VILLAGE of ROSCOE

Meeting Minutes

Location:
Village Hall -
10631 Main Street
Roscoe, IL 61073

Village Board of Trustees
Tuesday, September 15, 2026
6:30 PM

CALL TO ORDER

President Gustafson called the meeting to order at 6:31 pm.

Trustee Broda made a motion for Trustee Sima to join the Village Board Meeting remotely due to him being away on Business for work, second by Trustee Wright. Voting yes: Trustees Broda, Sima, Babcock, Mead, Wright 5-0-0.

PLEDGE OF ALLEGIANCE

ROLL CALL

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

ABSENT
Trustee Molly Butz

APPROVAL OF THE MINUTES

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

   President Gustafson asked for a motion to approve the minutes.

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

PUBLIC COMMENT (Limited to 3 minutes per speaker)

No Public Comments.

PRESIDENT'S REPORT

No President's Report.

TREASURER'S REPORT

2. Cash Report and Bills

   Expenditures are $155,820.14 Payroll is $121,016.52 Total is $276,836.66 No motor fuel.

3. Approval of Bills

   President Gustafson asked for a motion for the Approval of the Bills.

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

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.

MOTIONS AND RESOLUTIONS (Final action)

NEW BUSINESS (First reading or suspend rules)

4. Approval of **Resolution 2026-35,** awarding the Village's **City-Wide Pavement Striping** Contract (2026) to with the total project cost.

   President Gustafson asked for a motion to suspend the rules and make this a final vote.

   Motion was made by Trustee Broda, second by Trustee Wright. All in favor Yea, no opposed.

   President Gustafson asked for a motion to approval Resolution 2026-R35.

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

5. **Approval of Travel Expense and Registration for Clerk's conference (2026 Clerks MCI Institute and Academy - October 4th, through October 9th, 2026).**

   President Gustafson asked for a motion to suspend the rules and make this a final vote.

   Motion was made by Trustee Broda, second by Trustee Wright. All in favor Yea no opposed.

   President Gustafsoon asked for a motion for the approval of Clerk's Conference & Travel Expenses.

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

QUESTIONS AND REPORTS

Scot Wrighton Village Administrator stated the August treasurer's report was delayed due to issues that needed to be resolved. It will be presented at the first October meeting, while the September report will be presented at the second October meeting. Mark Olson, the treasurer, will attend both meetings.

Because October's agenda will include both monthly reports, there will also be a brief presentation on the external auditor's financial audit report, which was distributed at the previous meeting. Trustees are encouraged to review it beforehand and bring any questions for Mark Olson or staff.

Scot Wrighton Village Administrator explained that the village received bids for pavement striping, including a base bid for the most essential work and three additional alternatives. The bids were higher than both the village's budget and the engineer's estimate, so the village decided to proceed only with the base bid. Even the base bid is slightly over budget, requiring the village to use some funds originally set aside for work at the public works garage. Scot explained that the additional striping areas could be considered in future years and offered to provide more details about what was and was not included. He also noted that Willowbrook Road is scheduled for resurfacing in a few years.

Brandon Boggs Village Engineer explained that the approved base bid covers Willowbrook Road South, from McCurry Road to Elevator Road. The additional bids included McDonald Road, from Illinois Route 251 to Swanson Road, and Love Road, from Rockton Road to McCurry Road. Brandon said Willowbrook Road is currently the highest priority because its striping is in the worst condition, while McDonald Road may be another priority for next year. The village plans to use thermoplastic pavement striping, which is expected to last approximately three to five years depending on installation quality. Brandon said staff will review future striping needs during upcoming budget and Capital Improvement Plan discussions, while also considering the planned resurfacing of Willowbrook Road before scheduling additional striping work.

PUBLIC COMMENT (Limited to 3 minutes per speaker)

Trustee Sima asked if we could slow the meeting down a bit so we can make sure that the Village Administrator can comment on what we are voting on.

EXECUTIVE SESSION (IF NECESSARY)

No Executive Session.

ADJOURNMENT

President Gustafson asked for a motion to Adjourn the meeting.

Motion was made by Trustee Babcock, second by Trustee Broda. All in Favor Yea, no opposed.

Meeting adjourned at 6:41 pm.