



Meeting Minutes

Location:

Village Hall -
10631 Main Street
Roscoe, IL 61073

Village Board of Trustees

Tuesday, May 21, 2024

6:30 PM

Call to Order

President Gustafson Called to Order Village Board Meeting at 630pm Tuesday May 21, 2024

PLEDGE OF ALLEGIANCE

President Gustafson graciously requested the members of the VFW in attendance to help lead the Pledge of Allegiance.

ROLL CALL

PRESENT

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

ABSENT

Trustee William Babcock

NEW BUSINESS (First reading or suspend rules)

President Gustafson entertained motion to move item number 13 (New Business)

Motion made by Trustee Mallicoat, Seconded by Trustee Wright.

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

- 1. Approval** of the issuance of a **Special Event Permit** for the **VFW Post 2955 Memorial Day Parade**. Event to be held: May 27, 2024.

President Gustafson requested Chief Hawley to address the VFW Post 2955 Memorial Day Parade issuance of special permit.

Chief Hawley and Mr. Hernandez met to discuss the parade and the safety of the community. It was agreed that the parade will start at Pressley Place (in front of Police Department) with drop off starting around 930am. This will help keep congestion to minimum, and the start of parade will be 10am, which will begin at the parking lot of Village Hall, heading northbound to Harrison then east bound to the cemetery.

President Gustafson entertained a motion to approve the special permit for the VFW Post 2955 Memorial Day Parade:

Motion made by Trustee Sima, Seconded by Trustee Mallicoat.

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

APPROVAL OF THE MINUTES

President Gustafson entertained motion to approve minutes;

- 2. Approval of the Minutes** for the meeting of the Village Board of Trustees from May 07, 2024.

Motion made by Trustee Plock, Seconded by Trustee Wright.

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

PUBLIC COMMENT (Limited to 3 minutes per speaker)

Mr. Rueben Hernandez VFW Post 2955 addressed the board thank them for approving the parade. Mr. Hernandez stated that Memorial Day Parade isn't identified by the number of people who attend the parade, but the meaning behind it. The Memorial Day is a day of reflection remembering those who have died in servicing the United States Military. Honoring those fallen comrades and veterans is what the parade is about.

PRESIDENT'S REPORT

President Gustafson stated on June 25, 2024 at 5:30pm, the Village will be holding another planning session with Place Foundry and this is open to the public to attend.

- 3. Recommendation for Approval of for Appointment of Municipal Prosecutor**

President Gustafson entertained a motion approving Barrick, Switzer, Long, Balsley & Van Evera Attorneys at Law, to represent as the Village Attorney for the Village of Roscoe.

Motion made by Trustee Wright, Seconded by Trustee Mallicoat.

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

Chief Hawley stated that the department conducted three different interviews with law firms, and felt that Barrick, Switzer, Long, Balsley & Van Evera would be best to represent the Village. This was based on the firm's availability, size, communications with officers and areas of expertise of their staff.

President Gustafson thanked Chief Hawley and Deputy Chief for their hard work on this task. Trustee Petty asked what the monthly retainer was, and it was stated \$3500.

TREASURER'S REPORT

4. Cash Report and Bills

President Gustafson summarized the Expenditures:

The total bills to be submitted for approval are expenditures per list of \$212,637.72

Cash on hand after payment of the bills \$8,302,998.27

Motor Fuel expenditures: \$22,826.75

Cash on hand in the Motor Fuel fund is: \$1,438,369.27

Trustee Mallicoat and Trustee Plock are both a NO on invoice 13808 Ancel Glink PC

5. Approval of Bills

President Gustafson entertained a motion:

Motion made by Trustee Petty, Seconded by Trustee Wright.

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

6. Year to Date, Revenues and Expenditures

No Report provided.

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.

7. **Approval** of the issuance of a **Special Event Permit** for **Stateline YMCA Stonebridge 1/2 Marathon & 5K**. The event will take place on Sunday September 28, 2024.

President Gustafson entertained a motion:

Motion made by Trustee Plock, Seconded by Trustee Wright.

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

8. **Approval** of the issuance of a **Special Event Permit** for the **North Pointe Triathlon and Fit N Fun Fair**. This event is to be held on June 8, 2024 at 5605 E. Rockton Road.

President Gustafson entertained a motion

Motion made by Trustee Plock, Seconded by Trustee Mallicoat.

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

Voting Abstaining: Trustee Wright

9. Approval of **Resolution 2024-R28**, authorizing the solicitation of public bids for construction of the **2024 Class D Patching Program**.

President Gustafson entertained a motion

Motion made by Trustee Sima, Seconded by Trustee Plock.

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

Trustee Wright inquired if they could still add streets if needed, and Brandon stated yes.

10. Approval of **Ordinance 2024-05**, transferring appropriations between appropriated Objects and Purposes for the Village of Roscoe, Winnebago County, Illinois for the year beginning on the first day of January, 2023 and ending on the 31st Day of December, 2023 [**FY 2023 Final Appropriation Transfer**].

President Gustafson entertained a motion

Motion made by Trustee Plock, Seconded by Trustee Mallicoat.

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

11. Approval of **Resolution 2024-R29**, authorizing entering into an Agreement with **Place Foundry Design PLLC** to provide design and owner's representative services for the construction of the Village's Bridge Street Multi-Use Parking facility.

President Gustafson entertained a motion

Motion made by Trustee Sima, Seconded by Trustee Wright.

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

MOTIONS AND RESOLUTIONS (Final action)

- 12. Approval of Resolution 2024-R24**, of approving a three-year extension to the Park Usage Agreement with **Stateline Baseball, Inc** for the continued use of Leland Park & Porter Park through **December 31, 2027**.

President Gustafson entertained a motion:

Trustee Wright made a motion to layover until the financials were received.

Motion made by Trustee Wright, Seconded by Trustee Sima.

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

Village Administrator Kurlinkus stated that the organization is working with their accountants currently to provide that information.

- 13. Approval of Resolution 2024-R25**, of approving a three-year extension to the Park Usage Agreement with **Stateline Fastpitch Softball, Inc** for the continued use of **Swanson Park** through **December 31, 2027**.

President Gustafson entertained a motion:

Trustee Wright made a motion to layover until the financials were received.

Motion made by Trustee Wright, Seconded by Trustee Petty.

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

Village Administrator Kurlinkus stated that the organization is working with their accountants currently to provide that information.

QUESTIONS AND REPORTS

President Gustafson referred to the board packets, asking the board to review the information from Fehr Graham. Brandon stated the proposed schedule is to begin June 3 with conclusion June 21, 2024.

Troy stated Porter Cabin is ready to go, just waiting on the windows.

PUBLIC COMMENT (Limited to 3 minutes per speaker)

Trustee Sima addressed the board, stating that he was disappointed how the parade was handled by the board, and is in agreement with Mr. Hernandez. He is appreciative of the police department for facilitating the parade and moving it forward.

EXECUTIVE SESSION (IF NECESSARY)

Village Board of Trustees
Meeting Minutes - May 21, 2024

None

ADJOURNMENT

President Gustafson entertained motion to adjourn;

Motion made by Trustee Petty, Seconded by Trustee Plock.

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