



# Meeting Minutes

**Location:**

Village Hall -  
10631 Main Street  
Roscoe, IL 61073

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**Village Board of Trustees**  
Tuesday, December 03, 2024  
6:30 PM

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## **CALL TO ORDER**

President Gustafson called meeting to order at 640pm

## **PLEDGE OF ALLEGIANCE**

## **ROLL CALL**

### **PRESENT**

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

### **ABSENT**

Trustee William Babcock  
Trustee Stacy Mallicoat

## **APPROVAL OF THE MINUTES**

- 1. Approval of the Minutes** for the meeting of the Village Board of Trustees from **November 19, 2024.**

President Gustafson entertained a motion,

Motion made by Trustee Plock, Seconded by Trustee Sima.

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

Absent: Trustee Babcock and Trustee Mallicoat

Village Board of Trustees  
Meeting Minutes - December 03, 2024

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

None

## **PRESIDENT'S REPORT**

President Gustafson addressed the board to review the two documents in their packet and called on Treasurer Mark Olson to present.

2. Presentation of the **Financial Statements and Annual Audit Report** for the period ending December 31, 2023, by Baker Tilly US, LLP

Treasurer Mark Olson summarized the Annual Audit,

In compliance with the Illinois Municipal Code (65 ILCS 5/8-8-3) and the Village of Roscoe Accounting

Policies and Procedures Manual adopted by the Village Board, the Village's external auditor has reviewed and audited the financial statements of governmental activities, the business-type activities, the discretely presented component unit, each major fund and the aggregate remaining fund information of the Village of Roscoe as of and for the year ended December 31, 2023 and related notes to the financial statements, which collectively comprise the Village's basic financial statements of said report.

In the auditor's opinion, "the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund and the aggregate remaining fund information of the Village as of December 31, 2023, and the respective changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America."

President Gustafson thanked Treasurer Olson for all his hard work and cooperation with the Audit. President Gustafson inquired if there is a way to get the auditors Baker Tilly to stop referring to the Village of Roscoe as to having a finance committee, stating the Roscoe Finance Committee does not exist. Treasurer Olson will discuss with them regarding this issue.

## **TREASURER'S REPORT**

3. Cash Report and Bills

President Gustafson provided a summary of the expenditures:

Expenditures \$590,757.48; Cash on Hand -Not listed on report

No Motor Fuel : Cash on hand \$1,678,682.27

4. Approval of Bills

President Gustafson entertained a motion;

Motion made by Trustee Plock, Seconded by Trustee Wright.  
Voting Yea: Trustee Petty, Trustee Plock, Trustee Sima, Trustee Wright

Absent: Trustee Babcock and Trustee Mallicoat

5. Year to Date, Revenues and Expenditures

None

## 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.*

6. Discussion and Approval of the **2025 regular meeting dates** for the Village of Roscoe Board of Trustees and Committee of the Whole.

President Gustafson entertained a motion,

Motion made by Trustee Sima, Seconded by Trustee Wright.  
Voting Yea: Trustee Petty, Trustee Plock, Trustee Sima, Trustee Wright

Absent: Trustee Babcock and Trustee Mallicoat

7. Discussion and Approval of the **2025 Holiday Schedule** for the Village of Roscoe.

President Gustafson entertained a motion,

Motion made by Trustee Plock, Seconded by Trustee Wright.  
Voting Yea: Trustee Petty, Trustee Plock, Trustee Sima, Trustee Wright

Absent: Trustee Babcock and Trustee Mallicoat

## ACTION FROM THE LIQUOR COMMISSION

8. Approval of **Ordinance 2024-12, increasing the maximum number of authorized Class “CT” (Caterer) liquor licenses to two, and decreasing the number of authorized Class “BP” (Brew Pub) liquor licenses to zero.**

President Gustafson entertained a motion,

Motion made by Trustee Plock, Seconded by Trustee Wright.  
Voting Yea: Trustee Petty, Trustee Plock, Trustee Sima, Trustee Wright

Absent: Trustee Babcock and Trustee Mallicoat

9. Approval of a **Class “CT” (Caterer)** liquor license to **Hoffman House of East Rockford Inc. d/b/a Firehouse Pub**  
[Licensed Premises: 10670 Main Street, Roscoe, IL, Roscoe, IL 61073]

President Gustafson entertained a motion,

Motion made by Trustee Plock, Seconded by Trustee Sima.

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

Absent: Trustee Babcock and Trustee Mallicoat

10. Approval of **Five (5) Class "A" On & Off Premise Full Liquor** renewal applications

FIESTA CANCUN AUTHENTIC MEXICAN RESTAURANT OF ROSCOE, INC. dba  
FIESTA CANCUN MEXICAN RESTAURANT

PENNY INC dba QUIK MART

SCHNUCK MARKETS INC DBA SCHNUCKS MARKET

DORIS DESCHLER INC dba WHIFFLETREE BAR & GRILL

MARY'S MARKET ROSCOE LLC

President Gustafson entertained a motion,

Motion made by Trustee Plock, Seconded by Trustee Sima.

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

Absent: Trustee Babcock and Trustee Mallicoat

11. Approval of **Twelve (12) Class "BL" Boutique Gaming Full Liquor** renewal applications

ANNAS CAFE LLC – ROSCOE dba ANNA'S LUCKY 777 UNIT 4

ANNAS CAFE LLC – ROSCOE dba ANNA'S LUCKY 777 UNIT 6

MILLION MILE LLC dba CECE'S LUCKY SLOTS

DANDY’S INC dba DANDY'S SLOTS

EMPIRE SLOTS ROSCOE LLC dba ROYALTY SLOTS

JACKPOT JOE'S LLC dba JACKPOT JOE’S

ADRI’S GAMING BOUTIQUE, INC dba LUCKY HORSESHOE

SUZZIE, LLC dba MAMA SUE'S DELI & SLOTS

PINEWOODS RESTAURANT GROUP LLC dba MOLLY'S DELI

NEXT STOP ENTERPRISES LLC dba NEXT STOP GAMING

PIPITONE INC dba SLOTS OF FORTUNE

A G P 18 INCORPORATED dba SLOTS OF FORTUNE

President Gustafson entertained a motion,

Motion made by Trustee Plock, Seconded by Trustee Wright.

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

Absent: Trustee Babcock and Trustee Mallicoat

12. Approval of **Eight (8) Class "C" Package Store Full Liquor** renewal applications

CASEY'S RETAIL COMPANY dba CASEY'S GENERAL STORE #3536

HIGHLAND PARK CVS LLC dba CVS/PHARMACY #8524

GPM MIDWEST, LLC dba FAS MART #5155

GPM MIDWEST, LLC dba FAS MART #5224

KELLEY WILLIAMSON CO dba HONONEGAH MOBIL

KELLEY WILLIAMSON CO dba ROSCOE MOBIL

THORNTONS LLC dba THORNTONS #331

WALGREEN CO dba WALGREENS #6001

President Gustafson entertained a motion,

Motion made by Trustee Plock, Seconded by Trustee Sima.

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

Absent: Trustee Babcock and Trustee Mallicoat

13. Approval of **Two (2) Class "D" On Premise Only Beer & Wine** renewal applications

TOMAR LLC dba 815 SLOTS

USKANA HOSPITALITY GROUP dba JESSICA'S RESTAURANT

President Gustafson entertained a motion to approve 1 Class "D" On-Premise Only Beer & Wine for Uskana Hospitality dba Jessica's Restaurant,

Motion made by Trustee Plock to approve

Seconded by Trustee Wright.

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

Absent: Trustee Babcock and Trustee Mallicoat

TOMAR LLC dba 815 SLOTS will be requested by President Gustafson to attend the next meeting.

14. Approval of **Seven (7) Class "F" Full Liquor On Premise Only** renewal applications

RJR GAMING INC dba BENNY'S SLOTS WINE & SPIRITS

HOFFMAN HOUSE OF EAST ROCKFORD INC dba FIREHOUSE PUB

LOU'S TAP, INC dba LOUIE'S TAP HOUSE

RYBO VENTURES INC dba POISON IVY PUB

VFW POST #2955 dba VFW POST 2955

PIETRO'S OF ROSCOE LLC dba PIETRO'S PIZZERIA

WHISKEY HOTEL BARBECUE LLC dba WHISKEY HOTEL BARBECUE

President Gustafson entertained a motion,

Motion made by Trustee Plock, Seconded by Trustee Wright.

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

Absent: Trustee Babcock and Trustee Mallicoat

15. Approval of **Two (2) Class "G" Package Store Beer & Wine** renewal applications

LOVES TRAVEL STOPS & COUNTRY STORE dba LOVE'S TRAVEL STOP #322

SPEEDWAY LLC dba SPEEDWAY 3962

President Gustafson entertained a motion,

Motion made by Trustee Plock, Seconded by Trustee Wright.

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

Absent: Trustee Babcock and Trustee Mallicoat

16. Approval of **Two (2) Class "CT" Caterer Retailer Full Liquor** applications

PERFECTLY SEASONED LLC dba PERFECTLY SEASONED

HOFFMAN HOUSE OF EAST ROCKFORD INC dba FIREHOUSE PUB

President Gustafson entertained a motion,

Motion made by Trustee Plock, Seconded by Trustee Sima.

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

Absent: Trustee Babcock and Trustee Mallicoat

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

17. Approval of **Resolution 2024-R51**, adopting a **Subdivision Entrance Maintenance Policy**.

President Gustafson entertained a motion;

Motion made by Trustee Plock, Seconded by Trustee Sima.

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

Absent: Trustee Babcock and Trustee Mallicoat

18. Approval of **Resolution 2024-R50**, authorizing an agreement with Vanderwalle & Associates related to the creation of a **Main Street Overlay Zoning District**

President Gustafson entertained a motion,

Motion made by Trustee Plock, Seconded by Trustee Wright.

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

Absent: Trustee Babcock and Trustee Mallicoat

19. Approval of **Resolution 2024-R52**, allocating the Village's **American Rescue Plan Act (ARPA) funds** for the provision of government services.

President Gustafson entertained a motion,

Discussion: Administrator Kurlinkus stated that the rules have changed and the Village must provide what the money will be allocated for.

Project Name Amount

Porter Park Cabin Maintenance \$259,935.32

Purchase of Motorola Police Radios \$286,833.40

Porter Park Fitness Court Equipment \$110,000.00

Bridge Street Multiuse Parking Facility \$600,000.00

Public Works Facility Maintenance \$594,972.19

Total Allocation \$1,851,740.91

The funds must be obligated by December 31, 2024 and all funds spent by December 31, 2026.

Motion made by Trustee Plock, Seconded by Trustee Wright.

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

Absent: Trustee Babcock and Trustee Mallicoat

- 20. Approval Of Resolution 2024-R53**, adopting and allocating funds for an Outdoor Fitness Court as part of the the 2024 National Fitness Campaign to be installed as part of the Porter Park Phase 2 Expansion.

President Gustafson entertained a motion,

Motion made by Trustee Plock, Seconded by Trustee Petty.

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

Absent: Trustee Babcock and Trustee Mallicoat

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

None

#### **QUESTIONS AND REPORTS**

Trustee Plock inquired about the backup plan for the Hometown Holiday since the parking lot is not finished, it was stated this would be discussed tomorrow during the Hometown Holiday meeting.

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

None

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

President Gustafson entertained motion to move to Executive Session to discuss possible land purchase.

Motion made by Trustee Plock, Seconded by Trustee Wright.

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

Absent: Trustee Babcock and Trustee Mallicoat

President Gustafson entertained motion to move back to open session.

#### **NO ACTION TAKEN**

Motion made by Trustee Petty, Seconded by Trustee Plock.

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

Absent: Trustee Babcock and Trustee Mallicoat

#### **ADJOURNMENT**



President Gustafson entertained motion,

Motion made by Trustee Petty, Seconded by Trustee Plock.

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