



# Meeting Minutes

**Location:**

Village Hall -  
10631 Main Street  
Roscoe, IL 61073

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**Village Board of Trustees**  
Tuesday, February 03, 2026  
6:30 PM

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## **CALL TO ORDER**

President Gustafson called the meeting to order at 6:30 pm.

## **PLEDGE OF ALLEGIANCE**

## **ROLL CALL**

### **PRESENT**

Trustee William Babcock  
Trustee John Broda  
Trustee Dayne Mead  
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 **January 20, 2026.**

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

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

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

## **PRESIDENT'S REPORT**

## **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 Babcock, second by Trustee Sima. Voting yes: Trustees Mead, Babcock, Wright, Broda, Sima 5-0-0.

4. Year to Date, Revenues and Expenditures

## 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.*

## MOTIONS AND RESOLUTIONS (Final action)

5. **Approval of Ordinance 2026-01**, making appropriations for the fiscal year beginning **January 1, 2026 and ending December 31, 2026.**

*Full Budget Documents are also available on the Village's Website at:*

<https://village-roscoe-il-clear.doc.cleargov.com/20527/789463/d>

President asked for a motion for Ordinance 2026-01.

Motion was made by Trustee Broda, second by Trustee Wright. Voting yes:

Trustees Broda, Mead, Sima, Wright, Babcock 5-0-0.

6. **Approval of Resolution 2026-R04**, extending the contractual tree maintenance and removal contract with **Tree Care Enterprises, Inc.**

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

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

7. Approval of **Resolution 2026-R05**, relating to the expiration of the Village Administrator Employment Agreement.

President Gustafson asked for a motion for the approval of Resolution 2026-05.

Motion was made by Trustee Sima, second by Trustee Wright. Voting yes: Trustee Mead, Sima, Broda, Wright. Voting No: Trustee Babcock. 4-1-0.

## NEW BUSINESS (First reading or suspend rules)

8. **Approval of Resolution 2026-R06**, accepting the public improvements within the **Hawks Pointe Plat 5** subdivision.

President Gustafson states that this is the first reading and will be on the agenda in two weeks and we she will ask one of our engineers to speak on it.

Brandon Boggs Village Engineer provides a detailed explanation, noting that the subdivision's improvements were built correctly and are ready for acceptance pending the final stormwater document. He emphasized that a 20% letter of credit remains in place as a two-year warranty to

cover any defects in materials or workmanship; if the developer fails to correct an issue, the Village can draw on the bond to make repairs Boggs also addressed the fact that the road is already open to traffic- something the Village typically discourages before formal acceptance- but explained that the developer likely removed barricades due to resident pressure. He confirmed that once the resolution is approved, the Village will officially take over maintenance duties, and the project will be fully integrated into the public system.

**9. Approval of Resolution 2026-R07, approving agreement with Northern Contracting, Inc. for the quoted amount of \$3,091.92 for guardrail repairs on Willowbrook Rd.**

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

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

President Gustafson asked for a motion for the approval of Resolution 2026-07.

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

## **QUESTIONS AND REPORTS**

President Gustafson asked the Village Engineer to give the board some information about what is going on with the Roscoe Road Bridge Timeline.

Brandon Boggs Village Engineer reports that Winnebago County is still in the design phase for the Roscoe Road Bride reconstruction. At the most recent R1 Technical Committee meeting, County Engineer Carlos Molina stated that the county's goal is to have the project ready to bid in April though the exact design is not finalized, the county does not yet have a firm construction schedule. Boggs added that the Village of Roscoe has a coordination meeting with the county later in the week where they expect to receive more concrete details about timing, staging, and potential impacts. He anticipates providing a more detailed update at the next board meeting.

Boggs also addressed concerns about how the Roscoe Road Bridge timeline interacts with other major county bridge projects. He explained that the county intends to avoid simultaneous closures of major routes- specifically noting the Prairie Hill Road Bridge and the IL-75 Bridge cannot be bid and started this year, the schedule may be pushed back up to two years to prevent multiple closures at once. Boggs emphasized that the county is moving "full speed ahead" on design to keep the April bid target realistic, but the final schedule will depend on the outcome of this week's coordination meeting.

President Gustafson briefly explained that the two-page handout she distributed was prepared by R1 and outlines a question that will appear on the March 17th primary ballot She emphasized that the document is meant purely as informational material for board members so they can answer constituent questions about what the measure is, how it originated, and why it is appearing now. She noted that many municipal representatives were initially unaware that this question would be on the ballot, which has created concern and confusion in several communities.

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

Rob Baxter asked if the county still have impact fees for any construction? are those utilized at all?

President Gustafson confirms that the county does have fees.

Mr. Baxter states that he is looking at the additional sale tax, and states that he is highly offended. He can't believe that we just continue to pound our residents with tax after tax.

President Gustafson states let me be clear, this did not originate with the county.

Mr. Baxter states it looks like the county is trying to double dip. He states they are getting a sales tax on top of the impact fees on top of property taxes, etc.

President Gustafson states that this is just to be towards schools.

Rob Chambers states that it is a shame that the county will not widen the bridge to put in a bike path.

President Gustafson stated the county doesn't have enough funding.

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

### **ADJOURNMENT**

Presidents Gustafson asked for a motion to Adjourn the meeting.

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

Meeting Adjourned at 6:51 pm.