



Meeting Minutes

Location:

Village Hall -
10631 Main Street
Roscoe, IL 61073

Village Board of Trustees
Tuesday, October 01, 2024
6:30 PM

CALL TO ORDER

President Gustafson called meeting to order at 630pm

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT

Trustee William Babcock
Trustee Stacy Mallicoat
Trustee Susan Petty
Trustee Justin Plock
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 **September 17, 2024.**

President Gustafson entertained a motion;

Motion made by Trustee Mallicoat, Seconded by Trustee Wright.

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

PUBLIC COMMENT (Limited to 3 minutes per speaker)

President Gustafson recognized that Trustee Plock is in attendance requesting this be reflected in roll call.

PRESIDENT'S REPORT

President Gustafson reminded the board and public that October is Breast Cancer Awareness Month which is a time for everyone to come together and raise awareness. The Village lights will be pink for the month of October.

2. Introduction of Village Attorney Tom Green

President Gustafson called Attorney Tom Green to introduce himself to the board and public:

Attorney Green introduced himself to the board stating that he is a local native from Rockford, and employed with Barrick, Switzer, Long, Balsley & Van Evera, LLP. Attorney Green and his firm legally represent over 20 municipalities including: Machesney Park, Caledonia, Lena, Roscoe Township, Capron, Cherry Valley Fire Protection District.

Attorney Green is open to communication and looks forward to working with the Board.

TREASURER'S REPORT

3. Cash Report and Bills

President Gustafson summarized the Bills:

The total bills to be submitted for approval are expenditures per list of \$155,857.85

Payroll expenses: \$107,851.84

Cash on hand after payment of the bills \$8,599,264.44

Motor Fuel expenditures: \$3,619.09

Cash on hand in the Motor Fuel fund is: \$1,573,384.23

4. Approval of Bills

President Gustafson entertained a motion to pay the bills;

Motion made by Trustee Wright, Seconded by Trustee Mallicoat.

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

5. Year to Date, Revenues and Expenditures

Treasurer Olson provided the board with an update of the current YTD Revenues and Expenditures, stating that currently the budget is at 67% for general revenues and 62% for expenditures. Treasurer Olson stated that the final yearly report from Baker Tilly is pending as their auditor quit therefore there is a little standstill, and he will keep the board updated.

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. **Approval of Resolution 2024-R42**, entering into an agreement with **Omni Technologies, LLC** for the the renewal of the maintenance agreement, and purchase and installation of hardware, for the Village's access control system.

President Gustafson summarized the resolution and entertained a motion;

Motion made by Trustee Babcock, Seconded by Trustee Petty.

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

MOTIONS AND RESOLUTIONS (Final action)

None

NEW BUSINESS (First reading or suspend rules)

7. **Approval** of the issuance of a **Special Event Permit** for the **7th Annual Jaimie Cox Memorial 5K Run/Walk**. The event will take place on Saturday, October 19, 2024.

President Gustafson entertained motion to suspend rules.

Motion made by Trustee Mallicoat to suspend the rules, Seconded by Trustee Wright.

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

Motion made by Trustee Mallicoat, Seconded by Trustee Petty.

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

QUESTIONS AND REPORTS

8. **REMINDER: Halloween Trick-or-Treating** takes place on **October 31, 2024 - 5:00pm to 7:00pm**

President Gustafson acknowledged that Halloween Trick-or-Treating would take place between the hours of 5:00pm - 7:00pm on October 31, 2024.

9. **Update on Truck-or-Treat at Porter Park** - Anne Hanson

Anne provided an update to the Truck-or-Treat at Porter Park, providing the following:

Village Board of Trustees
Meeting Minutes - October 01, 2024

Activities:

3-6pm Lincoln Bias | Pumpkin Carver, 330-430pm Hammy Hog will be in attendance, 3-6pm Balloon House and Coloring Wall, 3-6pm RC Flyers.

There will be approximately 10 Staff and 3 officers

27 Business Participant's

Donation Totals of \$750.00

In Kind Donations; Culvers, Perfetti Van Melle, Pepsi, Rockford Ice Hogs, Bud & Sue, S&H Nursery, Pietros and Port-o-John.

10. Update on the Village's Road Patching Program Information - Troy Taylor

Troy provided the board with an overview and update of the current patching program. Currently the Public Works Crew is doing the patching using some new equipment. Troy provided a little detail of the different mixes used for patching the pot-holes (Cold Mix which is a little more expensive for winter months, and hot mix). Troy and his team have been going through the community identifying any areas that need patching.

PUBLIC COMMENT (Limited to 3 minutes per speaker)

Jim Powers of Roscoe, Vice President of VTSD (Veterans Training Service Dogs), Mr. Powers is interested in using the cabin to train veterans and the dogs at there. Veterans Training Service Dogs is a non-profit 501c. Mr. Powers would like to use the cabin and feels it would be beneficial as it would allow the training to outside of the weather conditions and provide a more comfortable experience. Mr. Powers requested 3 hours of usage, 1 hour to set up, 1 hour to train and 1 hour to clean.

President Gustafson responded that this is not permitted by ordinance. The ordinance does not allow animals to be unleashed and uncontrolled in public spaces. Permits do not allow animals in Porter Park

Cabin, as many people who rent serve food, and beverages and the cabin was not intended for animal training. President Gustafson addressed the board to suggest modifying the ordinance to allow. as it stands currently the Cabin is allowed to train animals.

Mr. Powers stated all the animals are leashed, they are not running wild, and this does not apply to their dogs. These are service animals, 6 dogs at maximum with being in the cabin for roughly 1 hour for training. Attorney Kurlinkus recommended the Townships Facility. President Gustafson stated she understands the value of their program, but the program is not appropriate for our cabin.

Trustee Petty stated that Porter Park was built as a training facility, Trustee Malicoat corrected as an educational facility. Trustee Petty stated that the Boy's and Girl Scouts use the cabin, as well as Lions Club. Trustee Petty stated that the service dogs are protected under the American's Disabilities Act. Administrator Kurlinkus stated now that these are not service dogs. Mr. Powers responded that they are service animals and being trained with the Veterans.

Bruce, President of VTSD, stated this is an education program, educating the Veterans, and working with the dogs. President Gustafson stated current policy does not allow using the space and suggests using other places. Trustee Wright asked if they have inquired with the VFW, and it was responded that yes and they would allow them, but they feel that Porter Cabin would be beneficial with its calming area, the beauty and it is close to them.

Trustee Petty requested a copy of the ordinance.

EXECUTIVE SESSION (IF NECESSARY)

None

ADJOURNMENT

President Gustafson entertained a motion to adjourn;

Motion made by Trustee Petty, Seconded by Trustee Wright.

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

Meeting adjourned at 714pm