

VILLAGE OF ROSCOE
10631 Main Street
Roscoe, Illinois 61073
Village Board Meeting Minutes
Tuesday, December 7, 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, Mallicoat, Petty, Dunn, and Plock

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

5. PRESIDENT'S REPORT – Mark Szula

President Szula thanked Elev815 and all the business that sponsored the trees at Bridge and Main St. President Szula wanted it known that he sponsored a tree, and no public money or village money was used in that sponsorship.

5.1. Informational Presentation, Sharon Hecox RMTD Annual Report.

President Szula introduced Sharon Hecox of RMTD, who summarized the SMTD Annual Report going over the financial packets she presented and provided to the Village Board. She thanked the Village for their continued support

6. TREASURER'S REPORT – Mark Olson

6.1. Approval of Reimbursement of Travel Expenses for LeAnn Jones (2021 IFPCA Seminar)

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

Discussion: None

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

Motion Passed: 6-0-0

6.2. Cash Report and Bills

The total bills to be submitted for approval are expenditures per list of **\$484,606**

Payroll expenses: **\$87,091**

Cash on hand after payment of the bills **\$6,604,786**

Motor Fuel expenditures: **\$0**

Cash on hand in the Motor Fuel fund is: **\$1,147,510**

6.3. Approval of Bills

President Szula entertained a **motion,**

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

Second by Trustee Mallicoat.

Discussion: None

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

Motion Passed: 6-0-0

7. CONSENT AGENDA (NO DISCUSSION REQUIRED)

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

President Szula entertained a **motion,**

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

Second by Trustee Mallicoat.

Discussion: None

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

Motion Passed: 6-0-0

8. MOTIONS AND RESOLUTIONS (FINAL ACTION)

8.1. Approval of Ordinance 2021-25, establishing the 2021 Property Tax Levy
(Tentative Levy Approved on 11/2/21)

President Szula entertained a **motion,**

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

Second by Trustee Keene.

Discussion: None

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

Motion Passed: 6-0-0

8.2. Approval of Ordinance 2021-26, approving the Abatement of the 2021 Property Tax Levy for General Obligation Alternate Bond Series 2017

President Szula entertained a **motion,**

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

Second by Trustee Mallicoat.

Discussion: None

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

Motion Passed: 6-0-0

8.3. Approval of **Ordinance 2021-27**, approving the Abatement of the 2021 Property Tax Levy for General Obligation Alternate Bond Series 2018

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

Second by Trustee Plock.

Discussion: None

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

Motion Passed: 6-0-0

8.4. Approval of **Resolution 2021-R50**, amending the employee health insurance contributions for certain classifications of employees of the Village of Roscoe, Illinois.

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

Second by Trustee Mallicoat.

Discussion: None

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

Gustafson, Petty, Dunn-No

President Szula Tie Breaker

Motion Passed: 4-0-3

8.5. Approval of the **2022 Annual Budget** (in tentative form)

(Motion to recommend Approval passed at COTW 5-1-0 on 11/16/21)

Discussion: Administrator Sanders summarized a few changes that are reflected in the third draft of the 2022 Village of Roscoe Annual Budget. Most of these changes were all authorized by majority 'straw poll' vote during the review of the second budget draft at the November 6, 2021, COTW meeting, the following updates have been made:

Insurance Premium Reductions \$24205 – summarized the increase due to the reduction of the employee cost.

Employee Retention Bonus \$6500 – summarized the increase due to the end of year bonus
Village Hall IT – Software \$2800 – summarized the IT expansion with the new MIPay module

Village Hall Special Events \$5000 – summarized the increase for the special event budget with the inclusion of Halloween celebration to be held at Porter Park

Village Hall Capital Outlay \$20000 – summarized the increase for the mural program organized by RACVB

Public Works Land Improvements non cap \$12,500 – summarized the increase for the landscape installation for various subdivision boulevards

Public Works Building Improvements cap \$120200 – summarized the new salt shed and storage building

Public Works Equipment cap \$44000 - summarized the increase and clarified the addition of the new loader brush chipper and

Public Works Land Improvements cap \$0.00
Parks Department Land Improvements cap \$25,000 – summarized the new look at Porter Park and the dry well structure
Parks Department Land Improvements cap \$35,000 – summarized the new look for the fitness stations
VH/PD Maintenance and Repairs \$3360- summarized the increase in the fees for services.
Increase in Compensation for Individual Meeting Attendance \$4320 – summarized the increase for ZBA, P&F Commission, Liquor Commission

Trustee Gustafson asked if employees will still receive the printed documents for tax documents, Administrator Sanders stated that yes, they would still be printed.

President Szula entertained a **motion**,
Trustee Plock made a **motion to approve**.
Second by Trustee Keene.
Discussion: None
Roll Call Vote: Trustee Petty, Keene, Dunn, Mallicoat, Plock- YES.
Trustee Gustafson-NO
Motion Passed: 5-0-1

8.6 Approval of a **Special Event Permit** for the 2021 Hometown Holiday Event, including the closure of Main Street from Bridge Street to River Street from 4:00pm to 7:00 pm Saturday December 11, 2021.

Administrator Sanders summarized the permit, stating no street closures would be done as there are side walks for the public, as in prior years there were not. The streets did not close in 2019 and it was successful, therefore it was decided to not close the streets this year. Trustee Gustafson, acknowledge Administrator Sanders quick efforts of putting the Hometown Holiday Event together in 2-3 weeks. She questioned how the Village can moving forward build a group of volunteers or organization so this can be planned in a more timely fashion. Administrator Sanders discussed involving Main Street Square as well as utilizing Elev815 moving forward.

President Szula entertained a **motion**,
Trustee Plock made a **motion to approve**.
Second by Trustee Keene.
Discussion: None
Roll Call Vote: Trustee Gustafson, Keene, Mallicoat, Plock, Petty, and Dunn - YES.

9. NEW BUSINESS (FIRST READING or SUSPEND RULES)

President Szula wanted to remind everyone about mask wearing when coming into the building.

10. OLD BUSINESS

Trustee Gustafson, wanted to bring up the reviewing of the special permit process and looking at it around 1st of February.

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

Mary Mattocks, 874 Brandy Bend Road, former ZBA member. She currently represents the Village of Roscoe with SMTD. Nothing was mentioned for public comment.

12. EXECUTIVE SESSION (if necessary)

13. ADJOURNMENT

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

Discussion: None

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