

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

**Village Board Minutes
Tuesday, August 16, 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 Gustafson, Petty, Dunn, Plock, Mallicoat and Keene (Virtual)

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 to be submitted for approval are expenditures per list of **\$202,996**

Payroll expenses: **\$92,789**

Cash on hand after payment of the bills **\$9,149,936**

Motor Fuel expenditures: **\$6963**

Cash on hand in the Motor Fuel fund is: **\$1,323,184**

6.2. Approval of Bills

President Szula entertained a **motion**,

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

Second by Trustee Dunn,

Discussion: None

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

Motion Passed: 6-0-0

6.3. YTD Revenues and Expenditures

Steve provided an overview of YTD Revenues and Expenditures, stating that the Village is at 78% of the revenue for the year. Larger revenues are down from last year however the budget is in good shape and on track. Currently 2% under budget for salaries. Overall on track for the year.

7. CONSENT AGENDA (NO DISCUSSION REQUIRED)

President Szula went over the consent agenda, and it was discussed to vote on all, with a change to 7.2 updating that there will be 2 attendees allowed. No one has committed to attending the IML Conference, however this is to book the hotel rooms.

Trustee Gustafson inquired about 7.2 and wanted to know how many were attending? Administrator Sanders stated it remains unknown, and that he is unable to attend due to conflict. Administrator Sanders would like to include Anne Hanson, and have not heard from elected officials. Trustee Gustafson inquired as to when the hotel rooms would need to be cancelled. Trustee Plock stated he will not be able to attend. Trustee Gustafson inquired how this will work, Administrator Sanders stated to approve 1 elected official and staff.

7.1. Approval of Minutes from the **August 03, 2022** Village Board Meeting.

7.2. Approval of travel expenses for elected officials and staff attendance at the 2022 Illinois Municipal League Annual Conference, September 15-17, estimated expenses of \$1,400.00 per attendee.
** update to allow 2 attendees

7.3. Approval of travel expenses related to Chief Evans and Deputy Chief Hawley attending the Midwest Security and Expo Conference on August 18th and August 19th, 2022.

President Szula entertained a **motion,**

Trustee Plock made a **motion to approve with addition to 7.2 with 2 attendees.**

Second by Trustee Keene,

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

Motion Passed: 6-0-0

8. ACTION FROM THE LIQUOR COMMISSION

8.1. Approval of a Class "F" (Full Liquor - On Premises Consumption) liquor license to **Sabor Bar and Grill LLC**
[Licensed Premises: 5524 Elevator Road, Roscoe, IL 61073]

President Szula entertained a **motion,**

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

Second by Trustee Dunn,

Discussion: None

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

Motion Passed: 6-0-0

9. MOTIONS AND RESOLUTIONS (FINAL ACTION)

9.1. Approval of **Resolution 2022-R54**, approving the First Amended Intergovernmental Agreement between the Stateline Mass Transit District, the Village of Rockton, the Village of Roscoe, and the City of South Beloit, relating to the Operation and Funding of the Stateline Mass Transportation District (SMTD).

President Szula entertained a **motion,**

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

Second by Trustee Plock,

Discussion: Administrator Sanders stated the amendment was updated to include that they will provide the ridership report, copy of financial statements and budget, and The Village obligation to pay is contingent.

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

Motion Passed: 6-0-0

10. NEW BUSINESS (FIRST READING or SUSPEND RULES)

- 10.1.** Approval of **Resolution 2022-R55**, approving specifications and the letting of a bid for the 2022 MFT Streets Program for the reconstruction of the North Frontage Road (Second Street) from McCurry Road to the northern terminus.

President Szula entertained a **motion to suspend the rules**,

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

Second by Trustee Keene,

Discussion: Trustee Gustafson requested to elaborate on this request, Administrator Sanders stated that the MFT project has to be approved by IDOT and it was received quickly. It will be a State Letting and they are prepared to do this on the 18th of August. The bid letting is for Tuesday August 30th. Trustee Plock requested to make motion to suspend on both. Roll Call Vote: Trustee Keene, Petty, Dunn, Plock, Mallicoat and Gustafson - YES.

Motion Passed: 6-0-0

President Szula entertained a **motion**,

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

Second by Trustee Mallicoat,

Discussion: Trustee Gustafson inquired that this can be done in this construction season, and President Szula stated yes.

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

Motion Passed: 6-0-0

- 10.2.** Approval of **Resolution 2022-R56**, creating the full-time position of Code Enforcement-Community Development Officer and setting the wages for the position.

President Szula entertained a **motion to suspend rules**,

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

Second by Trustee Mallicoat,

Discussion: None

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

Motion Passed: 6-0-0

President Szula entertained a **motion**,

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

Second by Trustee Mallicoat,

Discussion: Trustee Gustafson stated when she was reading through documents and resolution. What the wage amount is set as, it shows \$33.66 on one and \$33.98 on offer letter, Administrator Sanders stated it was \$33.98. Trustee Gustafson requested that this be updated correctly. Trustee Gustafson would like language that if the Village Administrator is not available that he would report to Village President. Trustee Gustafson would like to see this in writing. Trustee Gustafson would

like to know what she would do if she sees a violation? Do they call village hall, do they go to text mygov? Administrator Sanders stated the text mygov, phone or email is currently being used

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

Motion Passed: 6-0-0

11. OLD BUSINESS

Brandon provided project updates:

- Main Street
No updates, same as last meeting. Still working through the hydraulic analysis and waiting for FEMA to get back to him.
- Willowbrook Road
No major updates, same as last meeting. Will be transferring comments from the Love Road to Willowbrook once approval received.
- Love Road
Still waiting on addressing the IDOT comments and goal is to resubmit this week.
- Shepherd Hills Sidewalk
Management completing final in-house review on plans and specifications, goal is to be out to bid this week.
- Public Works Parking lot
Bid opening is scheduled for August 25, 2022.
- MFT Project
Bid Opening set for August 30, 2022. That will be awarded first meeting in September.
- Residential Streets
Completed, submitting for first and final payment on September 6. This project came in under budget.
- Porter Park
Under Construction, sidewalk poured, looking to finish this week and regrade and paving late next week per schedule. Trustee Gustafson asked who the contractor is, Roher Asphalt which is a division of Curran per Brandon. Trustee Gustafson asked who the in-house manager of the Public Works Building. Brandon stated himself and PG design as well as GeoCon who is doing the soil testing. Brandon stated the footing and concrete walls have been poured. Brandon stated the goal this week is to finish up the foundation walls. Trustee Gustafson ask what the payout of the \$96,000 was for, and Brandon stated it was for the building materials, which were delivered to the site.

Trustee Gustafson inquired about the any building or applications for the Reserve, how many applications? Administrator Sanders stated there has been 8 so far, and collected \$1500 each time for impact fee for schools. Trustee Gustafson asked when does he pay and how much. Administrator Sanders stated he pays the Village on application. Trustee Gustafson wants assurance that the Village is receiving those funds.

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

Danita Miller, 4801 Indigo Place: Danita stated there is a field behind her and it was filled with Queens Lace and wildflowers. Last year it was about to bloom and the field was cut down. Ms. Miller stated she would like to see that law changed in regards to mowing that field. Ms. Miller showed a picture of the flower from previous years. President Szula addressed Ms. Miller that there is an ordinance in place for the length of the grass and weeds. Attorney Kurlinkas stated

there is an exception for prairie grass/flowers. Depending on the species there is an exception to not cut them back. Administrator Sanders stated there would need verification of the plant pallet. Administrator Sanders stated that the developer/property owner has continued building. Administrator Sanders stated they can look into this with the developer /owner to see if they want pursue a request to defer and attest to what flowers are in there.

13. EXECUTIVE SESSION (if necessary)

14. ADJOURNMENT

President Szula entertained a **motion**,

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

Second by Trustee Dunn,

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

Trustee Keene (phone issues)

Motion Passed: 5-0-0