



Meeting Minutes

Location:

Village Hall -
10631 Main Street
Roscoe, IL 61073

Village Board of Trustees

Tuesday, June 18, 2024

6:30 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

President Gustafson requested 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

EXECUTIVE SESSION (IF NECESSARY)

President Gustafson entertained a motion to move to Executive Session:

Motion made by Trustee Petty to move to Executive Session,

Seconded by Trustee Babcock.

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

President Gustafson entertained a motion to move to Open Session:

Motion made by Trustee Mallicoat to move to Open Session,

Seconded by Trustee Wright.

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

NO ACTION TAKEN IN EXECUTIVE SESSION

APPROVAL OF THE MINUTES

1. Approval of the Minutes for the meeting of the Village Board of Trustees from **June 4, 2024.**

President Gustafson entertained a motion to approve minutes;

Motion made by Trustee Sima to layover minutes;

Seconded by Trustee Plock.

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

Discussion: Trustee Sima stated they were not posted until today and he did not have a chance to read them. Trustee Sima asked the board if they had read the minutes, Trustee Plock stated he did see them posted, Trustee Petty stated she seen them and read them.

PUBLIC COMMENT (Limited to 3 minutes per speaker)

None

PRESIDENT'S REPORT

President Gustafson reminded the board that David Sydney of Place Foundry will be at Village Hall on Tuesday June 25 at 530pm. David will present some of the elements in the report which has been provided to you in the packet. This will provide you an opportunity to ask questions as well as provide suggestion. President Gustafson stated the agenda has been posted and currently on the website.

President Gustafson reminded the board of the RSVP for the All World Summer part is this Saturday. President Gustafson stated she sent out an email with details of the event.

TREASURER'S REPORT

2. Cash Report and Bills

President Gustafson provided a summary of the expenditures:

Expenditures \$218,061.86, leaving cash on hand in the general fund of \$7,964,10.10

MFT \$30,677.75, leaving cash on hand in the MFT fund of \$1,721,801.75

Discussion: Trustee Mallicoat and Trustee Plock are both a NO on invoice 104177 for Ancel Glink

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

Mark Olson, treasure, provided the board with a financial overview of current expenditures and revenues stating that the Village is currently at 42% of it's budget through May.

There were not questions from the board.

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 of the issuance of a Special Event Permit for Top Prospects Inaugural Charity Bowl. The event will take place on July 13, 2024, at Riverside Park.

President Gustafson entertained a motion to approve the Special Event Permit.

Motion made by Trustee Plock, Seconded by Trustee Wright.

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

MOTIONS AND RESOLUTIONS (Final action)

None

NEW BUSINESS (First reading or suspend rules)

- 6. Discussion and Recommendation** of Northern Illinois Service Company (NISC) for the demolition of 11243 Main Street House at a quoted price of \$19,290.00.

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

- 7. Approval of Resolution 2024-R30**, approving the execution of a settlement agreement with **White Oak Home Builders, LLC** related to the development of **Plat 6 of Hawks Pointe Subdivision**.

President Gustafson entertained a motion;

President Gustafson provided an overview of the terms;

Plat will have a mixed number of building, duplexes and townhomes. Landscaping will be as previously agreed, a section has been dedicated for a park. There will be a condo association responsible for the common land. The school will receive impact fees, and the Village will compensate the developer for the redesign in the amount of \$30,000.

Motion made by Trustee Sima, Seconded by Trustee Babcock.

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

QUESTIONS AND REPORTS

President Gustafson called on Brandon Boggs for an update of the Village Projects:

Brandon provided an update on projects stating they are currently at a standstill residential streets project. Brandon stated after the pavement removal on all the roads, there were quite a few areas of curb that were deteriorated. There was no curb and gutter included in this project, and the team is currently gathering pricing for the repairs. Brandon hopes to have an answer on the pricing soon. Brandon stated over half of the sub-division has been repaved, but those with the issues have not been repaved. The project is at halfway completed and progressing.

There were no bids for the class D patching contract, this was a first and there has been a decrease in bids over the last several years. Brandon and Troy stated they will reach out to those who bid in the past to see what they can do to make the project more attractive, and it would go back to bid this summer.

Main Street Project, actively working on the construction plans which is about 80% completed. They will meet with Place Foundry to go over the plans and changes.

Love Road Project, final construction plans were sent to State and other agencies back in October of last year. This is an unfunded project, so it is less priority for them to review in timely manner.

Willowbrook Road Project, as of one week ago final construction plans were submitted to the State. This is also an unfunded project so there is no timeline when they will provide feedback.

The MPO R1 planning is comprised of 1 or 2 spokespersons from different agencies and municipalities. Brandon provided an overview of what MPO is:

The MPO is responsible for planning and coordinating decisions regarding the Rockford Metropolitan Planning Area's (MPA) surface transportation system. It is the responsibility of the MPO to conduct a continuing, cooperative, and comprehensive transportation planning.

Troy and Brandon both attend and advocate for the projects.

Trustee Sima as part of the HOA of Promatory Ridge, he thanked Brandon for the assistance and updates on the project. Trustee Sima wanted to know what areas were being complained about so they could be addressed. Brandon stated it is not a full urban subdivision with partial curb and gutter. There are storm inlets that use storm easements to carry water. There have been about a dozen complaints so far. There are complaints about a cul-de-sac, on Promatory Trail, where there is no curb and gutter, an issue of trucks driving over pavement of road, and because it is a hilly subdivision water flows over onto the owner's private property. They requested the Village to install curb and gutter to route the water elsewhere. Brandon advised that it require a larger study, a drainage study. Any improvements around curb and gutter were not part of this project and would be addressed later. Issues with the culverts pooling water onto the public streets, Brandon stated that generally the homeowner is responsible for those culverts keeping them clear for water flow. Brandon stated the Village would go out and clear out the culverts and then educate the homeowners about the clearing out of culverts as it falls onto the homeowner's responsibility. Trustee Sima stated they could add to their HOA by-laws to ensure that this would be completed by homeowner. Trustee Sima stated he appreciated the feedback and that the explanation was helpful.

Troy provided an update on the smaller projects:

Fence on the back of the shop and salt bin. They are currently obtaining quotes. A section will be added to the policy impound. Troy stated that the shingles for Public Works, Police Garage and the salt building he is gathering the specs for this project as it will be huge. The equipment for push plow and bucket has been ordered and waiting for it to come in. The baseball diamond restoration at Porter Park pricing is being gathered. The lighting at Porter Park is being put off due to the Osland Grant. Troy provided update on Riverside Park, and the joint effort with Roscoe Lions. They will be added new field goals, and they are adding new cement pads around the concessions, along with ADA ramps. A new storage area is being added for the football gear. The collaboration between them and the Village has been really great, good organization to work with. Trustee Petty asked about the picnic shelters at Riverside. Brandon stated they are doing structural inspections to determine what is needed and costs. Trustee Sima asked about the mud volleyball area, Troy stated they leveled the edges and unable to do anything at moment due to the rain. Troy stated fill dirt will be brought it will be leveled with top soil and seeding. Trustee Plock asked about the lighting for Chicory Ridge, and Troy stated he was not part of that project. President Gustafson stated she believes that ComEd needed to be contacted. Trustee Plock asked about the subdivision signs for Chicory Ridge. Trustee Sima stated there needs to be a policy in place for those signs. Trustee Plock stated it was budgeted for \$30,000 and it has rolled over year after year. Trustee Petty stated she handed out a packet to the boards regarding the parks projects

and what was being done. Troy provided an update on the playgrounds, and stated that the playgrounds need to be raised about 8 inches with the safety mulch and approximately quote was \$30,000. President Gustafson pointed out this amount isn't a yearly amount. Trustee Plock asked when could the board expect to look at the costs for the Subdivision signs, President Gustafson stated when Joe returns they could discuss during staff meeting. Trustee Babcock stated there needs to be a design standard, and this was discussed extensively. Trustee Plock stated this has been an outstanding issue for some time, and can't be forgotten about. Trustee Babcock stated it that was before his time, to which Trustee Plock stated the issue was brought forth last year. President Gustafson acknowledged and agreed it has been an outstanding issue. President Gustafson and staff will look ideas as well as a policy / guideline for the signs by end of summer.

PUBLIC COMMENT (Limited to 3 minutes per speaker)

None

ADJOURNMENT

President Gustafson entertained a motion to adjourn,

Motion made by Trustee Petty, Seconded by Trustee Plock.

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