

**VILLAGE OF ROSCOE  
10631 Main Street  
Roscoe, Illinois 61073**

**Village Board Minutes  
Tuesday, July 19, 2022  
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 Keene, Dunn, Mallicoat, Gustafson, Petty, Plock**
- 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**

The total bills submitted for approval are expenditures per list of **\$87,720**

Payroll expenses: **\$90,521**

Cash on hand after payment of the bills **\$9,872,478**

Motor Fuel expenditures: **\$5,890**

Cash on hand in the Motor Fuel fund is: **\$1,291,792**

**6.2. Approval of Bills**

President Szula entertained a **motion**,

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

**Second** by Trustee Keene.

Discussion: Trustee Gustafson wanted to acknowledge Anne Hanson for finding sales tax revenue for the Village of Roscoe.

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

Motion Passed: 6-0-0

**6.3. Year to Date Report: Revenues and Expenses**

President Szula called on Steve to provide financial update for the Village; Steve stated the revenue for the Village is up for the first six months with total of \$900,000 which is contributed from three main sources. State Income tax is up over \$243,000 over last year. Personal Property Tax replacement is up over \$118,000 and the Village has received the local cares grant for \$436,000 which are expenses from 2020 but Village did not receive payment until March this year. The expenditures are not even throughout the year, and the Village has extended 37% of the budget so far this year in first six months and only 8% of the capitol budget. Steve stated 50% of the payroll has been extended and on track as there have been 13 payrolls out of 26.

Trustee Gustafson inquired about the general fund misc. fund, and wanted to know if that is where donations go? Steve stated yes, as they are not received on a regular basis. Trustee Gustafson inquired if the proceeds from the truck sold would go to this category? Steve stated yes it went in the misc. fund. Trustee Gustafson inquired about the revenues, and Steve stated to keep in mind that revenues come in heavy the first six months as well as income tax comes in first six months. Trustee Gustafson inquired what should the Village do come into planning for 2023? Steve stated that he uses what is provided by IML and their forecast which he bases his revenues on. Steve stated he would make a special line item for next year for the sale of the vehicles.

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

**7.1. Approval of Minutes from the July 5, 2022 Village Board Meeting.**

President Szula entertained a **motion**,

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

**Second** by Trustee Petty

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

Keene Lost Audio

Motion Passed: 5-0-0

**8. ACTION FROM THE LIQUOR COMMISSION**

**8.1. Approval of a Class “T” – (Temporary) liquor license to Poison Ivy Pub to operate at Leland Park in conjunction with the 2022 Roscoe Lion’s Club Fall Festival for the dates September 09-11, 2022.**

[Licensed Premises: 5765 Elevator Road, Roscoe, IL 6107]

President Szula entertained a **motion**,

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

**Second** by Trustee Plock

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

Keene Lost Audio

Motion Passed: 5-0-0

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

- 9.1.** Approval of **Resolution 2022-R47**, authorizing purchase of an AXON Air DJI Mavic Enterprise Advanced Drone, Training, Licensing, and Associated Equipment, for use by the Village Police Department, for the quoted price of \$19,489.00 (FY 2022: \$3,897.80)

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

**Second** by Trustee Dunn

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

Keene Lost Audio

Motion Passed: 5-0-0

- 9.2.** Approval of **Resolution 2022-R48**, to enter into an agreement with the Rockford Area Convention and Visitor's Bureau for installation of a mural as part of the 2022 CRE8IV Transformational Art program for an amount NTE \$30,000.00

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

**Second** by Trustee Dunn

Discussion: Administrator Sanders stated he has secured commitments \$15,000 in private investment for this from the following: Forest City Gear, Brian and Cathy Erickson, and Alfonso Realty. Trustee Gustafson inquired if the Village could send a Thank You for each donor on the Village Letterhead. Administrator Sanders stated they would also be acknowledged by RACVB as the mural comes to completion with a pop-up party.

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

Keene Lost Audio

Motion Passed: 5-0-0

- 9.3.** Approval of **Ordinance 2022-09**, an Ordinance amending "Chapter 74 - Traffic Schedules" of the Village of Roscoe Code Ordinances, related to "Designated No Parking Streets" within the Village of Roscoe (I251 Frontage).

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

**Second** by Trustee Plock

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

Keene connected back

Motion Passed: 6-0-0

- 9.4.** Approval of Resolution 2022-R49, to enter into an agreement with Royer Asphalt for paving of the parking lot and entry drive at the Porter Park Cabin for the quoted amount of: \$165,452.19

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

**Second** by Trustee Petty

Discussion: Trustee Gustafson inquired when this would be done, Brandon stated it would be completed this year. He does not have the construction schedule yet, but it would be soon. Once he receives the schedule he will be working with Janell regarding the rentals and he should be a few weeks overall, but access to the parking lot will still be available. The parking will not be closed and no work over the weekends.

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

Motion Passed: 6-0-0

#### 10. **NEW BUSINESS (FIRST READING or SUSPEND RULES)**

Administrator Sanders stated the Village has been operating on the understanding that National Night Out would be at Leland Park. However, in the past week it has been stated it will be on Main Street. Administrator Sanders stated a special event permit needs to be done, however this will happen prior to the next meeting. Administrator Sanders stated it will be Tuesday August 2, 2022 and Main Street will be closed off. Chief Evans stated she did put in a special event permit but does not see it. Trustee Gustafson made a comment and acknowledgment that the board acknowledges the road will be closed for National Night Out on Tuesday August 2, 2022.

#### 11. **OLD BUSINESS**

Brandon provided project updates:

- Love Road- received TIA from IDOT. Going to be resubmitting before end of week, once full approval is received full construction plan will be submitted for final review.
- Main Street- received TIA from IDOT, currently working on design proposal and working on the water modeling studies. Still working on structural design.
- Willowbrook Road- TIA submitted to IDOT to mimic Love Road. Still pending on status.
- Class D Patching- completed first set of patching, should see invoice on the first half of project.
- RSP- still going steady, paving is happening in Chicory Ridge, issue with paver and will finish the second lifts of road way. Then they will do man-hole adjustments.
- Shepherd Hills Sidewalk design, hoping to go out to bed this week.
- Public Works parking lot on agenda for COTW

Administrator Sanders provided info on the trunk-or-treat kick off meeting in Porter Park. Administrator Sanders brought up the proposal for waive fees for community garage sales or cap it at a lump sum or do it daily like \$100-\$200 fee per day. Administrator Sanders stated this will go on an agenda for discussion. Administrator

Sanders stated he has reached out to four different sign vendors regarding replacing the neighborhood signs. Administrator Sanders asked for quotes for Shepherd Hills, Sagewood, and Chicory Ridge. Administrator Sanders stated Deerwood, Crystal Hills and Prairie Ridge can be cleaned up and addressed by Public Works.

Mosquito Spraying ( the second spraying) will be happening July 20, 2022, and social media posts will be sent out.

Trustee Gustafson asked if there was an update on the traffic study on Old River Road and Roscoe? Administrator Sanders stated there was a meeting last week and the County reviewed and made a few requests. It was agreed for turn lanes at Roscoe Road and Old River. Administrator Sanders stated the Roscoe Road would be required immediately and the pattern of development should be east to west.

**12. PUBLIC COMMENT (limited to 3 minutes per speaker)**

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

**14. ADJOURNMENT**

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

**Second** by Trustee Mallicoat

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

Motion Passed: 6-0-0