



# Meeting Minutes

**Location:**

Village Hall -  
10631 Main Street  
Roscoe, IL 61073

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**Village Board of Trustees**  
Wednesday, August 06, 2025  
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 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 **July 15, 2025.**

President Gustafson asked for a motion for the approval of the minutes for July 15th, 2025.

Motion was made Trustee Broda, second by Trustee Mead. Voting yes Trustees Wright, Babcock, Mead, Plock, Sima, Broda 6-0-0.

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

## **PRESIDENT'S REPORT**

- 2. Introduction of New Staff Members:**

Emma Clausen - Administrative Assistant (Village Hall)  
Hilary Rottmann - Zoning Consultant (Vandewalle & Associates)

President Gustafson introduces our new members to the Village.

Emma Clausen is the new Administrative Assistant recently graduated from the University of Wisconsin - Whitewater with a B.S. in Science and Public Policy Administration very fitting for this position. She would like to eventually work in State or Federal government in the near future.

Hillary Rottmann - is a Zoning Consultant with Vanderwal and Associates. She is also a resident of the Village. She has worked previously in Local Government for about 10 years. She has worked in the Villages of Antioch, Schiller Park, Mchenry County, Boone County and lastly Hillary has been working for the City of Beloit for the last seven years.

Joe Kurlinkus Village Administrator stated that Hillary know a lot of the developers names which is very helpful.

President Gustafson stated that Hillary will be attending the next ZBA Meeting to get to know the ZBA Members as well as the Chair Person.

President Gustafson stated that Hillary has gotten the opportunity to meet with other Village staff members and has an opportunity to give us feedback about our process and recommendations she has with her diverse background.

## **TREASURER'S REPORT**

3. Cash Report and Bills
4. Approval of Bills

President Gustafson asked for a motion to pay the bills.

Expenditures are \$360,348.69 with the purchase of the Liberty Lot the total is \$578,528.69. Payroll is \$111,306.67. Totaling \$ 689,835.36.

No motor fuel which leave a balance of \$1,909,520.51.

Motion was made by Trustee Plock, second by Trustee Broda. Voting yes: Trustees Wright, Mead, Babcock, Sima, Broda, Plock 6-0-0.

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 Anne Hanson to attend the **Civic Symposium September 11-12, 2025**

President Gustafson asked for a motion for Ann Hanson attendance to the Civic Symposium September 11-12, 2025 costing \$620.00.

Motion was made by Trustee Wright, second by Trustee Plock. Voting yes: Trustees Mead, Plock, Sima, Babcock, Broda, Wright 6-0-0.

7. **Approval of Resolution 2025-36**, for authorizing an agreement approving **Hasting Asphalt Services INC** for the quoted amount of **\$9,819.70** for resurfacing of **Leland Park Tennis, Pickleball, and Basketball courts**.

President Gustafson asked for a motion for the approval of Hasting Asphalt Services INC resurfacing of Leland Park Tennis, Pickleball, and Basketball courts.

Motion was made by Trustee Plock, second by Trustee Wright. Voting yes: Trustees Mead, Babcock, Wright, Plock, Broda, Sima 6-0-0.

8. **Approval of Resolution 2025-R37** approving **Metal Culverts INC.** for the quoted amount of **\$5,373.25** for the purchase of **Metal Culverts For Road Projects**.

President Gustafson asked for a motion for the approval for the purchase of Metal Culverts for road projects.

Motion was made by Trustee Plock, second by Trustee Broda. Voting yes: Trustees Sima, Babcock, Wright, Plock, Broda, Mead 6-0-0.

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

9. Approval of **Resolution 2025-R35** authorizing **funding to paint over the mural** located on the north exterior wall of the **Roscoe Masonic Lodge #75 at 10534 Main Street**.

President Gustafson asked for a motion for the approval of the funding to paint over the Mural.

Tom Green Village Attorney stated that the Masonic Lodge will be the one to employ the painter and the Village will provide the funding of \$3,600. to paint over the Mural.

Trustee Babcock stated that while he supports the interest in doing something with the Mural he doesn't think it is in the best interest of the Village to be paying for anything on private property nor does he think it is the responsibility of the Village to fund it.

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

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

10. Approval of **Annual Truck or Treat** Special Event

[October 18, 2025 from 3-6 pm at Porter Park]

President Gustafson asked for a Motion to Suspend the rules and make it a final vote.

Motion was made by Trustee Sima, second by Trustee Plock. Voting yes: Trustees Babcock, Broda, Wright, Sima, Plock, Mead 6-0-0.

President Gustafson asked for a motion for the approval of the annual Truck or Treat. The budget is \$7000.

Motion was made by Trustee Plock, second by Trustee Wright. Voting yes: Trustees Babcock, Mead, Broda, Sima, Wright, Plock 6-0-0.

11. Approval of a **Special Event Permit** for the **Stateline Disc Golf Association (SDGA) Open Tournament** to be held at **Porter Park** on **September 20, 2025**.

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

Motion was made by Trustee Wright, second by Trustee Plock. Voting yes: Trustees Babcock, Mead, Sima, Plock, Broda, Wright 6-0-0.

President Gustafson asked for a motion to approve the special event permit for the Stateline Disc Golf Association Open Tournament.

Motion was made by Trustee Wright, second by Trustee Sima. Voting yes: Broda, Mead, Sima, Babcock, Plock, Wright 6-0-0.

12. Approval of **Troy Taylor** attending the **APWA PWX 2025** Conference

[August 18, 2025 - Chicago, Illinois]

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

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

President Gustafson asked for a motion for the approval of Troy Taylor attending APWA PWX 2025 costing \$472. 00.

Motion was made by Trustee Plock, second by Trustee Sima. Voting yes: Trustees Plock, Babcock, Mead, Broda, Sima, Wright 6-0-0.

## **QUESTIONS AND REPORTS**

Trustee Plock asked about the neighborhood signs.

Joe Kurlinkus Village Administrator stated they are in the process of being done.

Trustee Sima stated that he would like to acknowledge and commend Chief Hawley for a wonderful National Night Out. It was well received kids had a blast. He also stated that all his officers did a wonderful job.

President Gustafson stated that she would also like to thank Kelly Weber who does all of the organization for the National Night Out and she has been doing this for last several years.

Trustee Sima asked about Congressman Darin Lahood's Visit.

Joe Kurlinkis stated that Mr. Lahood visited the area and expressed interest in supporting local infrastructure projects particularly the I-90 corridor and Main Street improvements.

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

**EXECUTIVE SESSION (IF NECESSARY)**

No Executive Session.

**ADJOURNMENT**

President Gustafson asked for a motion to Adjourn the meeting.

Motion was made by Trustee Plock, second by Trustee Wright. Voting yes: Trustees Mead, Sima, Wright, Broda, Babcock, Plock 6-0-0.

Meeting Adjourned at 6:52 pm.