

VILLAGE OF ROSCOE
10631 Main Street
Roscoe, Illinois 61073

Committee of the Whole Meeting Minutes
Tuesday, February 06, 2024
[Immediately following the Village Board Meeting]

MINUTES

1. CALL TO ORDER

2. ROLL CALL

President Gustafson

Present: Trustee Plock, Babcock, Petty, Mallicoat, Sima and Wright

3. APPROVAL OF MINUTES

3.1. Approval of Minutes from the **December 19, 2024 COTW Meeting**

Administrator Kurlinkas entertained a motion,

Trustee Mallicoat made a motion to approve minutes.

Second by Trustee Wright,

Discussion: None

Roll Call Vote: Trustee Wright, Sima, Mallicoat, Plock, Petty and Babcock– YES

Motion Passed: 6-0-0

4. PUBLIC COMMENT (Limited to 3 minutes per speaker

NONE

5. NEW BUSINESS

5.1. Discussion of entering into a Professional Services Agreement with Place Foundry, LLC to provide economic development consulting services to the Village of Roscoe.

Administrator Kurlinkas summarized the request providing an overview of the services and what the request is to Place Foundry. Administrator Kurlinkas spoke about their pricing, market analysis, design, costs and general information regarding the services. Trustee Petty would like to know how many extra meetings would there be for Place Foundry, Administrator Kurlinkas stated most likely 2 or 3 meetings separately for the Main Street Project. It really is dependent on what the board wants Place Foundry to do. Trustee Petty would like for Place Foundry to present to the board.

Administrator Kurlinkas entertained a motion layover to next COTW meeting February 20, 2024,

Trustee Sima made a motion to layover

Second by Trustee Wright,

Roll Call Vote: All in favor AYE

Motion Passed: 6-0-0

5.2. Discussion and Recommendation of the Approval of the Final Plat 2 of Roscoe Junction

Administrator Kurlinkas summarized the recommendation stating the original Final Plat was approved back in 2021, however Plat was never recorded. The project is now being brought back with a new developer. Administrator Sanders requested Mr. Gligoveric of Ambassador Homes to provide a little insight of the project. The ZBA board approved the design and this request is for the approval for the Final Plat. The board inquired about a few issues, like mail boxes, additional guest parking.

Administrator Kurlinkas entertained a motion,
Trustee Petty made a motion to move to board
Second by Trustee Wright,

Discussion: None

Roll Call Vote: Trustee Babcock, Petty, Plock, Wright, Sima and Mallicoat – YES

Motion Passed: 6-0-0

5.3. Discussion and Recommendation of amendments to Chapter 110 of the Village of Roscoe Code of Ordinances designating the Village's Code Enforcement Officer as the investigating officer for the issuance of business licenses in the Village of Roscoe.

Administrator Kurlinkas provided a summary of the recommendation for the change, stating that the change of responsibility would be moved from Police Chief to Code Enforcement Officer.

Administrator Kurlinkas entertained a motion,
Trustee Petty made a motion to move to board
Second by Trustee Wright,

Discussion: None

Roll Call Vote: Trustee Babcock, Petty, Plock, Wright, Sima and Mallicoat – YES

Motion Passed: 6-0-0

5.4. Discussion and Recommendation of amendments to Chapter 115 of the Village of Roscoe Code of Ordinances related to the issuance of Special Event Permits within the Village of Roscoe.

Administrator Kurlinkas provided a summary of the recommendation for the change, stating that the change of responsibility would be moved from Police Chief to Code Enforcement Officer. Trustee Plock asked that the language be updated from Administrator to the Code Enforcement. Trustee Plock does not want to see the Administrator Kurlinkas doing Code Enforcement.

Administrator Kurlinkas entertained a motion,
Trustee Petty made a motion to move to board
Second by Trustee Wright,

Discussion: None

Roll Call Vote: Trustee Mallicoat, Babcock, Petty, Sima, Wright and Plock – YES

Motion Passed: 6-0-0

5.5. Discussion and Recommendation to the Board for approval of registration for Officer Sarver to attend Crash Investigation Classes located in Naperville, IL (03/04/24 - 05/03/24) Total cost of 11,134.00 which includes the cost of classes, per diem and hotel stay.

Administrator Kurlinkas provided a summary of the request/recommendation and called onto Chief Hawley to provide additional information. Chief Hawley stated that this course offers in dept study of the skills needed to investigate a traffic collision scene. This will also allow the officer to testify in court and assist with the crash investigation. This is not an easy course, this will include crash investigation, vehicle dynamics, reconstruction. Trustee Plock asked if this was included in the budget, and Chief Hawley stated yes.

Administrator Kurlinkas entertained a motion,
Trustee Mallicoat made a motion to move to board
Second by Trustee Plock,
Discussion: None
Roll Call Vote: Trustee Sima, Babcock, Plock, Mallicoat, Petty and Wright– YES
Motion Passed: 6-0-0

- 5.6.** Discussion and Recommendation to the Board for approval entering into a three-year agreement with Power DMS for the purchase of Power Ready in the amount of \$5,600.00 the first year and \$3,500.00 the following two years.

Administrator Kurlinkas summarized the recommendation and then requested Chief Hawley to provide brief description. The FTO books are huge and must be kept, what this program will do is turn it into a digital format.

Administrator Kurlinkas entertained a motion,
Trustee Sima made a motion to move to board.
Second by Trustee Mallicoat,
Discussion: None
Roll Call Vote: Trustee Babcock, Sima, Wright, Petty, Mallicoat and Plock – YES
Motion Passed: 6-0-0

6. OLD BUSINESS

- 6.1.** Discussion and Recommendation of a fifth draft of the Village of Roscoe FY 2024 annual budget

Administrator Kurlinkas provided an overview of the three-page summary sheet, breaking down the revenues, expenditures and capital projects. The big-ticket items are the capital projects which need to be prioritized. President Gustafson stated what she would like to see as a priority; she would like to complete something this year.

- 1- Porter Park, received grant and make it a priority to complete Porter Park
- 2- Main Street, establish tone, priority and branding for Main Street
- 3- Property acquired

Discussed by board,

- Prioritize the projects for upcoming year
- Consider moving the planning for McDonald Bike Path, do it in two phases and have it ready | coordinated when the Perryville Path will be ready
- Consider increasing the patching program, also recommended to hire a consultant for a feasibility study.
- Hold off on the Police Garage for 2025

- Hold off on the ADA door for Village Hall
- Defer the improvements for Riverside Park
- Hold off on Chicory Ridge Parking Lot

Trustee Babcock appreciated the listing of expenditures and revenues it is easier to read. Administrator Kurlinkas stated there is 2 more steps, goes on board agenda, officially adopt and then it will be published, public hearing in March and formally adopted March 5th board meeting.

Update on Mud Volleyball, Administrator Kurlinkas stated he was working with the organization to discuss the location, alcohol control and they are getting ready for planning. They will be having a meeting in several weeks. They are enthusiastic to plan different by adding more courts and less piping of the water.

7. PRESENTATIONS

- 7.1. Overview of the Village's Residential Roads Program**
[Presented by Brandon Boggs, Village Engineer]

8. PUBLIC COMMENT (Limited to 3 minutes per speaker)
None

9. EXECUTIVE SESSION
None

10. ADJOURNMENT

Administrator Kurlinkas entertained a motion,
Trustee Sima made a motion to move to board.
Second by Trustee Plock,
Discussion: None
Roll Call Vote: All in Favor AYE
Motion Passed: 6-0-0

