

**VILLAGE OF ROSCOE
10631 Main Street
Roscoe, Illinois 61073**

**Committee of the Whole Meeting Agenda
Tuesday, September 20, 2022
[Immediately following the Village Board Meeting]**

NOTE: PURSUANT TO SECTION §7(e)(2) OF THE ILLINOIS OPEN MEETINGS ACT THE COMMITTEE AND MEMBERS OF THE PUBLIC ARE ABLE TO PARTICIPATE IN THIS MEETING REMOTELY VIA VIDEO AND TELECONFERENCE.

**REMOTE ATTENDANCE INFORMATION WILL BE MADE AVAILABLE AT:
VILLAGEOFROSCOE.COM**

MINUTES

1. CALL TO ORDER

2. ROLL CALL

Present: Trustee Gustafson, Petty, Dunn, Plock, Mallicoat, Keene

3. APPROVAL OF MINUTES

3.1. Approval of August 16, 2022 COTW minutes

Administrator Sanders entertained a **motion to layover**,

Trustee Plock made a **motion to approve**.

Second by Trustee Mallicoat.

Discussion: None

Roll Call Vote: Trustee Dunn, Petty, Mallicoat, Keene, Gustafson and Plock - YES.

Motion Passed: 6-0-0

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

Adding the public comment from the Village Board Meeting to reflect on item 5.3 on COTW agenda as requested by Administrator Sanders.

- Mike Sima, 7482 Deer Crossing Roscoe, IL
Mr. Sima shared his concerns with meeting agenda item 5.3 with regard to the recommendation for installation of led lighting around Village Hall and Roscoe Police Department. Mr. Sima stated that he believes that this is a capital improvement and total cost is estimated for \$23,000 and not appropriated for the fiscal budget. Mr. Sima stated that he reached out to many of his neighbors, and they are against this proposal and surprised by the lack of proposal. He wants to know why this is on the agenda, and it should be considered a low priority project.

5. NEW BUSINESS

5.1. Discussion and Recommendation to the Board for approval of contract with Premiere Technologies.

Administrator Sanders summarized the recommendation, stating that the request is for approval for All World Machinery located at 6164 All World Way, Roscoe. Administrator Sanders stated this is a private event seeking for fireworks permit. Administrator Sanders stated he wasn't sure who approves these types of requests. This is for a company picnic, and they want to host fireworks as part of their gathering. Administrator Sanders stated they just received certificate of insurance, launch map from applicant and it was just received. It was added to committee to allowed to be discussed as it would need to be acted on the next meeting September 20, 2022 as the event is scheduled for September 24, 2022. Chief Evans stated that the vendor doing the fireworks Ultimate Effects is not a licensed vendor through the office of the Illinois State Fire Marshall. Administrator Sanders gave an overview of the various levels of license and accreditation for fireworks. Administrator Sanders stated this is a first and currently Chief Evans and Chief Shevlin are looking into this. Administrator Sanders stated he just wanted to bring to the board attention, Trustee Gustafson offered a suggestion to approve contingent upon receiving the additional information that is being looked into. Administrator Sanders stated yes, but frame as approval pending appropriate license through the State Fire Marshall.

Administrator Sanders entertained a **motion**, Trustee Gustafson made a **motion to send to board contingent on receiving the pertinent and necessary information around licensing and verification from Fire Marshall.** **Second** by Trustee Plock.
Discussion: None
Roll Call Vote: Trustee Gustafson, Mallicoat, Keene, Plock, Petty and Dunn - YES.
Motion Passed: 6-0-0

5.2. Discussion and Recommendation to the Board for authorize the solicitation of competitive bids for Collection of Residential Refuse, Recycling, Bulk Waste, Yard Waste, and for billing services associated with same.

Administrator Sanders summarized the recommendation and pointed out there is representative from Waste Management (Mr. Vaughn Kershner) in the room, and offered him to speak and introduce himself. Administrator Sanders cautioned him that this is not a meeting where the board will discuss specifics or current proposals/negotiations. Administrator Sanders pointed out to the board that he and President Szula has met with Waste Management several times. They are looking at current contracts, scopes of services and associated fees as they are not the same with all the surrounding communities. They are trying to identify the appropriate scope of services and what is a fair and comparable price. Administrator Sanders stated they are not going to discuss any pricing as he does not want to comprise the process down the road or the bid process. Administrator Sanders stated they are preparing to get ready in case there is a need to go out to bid. President Szula stated they are not able to go into any depth conversation, but the Village must be ready in case they deem necessary to go out to bid. Trustee Gustafson inquired when the contract expires? It was stated by both Administrator Sanders and President Szula December 31, 2022. Trustee Dunn ask isn't this to go out to bid no matter what, President Szula stated no as they are under contract and can renew or go out to bid. Administrator Sanders stated he would put together a comparison for the board of the surrounding communities such as Rockton, Machesney Park, South Beloit, Cherry Valley and Winnebago's contracts in hand. Administrator Sanders acknowledge that inflation, gas, recycling is a reality. It has been five years since this was out to bid, and what is

unique is that the Village requests the vendor to handle the billing. Administrator Sanders is asking the board to authorize solicitation.

Administrator Sanders entertained a **motion**,
Trustee Plock made a **motion to approve to move to board**.

Second by Trustee Dunn.

Discussion: None

Roll Call Vote: Trustee Plock, Dunn, Keene, Mallicoat, Gustafson and Petty - YES.

Motion Passed: 6-0-0

5.3. Discussion and Recommendation to the Board for approval of the installation of permanent led lighting around the roofline perimeter of Village Hall and the Roscoe Police Department

Administrator Sanders summarized the request to the board, and stated that this is meant to be transparent. Administrator Sanders stated that there is a Resolution in place that a certain percentage of the Rock Energy Cooperative Franchise Agreement are set aside specifically for Holiday Decoration and lighting. This assigned revenue has not been spent in some time, and was assigned and reinforced in 2020. The resolution was updated to assign \$10,000 to holiday lighting. Administrator Sanders stated he is bringing this to the board as an execution of the assigned revenue from the Rock Energy Cooperative. Trustee Gustafson stated that the lighting discussed replacing what was on the poles, and there was never any idea of a \$23,000 scope of lighting Village Hall. Trustee Gustafson asked if there was something in between to avoid this type of expense. Administrator Sanders stated this is the next step in becoming permanent, Attorney Kurlinkas stated that this is the next step from doing it ourselves. Trustee Gustafson, stated it is not a top priority and delay and plan for its next year. Trustee Mallicoat, stated the money has been allocated for Christmas and hasn't been used. Trustee Mallicoat stated that the board puts money into the police pension and adds extra for police pension. Trustee Petty asked how much is in the account, and why are we in competition with the Firehouse? Trustee Mallicoat stated we are not in competition, and we are beautifying our community, Trustee Petty said the corner lights is plenty lit. Trustee Mallicoat stated look at Rockton they do their entire main street, Trustee Petty stated we are not doing our whole street. President Szula stated that it is a cost to the Village when our staff is putting up the lights. President Szula asked if there is a warranty on this product? President Szula ask them to look at it. Trustee Gustafson stated it does not appeal to her for the buildings to change lights through the season? President Szula stated people are not going to agree on everything. President Szula stated that this isn't a decision that needs to be made today, and was curious if there were any reviews, feedback on the company? Trustee Gustafson inquired what do we do with this, lay it over? President Szula stated his questions were answered, and he asked questions as he did not have the opportunity to look at the information. Trustee Dunn asked about the amount, Trustee Plock stated \$21,900 we do not pay tax. Trustee Petty asked about the number of lights down main street how many? Troy stated that it was about 20 each side, some of the lights are needing work and clips are broken. Trustee Plock verified with Administrator Sanders the amount in the account, stating it was in excess of the requesting amount. More in the account than the request, as the money has not been used. Administrator Sanders stated he does not know the exact amount, and would confirm with Steve, but yes its more than the request.

Administrator Sanders entertained a **motion**,

Trustee Plock made a **motion to approve**.

Second by Trustee Mallicoat.

Discussion: None

Roll Call Vote: Trustee Keene, Dunn, Mallicoat, Plock - YES.

Trustee Gustafson and Petty - NO

Motion Passed: 4-0-0

Administrator Sanders stated thank you, and he would get back to the board with the amount in the account. Administrator Sanders also stated that he would try to get the owners to do a presentation if possible. Administrator Sanders stated to please email him if anyone has any further questions.

5.4. Discussion and Recommendation to the Board for authorization for payment of back taxes on undeveloped land to be donated to the Village of Roscoe at 9108 McDonald Road

Administrator Sanders summarized the recommendation, stating this is reference to the donated land located at 9108 McDonald Road which is opposite of Porter Park. Administrator Sanders stated this hasn't been finalized due to the inability to get the final resolutions needed to be passed on the ownership entity, to finalize the transfer. There also has been the discovery of pass taxes due, which at time was \$800 to \$900 dollars. Bruce Samlan was unaware that there were taxes due, and now there is a new round due. Attorney Kurlinkas stated that there is roughly \$2000, and most likely not higher. Administrator Sanders stated they need to force this across the finish line to transfer the property. Trustee Gustafson inquired how many years of back taxes, and is there any lien against the property? Administrator Sanders stated that this is most likely an oversight and that there may have been a gap year. Attorney Kurlinkas stated he is prepared and has everything ready, stating at this point it may be worth just paying the \$1500 or so and be done with it. Administrator Sanders stated there is already a resolution for the donation of the land.

Administrator Sanders entertained a **motion**,
Trustee Gustafson made a **motion to approve and pay the back taxes not to exceed \$2200.**
Second by Trustee Plock.
Roll Call Vote: Trustee Dunn, Petty, Mallicoat, Plock, Keene and Gustafson - YES.
Motion Passed: 6-0-0

5.5. Discussion and Recommendation to the Board for approval of a Resolution authorizing submitting an 'Illinois Transportation Enhancement Program' (ITEP) grant application for Main Street Streetscape Enhancements.

Administrator Sanders summarized the recommendation, stating this is for authorization to participate in the grant program. The ITEP grant is for street scapes, bike path projects, beautification projects. Administrator Sanders would like Fehr Graham to break out some of the Main Street Project and submit towards the ITEP grant. It is an 80/20 grant, and the intent would be to present for street scape and pedestrian related enhancement.

Administrator Sanders summarized the OSLAD grant, and help with expanding existing recreational infrastructure. The Porter Park land is a perfect with the Village proposing dog park, fitness stations, disc golf, walking path, throw some horse shoes in everything added brings value. Administrator Sanders these are typically not approved on the first try, but you would then submit again. This is not as much but a 50/50 match grant.

Administrator Sanders stated this is a new grant, and there has been discussion with Winnebago County to combine a path network that connects the west of river neighborhoods to downtown Roscoe. The grant would be done jointly with Winnebago County. This would just be a grant to cover the design not the project/construction.

Discussion: Trustee Gustafson wanted clarification that Fehr Graham would be employed to write the grant application, Administrator Sanders stated he would write them and Fehr Graham would assist. Fehr Graham would help with cost estimates, and document and exhibit preparation. Trustee Gustafson wanted clarification on the dates of the grant submittal, and if this could be done? Administrator Sanders stated September 30th for the first two grants and yes, they can be done in time.

Trustee Petty would like to add Leland Park to the list, Administrator Sanders he will however out of his experience a single feature application is a tougher sell to the DNR. Trustee Petty stated the Mount Carroll is applying for OSLAD grant for a splash pad.

Administrator Sanders entertained a **motion**,
Trustee Plock made a **motion to move to board**,
Second by Trustee Keene.

Discussion: None

Roll Call Vote: Trustee Keene, Gustafson, Dunn, Petty, Plock and Mallicoat - YES.

Motion Passed: 6-0-0

5.6. Discussion and Recommendation to the Board for approval of a Resolution authorizing submitting an IDNR 'Open Space Land Acquisition and Development' (OSLAD) grant application for additional development of Porter Park.

Administrator Sanders entertained a **motion**,
Trustee Plock made a **motion to move to board**,
Second by Trustee Keene,

Roll Call Vote: Trustee Mallicoat, Plock, Gustafson, Keene, Dunn and Petty - YES.

Motion Passed: 6-0-0

5.7. Discussion and Recommendation to the Board for approval of a Resolution authorizing submitting a Reconnecting Communities Pilot (RCP) Discretionary Grant application for Planning Services to advance the design of a pedestrian path system and bridge adjacent to Roscoe Road

Administrator Sanders entertained a **motion**,
Trustee Plock made a **motion to move to board**.
Second by Trustee Keene.

Discussion: None

Roll Call Vote: Trustee Gustafson, Dunn, Petty, Mallicoat, Plock and Keene - YES.

Motion Passed: 6-0-0

President Szula requested that when the grants are completed, that Administrator Sanders email to him separately so he can send them on as well. Trustee Gustafson stated she thinks everyone would like to be kept in the loop.

6. OLD BUSINESS

Trustee Plock inquired about hearing from ComEd regarding the lights at Chicory Ridge. Administrator Sanders stated no.

Administrator Sanders did mention that he spoke with Winnebago County in regards to the lights at Meadowsweet. The county would assist however it would be in three to five years, if the Village wants to pursue then they would need to cover the costs themselves. Administrator Sanders stated that if the Village was to move forward that there would need to be an intersection design study. Brandon stated it would require a design and ultimately, it's up to IDOT and the Village needs to make decision if they want to press forward and commit funds. Administrator Sanders stated this would now fall into the 2023 budget.

Trustee Gustafson mentioned an email from a constituent in Promontory/Hidden Creek inquiring about repair on street Hidden Creek Lane. Brandon stated that Troy went out and looked at the street and the failure is due to the heavy equipment from the new home build. The construction equipment from road to private property tore the pavement away. Troy requested Brandon to go out and look at the entire subdivision. Brandon stated it is more localized failures and can be addressed in class d patching. Brandon knows the homebuilder, and they stated they will fix any damage they caused. He will connect with the homebuilder to verify when they can fix. Trustee Gustafson inquired when this will be done? Brandon stated they will push for it to be fixed this year by the builder, but they can also fix and bill the builder. Trustee Petty if anyone was going to reach out to Beth Stuckey in regards to this.

Administrator Sanders stated the Fehr Graham will be bringing forward recommendations for the 2023 residential street repair and it is time to update and revisit the five-year plan. This will be presented in part of budget discussions.

Trustee Gustafson inquired how many permits have been presented from Petry for Denali plat 2? Administrator Sanders stated around 11 issued, but he will confirm.

Trustee Gustafson inquired about the Petry construction at Roscoe Road and Old River? Administrator Sanders stated that they have submitted conceptual plans for review and submitted off side road way plans for review and approval. The County has completed the traffic study and was reviewed and approved by the county. The developer wants to do this in multiyear stages from east to west. The county stated that the turn lanes need to be completed before any construction of residential dwellings. The Village has requested improvement plans for Old River Road before anything can be done.

Trustee Petty inquired if the Village is looking for a new IT person? Administrator Sanders stated yes.

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

8. EXECUTIVE SESSION

9. ADJOURNMENT

Administrator Sanders entertained a **motion**,

Trustee Petty made a **motion to adjourn**

Second by Trustee Gustafson.

Discussion: None

Roll Call Vote: Trustee Dunn, Petty, Gustafson, Mallicoat, Plock and Keene - YES.

Motion Passed: 6-0-0