

**VILLAGE OF ROSCOE  
10631 MAIN STREET  
ROSCOE, ILLINOIS 61073  
Committee of the Whole Minutes  
Tuesday, January 7, 2020**

**1. CALL TO ORDER**

The Committee of the Whole meeting was called to order by Administrator Sanders on Tuesday, January 7, 2020

**2. ROLL CALL**

Present: Trustees Dunn, Keene, Gustafson, Plock, Mallicoat and Petty

**3. APPROVAL OF MINUTES**

**3.1 Approval of December 3, 2019 COTW Minutes.** Administrator Sanders entertained a **motion to approve** the minutes. Trustee Keene made the **motion**; seconded by Trustee Plock. Voice Call Vote: All Ayes present, No Nays heard. **Motion Passed 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 Resolution approving and authorizing the Village to enter into a Master Lease Agreement and related documents thereto with Enterprise Fleet Management, Inc. regarding Public Works vehicles. Administrator Sanders stated that the Lease and Fleet Management Agreements have already been executed for the Police Department. Sanders presented the board with two options for the leasing agreements and discussed the budgetary implications of both over the next several fiscal years. Trustee Gustafson asked a number of questions related to the various 'up-fit' options, including brand of plow and type of salt spreader. Trustee Gustafson asked if the quoted prices included all of the additional equipment, and it was explained that they were indeed included. Trustee Dunn asked what we might expect to see in terms of reduced maintenance costs with new trucks, and PW Director Kretsinger indicated an expected reduction of at least 50%. Administrator Sanders entertained a **motion** Trustee Plock made the **motion recommend approval** of Option One (selling four trucks and leasing five); seconded by Trustee Keene. Roll Call Vote: Trustees Plock, Mallicoat, Petty and Keene – YES Trustees Dunn and Gustafson NO – **Motion Passed: 4-2-0**

**5.2 Discussion and Recommendation to the Board** for the Village of Roscoe intervene in property assessment appeals seeking a reduction of over \$100,000. Petry Home

Builders is seeking a reduction for property taxes on the vacant lots in Plot 2-5 in Denali Heights as they are stating that the lots are unbuildable. The Village of Roscoe is working with the tax assessors to state the lots are buildable and Administrator Sanders will lend testimony to that fact if required.

**5.3 Discussion and Recommendation to the board** for approval of a Resolution approving entering into an annual agreement with Astute Web Group for professional services relates to website and social media management. Informational Presentation by Eli Nicolosi, President of Astute Web Group. Mr. Nicolosi came forward to give the Board a presentation and answer questions. Sanders stated that this aligns with the FY 2020 Budget. Mr. Nicolosi stated that they are working on new software for residents to be able to apply online for licenses. He did mention the amount of clean up they had to preform from the period when the Village was maintaining the website on its own. Trustee Gustafson asked Mr. Nicolosi about adding a direct link for the agendas on the calendar itself, he stated that it can absolutely be done. Trustee Gustafson also asked id residents would be able to make payments for license and permit fees, or cabin rentals, Nicolosi stated that this to would be incorporated with the new permitting features. Trustee Gustafson questioned the necessity of the proposed scope of 10 hours of consulting time per month. Mr Nicolosi stated that the services do indeed involve at least the proposed 2.5 hours per week, and that he stood by value and quality of services his firm is able to offer. Administrator Sanders entertained a **motion** Trustee Plock made the motion to waive the procurement policy and **recommend approval** a resolution to enter into and annual agreement with Astute Web Group for the website and social media; seconded by Trustee Keene. Roll Call Vote: Trustees Petty, Gustafson, Dunn, Plock, Keene and Mallicoat. **Motion Passed: 6-0-0**

**5.4 Discussion and Recommendation to the board** for approval of a resolution approving entering into an agreement with Lexipol for Local Government Administration Policy Manual and Daily Training Bulletin service. Administrator Sanders entertained a **motion** Trustee Gustafson made a **motion to Lay Over** for two more weeks for the Trustees to look into; seconded by Trustee Dunn. Roll Call Vote: Trustees Keene, Petty, Mallicoat, Dunn, Gustafson and Plock – YES **Motion Passed: 6-0-0**

## **6. OLD BUSINESS**

**6.1** Update on the status of an intergovernmental agreement with Winnebago County for 911 call-taking/dispatch and cost share allocation. Scott Sanders wanted to provide an update. He stated that they have been trying to set up an agreement with the County.

## **7. PUBLIC COMMENT**

None

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

None

**9. ADJOURNMENT**

Scott Sanders entertained a motion to adjourn. Trustee Keene made the motion; seconded by Trustee Plock. Voice Call Vote: All Ayes Present – No Nays heard. **Motion approved 6-0-0**

Prepared by: Christina LaBree, Village Clerk

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