

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

**Village Board Minutes
Wednesday, July 5 2023
6:30 PM**

**MEMBERS OF THE PUBLIC ARE ENCOURAGED TO PARTICIPATE IN THIS MEETING
IN PERSON OR REMOTELY VIA VIDEO OR TELECONFERENCE.**

**REMOTE ATTENDANCE INFORMATION IS AVAILABLE AT:
VILLAGEOFROSCOE.COM**

MINUTES

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Present: President Gustafson

Present: Trustee Wright, Sima, Mallicoat, Plock, Petty and Babcock

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

5. PRESIDENT'S REPORT – Carol Gustafson

- 5.1. Appointment and Confirmation of **Dayne Mead** to fill vacant unexpired term on the **Zoning Board of Appeals** for the Village of Roscoe, Illinois
(Unexpired Term: 2022 - 2027)

President Gustafson entertained a **motion**,

Trustee Sima made a **motion to approve appointment and confirmation**,

Second by Trustee Mallicoat,

Roll Call Vote: Trustee Wright, Sima, Plock, Mallicoat, Babcock and Petty - YES.

Motion Passed: 6-0-0

Dayne Mead introduced himself, stating he and his wife Bethany have lived in Roscoe for 25 years, and have been pretty active in the community. He looks forward and its his honor to serve.

- 5.2. Approval of **Resolution 2023-R36**, appointing **Nancy White** to the Stateline Mass Transit District (SMTD) Board of Directors (4-year term)

President Gustafson entertained a **motion**,

Trustee Sima made a **motion to approve appointment and confirmation**,

Second by Trustee Petty,

Roll Call Vote: Trustee Babcock, Petty, Plock, Mallicoat, Sima and Wright - YES.
Motion Passed: 6-0-0

Nancy White introduced herself stating she has many careers, from teaching, to working in manufacturing and real estate. Her family moved to Roscoe in 2005, and she is excited to be working with the Village. President Gustafson stated Nancy attended the first meeting and is ready to go, having already read all the minutes and asked for a glossary of terms.

President Gustafson stated she and Administrator Sanders recently were invited and attended the strategic planning meeting for Kinnikinnick School District with the School Board. President Gustafson stated that meeting went well and there is some information from this meeting in the board packet.

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 **\$109,010.54**
Payroll expenses: **\$90,150.00**
Cash on hand after payment of the bills **\$9,776,747.12**
Motor Fuel expenditures: **\$0**
Cash on hand in the Motor Fuel fund is: **\$1,258,647.68**

6.2. Approval of Bills

President Gustafson entertained a **motion**,
Trustee Plock made a **motion to approve**,
Second by Trustee Mallicoat,

Discussion: Trustee Petty inquired if the Village has been reimbursed for ½ the expense for HVAC at Swanson Park. Administrator Sanders stated currently no, that they have not been invoiced yet. Administrator Sanders addressed the board advising what Trustee Petty is referring to is Stateline Fury had agreed to pay for half the costs for the HVAC upgrades. He stated that he will get this invoiced out.

Roll Call Vote: Trustee Sima, Mallicoat, Babcock, Petty, Plock and Wright - YES.
Motion Passed: 6-0-0

7. CONSENT AGENDA (NO DISCUSSION REQUIRED)

7.1. Approval of Minutes from the **June 20, 2023** Village Board Meeting

President Gustafson entertained a **motion**,
Trustee Sima made a **motion to approve**,
Second by Trustee Wright,

Roll Call Vote: Trustee Petty, Plock, Babcock, Mallicoat, Wright and Sima - YES.

Motion Passed: 6-0-0

- 7.2. Approval of a Special Event Permit for the Stateline Series Roscoe Disc Golf Tournament (Porter Park 07/29/23)

President Gustafson entertained a **motion**,

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

Second by Trustee Babcock,

Roll Call Vote: Trustee Mallicoat, Sima, Babcock, Petty, Plock and Wright - YES.

Motion Passed: 6-0-0

- 7.3. Approval of a Special Event Permit for the Rock Valley Radio Control Fly-In (Chicory Ridge Park 08/26/23)

President Gustafson entertained a **motion**,

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

Second by Trustee Sima,

Roll Call Vote: Trustee Babcock, Wright, Sima, Plock, Petty and Mallicoat - YES.

Motion Passed: 6-0-0

- 7.4. Approval of a Special Event Permit for the YMCA Stonebridge half marathon (Leland Park 09/23/23)

President Gustafson entertained a **motion**,

Trustee Wright made a **motion to approve**,

Second by Trustee Babcock,

Roll Call Vote: Trustee Mallicoat, Plock, Sima, Wright, Babcock and Petty - YES.

Motion Passed: 6-0-0

- 7.5. Approval of a Special Event Permit for Keep Northern Illinois Beautiful's 2023 Mud Volleyball Tournament (Riverside Park 08/05/23)

President Gustafson entertained a **motion**,

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

Second by Trustee Plock,

Roll Call Vote: Trustee Petty, Babcock, Mallicoat, Wright, Sima and Plock- YES.

Motion Passed: 6-0-0

8. MOTIONS AND RESOLUTIONS (FINAL ACTION)

- 8.1. Approval of **Ordinance 2023-09**, approving a Special Use Permit to allow construction of a multi-purpose Community Open-Air Pavilion, including live musical performances, at 4562 Hononegah Road (PIN: 04-29-251-015). *ZBA Motion to recommend approval passed 5-0-2 on 5/17/23*

President Gustafson entertained a **motion**,

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

Second by Trustee Mallicoat,

Discussion: President Gustafson read the list of conditions for the Special Use Permit.

- 1) There shall be no amplified music or amplified sound system used as part of any outdoor event.
- 2) There shall be no service, sale, or consumption of alcohol on the premises without a valid
- 3) Liquor license issued by the Village of Roscoe.
- 4) All outdoor gatherings or events shall cease at 9:00 pm, park shall be closed to the public at 10:00 pm.
- 5) That a representative or employee of the Owner shall be identified to the Village as the designated point of contact who will be available to be contacted by the Village during scheduled outdoor events to address any urgent or emergency concerns.
- 6) That the Owner shall provide in the Pavilion rental or usage agreement that the Renter will be on-site during the event and will be responsible for ensuring compliance with the Owner's rules and regulations.
- 7) That the location of the proposed special use shall be substantially the same size, or smaller, and in the same relative location as shown on the site plan attached hereto as Exhibit "B".
- 8) That this Special Use Permit shall expire upon transfer of the Property to any other owner.

Discussion: Trustee Sima wanted clarification if all terms apply to all buildings? Attorney Kurlinkas stated this is for the pavilion only.

Roll Call Vote: Trustee Babcock, Sima, Wright, Mallicoat, Plock and Petty - YES.

Motion Passed: 6-0-0

- 8.2. Approval of **Ordinance 2023-10**, approving a temporary variance to parking lot design standards, temporarily waving surface paving and curb and gutter requirements for a defined period of time at 4562 Hononegah Road (PIN: 04-29-251-015). *ZBA Motion to recommend approval passed 5-0-2 on 5/17/23*

President Gustafson entertained a **motion**,

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

Second by Trustee Wright,

Discussion: Trustee Sima asked if this isn't approved, would they still be allowed to park on grass? President Gustafson responded yes, Administrator Sanders stated this is a great question, stating that they could, however they are building a structure that has a determined amount of occupancy which requires parking. Administrator Sanders stated the Village would not issue permit without some acknowledgement that they would have required parking according to ordinance. Currently they are requesting for a variance to temporarily wave surface paving and curb and gutter requirements to hold off for a year from the date of occupancy. If the variance is denied they would be required to build the parking lot. The existing parking lot is 50 spaces, which is exactly what they needed for the community center according to ordinance. The pavilion would require around 32 spaces, but they are proposing to add another 50. Trustee Babcock, asked would it be reasonable to assume that they would not have an event that would use both structures at the same time? Administrator Sanders stated that they are building two different facilities and zoning would require that there be parking for both. Trustee Babcock stated his understanding was the request was due to cost, and wanted to know what the chances were for them to come back after the year and ask for another year? Administrator Sanders stated that they could come back, which would require an extension to the variance request, which would then need to be approved. President Gustafson stated that if this is denied then they would be required to build the parking lot. Trustee Sima addressed his concerns regarding safety, noise, disruption and the idea of the events not being monitored. Trustee Sima

believes there needs to be someone onsite, monitoring the larger events and invited anyone for their thoughts. President Gustafson asked if there were any further questions regarding the variance request, and Trustee Plock stated ordinance dictates that they need to build the parking lot with the required amount of spaces.

Roll Call Vote: Trustee Sima, Petty, Babcock, Wright - NO.

Trustee Mallicoat and Trustee Plock - Yes

Motion Failed: 2-4-0

- 8.3. Approval of **Ordinance 2023-11**, approving a Text Amendment to Article VIII of the Village of Roscoe Zoning Ordinance governing the development of Solar Energy Systems within the Village of Roscoe.

President Gustafson entertained a **motion**,

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

Second by Trustee Sima,

Discussion: Administrator Sanders stated this was presented at Committee of the Whole, with a public hearing at the Zoning Board. Administrator Sanders stated this is back for final approval and summarized the changes. This addressed both community scale and commercial/utility scale installation. Community solar garden means a community solar-electric, generating no more than 5.0 megawatt of electricity and Commercial/Utility scale solar farm generating more than 5.0 megawatt. New language was added on where the panels could be placed. These were minor changes to the language to include the ground placement, site setbacks and easements to the ordinance.

Roll Call Vote: Trustee Petty, Babcock, Mallicoat, Wright, Sima and Plock- YES.

Motion Passed: 6-0-0

Administrator Sanders stated that next would be tackling wind energy.

- 8.4. Approval of **Ordinance 2023-12**, amending portions of Section §5-139 of the Village of Roscoe Code of Ordinances relating to the maintenance responsibilities of property owners adjacent to public rights-of-way.

President Gustafson entertained a **motion**,

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

Second by Trustee Wright,

Discussion: Trustee Plock asked for a brief description, Attorney Kurlinkas stated that this was in reference to the hazard trees on your property which would be in the rights-of-way. President Gustafson asked about the size as originally it was for 4 inch in diameter or larger, and there is no language in this ordinance. Attorney Kurlinkas stated he meant for that to be added. President Gustafson asked for an amendment to include language for removal for trees in 4 inch or greater in diameter.

Motion to Amend:

President Gustafson entertained a **motion to amend Ordinance 2023-12**,

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

Second by Trustee Wright,

Roll Call Vote: Trustee Wright, Sima, Mallicoat, Plock, Petty, Babcock - YES.

Motion Passed: 6-0-0

President Gustafson entertained a **motion to amend Ordinance 2023-12,**

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

Second by Trustee Wright,

Roll Call Vote: Trustee Sima, Mallicoat, Babcock, Petty, Plock and Wright- YES.

Motion Passed: 6-0-0

9. NEW BUSINESS (FIRST READING or SUSPEND RULES)

None

10. OLD BUSINESS

President Gustafson stated on April 18, the Liquor Commission approved the Class T license for Benny's first Rockfest for July 8, 2023 from 12pm-10pm. The original conversation was a request for 3 special permits, at that time the board approved only one to see how the even went. Administrator Sanders asked how will the Village determine on the other two, President Gustafson stated to ask the applicant to re-submit as maybe his plans have changed. Administrator Sanders stated these require a special event permit and a Class T license. The other two events were scheduled for August 25 and September 9.

President Gustafson asked who was interested in going to IML, and if you are interested in attending to communicate to Anne Hanson. This is held from September 21-23, 2023. Trustee Babcock as what was the opinion on attending, Trustee Mallicoat stated it is worth going, but not every year. Trustee Mallicoat stated you can get a lot out of it especially as a newly elected official. President Gustafson agreed on Trustee Mallicoat's comments.

President Gustafson gave an overview of the additional folder packets handed out, which contain the information on the grants that had been submitted. These packets have an overview bringing you current on what was voted on as well as a letter of request that was sent to Congressman Darin LaHood, who recently stopped at the Village Hall last week.

Trustee Petty inquired about the RFQ has been set up, Administrator Sanders stated it would be back on the 29th. Trustee Petty asked about the website design, what is the status, and it was stated by Administrator Sanders that they had received six bids. They are currently reviewing. Trustee Petty asked about the punch list for the public works building, Brandon stated he has followed up routinely. One item that may be pushed back on is the steele with the frame that was rusted, as it had been left outside. Brandon has requested they repaint, but they came in and touched up, and that is not an adequate fix. So currently this is pending, waiting on official response. The village is still holding a 10 percent retainer. Trustee Petty asked what is going on with the portable scales. Chief Hawley stated they are being used and shared with South Beloit. Chief Hawley stated just recently the scales were used in Rockford to assist in a crash. Trustee Babcock asked what is a portable scale, Chief Hawley provided overview of what the scale is as well what it is used for.

President Gustafson asked Brandon as to when the Residential Road Program will start, the schedule to start is around July 17, 2023. The work to be completed includes pavement removal, full depth reclamation of existing pavement, new asphalt, shoulder work. The primary locations

include the downtown; Chestnut, Broad and Harrison Streets, 1st, 2nd, 3rd, 4th and 6th Streets from Chestnut to Harrison, as well as Sagewood Subdivision. This should finish by Fall Festival.

President Gustafson asked if there was a plan to notify the residents, and Brandon said yes, social media, door hangers and may do mailing. Trustee Babcock made a recommendation stating “Mike is really good at that”. Administrator Sanders stated that they will do best to keep the dust down.

Trustee Mallicoat ask what the status is of the disc golf pads, and it was stated the baskets are already installed and the pads are going in this week.

Trustee Petty asked if the Village has received the check from the Fury Leland Park? Administrator Sanders stated yes we have received both checks.

Trustee Mallicoat asked what the status is of the house burning, and Administrator Sanders stated that asbestos abatement was completed, and now it’s the lead paint abatement. Trustee Mallicoat asked about the closing on the property, and it was stated it would be done Friday. Trustee Mallicoat asked for status of the Chicory Ridge Park light, and Administrator Sanders stated it was still pending.

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

None

12. EXECUTIVE SESSION (if necessary)

None

13. ADJOURNMENT

President Gustafson asked the board for all those in favor say Aye, and meeting was adjourned at 7:22 pm.