been proposed to pay \$153,027.00 but under this model the amount would be \$60,057.00. There are still more details that need to be worked out.

7. PUBLIC COMMENT

None

8. EXECUTIVE SESSION (If necessary)

None

9. ADJOURNMENT

Scott Sanders entertained a motion to adjourn at 7:40 P.M. Trustee Swanson made the motion; seconded by Trustee Petty. Voice Call Vote: All Ayes Present – No Nays heard.
Motion approved 5-0-1

Prepared by: Lori Taylor, Village Clerk

APPROVED: _____