

VILLAGE OF ROSCOE
10631 Main Street
Roscoe, Illinois 61073
Village Board Meeting
Tuesday, March 16, 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

Minutes

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Present: President Szula, Trustee Gustafson, Keene, Mallicoat, Plock, Dunn
Absent: Petty (arrived at 6:39 pm)

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

5. PRESIDENT'S REPORT – Mark Szula

President Szula wanted to acknowledge the Hononegah Indians Girls Basketball team for winning their 16th conference title making it their 8th championship in just the last 11 years. Congratulations on your achievements.

6. TREASURER'S REPORT – Mark Olson

6.1. Cash Report and Bills

The total bills to be submitted for approval are expenditures per list of **\$106,438.91**
Payroll expenses: **\$84,724.40**
Cash on hand after payment of bills: **\$4,714,952.07**
Motor Fuel expenditures: **\$76,713.03**
Cash on hand in the Motor Fuel fund is: **\$702,808.30**

6.2. Approval of Bills

Approval of Bills President Szula entertained a **motion**,
Trustee Plock made a **motion to approve**;
Seconded by Trustee Keen
Discussion:

Trustee Gustafson inquired about how many hours per month is Astute Web providing to the village? Administrator Sanders stated that it is 2.5 hours a week, 10 hours per month. Trustee Gustafson inquired when they bill, how do they list the activities they provide and Administrator Sanders stated that it is not detailed.

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

Motion Passed: 5-0-0

Discussion: Trustee Gustafson had a question to Steve inquiring if he has received the various rules and regulations of the accounting that the village will have to go through once it receives the stimulus package money? Steve stated that he has received no new accounting rules at this time.

President Szula acknowledged Trustee Petty has arrived into meeting @ 6:39 pm.

Trustee Gustafson, asked if there is guidance or limitations on how we spend the stimulus money, President Szula stated it would most likely have something attached to it once we receive it. Administrator Sanders stated that there is no restrictions it is a reimbursement for Covid Expenses. President Szula stated we are getting two different stimulus packages and the first is the reimbursement, the second one just passed and we would know more once it is received.

7. CONSENT AGENDA (NO DISCUSSION REQUIRED)

- 7.1. Approval of Minutes from the **March 2, 2021** Village Board Meeting
President Szula entertained a **motion**,
Trustee Plock made a **motion to approve**;
Seconded by Trustee Dunn
Roll Call Vote: Trustee Plock, Keene, Dunn, Petty, Gustafson and Mallicoat- YES.
Motion Passed: 6-0-0

8. MOTIONS AND RESOLUTIONS (FINAL ACTION)

- 8.1. Approval of **Ordinance 2021-02**, an Ordinance authorizing a Map Amendment from the CG: Commercial General to the R1: Single Family Residential District for two adjacent properties commonly known as 6148 Elevator Road (PIN: 04-27-351-003) and 6184 Elevator Road (PIN: 04-27-351-004)
President Szula entertained a **motion**,
Trustee Keene made a **motion to approve**;
Seconded by Trustee Plock
Roll Call Vote: Trustee Mallicoat, Petty, Dunn, Plock, Keene and Gustafson - YES.
Motion Passed: 6-0-0

- 8.2. Approval of **Resolution 2021-R12**, authorizing entering into an agreement with Tree Care Enterprises for Contractual Tree Trimming services for the budgeted amount of **\$15,000.00**.
President Szula entertained a **motion**,
Trustee Keene made a **motion to approve**;
Seconded by Trustee Plock

Discussion: Trustee Gustafson inquired about the outcome of the bids, was the Village more successful this time and how many bids did we receive? Administrator Sanders stated that the Village only received 1 bid and it was from Tree Care. The Village contacted 6 additional qualified firms but they did not submit bids. Trustee Gustafson inquired why are we not receiving any interests in bidding. Administrator Sanders stated that one of the requirements is having a certified arborist and that either they may not have this or they are too busy to chase it.

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

- 8.3. Approval of **Resolution 2021-R13**, approving bid specifications, and issuing bid

documents for the 2021 Class D Pavement Patching Program for an estimated cost of **\$100,000.**

President Szula entertained a **motion,**
Trustee Mallicoat made a **motion to approve;**
Seconded by Trustee Plock

Discussion: Trustee Gustafson inquired when the bid date is due, Administrator Sanders and Wade stated April 1st, 2021. Trustee Gustafson inquired when the work patching is to be completed? Administrator Sanders stated it is done 2 or 3 times a year based off groupings. Wade stated that once the set of patches are identified they would have 10 days to complete and any emergency patches which would fall under a hazard would need to be done within 24 hours. Trustee Plock inquired if Administrator Sanders was able to speak to Rockton and it was stated that Rockton does not know if they will be doing a Class D patching this year.

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

- 8.4. Approval of **Resolution 2021-R14**, authorizing entering into a three year subscription agreement for 45 - Office 365 E1 licenses for the quoted amount of **\$5,399.36** per year
President Szula entertained a **motion,**
Trustee Keene made a **motion to approve;**
Seconded by Trustee Plock
Roll Call Vote: Trustee Petty, Dunn, Mallicoat, Keene, Plock and Gustafson- YES.
Motion Passed: 6-0-0

Discussion: Administrator Sanders asked the board to please email him and indicate if they need a new laptop device. If you need one, please let him know so he can have an accurate head count.

- 8.5. Approval of **Resolution 2021-R15**, approving the Extension of the Village's Agreement with Stateline Fastpitch Softball, Inc. for the exclusive use of Swanson Park.
President Szula entertained a **motion,**
Trustee Plock made a **motion to approve;**
Seconded by Trustee Mallicoat
Roll Call Vote: Trustee Gustafson, Mallicoat, Petty, Plock, Keene, and Dunn - YES.
Motion Passed: 6-0-0

- 8.6. Approval of **Resolution 2021-R16**, approving the Extension of the Village's Agreement with Stateline Baseball, Inc. for the scheduled use of Leland and Porter Park.
President Szula entertained a **motion,**
Trustee Plock made a **motion to approve;**
Seconded by Trustee Keene

Discussion: Trustee Gustafson inquired whether we had received check, Administrator stated yes, no further discussion.

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

9. **NEW BUSINESS (FIRST READING or SUSPEND RULES)**

10. **OLD BUSINESS**

Trustee Keene inquired about the current projects what is the update?

Wade- The class D patching will go out to bid from March 14 - April 1 and bid opening on April 1st, the award will be on April 6 board meeting. The Village has received 1800 tons of salt, 100% of our 20201 order. Liquidated damages on 808 tons as it was delivered past the 10 calendar days as stated in contract, the amount would be \$10,165.00. Port Park Cabin will open on May 1st. The Public Works Building Design project is moving along the survey has been completed by Fehr Graham. Progress meeting next Tuesday to go over final design. Clean up on any plow damage will be done as soon as the weather allows. Trustee Gustafson, inquired that cabin states May 1, but website states June. Administrator Sanders stated the board would decided in the COTW if the Cabin opens on May 1.

Brandon- The Willowbrook Road Project, working in coordination with IDOT and tollway waiting on their feedback for the both ramp and intersection design. The Love Road Project bridge design, waiting on the feedback as well, it is progressing and the submission to IDOT is contingent on the IDOT IDS approval. Main Street design is advancing, looping in North Park Water and Rock River Reclamation waiting for their input. The McDonald Road project is advancing but the intersection is tricky and waiting for feedback from IDOT. The Residential Street Program, will be advancing and design is continuing. Should have a draft set of plans in a couple of weeks for review.

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

12. EXECUTIVE SESSION (if necessary)

President Szula entertained a **motion to move to Executive Session,**

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

Seconded by Trustee Plock

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

Motion Passed: 6-0-0get

Closed session

President Szula entertained a **motion to move to Open Session,**

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

Seconded by Trustee Petty

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

Motion Passed: 6-0-0

No action taken from board

13. ADJOURNMENT

President Szula entertained a **motion to move to adjournment,**

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

Seconded by Trustee Dunn

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

Motion Passed: 6-0-0

Approved on April 6, 2021
St. Anne Johnston