

**VILLAGE OF ROSCOE  
10631 MAIN STREET  
ROSCOE, ILLINOIS 61073  
VILLAGE BOARD MEETING MINUTES  
April 7, 2020**

**1. CALL TO ORDER**

The Village Board meeting was called to order by President Szula on Thursday, April 7, 2020 at 6:30 pm. This meeting was held via video and teleconference pursuant to Executive Order 2020-07 (and extended by Executive Order by 2020-18)

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

Present: President Szula, Trustees Mallicoat, Petty, Gustafson, Keene, Plock and Dunn – Present

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

Teah Erckfritz asked if the limit on chickens could be raised due to the current situations. She stated that it would make it easier to provide food for her family. President Szula thanked her for her time and asked to make sure her contact information is given.

**5. PRESIDENTS REPORT – Mark Szula**

**6. TREASURE’S REPORT**

**6.1 Cash Report and Bills** - Cash Report and Bills The total bills to be submitted for approval is expenditures per list of \$47,232.88, Payroll expenses: \$154,064.19, Cash on hand after payment of bills: \$4,200,018.57 There are no Motor Fuel Expenses and Cash on hand in the Motor Fuel fund \$654,841.00

**6.2 Approval of Bills** - Approval of Bills President Szula entertained a **motion to approve**, Trustee Keene made the **motion to approve**; seconded by Trustee Plock. Roll Call Vote: Trustees Mallicoat, Petty, Keene, Dunn, Gustafson and Plock – YES. **Motion Passed: 6-0-0.**

**7. CONSENT AGENDA (NO DISCUSSION REQUIRED)**

**7.1 Approval of Minutes from the March 3, 2019 Village Board Meeting.** President Szula entertained a **motion to approve**, Trustee Keene made the **motion to approve**;

seconded by Trustee Plock. Roll Call Vote: Trustee Dunn, Mallicoat, Petty, Plock, Gustafson and Keene – YES. **Motion Passed: 6-0-0**

7.2 Approval of Minutes from the **March 19, 2020** Village Board meeting. President Szula entertained a **motion to approve**, Trustee Plock made the **motion to approve**; seconded by Trustee Keene. Roll Call Vote: Trustee Mallicoat, Plock, Keene, Dunn, Gustafson and Petty – YES. **Motion Passed: 6-0-0**

## 8. MOTIONS AND RESOLUTIONS (FINAL ACTION)

8.1 **Approval of Resolution 202-R12**, appointing the PSAP Board representative for the Village of Roscoe. President Szula entertained a **motion to approve**, Trustee Petty made the **motion to approve** an appointment of Trustee Michel Dunn as the Village representative; seconded by Trustee Dunn. During discussion, Trustee Mallicoat stated that he had missed the previous COTW meeting, and asked for clarification as to why President Szula is not that appointed representative. He stated that the other municipalities have appointed the Presidents or Mayors, and expressed a concern that this action would reflect unfavorably on the Village. Trustee Mallicoat made a **motion to amend** the Trustee Petty's original motion to reflect an appointment of President Szula to the PSAP board; the motion to amend was seconded by Trustee Plock. Roll Call Vote: Trustee Mallicoat, Plock and Keene – YES. Trustee Gustafson, Petty and Dunn – NO. President Szula – YES. **Motion to Amend Passed: 4-3-0** Trustee Plock then made a **motion to approve the original motion as amended, appointing** President Szula as the PSAP representative; second by Trustee Keene. Roll Call Vote: Trustee Keene, Mallicoat and Plock – YES. Trustee Dunn, Petty and Gustafson – NO. President Szula – YES. **Motion Passed: 4-3-0**

8.2 **Approval of Resolution 2020-R13**, approving entering into a contract for energy supply for the Village Streetlight accounts with the low bidder for a contract term as recommended by the Board. (Bids received on 4/7/2020) Administrator Scott Sanders explained that this process was started weeks ago. This is for street lights, path lights and bridge lights, and that the rate would result in an annual savings of over \$1,500 per year from the current contract, and over \$2,700 per year as compared with eth ComEd supply rates. Administrator Sanders recommended approving the option to lock the rate in for 36 months. President Szula entertained a **motion to approve**, Trustee Keene made the **motion to approve** for a 36 month agreement term; seconded by Trustee Petty. Roll Call Vote: Trustee Plock, Petty, Dunn, Keene, Gustafson and Mallicoat – YES. **Motion Passed: 6-0-0**

8.3 **Approval of Resolution 2020-R14**, approving updates to the Village of Roscoe Anti-Harassment Policy No. 02-02 addressing 'Elected Officials Complaint Process' Ann Hanson explained there has been internal discussion to change the process for officials to report to the Illinois Department of Human Rights. Administrator Sanders clarified that the policy now establishes the Illinois Department of Human Rights as the sole option for initiating a harassment claim. President Szula entertained a

**motion to approve**, Trustee Plock made the **motion to approve**; seconded by Trustee Dunn. Roll Call Vote: Trustee Keene, Mallicoat, Petty, Dunn, Gustafson and Plock – YES. **Motion Passed: 6-0-0**

**8.4 Approval of Resolution 2020-R15**, approving entering into an agreement with Fehr Graham Engineering & Environmental for professional Civil Engineering and Construction Administration services associated with the 2020 Residential Streets Program for an amount Administrator Sanders pointed out that the contract was now structured as a 'not to exceed' as the streets program scope may have to be scaled back, and the fee would likely be lowered commensurately. **NTE \$13,800.00** President Szula entertained a **motion to approve**, Trustee Keene made the **motion to approve**; seconded by Trustee Mallicoat. Roll Call Vote: Trustee Dunn, Keene, Plock, Mallicoat and Petty– YES. Trustee Gustafson – NO. **Motion Passed: 5-1-0**

**8.5 Approval of Resolution 2020-R16**, approving entering into an agreement with Fehr Graham Engineering & Environmental for professional Topographic Survey and Civil Engineering services associated with a Main Street Reconstruction Feasibility Study for the quoted amount of **\$23,700.00**. There was conversation regarding the Village's ability to advance this project in 2020 given the anticipated revenue reductions. Administrator Sanders pointed out that this agreement would be paid for through the Motor Fuel Fund and that MFT money was not available to be spent in other areas. Administrator Sanders asked that this item be laid over to allow a more complete assessment of potential 2020 budget adjustments. President Szula entertained a **motion**, Trustee Petty made the **motion to lay over**; seconded by Trustee Keene. Roll Call Vote: Trustee Gustafson, Petty, Keene, Plock, Mallicoat and Dunn– YES. **Motion Passed: 6-0-0**

**8.6 Approval of Resolution 2020-R17**, approving an extension to the Park Usage Agreement with Stateline Baseball through December 31, 2020 for continued usage of Leland Park per the terms of the agreement. President Szula entertained a **motion to approve**, Trustee Plock made the **motion to approve**; seconded by Trustee Keene. Roll Call Vote: Trustee Mallicoat, Plock, Keene, Gustafson and Petty– YES. Trustee Dunn – NO. **Motion Passed: 5-1-0**

**8.7 Approval of Resolution 2020-R18**, approving an extension to the Park usage Agreement with Stateline Fastpitch through December 31, 2020 for continued usage of Swanson Park per the terms of agreement. Trustee Petty suggested that the fund be returned to Stateline Fastpitch until they are able to use the park. President Szula entertained a **motion to approve**, Trustee Plock made the **motion to approve**; seconded by Trustee Keene. Roll Call Vote: Trustee Gustafson, Mallicoat, Keene and Plock – YES. Trustee Petty and Dunn – NO. **Motion Passed: 3-2-0**

**8.8 Approval of Resolution 2020-R19**, declaring surplus certain equipment of the Public Works Department and to place for sale at auction: 'Hot Box Wagon' Pothole Patcher President Szula entertained a **motion to approve**, Trustee Keene made the

**motion to approve;** seconded by Trustee Plock. Roll Call Vote: Trustee Plock, Petty, Dunn, Gustafson, Keene and Mallicaot – YES. **Motion Passed: 6-0-0**

**8.9 Approval of Resolution 2020-R20,** approving the purchase of a ‘Hot Box Wagon’ from Midwest Paving Equipment Inc, for the quoted price of **\$18,409.00** President Szula entertained a **motion to approve,** Trustee Plock made the **motion to approve;** seconded by Trustee Keene. Roll Call Vote: Trustee Keene, Mallicaot, Petty, Dunn, Gustafson and Plock– YES. **Motion Passed: 6-0-0**

## **9. NEW BUISNESS (FIRST READING or SUSPEN RULES)**

**9.1 Approval of Resolution 2020-R21, adopting personnel policies and procedure related to the Emergency Paid Sick Leave Act and the Emergency Family Medical Leave Expansion Act,** as amended by the Families First Coronavirus Response Act (FFCRA). President Szula entertained a **motion,** Trustee Plock made the **motion to suspend the rules and make it a final vote;** second by Trustee Keene. Roll Call Vote: Trustee Plock, Keene, Petty and Mallicaot – YES. Trustee Gustafson and Dunn – NO **Motion Passed: 3-2-0** Trustee Plock **made the motion;** second by Trustee Keene. Roll Call Vote: Trustee Mallicaot, Petty, Dunn, Keene, Plock and Gustafson – YES. **Motion Passed: 6-0-0**

## **10. OLD BUISNESS**

President Szula expressed his gratitude to the staff of the Village of Roscoe for doing a great job given current conditions. He also wanted to mention his conversations with the Illinois Secretary of the State. He has tried to work with them to incorporate with the Village of Roscoe to meet the needs of the residents. He asked the Trustees for a soft vote if it should remain open or closed. Trustee Gustafson, Petty and Dunn soft vote to close it. Trustee Keene, Mallicaot and Plock vote to keep it open. President Szula will have a pole put out for the residents asking for their opinion.

## **11. NEW BUISNESS (FIRST READING OR SUSPENDING OF THE RULES)**

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

## **13. EXECUTIVE SESSION (If necessary)**

## **14. ADJOURNMENT**

President Szula wanted to extend his thank you to all of the Department heads on the wonderful job that they are doing during this difficult time. President Szula entertained a

**motion** to adjourn at 7:44 pm. Trustee Plock made the **motion to adjourn**, seconded by Trustee Mallicoat. All ayes heard no nays present. **Motion Passed: 6-0-0**

Prepared By: Christina Labrec, Village Clerk

Approved: Christina Labrec