

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

**Village Board Minutes
Tuesday, October 17, 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: Trustee Babcock, Petty, Plock, Sima, Wright

Absent: Trustee Mallicoat

President Gustafson

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

None

5. PRESIDENT'S REPORT – Carol Gustafson

Illinois Main Street Conference, which Trustee Petty and Trustee Wright brought to attention. Dates are November 14-16, if interested, cost is present, please advise if you want to attend.

President Gustafson and Administrator Sanders had a zoom meeting with Representatives with Commonwealth Edison for general information for the Main Street Project. The design has always to put the electrical services underground. The general cost between overhead and underground, and it is expensive. The cost was about 5.5 million dollars to put underground and to design anything is quarter of million down payment just for design.

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 **\$303,064.00**

Payroll expenses: **\$96,364.00**

Cash on hand after payment of the bills **\$8,448,755.00**

Motor Fuel expenditures: **\$0**

Cash on hand in the Motor Fuel fund is: **\$1,421,022.00**

6.2. Approval of Bills

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

Discussion: Trustee Plock wanted minutes to reflect he is a no for invoice 99391 for Ansel Glink for legal fees in amount of \$1620.00. Trustee Petty inquired about the Fehr Graham DOT Grant application. Administrator Sanders stated this is for the grant to reconnect communities which are divided by physical barriers. This was submitted for a path along Roscoe Road, from Old River to Main Street, including a pedestrian bridge over the Rock River. It is a 80/20 grant filed jointly with Winnebago County. Trustee Babcock inquired about Civic Service website design, Administrator Sanders stated this is for the Village new website.

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

Absent: Trustee Mallicoat

Motion Passed: 5-0-0

6.3. Year to Date, Revenues and Expenditures

President Gustafson, pointed out the packet in telecommunications page, she wanted to point out the differences in the revenues. She also pointed out the expenditures which are thru September 30, 2023. If you have any questions please reach out.

7. CONSENT AGENDA (NO DISCUSSION REQUIRED)

7.1. Approval of Minutes from the **October 03, 2023** Village Board Meeting

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

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

Absent: Trustee Mallicoat

Motion Passed: 5-0-0

8. MOTIONS AND RESOLUTIONS (FINAL ACTION)

8.1. Approval of **Ordinance 2023-15**, amending Section §5-40 of the Code of Ordinances of the Village of Roscoe modifying the fee schedule for rental of Porter Park Cabin.

President Gustafson entertained a **motion**,

Trustee Petty made a **motion to amend the fees to 300 per day for resident and 500 per day for non-resident approve**,

Second by Trustee Wright,

Discussion: Trustee Plock wanted to know about dropping the fee to \$250 as well as doing to parties per day. President Gustafson apologized to Trustee Plock for not getting back to him, stating that it was impossible to do two rentals in one day do to staffing and that renters have the

expectation of going in early to set up. Trustee Plock wanted to know why Trustee Petty wanted to raise the rates, Trustee Petty stated she requested Troy of Public Works to get comparable comparisons of prices. Trustee Petty stated that the Village is in the ball park. Trustee Sima asked when was the last time the rates were increased. Trustee Plock stated it was going to be a shock to residents having the prices double.

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

Trustee Plock - NO

Absent: Trustee Mallicoat

Motion Passed: 4-1-0

- 8.2.** Approval of **Resolution 2023-R51**, authorizing engaging the services of **Place Foundry, LLC** related to facilitating a preliminary planning workshop for Main Street redevelopment project.

President Gustafson entertained a **motion**,

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

Second by Trustee Sima,

Discussion:

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

Absent: Trustee Mallicoat

Motion Passed: 5-0-0

- 8.3.** Approval of **Resolution 2023-R52**, approval of an intergovernmental agreement with the Winnebago County Health Department relating to the **WCHD Tobacco Enforcement Program**.

President Gustafson entertained a **motion**,

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

Second by Trustee Wright,

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

Absent: Trustee Mallicoat

Motion Passed: 5-0-0

9. NEW BUSINESS (FIRST READING or SUSPEND RULES)

- 9.1.** Approval of **Resolution 2023-R53**, approval of an agreement with Fehr-Graham & Associates for additional design services for an existing agreement with Fehr Graham for the reconstruction of Willowbrook Road [Supplemental Agreement/Change Order #2].

First Reading:

President Gustafson entertained a **motion to move to board next meeting**,

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

Second by Trustee Plock,

Discussion: Trustee Wright inquired if the design has to be done again if the IDOT states they want to make changes to the bridge. The intent is to have minimal impacts, however

if the IDOT come and states they want to make changes it would be the Village of Roscoe responsibility to pay for that widening. Seth Gronewold, of Fehr Graham provided an overview stating that the Love Road project was originally scoped to include approximately 6,300 lineal feet of roadway reconstruction, a singular box culvert reconstruction, and a new signalized intersection at the intersection of Rockton/Love. Upon IDOT review, the project scope was increased by approximately 4,850 lineal feet of roadway reconstruction and an additional signalized intersection design was required. This equates to an increase of about 75 percent in roadway length. Based on this, additional topographic survey and design engineering were required to be completed. Fehr Graham can complete the additional scope of work for an amount of \$134,500. This is a total increase of 37 percent more fee than the original contract, but is well short of the 75 percent scope increase value. The Willowbrook Road project was originally scoped to include approximately 10,500 lineal feet of roadway reconstruction, a signalized intersection at Rockton/Willowbrook and a signalized intersection at McCurry/Willowbrook. Upon IDOT review, the project scope was increased by approximately 4,250 lineal feet of roadway reconstruction. This equates to an increase of about 40 percent in roadway length. Fehr Graham can complete the additional scope of work for an amount of \$99,500. This is a total increase of 25 percent more fee than the original contract, but is well short of the 40 percent scope increase value. Attached are IDOT supplemental agreements for each project. The Village of Roscoe has already passed an additional services amount of \$25,000 for each project related to the completion of interim intersection design studies at the September 5, 2023, Village Board Meeting. These amounts have been incorporated into the supplemental agreement total for simplicity purposes of signing and approving fewer documents by both the Village and IDOT. The Village should pass an IDOT MFT resolution for each project to account for all design engineering additional services. This is a first reading and will be voted on next meeting November 7, 2023.

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

Absent: Trustee Mallicoat

Motion Passed: 5-0-0

- 9.2.** Approval of **Resolution 2023-R54**, approval of an agreement with Fehr-Graham & Associates for additional design services for an existing agreement with Fehr Graham for the reconstruction of Love Road [Supplemental Agreement/Change Order #2].

First Reading:

President Gustafson entertained a **motion to move to board next meeting**,

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

Second by Trustee Petty,

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

Absent: Trustee Mallicoat

Motion Passed: 5-0-0

10. OLD BUSINESS

President Gustafson stated that the event Pour in the Park is not going to happen. The owner of

the temporary permit has withdrawn.

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

12. EXECUTIVE SESSION (if necessary)

President Gustafson entertained a **motion**,
Trustee Wright made a **motion to move to Executive Session**,
Second by Trustee Babcock,
Roll Call Vote: Trustee Babcock, Wright, Petty, Plock and Sima - YES.
Absent: Trustee Mallicoat
Motion Passed: 5-0-0

President Gustafson entertained a **motion**,
Trustee Wright made a **motion to move into Open Session**,
Second by Trustee Sima,
Roll Call Vote: Trustee Babcock, Wright, Petty, Sima and Plock - YES.
Absent: Trustee Mallicoat
Motion Passed: 5-0-0

No Action taken in Executive Session

13. ADJOURNMENT

President Gustafson entertained a **motion**,
Trustee Plock made a **motion to approve**,
Second by Trustee Sima,
Roll Call Vote: All in favor AYE
Absent: Trustee Mallicoat
Motion Passed: 5-0-0