



# Meeting Minutes

**Location:**

Village Hall -  
10631 Main Street  
Roscoe, IL 61073

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**Village Board of Trustees**  
Wednesday, August 07, 2024  
6:30 PM

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## CALL TO ORDER

## PLEDGE OF ALLEGIANCE

## ROLL CALL

### PRESENT

Trustee William Babcock  
Trustee Stacy Mallicoat  
Trustee Susan Petty  
Trustee Justin Plock  
Trustee Michael Sima  
Trustee Michael Wright  
Village President Carol Gustafson

## APPROVAL OF THE MINUTES

**1. Approval of the Minutes** for the meeting of the Village Board of Trustees from **July 2, 2024.**

President Gustafson entertained motion for approval of minutes,

Motion made by Trustee Mallicoat, Seconded by Trustee Wright.

Voting Yea: Trustee Babcock, Trustee Mallicoat, Trustee Petty, Trustee Plock, Trustee Sima,  
Trustee Wright

**2. Approval of the Minutes** for the meeting of the Village Board of Trustees from **July 16, 2024.**

President Gustafson entertained motion for approval of minutes,

Village Board of Trustees  
Meeting Minutes - August 07, 2024

Motion made by Trustee Babcock, Seconded by Trustee Mallicoat.

Voting Yea: Trustee Babcock, Trustee Mallicoat, Trustee Petty, Trustee Plock, Trustee Sima, Trustee Wright

### **PUBLIC COMMENT (Limited to 3 minutes per speaker)**

None

### **PRESIDENT'S REPORT**

President Gustafson introduced and welcomed Winnebago County Board Member John Guevara who was in attendance.

President Gustafson also thanked Trustee Sima for introducing the Roscoe Garden Club. The Roscoe Gardening Club is an educational organization which promotes the love of gardening. President Gustafson stated they were having conversations and "stealing" an idea from the City of Palentine IL. The City of Palentine recognizes residents who go out of their way to establish curb appeal and their gardens. There will be more discussions upcoming.

### **TREASURER'S REPORT**

#### **3. Cash Report and Bills**

The total bills to be submitted for approval are expenditures per list of \$252,566.03

Cash on hand after payment of the bills \$8,073,621.39

Motor Fuel expenditures: \$0

Cash on hand in the Motor Fuel fund is: \$1,486,910.85

#### **4. Approval of Bills**

President Gustafson entertained a motion,

Motion made by Trustee Plock, Seconded by Trustee Mallicoat.

Voting Yea: Trustee Babcock, Trustee Mallicoat, Trustee Petty, Trustee Plock, Trustee Sima, Trustee Wright

### **CONSENT AGENDA**

*All items on the Consent Agenda are considered to be routine in nature and will be enacted by one motion. There will be no separate discussion of these items unless a Board member so requests, in which event, the item will be removed from the Consent Agenda, and will be discussed and approved separately.*

5. **Approval of the issuance of a Special Event Permit for the Roscoe Lions Club Fall Festival and Parade to be held at Leland Park on September 6th, 7th, & 8th.**

President Gustafson entertained a motion,

Motion made by Trustee Plock, Seconded by Trustee Wright.

Voting Yea: Trustee Babcock, Trustee Mallicoat, Trustee Petty, Trustee Plock, Trustee Sima, Trustee Wright

6. **Approval of the issuance of a Special Event Permit for the Stateline Disc Golf Association (SDGA) Open Presented by Nick Sommer, Country Financial to be held at Porter Park on September 28, 2024.**

Motion made by Trustee Plock, Seconded by Trustee Babcock.

Voting Yea: Trustee Babcock, Trustee Mallicoat, Trustee Petty, Trustee Plock, Trustee Sima, Trustee Wright

#### **ACTION FROM THE LIQUOR COMMISSION**

7. **Approval of issuance of a Class “T” (Temporary) liquor license to Rybo Ventures Inc d/b/a Poison Ivy Pub for three days in conjunction with the Lions Club Fall Festival at the Village’s Leland Park - September 6, 7, 8, 2024.**

President Gustafson entertained a motion,

Motion made by Trustee Sima, Seconded by Trustee Plock.

Voting Yea: Trustee Babcock, Trustee Mallicoat, Trustee Petty, Trustee Plock, Trustee Sima, Trustee Wright

8. **Approval of Ordinance 2024-08, amending §114 of the Village of Roscoe Code of Ordinances to increase the number of authorized Class “F” (Full Liquor - On Premises Consumption) liquor licenses,**

President Gustafson entertained a motion,

Motion made by Trustee Plock, Seconded by Trustee Wright

Voting Yea: Trustee Babcock, Trustee Mallicoat, Trustee Petty, Trustee Plock, Trustee Sima, Trustee Wright

9. **Approval of issuance of a Class “F” (Full Liquor, on premise only) liquor license to Whiskey Hotel Barbecue LLC d/b/a Whiskey Hotel Barbecue**  
[Licensed Premises: 5522 Elevator Road, Roscoe, IL, Roscoe, IL 61073]

President Gustafson entertained a motion,

Motion made by Trustee Plock, Seconded by Trustee Wright.

Voting Yea: Trustee Babcock, Trustee Mallicoat, Trustee Petty, Trustee Plock, Trustee Sima, Trustee Wright

10. Approval of **Ordinance 2024-09**, amending §114 of the Village of Roscoe Code of Ordinances to **increase the number of authorized Class “A”** (Full Liquor - On and Off Premises Consumption) liquor licenses.

President Gustafson entertained a motion,

Motion made by Trustee Plock, Seconded by Trustee Wright

Voting Yea: Trustee Babcock, Trustee Mallicoat, Trustee Petty, Trustee Plock, Trustee Sima, Trustee Wright

11. **Approval of issuance of a Class “A” (Full Liquor, on and off premises)** liquor license to **Mary’s Market Roscoe LLC**  
[Licensed Premises: 4866 Bluestem Road, Roscoe, IL, Roscoe, IL 61073]

President Gustafson entertained a motion,

Motion made by Trustee Plock, Seconded by Trustee Wright.

Voting Yea: Trustee Babcock, Trustee Mallicoat, Trustee Petty, Trustee Plock, Trustee Sima, Trustee Wright

#### **MOTIONS AND RESOLUTIONS (Final action)**

12. **Approval of Resolution 2024-R34**, authorizing the execution of a labor agreement with the Sergeants of the Village of Roscoe Police Department.

President Gustafson entertained a motion;

Motion made by Trustee Plock, Seconded by Trustee Mallicoat.

Voting Yea: Trustee Babcock, Trustee Mallicoat, Trustee Petty, Trustee Plock, Trustee Sima, Trustee Wright

#### **NEW BUSINESS (First reading or suspend rules)**

13. **Approval of Resolution 2024-R35**, authorizing the purchase of materials for concrete work and railing installation at the RRL Jr. Indians Riverside Park concessions building for an amount not to exceed \$15,000.00

President Gustafson entertained a motion to suspend the rules,

Motion made by Trustee Mallicoat, Seconded by Trustee Plock.

Voting Yea: Trustee Babcock, Trustee Mallicoat, Trustee Petty, Trustee Plock, Trustee Sima, Trustee Wright

President Gustafson entertained a motion to approve,

Motion made by Trustee Mallicoat, Seconded by Trustee Plock.

Voting Yea: Trustee Babcock, Trustee Mallicoat, Trustee Petty, Trustee Plock, Trustee Sima, Trustee Wright

14. Approval of **Resolution 2024-R36**, authorizing the purchase of materials to be used for the by the Hononegah High School construction trades class as part of the Village's small business incubators project.

President Gustafson entertained a motion to suspend the rules,

Motion made by Trustee Mallicoat, Seconded by Trustee Plock.

Voting Yea: Trustee Babcock, Trustee Mallicoat, Trustee Petty, Trustee Plock, Trustee Sima, Trustee Wright

Discussion: The plan is to place 12x12 structures at Hodges Run. The Construction Trade Class at Hononegah High School will build these. An authorization is needed to purchase the materials, Trustee Wright has been successful with obtaining a donor, however if this falls through a backup plan needs to be in place. The trade class has dedicated their entire program this year for this project. The grant notification will come in around October 22, 2024. The concern at the moment is to get the materials to the school so they can start their class.

President Gustafson entertained a motion to approve,

Motion made by Trustee Plock, Seconded by Trustee Babcock.

Voting Yea: Trustee Babcock, Trustee Mallicoat, Trustee Petty, Trustee Plock, Trustee Sima, Trustee Wright

15. **Approval of Resolution 2024-R37**, approving a professional services agreement with Place Foundry, LLC for grant writing services related to the **Illinois DCEO "Rebuild Downtowns & Main Streets/RISE Grant"** related to the Village's Main Street Small Business Incubator Project.

President Gustafson entertained a motion to suspend the rules,

Motion made by Trustee Mallicoat, Seconded by Trustee Plock.

Voting Yea: Trustee Babcock, Trustee Mallicoat, Trustee Petty, Trustee Plock, Trustee Sima, Trustee Wright

President Gustafson entertained a motion to approve,

Motion made by Trustee Plock, Seconded by Trustee Babcock.

Voting Yea: Trustee Babcock, Trustee Mallicoat, Trustee Petty, Trustee Plock, Trustee Sima, Trustee Wright

## QUESTIONS AND REPORTS

Brandon Boggs – RSP update:

There are final punch list tasks that need to be completed for the Residential Streets Program.

- Hidden Creek subdivision, there are some areas of shoulder erosions. This is mostly in areas of undeveloped lots. Currently seeing a price for repair which should fall under the previously approved change order.
- Standing water issue in Promontory Ridge, Deer Crossing and Red Rose Trail. Currently working with contract to address the standing water issue.
- Ripples in the pavement around Big Stone Circle, which is one of the first roadways, right off the Rockton Road entrance. It is reported to have some ripples that you can feel with vehicle, but it isn't easily seen. Currently having Rock Road look into this to find root cause.
- Addressing the clogged drainage areas in Hidden Creek and Promontory Ridge. In Promontory Ridge there is concrete curb which has little outlets, mainly they lead into ditch areas and ultimately into drainage easements that go into private property. The Village and Public Works will clean out those areas as well as educate the residents around this issue. The responsibility of cleaning these out falls on the homeowners, they've been neglected for years. The HOA president of Promontory Ridge, Keith, wants to be there with some of the other representatives so that they can get educated on how to maintain these and then take that maintenance responsibility moving forward.

Brandon educated the board about the utility easements, water easements and rights-of-way. Expressing the issue behind approving permits for fence and shed in those water easements,

#### Chief Hawley – Speeding and Stop Signs

Chief Hawley provided the board with an overview of an incident Friday Evening August 2, where a young adult was injured on Deann Drive due to a speeding vehicle. Chief Hawley provided the board with numbers and statistics for Lismore and Deanne Drive giving data from information over the last four years from the Speed Boards placed within those streets. From July 3 thru July 8, 2024, over 1072 vehicles traveled and the average speed was 25 mph. Over the last four years, the average speed has been consistent and the numbers from the board maybe skewed. Chief stated data isn't always perfect and referred over to Brandon for information overview of the studies. Brandon stated that he receives many requests where resident would like stop sign. Brandon stated they use engineering studies and manuals to decide when stop signs are warranted. Those studies incorporate traffic data, traffic speed, amount of traffic and crash history. Rule of thumb is you want to stop the least amount of traffic as possible, adding stop signs creates more conflict points at an intersection. President Gustafson stated that Brandon agreed to put together a blog onto the website for question and answer around how to maintain safety in our neighborhoods and why stop signs aren't always the answer. President Gustafson stated we do what we can to make the streets and neighborhoods safe and address our residents' concerns. Trustee Sima agreed that communication is a great start and proposed talking to your neighbors as the majority of cars is from the neighborhood. Trustee Sima

believes that we need to create awareness of the issues. Trustee Wright inquired how many neighborhood streets have a mile long road with no stop sign? President Gustafson addressed the board stating the State standard is 30mph in residential areas, we have posted 25mph. Trustee Sima proposed a

formal letter to be sent to those who contact the Village around the speeding, so they know we are addressing their concerns. Anne agreed and liked the idea stating we could still report to police department and then send out a tri-fold pamphlet that provides the data, and information why stop signs aren't always the answer. It was agreed that the blog was a good start as well as looking into the pamphlet idea.

Troy- Public Works, provided an update on the playground mulch that was installed and that it looks great. They have a new employee who started, Anthony Ford. He was previously with Rockford and Freeport Public Works. He is extremely knowledgeable in equipment, and has a Class A license.

Trustee Petty inquired about the shelter at Riverside Park, was this inspected by Seth (Fehr Graham) President Gustafson stated it was too expensive, instead Marin Exteriors will be looking at the roof. Trustee Petty inquired if staff is wearing their masks while mowing, and Troy stated yes they are. The masks are worn due to dust, sediment on the grass, mold anything that is drawn up from the river is on the grass, so the masks are recommended to wear.

Trustee Mallicoat inquired about the parking lot on Bridge Street, when will this be completed, President Gustafson stated hopefully by October.

Trustee Babcock inquired about the railroad track crossing on Bridge Street near Sprague Road stating the condition of the crossing is awful. John Guevara stated This was brought to his attention months ago. Mr. Guevara sits on the Public Works Committee, so he reached out to the Winnebago County Engineer, Carlos Molina, who runs Public Works, to figure out what the timeline was. Currently looking at the study, which they believe is completed. Winnebago County funded the engineering for the whole project. Their plan is to work jointly with the rail line to improve crossing, they have put in a request for them to do maintenance on it as soon as possible.

Trustee Plock inquired about the lighting at Chicory Ridge Park, Administrator Kurlinkus asked where did they want to see the lighting? Trustee Plock stated this was brought up over a year ago, two lights one at the beginning and back of park. This was budgeted for, and has been pending for some time.

#### **PUBLIC COMMENT (Limited to 3 minutes per speaker)**

Michael McGinnis editor of Roscoe/Rockton News. Mr. McGinnis stated he would like to assist with providing more information to the community. Currently they have 40,000 each month reading Roscoe Rockton News, with over 80,000 views. Mr. McGinnis stated they are the first local news specific to Roscoe Rockton since 1865. Mr. McGinnis would like to work with the Village and continuing to support.

#### **EXECUTIVE SESSION (IF NECESSARY)**

None

#### **ADJOURNMENT**

President Gustafson entertained a motion,

Motion made by Trustee Plock, Seconded by Trustee Mallicoat.

Voting Yea: Trustee Babcock, Trustee Mallicoat, Trustee Petty, Trustee Plock, Trustee Sima, Trustee

Wright