

**VILLAGE OF ROSCOE**  
**10631 Main Street**  
**Roscoe, Illinois 61073**  
**Village Board Meeting Minutes**  
**Tuesday, October 5, 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: Trustee Gustafson, Keene, Plock, Dunn and Mallicoat (Virtual)  
Absent: Trustee Petty

- 4. PUBLIC COMMENT (Limited to 3 minutes per speaker)**
- 5. PRESIDENT'S REPORT – Mark Szula**
- 6. TREASURER'S REPORT – Mark Olson**

**6.1. Cash Report and Bills**

Cash Report and Bills

The total bills to be submitted for approval are expenditures per list of **\$50,3011**

Payroll expenses: **\$84,515**

Cash on hand after payment of the bills **\$7,527,667**

Motor Fuel expenditures: **\$0**

Cash on hand in the Motor Fuel fund is: **\$1,558,616**

**6.2. Approval of Bills**

President Szula entertained a **motion**,

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

**Second** by Trustee Keene.

Discussion: None

Roll Call Vote: Trustee Keene, Dunn, Plock, Gustafson and Mallicoat - YES.  
Absent: Petty  
Motion Passed: 5-0-1

### 6.3. YTD Report, Revenues and Expenses

President Szula called on Steve for update on the year; Steve summarized that in the last 8 months, revenue have exceeded expenditures by approximately \$790,000. As far as revenue goes, the big items were state tax, use tax, income tax and video game. Those have all been up all year way over budget, and the board budgeted very conservatively last year due to pandemic. For expenditures, salary and benefits are currently under budget by 1.5 percent this time of year, all others are a bit under budget but moving towards the end of the year will most likely catch up. Over-all looking at a surplus of almost \$500,000 increase to general fund balance. Trustee Keene stated that the reports show under budget for salaries, is this due to staffing. Steve stated this is in due part to the openings in public works. Trustee Gustafson wanted to look more closely at the last line in general funds revenue and general fund expenditures, she inquired about the total, and wanted an understanding of 15% more coming in and Steve clarified that it was the percentage needed at this time to break even. Trustee Gustafson inquired that would come from several sources, Steve stated that 15% is all the revenue needed. Trustee Gustafson inquired the expenditures stating 39% are still out there and what are the big ones? Are these the non-discretionary ones, the day to day is these part of the 39%, Trustee Gustafson inquired that this is just a snapshot and wanted to understand if we have paid more than what we have received? Steve stated that they are forecasting expenditures over revenue by 638,000 right now 791,00. Trustee Gustafson stated she didn't understand the report and Steve stated we have a current budget of \$5.3 million, we have received \$4,575,000 that means \$797,000 remaining, expenditures of budget of \$6,010,000 and spent \$3,784,000 so \$2,300,000 remaining. Trustee Gustafson inquired if we over budget and spent more do we have to do the supplemental? Trustee Gustafson inquired if we should put more money into the pension fund. Steve stated that isn't for him to state, that is up to the board.

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

### 7.1. Approval of Minutes from the **September 21, 2021**, Village Board Meeting

President Szula entertained a **motion**,  
Trustee Keene made a **motion to approve**.

**Second** by Trustee Plock,

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

Absent: Petty

Motion Passed: 5-0-1

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

### 8.1. Approval of **Resolution 2021-R38**, establishing the regular day and hours for annual Halloween Trick-or-Treating in the Village of Roscoe

Administrator Sanders addressed the board to consider putting this into effect for October 2022, as many residents have reached out to him regarding the date change and requested to keep Halloween on Sunday as it is already on a weekend.

President Szula entertained a **motion**,  
Trustee Plock made a **motion to approve**.

**Second** by Trustee Dunn,

Discussion: Trustee Gustafson wanted clarification as to when this would go into effect, Trustee Plock stated it would be this year. President Szula stated how many responded that it was a great idea to move it to Saturday, and Trustee Keene stated that on Next-door it was highly receptive with large majority wanting it moved on Saturday. The comments about hours were predominately fine, most commented on it moving to Saturday. Trustee Gustafson asked if most were ok with the later time. President Szula stated the time wasn't a factor on Next-door, percentage wise it was fine. Trustee Dunn asked if it was every Saturday in October, it was stated yes.

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

Absent: Petty

Motion Passed: 5-0-1

- 8.2. Approval of **Resolution 2021-R39** authorizing the purchase of two new sets of hydraulics and heavy duty 42" snowplows for use on Ford F750s for use by the Village's Public Works Department, for the quoted amount of **\$25,377.64**

President Szula entertained a **motion**,  
Trustee Plock made a **motion to approve**.

**Second** by Trustee Keene.

Discussion: Trustee Gustafson wanted to make sure it was for the 42".

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

Absent: Petty

Motion Passed: 5-0-1

- 8.3. Approval of **Resolution 2021-R40**, authorizing the acquisition of three 2022 Ford Police Interceptor Utility Vehicles under the terms of the Village's Master Lease Agreement with Enterprise Fleet Management Inc., for use by the Village's Police Department, for the quoted price of \$52,000.00 each.

President Szula asked Administrator Sanders to update the board on the plans for this purchase. Administrator Sanders stated originally it was for 1 police vehicle, with the possibility of scrapping another vehicle if warranted by the insurance company. It was originally on schedule to covert the fleet to the enterprise management system to sell three and add three vehicles next year. The window to order them is now, if we wait, we won't be able to order for 2022. The action requested is to approve the acquisition of all three, the Village doesn't pay until it

receives them, but it would be a 2022 expenditure. Trustee Keene asked if this is to replace the Ford Taurus. Administrator Sanders stated no it would be replacing the sedans. President Szula asked if the board had any issue with purchasing 4 now and amend the resolution to four. Trustee Gustafson asked that this will be reflected onto the 2022 budget, and inquired the time to received, which Administrator stated it was 24 weeks.

President Szula entertained a **motion to amend to purchase of 4**,  
Trustee Plock made a **motion to amend the purchase to 4 at the purchase amount of \$52,000 each.**

**Second** by Trustee Dunn

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

Absent: Petty

Motion Passed: 5-0-1

President Szula entertained a **motion**,  
Trustee Plock made a **motion to approve purchase 4.**

**Second** by Trustee Keene.

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

Absent: Petty

Motion Passed: 5-0-1

- 8.4.** Approval of **Ordinance 2021-23**, authorizing the acceptance of a donation from Hononegah Youth Soccer Association of real property located at 9108 McDonald Road, Roscoe, IL 61073, and the transfer of its title to the Village of Roscoe.

President Szula entertained a **motion**,  
Trustee Plock made a **motion to approve.**

**Second** by Trustee Keene.

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

Absent: Petty

Motion Passed: 5-0-1

- 8.5.** Approval of **Resolution 2021-R41**, authorizing an intergovernmental agreement to become a member community of the Northern Illinois Land Bank Authority ("NILBA"), and ratifying the NILBA bylaws.

President Szula entertained a **motion**,  
Trustee Plock made a **motion to approve with amendment of adding Anthony Keene to the board for a three-year term.**

Discussion: Trustee Gustafson inquired about who was being appointed to represent. President Szula stated that it was Trustee Keene.

**Second** by Trustee Keene.

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

Absent: Petty

Motion Passed: 5-0-1

President Szula entertained a **motion**,  
Trustee Plock made a **motion to approve**.

**Second** by Trustee Dunn.

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

Absent: Petty

Motion Passed: 5-0-1

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

None

10. **OLD BUSINESS**

Trustee Gustafson wanted an update on Riverside Park, President Szula stated it was moving along and looks nice. Trustee Gustafson inquired about the liquor commission about their being a statement that only 4 "BL" licensing being issued, Joe stated it is stated it changes every year, and President Szula stated when we do the liquor licenses in December it will all change. Attorney Kurlinkas stated that the online ordinance is not updated with the current, the ordinances match to the number.

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 adjourn**.

**Second** by Trustee Keene.

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

Absent: Petty

Motion Passed: 5-0-1

*Approved November 2, 2021*  
*Stephanie Jalustro*