



# Meeting Minutes

**Location:**

Village Hall -  
10631 Main Street  
Roscoe, IL 61073

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**Village Board of Trustees**

Tuesday, May 06, 2025

6:30 PM

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**CALL TO ORDER - SINE DIE MEETING**

President Gustafson called meeting to order at 6:34.

**PLEDGE OF ALLEGIANCE****PRESENT**

Trustee William Babcock  
Trustee John Broda  
Trustee Dayne Mead  
Trustee Justin Plock  
Trustee Michael Sima  
Trustee Michael Wright  
Village President Carol Gustafson

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**APPROVAL OF THE MINUTES**

1. **Approval of the Minutes** for the meeting of the Village Board of Trustees from **April 15, 2025.**

President Gustafson requested a motion to approve the minutes from April 15th. Motion was made by Trustee Wright and seconded by Trustee Babcock.

Voting Yes: Trustees Babcock, Broda, Mead Plock, Sima, Wright 6-0-0.

2. **Approval of the Minutes** for the meeting of the **Committee of the Whole** from **April 15, 2025**

President Gustafson requested a motion to approve the Minutes for the Committee of the Whole on April 15th. The Motion was made by Trustee Wright and seconded by Trustee Plock. Voting yes: Trustees Babcock, Mallicoat, Petty, Plock, Sima, Wright. 6-0-0

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**3. Approval of the Minutes** for the meeting of the **Liquor Commission** from **January 21, 2025**.

President Gustafson requested a motion to approve the Minutes for the Liquor Commission for January 21st. The Motion was made by Trustee Wright and seconded by Trustee Sima. Voting Yes: Trustees Babcock, Mallicoat, Petty, Plock, Sima, Wright 6-0-0.

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

No Public Comments.

**PRESIDENT'S REPORT**

**4. Introduction and Swearing in of Conner Jordan as a Village of Roscoe Police Officer.**

Chief Samuel Hawley swore in the newest Police Officer Conner Jordan. Officer Jordan just recently graduated from the academy on April 24th and for the next 3 months Officer Jordan will be in the FTO program. Officer Jordan resides in Belvidere.

**5. Proclamation** in recognition of **National Public Works Week**  
(**May 18, 2025** through **May 24, 2025**)

President Gustafson delivered a proclamation in recognition of National Public Works Week on May 18th thru May 24th to recognize the Public Works Department for all of the hard work they do to keep us healthy and safe throughout the year.

**6. Report on Roscoe Restaurant Week 2025**

President Gustafson reported that the Roscoe Restaurant Week was a success. The restaurants reported an increase in traffic, which was the goal. People visiting the establishments were awarded prizes during the week. President Gustafson thanked Janel for all of the hard work she did to make this event a success.

**TREASURER'S REPORT**

**7. Cash Report and Bills**

Total expenditures of \$ 142,065.17, Payroll \$153,972.17, total approved is \$ 296,037.34.

**8. Approval of Bills**

President Gustafson requested a motion to pay the bills. The motion was made by Trustee Plock and seconded by Trustee Wright.  
Voting Yes: Trustee Petty, Mallicoat, Wright, Sima, Babcock, Plock, 6-0-0.

**9. Year to Date, Revenues and Expenditures**

**EXECUTIVE SESSION (IF NECESSARY)**

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President Gustafson entertained a motion to enter into executive session briefly for pending litigation 5ILCS 120/2 (c) (11). Motion was made by Trustee Plock, seconded by Trustee Babcock. Voting Yes; Trustees Babcock, Mallicoat, Petty, Plock, Sima, Wright, 6-0-0.

New Trustees elect Broda, Mead, and New Village Clerk Garza will join in the closed session.

## **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.*

Motion to approve as whole

Motion made by Trustee Mallicoat, Seconded by Trustee Plock.

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

- 10. Approval of Resolution 2025-R17**, authorizing a contract with Fehr Graham & Associates, LLC to assist with the development of the Village's FY2026-2030 **Capital Improvement Program and Updated Street Study Proposal** for the quoted amount of **\$69,300.00**.

President Gustafson entertained a motion for the approval of Resolution 2025-R17. The motion was made by: Trustee Mallicoat, seconded by Trustee Wright. Voting yes: Trustees Plock, Petty, Babcock, Sima, Wright, Mallicoat 6-0-0.

- 11. Approval of Resolution 2025-18**, authorizing an RFP for Design Services related to the **Porter Park Phase 2 Expansion** (OSLAD Grant)

President Gustafson entertained a motion for the approval of Resolution 2025-18. The motion was made by Trustee Mallicoat, seconded by Trustee Wright. Voting yes, Trustees Petty, Wright, Babcock, Plock, Mallicoat 6-0-0.

- 12. Approval of Resolution 2025-R19**, authorizing the engagement of Fehr-Graham and Associates to complete a Phase 2 Environmental Study for 10517 Main Street Property Purchase.

President Gustafson entertained a motion for the approval of Resolution 2025-R19. Motion was made by Trustee Mallicoat, seconded by Trustee Wright. Voting yes, Petty, Plock, Babcock, Wright, Sima, Mallicoat 6-0-0.

- 13. Approval of Resolution 2025-20**, approving a two year contract with **Axon Enterprise, Inc.** in the amount of **\$6,937.22**

President Gustafson entertained a motion for the approval of Resolution 2025-20. Motion was made by Trustee Mallicoat, seconded by Trustee Wright. Voting yes, Petty, Plock, Babcock, Wright, Sima, Mallicoat 6-0-0.

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

- 14. Approval of Resolution 2025-R14.1** for the purchase of Two Kubota ZD1611 72" zero turn mowers from **Bobcat of Rockford** for the quoted amount of **\$39,847.44**

**[amends 2025-14 to reflect corrected trade-in credits]**

President Gustafson entertained a motion for approval of Resolution 2025-R14.1. Motion was made by Trustee Plock, seconded by Trustee Wright. Voting yes, Trustees Babcock, Petty, Sima, Wright, Mallicoat, Plock 6-0-0.

- 15. Approval of Resolution 2025-R21** for **Fritzel's Landscaping** for the quoted amount of **\$32,245.00** for rebuilding the Village Hall retaining wall and restoration of the turf.

President Gustafson entertained a motion for the approval of Resolution 2025-R21. Motion was made by Trustee Mallicoat, seconded by Trustee Wright. Voting yes; Trustees Sima, Petty, Mallicoat, Babcock, Plock, Wright 6-0-0.

- 16. Approval of Resolution 2025-R22**, authorizing entering into an agreement to retain **Lashly & Baer P.C.** and to continue the engagement of **Attorney Michael McGinley** as special counsel for the Village of Roscoe in relation to the Village's involvement in Payton v. A.O. Smith corporation et al.

President Gustafson entertained a motion for the approval of Resolution 2025-R22. Motion was made by Trustee Babcock, seconded by Trustee Wright. Voting yes; Sima, Petty, Wright, Babcock, Mallicoat, Plock 6-0-0.

## **ADJOURNMENT SINE DIE**

Motion made by Trustee Sima, Seconded by Trustee Babcock.

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

Voting No: Trustee Mallicoat

## **17. Recognition of Outgoing Officials:**

Stacy Mallicoat - Village Trustee

Susan Petty - Village Trustee

Stephanie Johnston - Village Clerk

President Gustafson recognized Stacy Mallicoat for his service to the Village.

Sue Petty was also recognized for her service. She has been on the board since 2009 and is the longest consecutive sitting member. President Gustafson thanked Sue for her dedication and stamina.

President Gustafson also thanked Stephanie Johnston for all her work over the last 4 years as the clerk.

## **18. Adjournment Sine Die**

There will be a short break between meetings.

President Gustafson entertained a motion to temporarily adjourn the meeting.

Motion was made by Trustee Babcock, seconded by Trustee Wright, voting yes Sima, Plock, Wright, Petty, Babcock, voting no Mallicoat 5-1-0.

## **OATH OF OFFICE AND SEATING OF NEWLY ELECTED OFFICIALS**

President Gustafson swore in newly elected Trustees and Village Clerk for a 4-year term.

### **19. Village Trustees (4-year Term):**

John A. Broda  
Dayne Mead  
Justin Plock

President Gustafson swore in the new Trustees John Broda, Dayne Mead, and Justin Plock for 4-year terms.

### **20. Village Clerk (4-year Term):**

Kimberly Garza

President Gustafson swore in the new Village Clerk Kimberly Garza for a 4-year term.

## **CALL TO ORDER**

President Gustafson called the new Board meeting to order at 7:24.

## **ROLL CALL**

President Gustafson requested roll call.

Present: John Broda, Dayne Mead, Justin Plock, Mike Wright, Mike Sima, William Babcock.

## **APPOINTMENTS TO BOARDS AND COMMISSIONS**

21. Appointment and Confirmation of **Teresa Skridla** to fill a *vacant unexpired* term on the **Zoning Board of Appeals** for the Village of Roscoe, Illinois

(Unexpired Term: May 2022 - May 2027)

Teresa Skridla, Richard M. Butera sworn in. Daniel Spinazzola will be sworn in at a later date.

22. Appointment and Confirmation of **Daniel Spinazzola** to the **Zoning Board of Appeals** for the Village of Roscoe, Illinois for a full 5-year term.

(Full Term: May 2025 - May 2030)

Teresa Skridla, Richard M. Butera sworn in. Daniel Spinazzola will be sworn in at a later date.

23. Appointment and Confirmation of **Richard M. Butera** to the **Zoning Board of Appeals** for the Village of Roscoe, Illinois for a full 5-year term.

(Full Term: May 2025 - May 2030)

Teresa Skridla, Richard M. Butera sworn in. Daniel Spinazzola will be sworn in at a later date.

24. Appointment and Confirmation of **Alan Harbut** to the **Police Pension Board** for the Village of Roscoe, Illinois for a full 2-year term.

(Full Term: May 2025 – May 2027).

President Gustafson entertained a motion to appoint and confirm Alan Harbut to the Police Pension Board. The motion was made by Trustee Sima and seconded by Trustee Wright. Voting yes Trustees Broda, Mead, Sima, Babcock, Wright, Plock 6-0-0.

## **QUESTIONS AND REPORTS**

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

No public comments.

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

### **ADJOURNMENT**

President Gustafson entertained a motion to adjourn the meeting @ 8:22. The motion was made by Trustee Mike Wright and seconded by Trustee Justin Plock, all in favor Voting yes 6-0-0.