



Meeting Minutes

Location:

Village Hall -
10631 Main Street
Roscoe, IL 61073

Village Board of Trustees

Tuesday, March 04, 2025

6:30 PM

CALL TO ORDER**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 **February 18, 2025.**

President Gustafson entertained a motion,

Motion made by Trustee Petty, Seconded by Trustee Wright.

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

PUBLIC COMMENT (Limited to 3 minutes per speaker)

None

PRESIDENT'S REPORT

President Gustafson advised the board that letters went out to various stakeholders/businesses on Main Street. President Gustafson thanked the trustees for providing additional names which letters were sent to them as well. The Village is waiting for the RSVPs, and a copy of letter was sent to the board and the board is welcome to attend. This will be an open meeting to be hosted at North Pointe on March 13, 2025.

TREASURER'S REPORT

2. Cash Report and Bills

President Gustafson provided a summary of the expenditures:

Expenditures \$222,253.85

Cash on Hand -\$7,615,278.01

Motor Fuel: \$40,731.69 (salt)

Cash on hand \$1,676,406.03

3. Approval of Bills

President Gustafson entertained a motion to pay the bills,

Motion made by Trustee Petty, Seconded by Trustee Wright.

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

4. 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.

5. **Approval and Announcement of Roscoe Restaurant Week 2025 to take place April 11 – April 19, 2025.**

President Gustafson entertained a motion,

Motion made by Trustee Petty, Seconded by Trustee Wright.

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

6. **Approval of Resolution 2025-03, authorizing an agreement with Baker Tilly US LLP to perform the Village's 2024 Annual Audit.**

President Gustafson 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

7. **Approval of Resolution 2025-04, authorizing the acceptance as public right-of-way the dedication of a portion of property adjacent to the easternmost terminus of Edith Lane.**

President Gustafson entertained a motion,

Motion made by Trustee Babcock, Seconded by Trustee Wright.

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

MOTIONS AND RESOLUTIONS (Final action)

8. Approval of **Ordinance 2025-03**, approving a **Text Amendment** revising the Village of Roscoe Zoning Ordinance **Sections 15-516, 15-517 and 15-752** relating to **Accessory Buildings and Accessory Structures**.

ZBA recommends approval voting 4-0-0 on December 11, 2024.

President Gustafson entertained a motion,

Motion made by Trustee Plock, Seconded by Trustee Babcock.

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

9. Approval of **Ordinance 2025-04**, approving a **Text Amendment** revising the Village of Roscoe Zoning Ordinance **Section 15-555 and 15-409** relating to **Solar Energy Collection Systems**.

ZBA recommends approval voting 4-0-0 on December 11, 2024.

President Gustafson entertained a motion,

Motion made by Trustee Babcock, Seconded by Trustee Plock.

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

10. Approval of **Resolution 2025-R05** approving the Final Plat of **Hawks Pointe Plat 6** (PIN 08-06-101-009).

President Gustafson entertained a motion,

Motion made by Trustee Plock, Seconded by Trustee Sima.

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

NEW BUSINESS (First reading or suspend rules)

11. Approval of Resolution **2025-R06**, authorizing entering into an Engineering Outsourcing Agreement with Fehr-Graham & Associates, LLC to provide Municipal Engineering Services (2025) jointly for the Village of Roscoe and the City of South Beloit, for the Village's quoted \$73,250 (\$7,325.00 per month).

President Gustafson entertained a motion to suspend the rules;

Motion made by Trustee Plock, Seconded by Trustee Wright.

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

President Gustafson entertained a motion,

Motion made by Trustee Wright, Seconded by Trustee Plock.

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

12. Approval of **Resolution 2025-07**, authorizing the execution of an agreement for the purchase of real property located at **10517 & 10531 Main Street**, Roscoe, Illinois.

President Gustafson entertained a motion to suspend the rules;

Motion made by Trustee Wright, Seconded by Trustee Plock.

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

President Gustafson entertained a motion,

Motion made by Trustee Wright, Seconded by Trustee Plock.

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

13. Discussion and Recommendation of **Tentative FY2025 Budget & Appropriation**

President Gustafson entertained a motion to suspend the rules;

Trustee Plock requested to move to a first reading, President Gustafson stated the board needs to meet the deadline of the end of March. Administrator Kurlinkus asked the board if there were additional changes needed that to be discussed. Trustee Mallicoat wanted the contingency explained, as there was a quarter of a million dollars listed as a contingency. Administrator Kurlinkus stated its unexpected expenses, and there is 3% of budgeted department cost. In the past there hasn't been itemization, now with the new system there is a new feature to build up a line item. Chief Hawley provided an example of his two requests tonight which is an example of the contingency.

Motion made by Trustee Babcock to suspend rules, no second - Failed

Attorney Green stated once a motion has been made there has to be a second or fail, before discussion may be continued. Trustee Sima would like to know if contingency was in the first draft as there hasn't been any discussion as to what this is and how it changed from last year. Trustee Sima respectfully requested to go through and help the board understand why the change was made, and what the difference is between assigned and miscellaneous? Administrator Kurlinkus provided the board with a visual of the budget itemization pointing out the line items. Chief Hawley explained to the board that he has two examples of this which he is presenting at Committee of Whole. Trustee Mallicoat asked where the funds tonight's land purchased approved tonight came from? Administrator Kurlinkus stated it will come from line-item land purchase. Trustee Sima request to move

additional \$100,000 for land purchase, Trustee Wright would like to see \$150,000. Board agreed to add additional \$150,000 for land purchase.

President Gustafson entertained motion to suspend rules,

Motion made by Trustee Plock, Seconded by Trustee Petty.

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

President Gustafson entertained a motion to approve,

Motion made by Trustee Babcock, Seconded by Trustee Plock.

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

QUESTIONS AND REPORTS

Trustee Wright requested that the budget discussions have a starting date for this year, September? President Gustafson stated in the past it has always started in September beginning of budget talks. Trustee Sima requested a training session of the ClearGov tool for budgets, Trustee Plock suggested the training in August.

Brandon of Fehr Graham provided an overview of the Hawks Pointe Plat 6. The next steps will be the miscellaneous small engineering steps and reaching out to the developer for the final plat for signatures. A letter of credit needs to be collected as well from the developer. The developer has 1 year after the plat is recorded for public improvements.

PUBLIC COMMENT (Limited to 3 minutes per speaker)

None

EXECUTIVE SESSION (IF NECESSARY)

None

ADJOURNMENT

Motion made by Trustee Plock, Seconded by Trustee Petty.

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