



# Meeting Minutes

**Location:**

Village Hall -  
10631 Main Street  
Roscoe, IL 61073

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**Committee of the Whole Meeting**  
Tuesday, March 05, 2024

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**CALL TO ORDER**

**ROLL CALL**

Present:

Trustee Babcock, Petty, Plock, Mallicoat, Sima, Wright

President Gustafson

**APPROVAL OF THE MINUTES**

Approval of the Minutes for the **February 20, 2024** Committee of the Whole Meeting.

Trustee Sima, Seconded by Trustee Mallicoat.

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

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

Heather Lopez, Chicory Ridge Subdivision; Ms. Lopez requested that the board please explain about the insurance requirement for garage sales. Why and what can be done as they cannot obtain such insurance.

Marj Sweeney, Chicory Ridge Subdivision; would like to know what the fee amounts will be these needs to be set, and she also spoke to insurance and the homeowner insurance policy should cover. They need to know how much to charge the individuals for the garage sales, is it \$600 or \$1300?

Nancy Holten, Chicory Ridge Subdivision; Needs to understand the fees and amounts, as it could cost everyone to \$100-150 to participate and they may not even make that amount. Chicory Ridge has compromised many times with dates, days of sale, times of the sale to accommodate school buses and

the Village needs. Look at the fees and consider raising those who do not follow rules. How many complaints are there for the sales?

Michelle Rojas, Chicory Ridge Subdivision; Feels the idea is much like an HOA, should not have to pay fees, they can end up in a negative due to these fees. It is disappointing, stating she voted for those present on the board, and is disappointed that she must be charge fees to have a garage sale. It is disappointing to have to spend money to have a garage sale.

Shawn Sweeney, Chicory Ridge Subdivision; Mr. Sweeney stated the board should increase the fines for parking instead of charging fees for the sales.

## **OLD BUSINESS**

1. Discussion and Recommendation of amendments to Chapter 115 of the Village of Roscoe Code of Ordinances related to the issuance of **Special Event Permits** within the Village of Roscoe.

Administrator Kurlinkas summarized the recommendation, President Gustafson requested Administrator Kurlinkas to cover the requirement of insurance. Administrator Kurlinkas provided overview of requirements for insurance stating; Insurance is required when using Village Roadways, Village property, etc. Events that are not using anything only using own houses, then no insurance required. When porter potties, food trucks, etc. are present then the insurance is required. Trustee Sima inquired if they do not have porter potties and food trucks would they need insurance? Administrator Kurlinkas stated no, would not be required. Trustee Babcock, what insurance are they buying? Administrator Kurlinkas stated it is a general liability binder onto your homeowner's policy. Trustee Sima stated what is the cost, what is the set estimate? Administrator Kurlinkas stated it was about \$1300 maximum cap. Trustee Plock asked how much did it cost last year? Chief Hawley stated it was under \$1300 for two officers. Trustee Plock stated definition under neighborhood garage sales the way it reads any sale more than one residence would require a special event permit. President Gustafson stated in the past it has been someone coming into the Village Hall stating they are going to have a sale. Trustee Plock feels the application fee is a little high, can it be lowered if they will require police presence. Trustee Plock looked at several options to keep the cost down, citing raise the parking fine fees, lower the application fee for the garage sales. Trustee Mallicoat recommends

a per day cost, like 2-day event, 3-day event, giving them an estimate for costs a flat day cost. Trustee Babcock stated he is not against having a garage sale, and he just wants to make sure everyone is protected. He has never been or participated in garage sales, but as a new trustee he is listening to the constituents and feels it should be pushed off until next year so it can be investigated further for 2025. Motion to layover by Trustee Wright, second by Trustee Petty. Table to will keep as is then consider for next year.

Motion made by Trustee Wright, Seconded by Trustee Petty.

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

## **NEW BUSINESS**

2. Discussion and Recommendation of Bid Specifications and Bid Letting for **Residential Road Repair/Maintenance Improvement Program (2024)**.

Administrator Kurlinkas summarized the request, referring to Brandon Boggs the Village Engineer with Fehr Graham. Mr. Boggs provided overview of the request and stated he has set out alternate bids for Hidden Creek. Looking for approval for March 19, 2024, meeting to be able to go out to bid. Motion made to approve excavated trench and allow bid. Trustee Petty would like to see pictures of side by side.

Motion made by Trustee Plock, Seconded by Trustee Babcock.

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

3. Discussion and Recommendation **increasing the authorized number of full-time police officers** for the Village of Roscoe Police Department (18 Sworn Personnel)

Administrator Kurlinkas summarized the request, Chief Hawley gave overview of the packets for costs of the new officer and authorized positions. The current position salary is \$57,630 noncertified (have not attended police academy) \$59,428 certified, lateral \$65,321 two year and \$77,700 five years. Currently in testing process for new officers, no lateral open currently. This does not include the cost of such things like pension, insurance, and other

miscellaneous costs. The addition of one Officer this year will bring the total number of sworn personnel to eighteen (18). The Roscoe Police & Fire Commission is currently conducting testing and the additional Officer will be given an offer of employment from that list which will be the cost of a new non-certified Officer, however if one of the candidates is already certified which means they have already attended an Illinois Police Academy, the salary of that Officer would start at \$59,428.39. By voting for the number of authorized positions within the Roscoe Police Department, allows the Police & Fire Commission to hire as positions become available without having to bring the replacement hire through the Village Board for approval. This helps fill open positions more expeditiously. The following is a list of how authorized positions will look at 18 total sworn personnel. 1 Chief of Police 1 Deputy Chief 1 Lieutenant – this is a tested position and is currently non-funded by the Village so does not count towards total number of authorized positions 5 Sergeants – one of the Sergeants positions is an Administrative Sergeant and is on a two-year rotation based upon seniority 11 Police Officers – one of the time slots per union contract is 8:00am to 4:24pm and is used as a plain clothes detective position

Trustee Mallicoat inquired on the number, he thought it was 20, Administrator Kurlinkas stated that they currently need to add another position. Trustee Plock stated it will take a while to get to 20, but currently they are asking for another add to bring it to 18.

Motion made by Trustee Babcock, Seconded by Trustee Wright.

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

4. Discussion and Recommendation of adopting amendments to the Village's Agreement with providers of Police Department Initiated Towing.

Administrator Kurlinkas summarized the request, Chief Hawley stated there are 4 towing companies worked with. The request is to raise the rates to accommodate inflation. Fees not to exceed #250.00 8,000 lbs or less, 8,000 lbs or greater not to exceed \$275, outside storage \$40 per day, inside storage \$50 per day.

Motion made by Trustee Plock, Seconded by Trustee Sima.

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

5. Discussion and Recommendation of authorizing the Village President to solicit bids, negotiate, and **enter into a wholesale electricity supply contract** not to exceed three years in length for the Village of Roscoe Electrical Aggregation Program.

Motion made by Trustee Plock, Seconded by Trustee Mallicoat.

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

6. Discussion and Recommendation of entering into an agreement for the **purchase and installation of windows at Porter Park Cabin.**

Village staff has reached out to three (3) window installers to get quotes for the installation of 22 double hung windows and 6 specialty (the triangle ones at the top) windows for Porter park cabin. Staff has received two quotes back and the third did not respond back yet. The three (3) window installers were Kobycos (\$36,222), Window World (\$37,395), and K&H Exteriors (came out last fall to look at windows and I talked with again in mid-February and have not received a quote back yet).

Motion made by Trustee Petty, Seconded by Trustee Mallicoat.

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

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

justin bieber

heather lopez

**PRESENTATIONS**

**EXECUTIVE SESSION (IF NECESSARY)**

None

**ADJOURNMENT**

806pm

Motion made by Trustee Petty, Seconded by Trustee Plock.

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