



# Meeting Minutes

**Location:**

Village Hall -  
10631 Main Street  
Roscoe, IL 61073

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**Village Board of Trustees**  
Tuesday, April 02, 2024  
6:30 PM

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## **CALL TO ORDER**

President Gustafson Called to Order Village Board Meeting at 630pm on Tuesday April 2, 2024.

## **PLEDGE OF ALLEGIANCE**

## **ROLL CALL**

President Gustafson requested for 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 **March 19, 2024** Village Board Meeting.

President Gustafson entertained a motion for approval of minutes for March 19, 2024 Village Board Meeting:

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)**

None

## **PRESIDENT'S REPORT**

Village Board of Trustees  
Meeting Minutes - April 02, 2024

President Gustafson briefed the Board of the Winnebago County Migrant Contingency Plan Support. This plan would support those stranded abandoned Migrants in Winnebago County, should those individuals be abandoned in the Village of Roscoe, Winnebago County would take on the responsibility and costs of those abandoned Migrants, providing assistance to getting those abandoned to the staging areas in Chicago which are funded through State grants. The request is the Boards support for this policy. President Gustafson explained this would be to support the County's plan, and Village of Roscoe would bear no responsibility. President Gustafson referred to the plan and passed resolution in the board packets.

President Gustafson entertained a motion to support:

Motion made by Trustee Petty, Seconded by Trustee Sima.

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

2. Discussion of the Winnebago County Migrant Contingency Plan

President Gustafson entertained a motion to support:

Motion made by Trustee Petty, Seconded by Trustee Sima.

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

Motion Passed: 6-0-0

## **TREASURER'S REPORT**

3. Cash Report and Bills

President Gustafson provided summary of bills submitted for approval:

The total bills to be submitted for approval are expenditures per list of \$86,416.65

Payroll expenses: \$96,563.07

Total submitted for Expenditures: \$183,079.72

Cash on hand after payment of the bills \$7,910,007.62

Motor Fuel expenditures: \$18,122.00 (Willowbrook Road Project | Fehr Graham)

Cash on hand in the Motor Fuel fund is: \$1,379,643.58

Total amount submitted tonight for approval \$201,201.72

Discussion: Trustee Petty stated that she noticed the final payment for the Public Works Building was submitted.

4. Approval of Bills

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Motion made by Trustee Petty, Seconded by Trustee Mallicoat.

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

Motioned Passed: 6-0-0

5. Year to Date, Revenues and Expenditures

President Gustafson called on Treasurer Mark Olsen for a quick overview; Mr. Olsen stated everything is looking good. Interest income is doing well, budget is looking good. Detailed report will be provided at next board meeting in two weeks.

### 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.*

President Gustafson reviewed Consent Agenda, board agreed to vote as a whole for all items:

Trustee Plock motioned to approve the following voting as whole:

-4th Annual Disc Golf For Youth Suicide Prevention, Marshmallow's Hope

-Pour in the Park

-Radio Control Float / flying model planes Chicory Ridge

-Appointment of Representative to Land Bank

Motion made by Trustee Plock, Seconded by Trustee Petty.

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

Motion Passed: 6-0-0

6. Approval of **Special Event Permit for the 4th Annual Disc Golf For Youth Suicide Prevention** - Marshmallows Hope. (Porter Park - June 30, 2024)

Motion made by Trustee Plock, Seconded by Trustee Petty.

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

Trustee Wright

7. Approval of **Special Event Permit for Stateline Chamber's Pour in the Park.** (Riverside Park - May 05, 2024)

Motion made by Trustee Plock, Seconded by Trustee Petty.

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

Motion Passed: 6-0-0

8. **Approval of Special Event Permit for the Rock Valley Radio Control Flying Club's Radio Control,** float flying of model planes. (Chicory Ridge Park 06/22/2024)

Motion made by Trustee Plock, Seconded by Trustee Petty.

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

Motioned Passed: 6-0-0

9. Approval of Resolution **2024-R15**, designating the Village Administrator to serve as the **Village's Representative on the Board of Trustees of the Northern Illinois Land Bank Authority.**

Motion made by Trustee Plock, Seconded by Trustee Petty.

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

Motion Passed: 6-0-0

## **MOTIONS AND RESOLUTIONS (Final action)**

President Gustafson summarized the action from Liquor Commission:

10. Approval of **Ordinance 2024-04, increasing the maximum number of authorized Class "BL"** (Boutique Gaming) liquor licenses to thirteen (13) authorized Class "BL" liquor licenses.

Motion made by Trustee Plock, Seconded by Trustee Mallicoat.

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

Motion Failed: 0-6-0

11. **Approval of issuing a Class "BL"** (Boutique Gaming) liquor license to JCET LLC (Licensed Premises: 5761 Elevator Road, Roscoe, IL 61073)

No Vote- motion failed

## **MOTIONS AND RESOLUTIONS (Final action)**

12. Approval of **Resolution 2024-R16**, approving compensation increases for certain non-union employees of the Village of Roscoe.

President Gustafson entertained a motion:

Motion made by Trustee Mallicoat, Seconded by Trustee Plock.

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

Motion Passed: 6-0-0

This is retroactive to January 1, 2024.

13. Approval of **Resolution 2024-R17**, approving a professional services agreement with **Place Foundry, LLC** to provide **economic development consulting** services to the Village of Roscoe [On-Call Services].

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.

Motion Passed: 6-0-0

#### **NEW BUSINESS (First reading or suspend rules)**

14. Approval of **Resolution 2024-R18**, approving an agreement with **Northern Illinois Service Co.** for the demolition of **5466 Bridge St.**

President Gustafson requested motion to suspend rules:

Motion made by Trustee Wright to suspend rules,

Seconded by Trustee Mallicoat.

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

Motion Passed: 6-0-0

Motion made by Trustee Mallicoat to approve,

Seconded by Trustee Plock.

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

Motion Passed: 6-0-0

#### **QUESTIONS AND REPORTS**

President Gustafson requested Troy of Public Works to go over "Popup Markets"

15. Discussion of pop-up market kiosks.

Troy provided an overview stating these sheds will be customized with the fronts to open with a countertop ledge. They will be built on a foundation that will make these sheds portable to move to different locations for different events. Some of these locations' examples are Riverside Park, Porter Park, Downtown Roscoe (Main Street). Some examples for events that these sheds could be used are for the Villages Halloween event, Hometown Holiday event, National Night Out event, etc. Looking at 8 total.

Trustee Plock asked where will they be stored? Troy stated Riverside Park by the shed, they should be good there. Trustee Plock asked about vandalism, Troy stated there really hasn't been any vandalism there, but will need to look at securing.

16. Update on Porter Park Cabin Renovation - Troy Taylor

Troy provided overview of Porter Park Cabin, stating it is coming along very well. Windows have been ordered as down payment was provided today, there is no completion date at this time. Renovations of cabin are going nicely, cabinets still need to be stained.

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

None

**EXECUTIVE SESSION (IF NECESSARY)**

President Gustafson entertained a motion to move to Executive Session:

Motion made by Trustee Petty, Seconded by Trustee Wright.

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

Motion Passed: 6-0-0

President Gustafson entertained motion to return to Open Session:

Motion made by Trustee Petty, Seconded by Trustee Wright.

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

NO ACTION TAKEN IN EXECUTIVE SESSION

**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:

Motion Passed: 6-0-0