



# Meeting Minutes

**Location:**

Village Hall -  
10631 Main Street  
Roscoe, IL 61073

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**Village Board of Trustees**  
Wednesday, March 18, 2026  
6:30 PM

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## CALL TO ORDER

## PLEDGE OF ALLEGIANCE

## ROLL CALL

### PRESENT

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

### ABSENT

Trustee John Broda  
Trustee Molly Butz

## APPROVAL OF THE MINUTES

- 1. Approval of the Minutes** for the meeting of the Village Board of Trustees from **March 3, 2026.**

President Gustafson asked for a motion for the approval of the minutes.

Motion was made by Trustee Sima, second by Trustee Mead. Voting yes: Trustees Babcock, Wright, Mead, Sima 4-0-0.

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

## PRESIDENT'S REPORT

President Gustafson recognized Fehr Graham, R1 and the Village Administrator for assisting with our grant programs.

President Gustafson explains that the village received an extension for its OSLAD park development grant, now running through March 31, 2027. This project has been delayed because the Illinois Department of Natural Resources has not yet approved the grading and bridge work needed in the floodplain. All required documents were submitted months earlier, so the village is simply waiting for

state approval. Once that approval arrives, the project can go out to bid-likely in June or July 2026 with hopes of completing most of the work in 2026. Only the restroom installation might extend beyond that timeline.

She then describes the village's applications for federal funding through both the House's Community Project Funding program. These requests, submitted through Representative LaHood and Senator Duckworth, seek \$4.5 million for improvements to the Willowbrook-Rockton Road Intersection. Because each member of Congress can only sponsor a limited number of projects, competition is high. The federal budget process means the village likely won't hear results until the third quarter of 2026, and any awarded funds would apply to FY2027.

President Gustafson also outlines a major Build grant application submitted to the U.S. Department of Transportation. This proposal focuses on straightening and Improving Love Road including adding traffic signals at McCurry & Love. The project is estimated at about \$15 million and would be completed in two phases. The application required extensive documentation-safety analysis, emissions impact, fuel savings, and economic development potential. The village partnered with R1 to prepare the submission, which was filed at the end of February. If funded, the project would span several years.

## **TREASURER'S REPORT**

2. Cash Report and Bills
3. Approval of Bills

President Gustafson asked for a motion to pay the bills.

Motion was made by Trustee Wright, second by Trustee Babcock. Voting yes: Trustees Wright, Mead, Babcock, Sima 4-0-0.

4. Year to Date, Revenues and Expenditures

President Gustafson explains that the Treasurer is out of state but still prepared a year-to-date expenditure summary through February 28. She emphasized that some adjustments will be made-not to the dollar amounts themselves, but to ensure expenses are assigned to the correct departments. This is especially common with IT invoices, which often cover multiple departments and require reconciliation.

She encourages trustees to review the multi-page summary, mark it up with questions, and contact her if anything needs clarification. A more complete, updated quarterly report will be provided next month once the accounting adjustments are finalized.

## **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 a Special Event Permit for Hits DJ Cruise Nights & Car Shows at Mary's Market.** Event to be held: 4th Tuesday of the month, May-September from 5pm-8pm at 4866 Bluestem Road

President Gustafson asked for a motion for the approval of the special event permit at Mary's Market.

Motion was made by Trustee Babcock, second by Trustee Wright. Voting yes: Trustees Sima, Babcock, Wright, Mead 4-0-0.

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

### **6. Approval of Stateline Fastpitch Softball's 2026 Payment Installment Request:**

\$2,500 March 31, 2026

\$2,500 April 30, 2026

\$2,500 May 31, 2026

President Gustafson asked for a motion for the approval of Stateline Fastpitch Softball's Installment request.

Motion was made by Trustee Babcock, second by Trustee Mead. Voting yes: Trustees Wright, Sima, Mead, Babcock 4-0-0.

### **7. Approval of Resolution 2026-R13 for Entering into a Membership with Illinois Public Works Mutual Aid Network (IPWMAN)**

President Gustafson asked for a motion for the approval of Resolution R13.

Motion was made by Trustee Wright, second by Trustee Babcock. Voting yes: Trustees Babcock, Mead, Sima, Wright 4-0-0.

### **8. Approval of Resolution 2026-R14 of entering into an agreement with Fehr Graham & Associates to create legal descriptions for subdivision signage easements in Hawks Pointe and Chicory Ridge subdivisions.**

President Gustafson asked for a motion for the approval of Resolution R14.

Motion was made by Trustee Wright, second by Trustee Babcock. Voting yes: Trustees Sima, Babcock, Wright, Mead 4-0-0.

There will be Five different signages in these subdivisions.

### **9. Approval of Ordinance 2026-04, amending Chapter 22, Article I, Sec. 2-121 relating to the Village Administrator.**

President Gustafson asked for a motion for the approval of Ordinance 2026-04.

Motion was made by Trustee Sima, second by Trustee Wright. Voting yes: Trustees Mead, Wright, Babcock, Sima 4-0-0.

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

- 10. Approval of a Special Event Permit for the Rock Valley Radio Control Plane Flying Event.** The event will take place at **Chicory Ridge Park** on May 30, 2026 from 8am-3pm.

President Gustafson asked a motion to suspend the rules since this is a reoccurring event.

Motion was made by Trustee Wright, second by Trustee Sima. Voting yes: Trustees Mead, Wright, Sima, Babcock 4-0-0.

President Gustafson asked for a motion for the approval of the special event permit.

Motion was made by Trustee Wright, second by Trustee Babcock. Voting yes: Trustees Wright, Babcock, Mead, Sima 4-0-0.

- 11. Approval of Resolution 2026-R15, approving Bid Specifications and Bid Letting for Residential Road Repair/Maintenance Improvement Program (2026).**

President Gustafson asked for a motion to suspend the rules and make this a final vote.

Motion was made by Trustee Babcock, second by Trustee Wright, Voting yes: Trustees Mead, Sima, Wright, Babcock 4-0-0.

President Gustafson asked for a motion to approve Resolution 2026-R15.

Motion was made by Trustee Sima, second by Trustee Wright. Voting yes: Trustees Wright, Babcock, Sima, Mead 4-0-0.

The residential roads are Hawks Pointe Trail, Leana Drive, Saddle Club Drive, Equine Drive, and Arena Drive which are east of I90 and south of Mc Curry Road.

President Gustafson is hoping oil prices stabilize so the village can also do the alternate roads which will be Charlemont Way, Elberon Way, Rosemary Drive East West Roads of Crystal Hills Subdivision.

Brandon Boggs explains that the village must publish the road project bid notice in a local newspaper at least 10 days before the bid opening, but because the board couldn't approve the specs until this meeting, staff missed the newspaper's same-day cutoff for Friday publication. As a result, the ad will run on Monday, pushing the bid opening back one day to April 1, through this does not affect the final approval timeline. He apologizes for the delay and says he will send an updated email to everyone with the revised dates.

## **QUESTIONS AND REPORTS**

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

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

### **ADJOURNMENT**

President Gustafson asked for a motion to Adjourn the meeting.

Motion was made by Trustee Babcock, second by Trustee Sima. Voting yes: Trustees Mead, Sima, Babcock, Wright 4-0-0.

Meeting was Adjourned at 6:59 pm.