



Meeting Minutes

Location:

Village Hall -
10631 Main Street
Roscoe, IL 61073

Committee of the Whole

Tuesday, September 01, 2026

CALL TO ORDER

Trustee Wright called the meeting to order at 6:51 pm.

ROLL CALL**PRESENT**

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

ABSENT

Trustee Michael Sima

APPROVAL OF THE MINUTES

Approval of the Minutes for the meeting of the Committee of the Whole from **August 18, 2026**.

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

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

PUBLIC COMMENT (limited to 3 minutes per speaker)

Rob Baxter, Parkway Drive, asked whether construction of the final plant at Hawk's Point had been stopped, noting that he had heard rumors about the project. President Gustafson said she would look into it. Trustee Butz noted that some concrete and curb work had continued recently, although construction appeared to be moving slowly.

Baxter also asked about code enforcement, saying that previous complaints had been referred to Winnebago County with little or no action. Village Administrator Scot Wrighton explained that some issues fall outside the county's building-permit authority or the code enforcement company's nuisance enforcement scope. Residents can contact the village directly, and police may handle certain emergencies such as excessive noise. The village contracts with an outside code enforcement company

that patrols approximately 20 hours per week, and complaints can be made through the village's main phone line or online.

OLD BUSINESS

1. Solar Energy System Installations

Village Administrator Scot Wrighton presented Pivot's proposed community solar garden south of AAE Industries and asked for feedback on a revised layout before the developer proceeded with detailed plans. Nick Standiford, land use attorney, and Ajla Halilovic, developer with Pivot, presented the proposal, which would move the solar panels farther from the roadway to preserve frontage for potential future commercial development. They also discussed an agricultural fence, property subdivision, access, the 20- to 40-year project term, decommissioning, and pollinator-friendly landscaping. The property owner supported the proposal and preserving the frontage. Board members were generally receptive to the concept but wanted additional review and clarification of the village's long-range planning goals before moving forward. No formal vote was taken.

NEW BUSINESS

2. Code Enforcement Options

Village Administrator Scot Wrighton presented an analysis of the costs and pros and cons of continuing to outsource code enforcement to Municipal Code Enforcement (MCE) versus bringing the service in-house. He explained that the cost comparison was an estimate because staffing needs can vary, but the analysis considered personnel and administrative costs as well as service quality and the amount of staff time required. He recommended continuing with MCE, noting that the company provides a thorough monthly report and that creating a comparable in-house reporting system would require additional time and software. He also recommended conducting an annual review of the service and determining whether the current 20 hours per week remains sufficient as the village's needs change. Trustees agreed with continuing the contract and requested that MCE's reports be provided to the board regularly, preferably monthly, so trustees can stay informed and assist residents with questions or complaints. The board also discussed creating a shortened public summary of the reports, since the full reports contain some property-specific information. MCE has also agreed to use a village vehicle while working in Roscoe, which could provide a small cost savings and make the code enforcement vehicle more easily identifiable to residents. No formal vote was taken, but the board gave general direction to continue with MCE and maintain regular reporting and annual evaluations.

3. Administrative Staffing Discussion

Village Administrator Scot Wrighton discussed administrative staffing needs as part of the upcoming 2027 budget process. He explained that the board had expressed interest in increasing efforts related to economic development, special events, and community outreach, but current staff are already near capacity. Trustee Wright discussed improving the village's website and social media presence, with some suggesting that social media and website work could potentially be outsourced or handled by an intern. The board generally identified economic development and external communication/social media as the highest priorities, while noting that special events could potentially be supported by community members rather

than additional village staff. Scot Wrighton indicated that a new part-time position could be considered, but an internship or other temporary option may also be explored. Any new position would be subject to available funding and would be considered as part of the 2027 budget, with no changes expected before January 1, 2027.

PUBLIC COMMENT (limited to 3 minutes per speaker)

Rob Baxter raised concerns about the poor condition of the railroad crossings, particularly the crossing near Chicory Ridge, which he said has been an ongoing issue for at least two years. He referenced a railroad crossing in Rockton that Mayor Peterson had recently gotten repaired within three weeks and said the improvement had made a significant difference for residents. He asked whether the board could take similar action to address the Chicory Ridge crossing, especially now that the nearby bridge is closed and the crossing is being used more frequently. He expressed frustration that the issue has not been resolved and suggested that residents in that area may feel overlooked.

Trustee Babcock Agreed that the Chicory Ridge railroad crossing is in poor condition and said he had previously raised the issue as well. He recalled that the village engineer had explained that the problem involved the county road and that it might not be addressed until 2027. He said he has repeatedly brought up the condition of the crossing because it is so bad. He also acknowledged that, because of the current bridge closure, people in Chicory Ridge are now experiencing the crossing regularly themselves and understands the concern firsthand.

Bob Nowicki Township Supervisor: Thanked the board for allowing Hannah to speak and praised her contributions and ideas. He also addressed code enforcement, recommending that code enforcement personnel use a clearly marked village/township vehicle rather than a personal vehicle when taking photographs or documenting properties. He noted that residents may become suspicious or upset when they see an unmarked personal vehicle taking pictures and may post about it on social media.

Village Administrator Scot Wrighton explained that the code enforcement company currently uses a removable decal identifying the vehicle as Village of Roscoe, although the vehicle has Wisconsin plates. He agreed with the recommendation that the vehicle be clearly identified.

PRESENTATIONS

None.

EXECUTIVE SESSION (IF NECESSARY)

No Executive Session.

ADJOURNMENT

Trustee Wright asked for a motion to Adjourn the meeting.

Motion was made by Trustee Butz, second by Trustee Broda. All in favor Yea, no opposed.

Meeting Adjourned at 7:44 pm.