



# Meeting Minutes

**Location:**

Village Hall -  
10631 Main Street  
Roscoe, IL 61073

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**Village Board of Trustees**

Tuesday, April 07, 2026

6:30 PM

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**CALL TO ORDER**

President Gustafson called the meeting to order at 6:31 pm.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**PRESENT**

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

**ABSENT**

Trustee William Babcock

**APPROVAL OF THE MINUTES**

1. **Approval of the Minutes** for the meeting of the Village Board of Trustees from **March 18, 2026**.

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

Motion was made by Trustee Mead, second by Trustee Sima. Voting yes: Trustees Wright, Sima, Broda, Mead. Abstain Trustee Butz 4-0-1.

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

**PRESIDENT'S REPORT**

2. Issuance of a **Proclamation recognizing April 15, 2026 as "Purple Up Day"**.  
[requested by: American Legion, Walter Graham Post No. 332]

President Gustafson issued an official proclamation declaring April 15, 2026, as purple up day in the Village of Roscoe. The proclamation emphasizes the community's commitment to

recognizing military-connected children, highlighting their resilience, strength, and the often-unseen sacrifices they make as part of military families.

Susan Johnson, representing the American Legion's Illinois Children & Youth program, accepted the proclamation and explained that the Legion and Auxiliary are organizing a series of youth-focused activities running from April through October. One of the first events is a purple up dance, already promoted through local schools.

President Gustafson would like to extend a great deal of gratitude to the staff Janel, Ann, Emma for organizing participating restaurants, to designing and publishing promotional materials, to physically delivering signage and flyers around the community. She is hoping it will build on last year's success.

Purple Up Day encourages residents, businesses, and organizations to wear purple as a visible show of support. Purple symbolizes the combined colors of all military branches, representing unity and appreciation for the children who serve alongside their families in spirit.

### **TREASURER'S REPORT**

#### 3. Cash Report and Bills

Expenditures are \$112,340.41 Payroll is \$123,661.34 Total expenditures from the general fund is \$236,001.75 no motor fuel.

#### 4. Approval of Bills

President Gustafson asked for a motion to pay the bills.

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

#### 5. 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.*

#### **6. Approval of Resolution 2026-R16, authorizing an of a Mosquito Management Agreement with Clarke Environmental Mosquito Management, Inc. (2026–2028)**

President Gustafson asked for a motion for the approval of Resolution 2026-R16.

Motion was made by Trustee Butz, second by Trustee Wright. Voting yes: Trustee Butz. Voting no: Trustees Wright, Sima, Mead, Broda 1-4-0.

Trustee Mead explained that he could not support Resolution 2026-R16 because he believed the Village lacked sufficient information to justify entering a three-year mosquito-spraying contract. After reviewing the issue independently, he concluded that the environmental impact of chemical spraying outweighed the limited public-health benefit, noting that Illinois recorded

only 142 West Nile cases out of 13 million residents, which he emphasized is 0.001% of the population. He also questioned the value of the program, pointing out that the Village would receive only three days of sprayings per year, each lasting about three days, meaning roughly nine total days of coverage for \$24,424.00 which will increase every year.

Resolution 2026-R16 did not pass failed.

**7. Discussion and Recommendation to adopt the 2026 Zoning Map prepared by Fehr Graham & Associates.**

President Gustafson asked for a motion for the approval of the 2026 Zoning Map.

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

**8. Approval of Resolution 2026-R17, of authorizing the Village President to solicit bids, negotiate, and enter into a wholesale electricity supply contract not to exceed three years in length for the Village of Roscoe Electrical Aggregation Program**

President Gustafson asked for a motion for the approval of Resolution 2026-R17.

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

**9. Approval of Resolution 2026-R18 for purchase of new Pistols, Sights, and Holsters in the amount of \$14,185.15.**

President Gustafson asked for a motion for the approval of Resolution 2026-R18.

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

**10. Approval of Resolution 2026-R19 for purchase of Pistol & Rifle Ammunition in the amount of \$9881.68.**

President Gustafson asked for a motion for the approval of Resolution 2026-R19.

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

**MOTIONS AND RESOLUTIONS (Final action)**

**11. Approval of Ordinance 2026-05 approving a Variance request to increase the allowable size of an accessory building in the RM District for the property located at 5704 Andrews Drive (PIN: 04-28-453-017).**

[Applicant: Joseph Anderson representing Jim Baker]

ZBA voted 3–1 on March 11, 2026 (Jorgensen dissenting; two members absent); therefore, the request is forwarded to the Village Board without a recommendation.

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

Motion was made by Trustee Sima, second by Trustee Butz, Voting yes: Trustees Mead, Sima, Butz, Broda, Gustafson. Voting no: Trustee Wright 5-1-0.

Tom Green noted that the Zoning Board of Appeals voted 3-1, but because a variance requires four affirmative votes, the ZBA forwarded the request to the Village Board without recommendation. So, the Village President and four Trustees will vote to approve it.

Trustee Wright said that he had spoken with the residents and noted that some of the existing garage units are being used as storage, which reduces available parking. He asked whether the new building would also be used for storage, and whether the existing storage areas would be converted back into rental garage spaces to help with the parking shortage.

President Gustafson clarified that the intended use of the interior space is not relevant to the variance decision. She emphasized that the only question before the board is: Does the proposed accessory structure meet the zoning parameter and the findings of fact?

Joe Anderson is representing the property owner Jim Baker, he responded to Trustee Wright's question, and he confirmed there is a parking issue on the property. He does not know whether the owner plans to rent out additional garage spaces for income.

**12. Approval of Ordinance 2026-06 approving a Map Amendment from the CR: Commercial Retail District to the MS-C: Main Street Core District** for the property commonly known as **10774 Main Street** (PIN: 04-33-332-007).

[Applicant Foraged Holdings LLC (Greg & Deanna Osborn)]

ZBA voted 4–0 on March 11, 2026 (two members absent); therefore, the request is forwarded to the Village Board with a recommendation for approval.

President Gustafson asked for a motion for the approval of Ordinance 2026-06.

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

**13. Approval of Resolution 2026-R20, awarding Rock Road Companies, Inc. the contract for the completion of the 2026 Residential Streets Program for the amount of \$997,826.85.**

President Gustafson asked for a motion for the approval of Resolution 2026-R20.

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

President Gustafson stated before the vote she provided a detailed explanation of why the bid came in higher than the original January estimate, she noted that the project scope had expanded to include a peninsula modification on Lyanna Drive, and that the earlier cost estimate was based on best-guess square yardage, which increased once final measurements were completed. She explained that industry consolidation has reduced competition -only two bidders submitted proposals this year-resulting in less favorable pricing.

President Gustafson emphasized that despite the higher cost, the Village can fully cover the increase, including an additional \$109,238.65 for engineering, testing, and other ancillary expenses. She recommended proceeding with both the base project and the alternate, noting that delaying the alternate to a future year would likely increase costs.

**14. Discussion and Recommendation** of entering into an **agreement with Fehr Graham & Associates** to prepare an **Illinois Department of Natural Resources (IDNR) Boat Access Area Development (BAAD) Grant Application.**

President Gustafson asked for a motion for approving Resolution 2026-R21?

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

**15. Approval of Resolution 2026-R7** Approving and Authorizing the Execution of a Settlement Agreement and Release (Bridge Street Parking Lot)

President Gustafson asked for motion for the approval of Resolution 2026-R07.

Motion was made by Trustee Sima, second by Trustee Butz. Voting yes: Trustees Wright, Butz, Sima, Mead. Voting no: Trustee Broda 4-1-0.

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

**16. Approval of a Special Event Permit** for a 10 Year Anniversary Celebration at **Orchid Nail Salon, 5255 Elevator Road.** Event to be held on April 12, 2026 from 2pm-5pm

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 Butz. Voting yes: Trustees Mead, Butz, Sima, Wright, Broda 5-0-0.

President Gustafson asked for a motion for the approval of a Special Event Permit.

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

**17. Approval of a Special Event Permit** for the **Season Opener Disc Golf Tournament at Porter Park.** Event to be held on May 17, 2026 from 9am-5pm

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

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

President Gustafson asked for a motion for an approval of a Special Event Permit.

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

**QUESTIONS AND REPORTS**

**18. Police Department - Update Regarding Public Safety During Roscoe Road Bridge Closure**

Sam Hawley Chief of Police provided an update focused on preparations for the Roscoe Road Bridge Closure, expected to last from June through November. He explained that the department has been planning for this since the previous year and will maintain minimum staffing of three officers, assigning an east-side car, a west-side car, and a cover car to ensure continuous coverage on both sides of the river. He stated to strength response capability; the Village is finalizing a Memorandum of Understanding (MOU) with the Rockton Police Department. While the two departments already have a mutual-aid agreement, the new MOU will allow automatic dual dispatch for emergency calls on the west side during the closure. Sam also confirmed coordination with North Park Fire, the Sheriff's Office, and Machesney Park, ensuring that fire, EMS, and county units can respond efficiently despite the detour.

Sam emphasized that the plan will actually provide equal or better coverage than normal during the closure. A draft of the MOU will be presented to the Committee of the Whole in two weeks for Trustees to review.

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

Lucy Krchak states that she sees that we have the police coverage handled. Does this thing work here in two weeks? Does this also cover the rescue squad and fire trucks and things of that nature?

President Gustafson stated that will be handled through the fire department, North Park Fire, but they have it worked out where they have an agreement of their various units. But if you wish additional information, we can put her in touch with Chief Berseron.

Lucy states she thinks it would be advantageous to the citizens to especially to calm some nerves if there was some kind of printed document maybe put out so that they would know feel safe that you know in case of a fire or rescue squad that you know that's going on. This is a pretty big a pretty long closure I think that there's you know we should really take our time and let the citizens know what to expect.

**EXECUTIVE SESSION (IF NECESSARY)**

**ADJOURNMENT**

President Gustafson asked for a motion to Adjourn the meeting.

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

Meeting Adjourned at 7:05 pm.