

**VILLAGE OF ROSCOE**  
**10631 Main Street**  
**Roscoe, Illinois 61073**  
**Village Board Meeting Minutes**  
**Tuesday, April 6, 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, Petty, Plock and Dunn  
Absent: None

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

President Szula addressed the public if they are wishing to address the board regarding the annexation agreement with Seed Real Estate LLC for parcel located at 13276 White School Road that should be addressed in the Committee of the Whole Meeting. Administrator Sanders pointed out to the public that the meeting follows the Village Board Meeting and their concerns would be heard and addressed in that meeting.

**5. PRESIDENT'S REPORT – Mark Szula**

President Szula stated that there are a number of position on various Boards and Commissions that are appointed by the him as the Village President and need to be confirmed by the Village Board of Trustees. President Szula stated that the board could vote on them individually or vote on all of the appointments at once. It was agreed to vote all at once.

- 5.1. Appointment of Alan Harbut to Police Pension Board, 2-year term expiring May 2023
- 5.2. Appointment of Leann Jones to Police and Fire Commission, 3-year term expiring December 2023
- 5.3. Appointment of Mark Nytko to Police and Fire Commission, 3-year term expiring December 2024
- 5.4. Appointment of Jay Durstock to Zoning Board of Appeals, 5-year term expiring May 2025
- 5.5. Appointment of George Wagaman to Zoning Board of Appeals, 5-year term expiring May 2025
- 5.6. Appointment of Laura Baluch to Zoning Board of Appeals, 5-year term expiring May 2026
- 5.7. Appointment of Melissa Smith to Zoning Board of Appeals, filling unexpired term ending May 2023

Discussion: Administrator Sanders stated that everyone appointed has been on the board for a while. The appointment of Melissa Smith is recommended based on her long service with Century 21 Real Estate. Administrator Sanders stated Ms. Smith has experience, familiar with

zoning ordinances and applications, and currently resides in Village of Roscoe. Administrator Sanders asked for the boards consideration in appointing Ms. Melissa Smith, Roscoe resident and Realtor to the Zoning Board of Appeals.

President Szula entertained a **motion to approve as read,**

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

Seconded by Trustee Keene

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

**Motion Passed: 6-0-0**

**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 **\$72,648.42**

Payroll expenses: **\$163,883.25**

Cash on hand after payment of bills: **\$4,826,795.31**

Motor Fuel expenditures: **\$0**

Cash on hand in the Motor Fuel fund is: **\$702,827.66**

**6.2. Approval of Bills**

President Szula entertained a **motion,**

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

Seconded by Trustee Keene

Discussion: Trustee Gustafson requested that Astute please clean up the site and remove outdated information. Administrator Sanders responded that he has been sending over information daily to update site. Administrator Sanders also stated that the snow removal information is up per his decision, to give residents information as to who to contact if they had damage from winter plowing. Administrator Sanders stated he would be updating that information this week. No further discussion was requested.

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

**Motion Passed: 6-0-0**

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

**7.1. Approval of Minutes from the March 16, 2021 Village Board Meeting**

President Szula entertained a **motion,**

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

Seconded by Trustee Petty

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

**Motion Passed: 6-0-0**

**8. MOTIONS AND RESOLUTIONS (FINAL ACTION)**

**8.1. Approval of a Special Event permit including a one day 'Class T' liquor license for a wedding to be held at Leland Park on 06/16/2021.**

President Szula entertained a **motion,**

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

Seconded by Trustee Dunn

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

**Motion Passed: 6-0-0**

**8.2. Approval of Resolution 2021-R17, approving the final subdivision Plat for Roscoe Junction Plat 2.**

President Szula entertained a **motion,**

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

Seconded by Trustee Keene

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

**Motion Passed: 6-0-0**

**8.3.** Approval of modifications to the Pandemic Emergency Staffing Plan (adopted March 19, 2020)

President Szula entertained a **motion**,

\*\*Administrator Sanders pointed out to President Szula that new language has been added to the Pandemic Emergency Staffing Plan in reference to the off site training and events. Stating that no Village Employee is permitted to attend in person or off site training unless they have been fully vaccinated.

Trustee Gustafson **made a motion to layover until next meeting for several reasons**;

Trustee Gustafson motioned to move to next meeting based on the following:

- The language in the document has conflicting directives to staff that can be confusing. For example one section states "individuals do not have to wear masks if in company of someone who has been vaccinated" but later in the language it states employees has to wear masks and can not occupy the same vehicle
- A second conflict in regards to the CDC guidelines in cleaning.

Trustee Gustafson, moved to hold this off to next meeting so that document can be gone through and see what corresponds to the latest directives. And not hold people to such rigid practices and have the language cleaned up.

Seconded by Trustee Petty

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

Roll Call Vote: Trustee Mallicoat - NO

**Motion Passed: 5-1-0**

**8.4.** Approval of **Resolution 2021-R18**, authorizing the hiring of additional part-time police officers, and establishing a starting wage of \$24.50/hour.

Discussion: Administrator Sanders summarized that the suggested rate is listed as \$24.50 on agenda, but in Committee of the Whole it was \$22.50. The decision was based on the most current data and the competitive nature of trying to seek out full or part time officers. Chief Evans stated from the last meeting it was made aware that another agency had raised their hourly rate. Chief stated that we are competing with everyone right now and she is trying to attract part time officers. It was realized that the rate of \$22.50 was not competitive enough based on the current conditions.

President Szula entertained a **motion**,

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

Seconded by Trustee Plock

Discussion: Trustee Dunn inquired if this meets all the criteria for certified officers and lateral moves that the police commission sets forth? Chief Evans stated yes, that they could test now and get on current list or test later and get on the lateral list.

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

**Motion Passed: 6-0-0**

- 8.5. Approval of **Resolution 2021-R19**, authorizing entering into an agreement with Stenstrom for completion of the 2021 Class D pavement patching program for the budgeted amount of \$100,000.00.

President Szula entertained a **motion**,

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

Seconded by Trustee Plock

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

**Motion Passed: 6-0-0**

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

- 9.1. Approval of **Resolution 2021-R20**, authorizing the Village President to solicit bids, negotiate, and enter into a wholesale electricity supply contract not to exceed three years in length for the Village of Roscoe Electrical Aggregation Program.

Discussion: Administrator Sanders summarized that the scheduled laid out has changed, that the numbers and rates were tracked and feel it is an attractive time to solicit the bids. It was agreed that it would benefit all three municipalities (Roscoe, Loves Park and Rockford) to do the bid in the month of April. All three municipalities are taking action, and the final bid will be in the coming weeks. Formal ratification for resolution will take place in the second meeting of April for all three municipalities.

President Szula entertained a **motion suspend rules to make a final vote**;

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

Seconded by Trustee Keene

Discussion: Trustee Gustafson asked if Administrator Sanders could review what offering civic grant and information in table adds to the bid? It is a civic kick back, a donation to the municipality for using them as service provider.

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

**Motion Passed: 6-0-0**

President Szula entertained a **motion to approve**;

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

Seconded by Trustee Plock

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

**Motion Passed: 6-0-0**

President Szula addressed the board and thanked them for their well wishes toward him and his family after to the passing of his father.

Trustee Plock addressed the board that he secured 600 ton of aggregate for the parks.

**10. OLD BUSINESS**

Trustee Gustafson inquired about the warranty on the residential street program. She is referring to her subdivision when the streets were repaired. She stated that the roads are crumbling quickly and it has only been 2 years. It is cracking and crumbling in the center of the road. President Szula offered to drive out along with Brandon and Wade to come out and take a look. Administrator Sanders stated this should not be centerline cracking and they would look into it.

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

**12. EXECUTIVE SESSION (if necessary)**

13. **ADJOURNMENT**

President Szula entertained a **motion**,

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

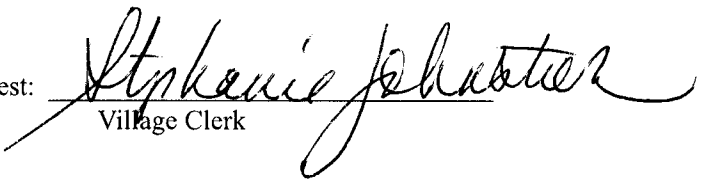
Seconded by Trustee Petty

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

**Motion Passed: 6-0-0**

Adjournment @ 7:05pm

Approved: 4/20/2021 Attest:

  
Village Clerk