

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

**Committee of the Whole Meeting Minutes  
Tuesday, February 21, 2023  
[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, Mallicoat, Petty, Plock and Dunn

Virtual: Trustee Keene

**3. APPROVAL OF MINUTES**

**3.1. Approval of Minutes from the February 07, 2023 COTW Meeting**

Administrator Sanders entertained a **motion,**

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

**Second** by Trustee Mallicoat

Discussion: None

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

Motion Passed: 6-0-0

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

Mike Sima, 7482 Deer Crossing; Mr. Sima respectfully requested that Village Attorney Kurlinkas verify where Trustee Keene residency prior to proceeding and voting on items for Committee of Whole, if not verified he should not be allowed to vote. Attorney Kurlinkas stated that it is not an appropriate request at this time, and will speak with Trustee Keene after the meeting.

**5. NEW BUSINESS**

**5.1. Discussion and recommendation to the Board approving payment of the 2023 Axon Bundle as part of a 5-year agreement authorized via Resolution 22-R07 for the annual contract amount of \$30,742.00**

Administrator Sanders summarized the request, and stated this was approved and requested Chief Hawley to submit a PO every year to keep the records clean for audit. These are for the body cameras, tasers and storage of the video from body cameras.

Administrator Sanders entertained a **motion**,  
Trustee Mallicoat made a **motion to approve**.

**Second** by Trustee Plock

Discussion: None

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

Motion Passed: 6-0-0

- 5.2.** Discussion and recommendation to the Board regarding purchase of five (5) DDM4V7S Patrol Rifles from Daniel Defense with sights by Aimpoint for use by the Village of Roscoe Police Department for the combined quoted amount of **\$10,529.90**

Administrator Sanders summarized the request which was presented under the capital equipment as part of the Village Police Department equipment request.

Administrator Sanders entertained a **motion**,  
Trustee Mallicoat made a **motion to approve**.

**Second** by Trustee Plock

Discussion: Trustee Gustafson inquired if these are replacing current equipment. Chief Hawley stated yes, the request is replacing current equipment that is 10 years old. Trustee Gustafson inquired as to what happens with the old equipment, Chief Hawley stated they will hold on to them, the old pistols go thru a company and exchange those. Trustee Gustafson asked if there will be additional costs? Chief Hawley stated the rifles come from the manufacturer and made specific to law enforcement, they come with the sights and sling, basically all the accessories. Trustee Gustafson inquired as how often do the officers qualify, and Chief Hawley stated yearly. Trustee Gustafson inquired what the turn around is, and Chief Hawley stated 90 days.

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

Motion Passed: 6-0-0

- 5.3.** Discussion and recommendation to the Board for approval of an Ordinance approving a Variance request to increase the allowable size of an Accessory Building in the R1 District from 700 SF to 912 SF at 6498 Sutter Drive.  
*(ZBA Motion to approve passed 7-0-0 on 2/8/23)*

Administrator Sanders summarized the request for Variance, stating that Trustee Petty and Trustee Dunn were in attendance. The request had unanimous approval, there is an existing building, they want to add additional 14-foot length, it has minimal impact and has a row of evergreen trees that eliminates the view. Over 44 mailings were sent out that were within

300 feet, and no issues.

Administrator Sanders entertained a **motion**,  
Trustee Gustafson made a **motion to approve**.

**Second** by Trustee Dunn

Discussion: None

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

Motion Passed: 6-0-0

**5.4.** Discussion and recommendation to the Board for approval of an Ordinance approving a Variance request to increase allowable height of a fence in a side yard setback from 6'-0" to 7'-0" at 11920, 11926, 11944, 11950, 11968, and 11974 Baneberry Drive.

*(ZBA Motion to approve passed 7-0-0 on 2/8/23)*

Administrator Sanders summarized the request and identified the properties as raising the fence to block the view of the garbage and rear of Mary's Market. This received unanimous approval from ZBA.

Administrator Sanders entertained a **motion**,  
Trustee Gustafson made a **motion to approve but fence be constructed of vinyl**.  
**Second** by Trustee Petty,

Discussion: Trustee Gustafson stated she would like the material for the fence as vinyl, because of what happens to wood fences over time. Attorney Kurlinkas stated that the Village can request as it is a CPD, Administrator Sanders stated he spoke to applicant and doesn't see this request as an issue.

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

Motion Passed: 6-0-0

**5.5.** Discussion and recommendation to the Board for approval of a Resolution authorizing of entering into an agreement with Verizon Wireless for mobile telephones (Village Hall, Police Department, and Public Works).

Administrator Sanders summarized the recommendation to the board, the request initiated by the police department and originally was just for the police department, however it was extended to all departments. It saves about \$5.00 a month per phone, everyone would get a new phone, plus a \$100 credit per line transferred, which would be 17 as well as an unlimited data plan.

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

**Second** by Trustee Dunn

Discussion: Trustee Gustafson asked if all the numbers stay the same, and Administrator Sanders stated yes.

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

Motion Passed: 6-0-0

- 5.6.** Discussion and recommendation to the Board for approval of a Resolution to enter into an agreement with Comcate Software and Services for Code Enforcement, Permitting, and Business License Management software licensing, on-boarding, and training.

Administrator Sanders summarized the request, and stated that both himself and Vic feel they are the best product for permit and licensing. The annual cost would be roughly \$17,439.00 there would be a set up commitment of \$7501, which will not happen all at once. We asking to pro-rate the annual fee for 2023, as it would be preferred to have a January billing cycle. The proposal has a 5% annual increase, but still working on that piece.

Trustee Gustafson asked if the contracts and agreements would be available and presented at the Village Board Meeting. Administrator Sanders stated, yes and they are still working out details.

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

**Second** by Trustee Dunn

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

Motion Passed: 6-0-0

## **6. OLD BUSINESS**

Trustee Petty requested update on the investigation for website designers, Administrator Sanders stated he has spoke to 5 firms, 3 stand out and he is working on this. Their will need to be competitive quotes, apples to apples and he has asked for rough description of scope of work. Administrator Sanders stated he would like to treat as a quote requirement, and not a bid process as it is publicly advertised and it would need to be authorized to bid, opens up to anyone. The quote is better as you would be looking at quality and designs, its more of a design service.

Trustee Petty asked if the Village would still be paying Astute? Administrator Sanders stated no, and this would be going to an hourly basis with less requests going to Astute. Trustee Petty asked if there was a leak in the roof in the IT room of Police Department, and it was stated no, the AC lines froze and leaked into the room. Trustee Petty asked if the public has access to the recorded public meetings and it was stated yes, 2022 and current meetings are published on the YouTube channel. Still waiting on link to the website, and will request for that to be added. Trustee Petty asked if Administrator Sanders has called the VFW regarding the Memorial Day Parade, it was stated no. Attorney Kurlinkas as stated the meetings are live stream as well.

Trustee Gustafson inquired about the Christmas décor, when will it be removed, and requested it be removed by next meeting.

## **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 approve**.

**Second** by Trustee Dunn

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

Motion Passed: 6-0-0