

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

**Committee of the Whole Meeting Minutes  
Tuesday, November 01, 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 and Keene

**3. APPROVAL OF MINUTES**

**3.1. Approval of Minutes from the **October 18, 2022** COTW Meeting**

Administrator Sanders entertained a **motion**,

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

**Second** by Trustee Mallicoat,

Discussion:

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

Motion Passed: 6-0-0

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

**None**

**5. NEW BUSINESS**

**5.1. Discussion: Working Draft of the Village of Roscoe Budget for FY2023**

Administrator Sanders summarized the updates to the Working Draft of the Village of Roscoe Budget for FY 2023, providing an overview of the following:

- Revenue Side Change- The only change was the projected revenue from the franchise

fee from Rock Energy. Rock Energy has been trending significantly upward, and it is looking like an additional contribution to the Police Pension fund of \$70,000. The Rock Energy franchise fee will flip about \$100,000. Currently \$30,000 is committed to \$10k Power Infrastructure future projects, \$10k holiday lighting, \$10,00 Parks and Rec.

Trustee Gustafson noted that under misc. income, bank rates are up but it does show a leap from \$12k to \$80k and curious about this, Administrator Sanders they would have to refer to Steve.

- **Consulting- New Website Provider**  
Administrator Sanders stated he believes it is time to look for a new website provider, recommending going with K&K Media. Administrator Sanders stated they could possibly move the site over and take over. Administrator Sanders stated he has high confidence in Janel in uploading to the website. Moving the site would possible cost around \$2k, and a new site roughly \$30k. Trustee Petty mentioned Cain and Company as another option to look at. It was stated by Administrator Sanders that the site needs to be rebuild. Administrator Sanders stated that the line may increase to \$35k for new website construction and the number could possibly go down. Administrator Sanders stated the changes would roughly a \$900 a year increase with \$75 a month and \$166 hourly and a seasonal annual maintenance package. Roughly there would be a \$6700 in reduction for consulting. Trustee Mallicoat mentioned that the Village has used K&K before they helped with the Village branding years ago. Administrator Sanders stated he hasn't decided to hire yet. Trustee Petty requested that Administrator Sanders please reach out to Cain and Company, they are local. Trustee Plock asked if the trustees could give some ideas and suggestions for the website, and Administrator Sanders stated certainly.
- **Office Furnishings-** this a place holder number with thought of moving Ann into the conference room, and putting Joe into Ann's office. Now the idea is to set up a work area for Joe in the conference room, keeping conference area just providing a work station. Administrator Sanders mentioned new gallery chairs and office options for Joe.
- **Public Art-** Trustee Gustafson inquired if the Village has a 2-year agreement with this organization. Administrator Sanders stated no, Trustee Gustafson wanted to make a proposal for public art. Trustee Gustafson inquired about the entrance to the subdivisions of Crystal Hills or others adding a public art sculpture or something? Perhaps the two entrances the same at Chicory Ridge. Trustee Gustafson was thinking something eye catching? Administrator Sanders stated that Chicory Ridge signs are on private property, and it would need to be looked at what can be installed. Administrator Sanders stated he isn't rejecting the idea and loves it. Trustee Mallicoat stated Chicory Ridge hasn't had signs since around 2011.
- **Land Purchase-** Trustee Plock inquired what was meant for land purchase, Administrator Sanders stated that the Village should be mindful and appropriate money so that the Village is in position to purchase land should it become available along Main

Street or adjacent. Administrator Sanders stated he has nothing specific in mind, Trustee Plock mentioned setting \$100k aside. Trustee Plock stated the Village wants it to be a downtown, so perhaps it could accrue to and restrict to use with a cap. Administrator Sanders stated he likes that, could accrue money and an assigned portion of general funds balance. Trustee Plock stated he didn't want it to seem like a take over just a thought since the idea is to expand Main Street.

- Public Art (pt.)- Administrator Sanders inquired if the Village is interested in participating in the creative mural program again. Trustee Gustafson stated personally she says no. Trustee Plock stated for him, currently it's a no on the mural. Currently public art is being added as a placeholder. Trustee Mallicoat stated he would like a picture first, not Arizona, Trustee Gustafson stated it wasn't eye catching. Trustee Plock stated next time stick to downtown area. Trustee Keene stated there are multiple options for art in a downtown area mentioning where he is currently there is all kinds of murals on the streets, crosswalks, lots of arts. Trustee Gustafson stated that it is agreed to leave as a placeholder, Trustee Dunn agreed to put money aside for when something is available.
- No Proposed Changes for page 3,
- Code Enforcement- Trustee Gustafson would like to see line items added, such as office supplies, IT, or tools etc. Administrator Sanders stated Code Enforcement has been tasked at looking at different software.
- Page 4- Place holder of \$150k for Zoning re-write new land use plan
- Northern Illinois Council- Trustee Gustafson inquired about the \$2500 for Northern Illinois Council, Administrator Sanders stated he would have to come to her next time as largely it having a seat at the table and working with other municipalities and know what is going on.
- Administrator Sanders stated \$20k for subdivision signs.
- Building Improvements- Trustee Gustafson inquired about metal roof on the notation, is the current roof metal? It was stated by Administrator Sanders that it is not metal, but the roof needs replaced and a metal roof would last much longer. This would be on the Public Works Building, Trustee Plock asked the cost difference if this could be provided. Troy stated that the Public Works, Salt Shed has a insurance claim on it, and roof on Salt Shed is a needed repair. Asphalt Shingles for shed, and metal for Public Works, and the PD Garage.
- Equipment- Trustee Gustafson inquired about the 72" tiller, and Troy stated it goes on the back of the tractor, its heavy duty and can till up the soil. Trustee Gustafson inquired where this is used, Troy stated the baseball diamonds, Crystal Hills, any areas for sod cutters projects.

- Sign Boards- Trustee Gustafson inquired what these were for \$45,000? Administrator Sanders stated they are electric message signs, like traffic routings, or used during fall festival, mud volleyball. The only one currently sits in back of running vehicle it can't be dropped off. Trustee Gustafson asked why 2? Administrator Sanders it's the logic to hit either end of event, street construction, etc.
- Trustee Gustafson ask about the dump trucks and other trucks waiting? Troy stated it should be here end of November, Tandem Truck end of 2023.
- Parks- Public Works- Administrator Sanders stated it is proposed to hire another full-time employee in parks department. Trustee Mallicoat ask if this person would be walking parts every day? Trustee Plock asked if this is advertised already? Administrator Sanders stated we could hire someone now they are down a man. The board stated it is needed for new employee – straw poll taken – Mallicoat -yes, Dunn – yes, Petty – yes, Plock – yes, Gustafson – yes... Administrator Sanders asked if they need a CDL. Trustee Gustafson stated she would rather keep requirement for CDL, and President Szula agreed.
- Riverside Park Dock System – Administrator Sanders stated they want to replace the dock, and inquired about the \$50,000 price. Troy stated it's a good estimate for place holder. Trustee Gustafson wanted more information, look what is included why does it cost \$50,000?
- Splash Pad- Administrator Sanders stated can still get a fire sale on equipment, to bid just installation only. Trustee Mallicoat stated he would rather see the money go into Porter Park as the cabin has some rotting, furnace is rough, cooling, needs WIFI, and he would rather see money go to it as an existing asset. Trustee Gustafson, wants to establish a list of priorities, and agrees with Trustee Mallicoat. This sounds like a greater priority.

Administrator Sanders offered to give a list of all projects and proposed with priority number for the board. To give the board more perspective to assist with decisions.

Trustee Mallicoat asked Troy if he had someone coming out to look at the cabin, and Troy stated not yet.

- Public Safety- Polaris Vehicle- Trustee Gustafson inquired about this what if will be used for? Sargent Hawley stated it would be used during festival, mud volleyball. Trustee Gustafson stated spending \$30,000 for something to only be used 2 times a year doesn't seem like a necessity. Administrator Sanders stated he would make a note to revisit. Trustee Mallicoat stated this could be used as a placeholder.
- Capitol Projects- Engineering is incorrect per Administrator Sanders, stating it would be revised. Road Infrastructure is being proposed at \$850,000 for year one of 5-year street plan. This includes many roads through Sagewood. Administrator Sanders

called the board to reference starting at page 10 as he has maps as well. Harrison, Broad Street and Chestnut, that is another \$819,036, with almost \$1.7 million in road projects for next year. Administrator Sanders stated he has \$50,000 for class D patching; the police garage is still there and he has added another 30%. Then \$1.4 million for Sanitary Project, using American Rescue Funds.

Trustee Plock stated he would remove the traffic signals and do it in conjunction with county. The police department garage, could be removed. The residential streets, and do year one but also do year two design and be a year ahead, with the idea of being a year ahead by doing the design. Trustee Gustafson stated perhaps the Village can do Sagewood and Downtown after adjusting from the other stuff, and agrees with Trustee Plock on the police department garage. Trustee Gustafson stated she agrees on the traffic signals, and a better comprehensive plan is needed. Trustee Gustafson would like to see more repair of the residential streets. Administrator Sanders referred to Brandon Boggs to be able to provide a price comparison of the aggregate shoulders and concrete shoulders, show cost estimate for streets in the 2023/24 streets and difference with the intersections (like Chicory).

#### **6. OLD BUSINESS**

Trustee Gustafson made a reminder in reference to the executive session minutes that the board still needs to review.

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

None

#### **8. EXECUTIVE SESSION**

None

#### **9. ADJOURNMENT**

Administrator Sanders entertained a **motion**,

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

**Second** by Trustee Petty,

Discussion:

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

Motion Passed: 6-0-0