



Meeting Minutes

Location:

Village Hall -
10631 Main Street
Roscoe, IL 61073

Village Board of Trustees

Tuesday, October 20, 2026

6:30 PM

CALL TO ORDER

President Gustafson called the meeting to order at 6:30 pm.

PLEDGE OF ALLEGIANCE**ROLL CALL****PRESENT**

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

ABSENT

Trustee William Babcock
Trustee Molly Butz

APPROVAL OF THE MINUTES

1. **Approval of the Minutes** for the meeting of the Village Board of Trustees from **October 6, 2026.**

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

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

PUBLIC COMMENT (Limited to 3 minutes per speaker)

Trustee Broda stated during the October 6 meeting, the Village Board discussed reducing the Roscoe Village President's annual salary from \$38,000 to \$30,400. Trustee Babcock suggested returning it to \$18,000, the amount paid before Ordinance 2020-10 was approved on July 7. When asked for data supporting the claim that the proposed salary would align Roscoe with neighboring communities, Trustee Babcock responded, "You can Google it."

Trustee Broda conducted research into municipalities of varying sizes and presented publicly available salary information, based on 2020 Census populations. Comparisons included Roscoe, Rockton, South Beloit, Machesney Park, Loves Park, Durand, Cherry Valley, Poplar Grove, and Belvidere. The findings showed considerable variation in mayoral and trustee compensation. Some municipalities required Freedom of Information Act (FOIA) requests to obtain salary records, and Rockton's trustee compensation could not be verified.

Trustee Broda emphasized that the comparisons were provided for informational purposes to ensure the public record accurately reflected the available facts. He also argued that, although public office is a form of community service, fair compensation recognizes the time, effort, and personal sacrifices involved. Drawing on 20 years as a Roscoe small-business owner, Trustee Broda noted that serving on the board can require difficult decisions that may affect board members' own businesses and families.

Trustee Broda concluded that compensation does not need to equal a full-time or competitive wage but should reasonably recognize the time and commitment required to serve the community and help attract qualified individuals to public office.

PRESIDENT'S REPORT

2. National First Responders Day Proclamation.

President Gustafson highlighted two main topics: National First Responders Day and the success of the community's Trunk or Treat event at Porter Park.

President Gustafson recognized October 28 as National First Responders Day, honoring police officers, firefighters, paramedics, and public works employees. The President emphasized that public works personnel are also first responders because they play an essential role in emergency response and recovery during natural disasters, man-made emergencies, and community events.

The President also expressed appreciation to everyone who helped make Saturday's Trunk or Treat event a success. Special recognition was given to Anne Hansen, who has coordinated and improved the event over several years. An estimated 1,100 or more children attended, based on the distribution of at least 1,000 items prepared by Anne and her husband, along with more than 100 Culver's tokens.

President Gustafson thanked the police department for managing traffic on Swanson Road while the event and a large soccer tournament were taking place. Public works employees were also recognized for setting up, taking down, distributing treats, and creating decorations, including a popular skeleton dressed in high-visibility clothing. Additional thanks went to Christine King from Public Works and the many volunteers and local businesses that provided decorations, costumes, games, candy, and other activities.

Participating sponsors included local businesses, restaurants, financial institutions, churches, and community organizations. Party like a Rockstar Ballon Bar, Foraged, River Bend Construction, Camping World of Rockford, Sebastian's Cafe, Sold with Seaworth: Keller Willams Realty Signature, S&H Nursery, Ziegler's Ace Hardware, Meyer's Canine Colony, Velazquez Cleaning, Monroe Homes, City Electric Supply, Autocare of Roscoe, Chick-Fil-A Machesney Park, Pietro's Pizzeria, Country Financial, First Student Rockton, All World Machinery Supply, Members Alliance Credit Union, Stillman Bank, Roscoe Methodist Church/

Village Nursey Preschool, First Community Credit Union, Culvers was specifically thanked for donating ice cream tokens. President Gustafson concluded by emphasizing that the event's success depended on the combined efforts of village staff, volunteers, sponsors, and community partners, noting that parents shared positive feedback about the event and their children's enjoyment.

TREASURER'S REPORT

3. Cash Report and Bills

Expenditures are \$416,839.35, Payroll is \$117,653.06 Total \$534,492.41 no motor fuel.

4. Approval of Bills

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

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

5. September 2026 Treasurer's Report

Mark Olson Village Treasurer presented the September financial report and noted that the village's financial position remained relatively unchanged. Total revenues were approximately \$5.295 million, with public safety revenues nearing 100% of the budget, largely due to property tax collections. Approximately 97% of property taxes had been collected, with additional payments expected in November and potentially December or January.

Regarding expenditures, general administrative salaries were at approximately 60% of the annual budget, primarily due to Joe's payout, which was mostly completed for the year. The village clerk's office was at 67% of its budget, planning and zoning was at 72%, and public works expenditures were approximately 50%.

Overall, department expenditures were generally in line with expectations for the time of year, when approximately 75% of the annual budget would typically be expected to have been spent.

President Gustafson added that planning and zoning expenses, particularly payments to Vandewalle & Associates, were higher because the firm had provided additional assistance with permitting and related duties during a staffing transition. With staffing levels now restored, those expenses were expected to stabilize.

MOTIONS AND RESOLUTIONS (Final action)

6. Approval of Resolution 2026-R38 to extend the contractual partnership with Winnebago County's bulk rock salt cooperative purchasing program with Morton Salt.

President Gustafson asked for a motion to approve Resolution 2026-R38.

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

NEW BUSINESS (First reading or suspend rules)

7. Approval of a Special Event Permit for **Hometown Holidays** to be held at along Main Street on **November 21, 2026**, from **3:00 PM to 7:00 PM**

President Gustafson asked for a motion to approve Special Event Permit for Hometown Holiday.

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

8. **Approval of Ordinance 2026-13** regarding a variance request to increase the allowable size of an accessory structure for the property located at **10970 2nd STREET. (PIN: 04-33-402-003)**

(Applicant Tim Burns, on behalf of Laurie A. Burns Trust)

President Gustafson asked for a motion to approve Ordinance 2026-13.

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

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.

9. An **Ordinance 2026-11** Annexing Property on Rockton Road (2nd reading).

The Board reviewed four items on the consent agenda. Trustee Broda requested clarification on the first ordinance, which establishes criteria for evaluating land-use requests, rezonings, special-use permits, and variances. The ordinance requires these decisions to consider both potential impacts on neighboring properties and consistency with the Village's comprehensive plan and applicable special-use plans.

Scot Wrighton also discussed a procedural recommendation for the Village Clerk to read the titles of all consent-agenda items into the official record before a motion is made.

The four items included Ordinance 2026-10, amending the purpose and intent section of the Village's land-use code; Ordinance 2026-11, annexing property on Rockton Road; Ordinance 2026-12, annexing property on Belvidere Road; and approval of the purchase of a printer and mounts for the Police Department.

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

10. An **Ordinance 2026-12** Annexing Property on Belvidere Road (2nd reading).

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

11. Ordinance 2026-10 Amending Title XV Chapter 155 Article XV Section 15-733 Purpose and Intent (2nd reading).

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

12. A Motion Approving Purchase of Printer & Mounts in the Police Department.

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

QUESTIONS AND REPORTS

President Gustafson provided an update on the railroad crossing at Bridge Street/Roscoe Road, following concerns raised by resident Mr. Baxter at previous meetings. The Village's engineering department submitted a formal complaint to the Illinois Commerce Commission (ICC), which was then brought to the attention of state legislators. Their involvement prompted the ICC to pressure the railroad company to address the issue.

The railroad has committed to completing a temporary repair before the end of the year, although a specific date has not yet been announced. The repair is expected to require a one-day closure, with work scheduled to minimize traffic disruptions. The Village will announce the closure at least 48 hours in advance.

A permanent improvement is expected as part of the county's Roscoe Road project in 2027, when the road and railroad crossing will be widened. President Gustafson thanked Mr. Baxter for bringing the issue forward.

PUBLIC COMMENT (Limited to 3 minutes per speaker)

Resident Rob Baxter raised three concerns during public comment. First, he reported that construction trucks were again traveling through the Hawks Pointe and Denali neighborhoods from Roscoe Road, despite previous restrictions, and asked the Village to investigate the issue. Second, he requested that the Village consider adding two handicap-accessible parking spaces near Roscoe United Methodist Church on Main Street to accommodate older residents, particularly with a new nearby business expected to increase parking demand. President Gustafson agreed to discuss the request.

Finally, Mr. Baxter expressed frustration over delays and unclear information regarding plans for parks in the Hawks Pointe, Denali, and Clearwing subdivisions. He emphasized the need for recreational spaces to serve the growing neighborhoods and suggested that community members might volunteer to help with development. President Gustafson confirmed that land had been designated for green space in Hawks Pointe and Denali, but funding would need to be allocated, and residents should have an opportunity to provide input on desired amenities. Scott Wrighton Village Administrator added that the Village Engineer had been asked to provide a map identifying the designated park areas so information could be shared with residents.

EXECUTIVE SESSION (IF NECESSARY)

13. Under 5 ILCS 120/2(c)(2).

Discussion regarding Labor Contract Collective Negotiation Matters.

No Executive Session.

ADJOURNMENT

President Gustafson asked for a motion to Adjourn the meeting.

Motion was made by Trustee Wright, second by Trustee Mead. All in favor yea, no opposed.

Meeting Adjourned at 6:57 pm.