

VILLAGE OF ROSCOE
10631 Main Street
Roscoe, Illinois 61073
Village Board Meeting Minutes
Tuesday January 19, 2021
6:30 PM

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

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

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Present: President Szula, Trustee Plock, Keene, Dunn, Gustafson and Mallicoat

Absent: none

President Szula acknowledged Trustee Petty is on line but having trouble communicating will be acknowledged once issue resolved.

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

5. PRESIDENT'S REPORT – Mark Szula

Acknowledgement of Elev815 and various donors to holiday display at Main and Bridge Streets. President Szula recognized all the businesses that contributed to the success of holiday display at Main and Bridge Street. An extended thank you to Liberty Engineering for allowing the Village to use their lot for the display and Ele815 for the construction of the trees. The Village thanks Stepping Stones, Embroid This, State Farm Insurance, Gem Shop, Brownfield Environmental, Cornerstone Financial Planning for sponsoring trees. The Village looks forward to working with Ele815 in the future.

Appointment of David Jacobson to Police and Fire Commission

President Szula entertained a **motion for the appointment of David Jacobson,**

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

Seconded by Trustee Keene

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

Passed: 6-0-0

President Szula recognized that Trustee Petty is on the call and present in meeting.

Introduction of LeAnn Jones, new Chairman of Police and Fire Commission

President Szula introduced LeAnn Jones as the new Chairman of Police and Fire Commission, she acknowledged Mr. Jacobson and congratulated him. Ms. Jones wanted to give a brief update. Ms. Jones stated about the new hiring process and that IO Solution will be used for that process. In addition she stated that they will also be using a lateral hiring process. Lastly, she mentioned that they have solicited for costs for a promotional process for Sergeants and Lieutenants and training materials. She stated that in 2020 no training was done due to COVID and that they do not currently have anything scheduled for 2021.

6. TREASURER'S REPORT

- 6.1. Cash Report and Bills: Treasurer Stromquist presented the Treasurer's report.
The total bills to be submitted for approval are expenditures per list of **\$101,939.00**
Payroll expenses: **\$91,707.00**
Cash on hand after payment of bills: **\$4,746,562.00**
Motor Fuel expenditures: **\$117,583.00**
Cash on hand in the Motor Fuel fund is: **\$890,518.00**

- 6.2 Approval of Bills President Szula entertained a **motion**,
Trustee Mallicoat made a **motion to approve**;
Seconded by Trustee Keene.

Discussion: Trustee Petty wanted to inquire about the Willowbrook and Rockton Road engineering study, when will this be completed? What is the status of project? Administrator Sanders said Willowbrook design project is at 58% complete, the Love Road is at 48% complete, the Main Street is only at 27% completed. Trustee Petty stated that wasn't what she was asking she wanted to know what the intersection project status, Administrator Sanders stated it was 100% complete.

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

President Szula presented the floor to Steve to further discuss the YTD Revenues and Expenditures.

Steve presented that the amounts for 12 months ending December 31, 2020. The General Fund looks to increase by \$530k this year. He reiterated that due to Covid last year the Village had cut back and postponed projects due to the anticipation of decrease revenue. He stated that the budget was actually over \$45-55K in revenue. He presented a break down as follows:

Sales tax -\$50K over budget, Use tax -\$100k over budget, Income Tax \$125k over budget, Video Gaming Tax - \$100k under budget, Interest \$35k under budget, Parks and Police Department combined about \$100k under budget.

Discussion: Trustee Gustafson directed a comment to Steve requesting that he provide the fund balance for all funds for next meeting. Trustee Gustafson questioned the MFT balance, as what was quoted and what is on the report are different. She referred to page 10, she wants the total of 2021 what the total balance is for MFT. She asked that he also add this to the report for the next meeting. Trustee Gustafson wanted to define what is special events, and what is being allocated to special events. Administrator Sanders stated that its for community events, parades etc. Trustee Gustafson had one last question regarding the additional salary allocated to Public Works, Administrator Sanders is looking into.

7. CONSENT AGENDA (NO DISCUSSION REQUIRED)

- 7.1 Approval of Minutes from the **January 5, 2021** Village Board Meeting, President Szula entertained a **motion**,
Trustee Plock made a **motion to approve**;
Seconded by Trustee Keene
Roll Call Vote: Trustee Plock, Gustafson, Kenne, Mallicoat, Dunn and Petty - YES.
Motion Passed: 6-0-0

8. MOTIONS AND RESOLUTIONS (FINAL ACTION)

- 8.1 Approval of **Resolution 2021-R2**, approving a job description for the position of a full time code enforcement officer.
President Szula entertained a **motion**,
Trustee Plock made a **motion to approve**;
Seconded by Trustee Keen
Roll Call Vote: Trustee Mallicoat, Petty, Keene, Gustafson, Plock and Dunn- YES
Motion Passed: 6-0-0
- 8.2 Approval of **Resolution 2021-R3**, approving amendments to the IGA for the countywide Record Management System, and countywide data sharing agreement.
President Szula entertained a **motion**,
Trustee Mallicoat made a **motion to approve**;
Seconded by Trustee Plock
Roll Call Vote: Trustee Petty, Keene, Gustafson, Plock, Dunn and Mallicoat,- YES
Motion Passed: 6-0-0
- 8.3 Approval of **Resolution 2021-R4**, approving of a Memorandum of Understanding modifying the Agreement between the Village of Roscoe and the Illinois Fraternal Order of Police Labor Council providing for 'lateral transfers' to the Village of Roscoe Police Department

Discussion: Administrator Sanders pointed out an error that was found from Trustee Keene, and that there was a word that was incorrect : from / form. It was updated and he thanked Trustee Keene for pointing it out.

President Szula entertained a **motion**,

Trustee Keene made a **motion to approve**;

Seconded by Trustee Mallicoat

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

Motion Passed: 6-0-0

- 8.4 Approval of **Resolution 2021-R5**, authorising entering into an agreement with Power DMS for the 'Power DMS Lite' software package for the quoted amount **NTE \$2,600.00** for calendar year 2021.

President Szula entertained a **motion**,

Trustee Mallicoat made a **motion to approve**;

Seconded by Trustee Plock

Discussion: Trustee Petty questioned the resolution as there is nothing written for the \$2600 to exceed. Trustee Petty remarked that the NTE is not located in the actual resolution and wanted the amount written into the resolution. Attorney Kurlinkas will add that into the resolution.

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

Motion Passed: 6-0-0

9. **NEW BUSINESS (FIRST READING or SUSPEND RULES)**
10. **OLD BUSINESS**
11. **PUBLIC COMMENT (Limited to 3 minutes per speaker)**
12. **EXECUTIVE SESSION (if necessary)**

President Szula stated that the board needed to conduct executive session this evening.

President Szula entertained a **motion** to move to executive session:

Trustee Plock made a **motion to move to executive session**

Second by Trustee Keene

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

Motion Passed: 6-0-0

President Szula entertained a **motion** to move back to open session:

Trustee Plock made a **motion to move to open session**

Second by Trustee Keene

Roll Call Vote: Keen, Plock, Mallicoat, Petty, Gustafson and Dunn- YES

Motion Passed: 6-0-0

13. **ADJOURNMENT**

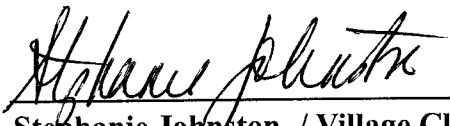
President Szula entertained a **motion to adjourn at 7:53 pm,**

Trustee Mallicoat made a **motion to adjourn;**

Seconded by Trustee Keene

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

Motion Passed: 6-0-0

Prepared and Approved by :  Date: 2/2/2021
Stephanie Johnston / Village Clerk