



Meeting Minutes

Location:

Village Hall -
10631 Main Street
Roscoe, IL 61073

Committee of the Whole Meeting
Tuesday, January 20, 2026

CALL TO ORDER

ROLL CALL

PRESENT

Trustee William Babcock
Trustee John Broda
Trustee Dayne Mead
Trustee Michael Sima
Trustee Michael Wright
Village President Carol Gustafson

Trustee Wright asked for a motion for Trustee Sima to join the meeting remotely.

Motion was made by Trustee Broda, second by Trustee Wright. Voting yes: Trustees Mead, Babcock, Broda, Sima, Wright 5-0-0.

APPROVAL OF THE MINUTES

Approval of the Minutes for the meeting of the Committee of the Whole from **December 16, 2025.**

Trustee Wright asked for a motion for the approval of the Minutes.

Motion was made by Trustee Broda, second by Trustee Mead. Voting yes: Trustees Broda, Wright, Sima, Mead, Babcock 5-0-0.

Approval of the Minutes for the meeting of the Committee of the Whole from **January 6, 2026.**

Trustee Wright asked for a motion for the approval of the Minutes.

Motion was made by Trustee Mead, second by Trustee Broda. Voting yes: Trustees Sima, Babcock, Wright, Mead, Broda 5-0-0.

PUBLIC COMMENT (limited to 3 minutes per speaker)

No Public Comments.

NEW BUSINESS

1. **Introduction and Preliminary Discussion of a requested amendment to the Special Use Permit at 14165 2nd Street owned by Rodgers Ready Mix.**

Hillary Rottman Zoning Consultant from Vandewalle & Associates, opened the agenda item with a detailed presentation on the request submitted by Rogers Ready Mix for a Special Use Permit to operate a concrete batch plant within the Village's industrial zoning district. She explained that the use is not permitted by right and therefore requires a special use review under the Village's zoning ordinance. Hillary walked the board through the applicant's submitted materials, including the proposed site plan, circulation layout, equipment placement, and operational components such as trucks ingress and egress, material storage, dust suppression systems, and anticipated hours of operations. Hillary also outlined the zoning standards that apply to special uses, traffic impacts, environmental considerations, and the Village's ability to impose conditions to mitigate adverse effects.

Tim Kenney General Manager from BCNS Prairie and Nicholas from Arch Batterman give a brief discussion on what their future plans are for Rodger's Ready Mix.

Joe Kurlinkus Village Administrator provided procedural context, noting that this introduction was informational only and that the formal review-including public hearing-would occur before the Planning and Zoning Commission. He clarified the steps required under Village code, including notice requirements, staff review, and the commission's recommendation prior to board action.

Will be moving before the Zoning Board of Commissions.

2. **Discussion and Recommendation to extend the contractual tree maintenance and removal contract with Tree Care Enterprises, Inc.**

Troy Taylor Public works Supervisor provides operational insight into the Village's ongoing partnership with Tree Care Enterprise, stating that they are great and fair every time we call them for emergencies or non-emergencies, they are very professional. He emphasizing they have extended Tree Care's contract last year and he is asking if they could extend it this year. This would be the last year they want to extend it without going out to bid again. Prices would stay the same.

Trustee Sima made a motion to move to the board, second by Trustee Broda. Voting yes: Trustees Babcock, Wright, Broda, Sima, Mead 5-0-0.

OLD BUSINESS

3. **Discussion and Overview of the Capital Improvement Program (CIP) by Fehr Graham Engineering & Environmental [Presented by: Tyler Nelson]**

Tyler Nelson opened the Capital Improvement Program (CIP) discussion with an overview of the Village's long-range infrastructure priorities, explaining how staff evaluated roadway conditions, stormwater needs, and facility maintenance requirements to build the updated project list. He described the scoring system used rank projects factors such as pavement deterioration, safety concerns. traffic volume, and the cost benefit of early intervention. Tyler

noted that several roadway segments are approaching critical condition thresholds and emphasized the importance of sequencing projects to maximize available funding while avoiding deferred maintenance costs. He also highlighted ongoing stormwater problem areas that continue to require attention, particularly locations with recurring drainage issues or aging culverts.

Brandon Boggs followed with additional engineering context, outlining the technical assessments that informed the recommended priorities. He discussed the current condition of key roadways, the expected lifespan of existing pavement, and the need to coordinate capital projects with routine maintenance activities to avoid duplication of effort. Brandon also addressed cost estimates and the potential impact of material pricing on project timing. Trustee Wright asked clarifying questions regarding project selection, long-term funding strategies, and how the proposed CIP aligns with the Village's broader infrastructure goals.

The Board expressed support for the structured approach, noting that the CIP provides a clear framework for planning and budgeting future improvements.

4. Discussion and Recommendation related to renewal of Village Administrator Employment Agreement.

Trustee Wright asked for a motion to not renew the Village Administrator's Contract Agreement.

Motion was made by Trustee Broda, second by Trustee Sima. Voting yes: Trustee Wright, Sima, Broda, Mead. Voting No: Trustee Babcock 5-1-0.

PUBLIC COMMENT (limited to 3 minutes per speaker)

PRESENTATIONS

None.

EXECUTIVE SESSION (IF NECESSARY)

ADJOURNMENT

Trustee Wright asked for a motion to adjourn the meeting.

Motion was made by Trustee Broda, second by Trustee Mead. Voting yes: Trustees Mead, Sima, Broda, Babcock, Wright 5-0-0.

Meeting Adjourned at 8:43 pm.