



Meeting Minutes

Location:

Village Hall -
10631 Main Street
Roscoe, IL 61073

Committee of the Whole Meeting

Tuesday, October 07, 2025

CALL TO ORDER

ROLL CALL

PRESENT

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

ABSENT

Trustee John Broda

APPROVAL OF THE MINUTES

Approval of the Minutes for the meeting of the Committee of the Whole from **September 16, 2025.**

Trustee Wright asked for the approval of the minutes for September 16, 2025.

Motion was made by Trustee Plock, second by Trustee Mead. Voting yes: Trustees Wright, Sima, Plock, Mead, Babcock 5-0-1.

PUBLIC COMMENT (limited to 3 minutes per speaker)

OLD BUSINESS

NEW BUSINESS

1. Discussion and Recommendation of a **Special Event Permit** for **Hometown Holiday** to be held at along **Main Street** on **December 13th from 3:00 pm - 7:00 pm.**

Trustee Wright made a motion to move this to the board.

Motion was made by Trustee Plock, second by Trustee Sima.

The anticipated cost will be roughly around 8500. without sponsorship money that Trustee Wright will be collecting. He stated that he hopes to get half of the funding back.

Voting yes: Trustees Sima, Plock, Babcock, Mead, Wright 5-0-1.

2. **Discussion and Recommendation** of awarding the the contract for the **Main & Bridge Street Pedestrian Crosswalk Project**

Trustee Wright asked for a motion to send to the board.

Motion was made by Trustee Sima, second by Trustee Plock.

Brandon Boggs Village Engineering stated that the Village had open bids for the project on September 30, 2025. Four Bids were received by local contractors, ranging from \$46,800 to \$70,900. He stated for 2 ADA ramps and some pavement striping is a very high cost. Brandon stated that he reached out to Carlos Molina from the Winnebago County Highway Department to see if there is a temporary solution to drop these projects cost down.

Voting no: Plock, Babcock, Mead, Wright, Sima, 0-5-1.

3. **Discussion and Recommendation** of the purchase of new chairs and tables for Porter Park Cabin from **Uline** for the quoted amount of **\$5,249.92**.

Trustee Wright asked for a motion to move to the board

Motion was made by Trustee Plock, second by Trustee Babcock. Voting yes: Trustees Wright, Mead, Plock, Sima, Babcock 5-0-1.

4. **Discussion and Recommendation** for the purchase of four (4) **Solar Speed Signs** from Traffic Logix in the amount of \$14,130.00.

Chief Hawley stated that the signs are solar digital speed signs. they are intended for installation near Roscoe Middle School and Kinnikinnick School on each side to improve safety in school zones. He stated that Public Works would do the installation, and the signs include flashing lights and data collection capabilities to monitor speeding patterns. These will be permanent and will be active all the time.

Motion was made to move to the board by Trustee Plock, second by Trustee Mead. Voting yes: Trustees Mead, Babcock, Sima, Plock, Wright 5-0-1.

5. Approval of **Resolution 2025-R--** approving membership to the (MOCIC) Mid-States Organized Crime Information Center.

Chief Hawley stated that this is a regional information sharing system called RISNet. there are over more than 300 resources and 78 million intelligence investigative records that they hold. He stated that RISNet provides help with resources. There is a \$50 application fee for the first year and \$150.00 annually after that for the police department size.

Motion was made to send to the board by Trustee Plock, second by Trustee Sima. Voting yes: Trustees Plock, Wright, Mead, Babcock, Sima 5-0-1.

6. Discussion and Recommendation of the creation of a **Tobacco Retailer Licensing Ordinance** (initial discussion).

Joe Kurlinkus Village Administrator discussed creating a tobacco retailer licensing ordinance similar to the Village's alcohol licensing system.

Tom Green Village Attorney explained that the ordinance would require businesses selling tobacco to obtain a license from the village and potentially license individual sellers as well.

Joe Kurlinkus debated structing the fees based on sales volume, distinguishing between high volume retailers like smoke shops and low volume sellers such as gas stations.

Joe Kurlinkus and Tom Green put together a draft in the packet. will be brought up again in two weeks.

PUBLIC COMMENT (limited to 3 minutes per speaker)

PRESENTATIONS

Presentation and Report on IML Conference

Trustee Wright stated that the networking from the conference was fabulous. He stated that he got to sit down with other Villages and attended several educational sessions. A major focus was on the TIF districts, He stated that most of the municipalities had active TIF districts and emphasized their importance in attracting developers in their communities. He suggested in going back next year.

Trustee Wright stated that Kelly Coffey from the conference stressed the need for family-oriented business models and strategic location planning.

EXECUTIVE SESSION (IF NECESSARY)

ADJOURNMENT

Trustee Wright asked for a motion to Adjourn the meeting.

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

Meeting was Adjourned at 8:37 pm.