



Meeting Minutes

Location:

Village Hall -
10631 Main Street
Roscoe, IL 61073

Village Board of Trustees
Tuesday, October 21, 2025
6:30 PM

CALL TO ORDER

President Gustafson called the meeting to order at 6:32 pm.

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT

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

APPROVAL OF THE MINUTES

1. **Approval of the Minutes** for the meeting of the Village Board of Trustees from **October 7, 2025.**

President Gustafson asked for a motion for the approval of the minutes.

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

PUBLIC COMMENT (Limited to 3 minutes per speaker)

Terry Brock Stated he would like to thank the Trustees for getting the Microphones working in this chamber. It makes a big difference.

PRESIDENT'S REPORT

2. Review and Discussion of **Hodges Run Small Business Incubator Bid** Responses

[Presented by: Joe Anderson of Place Foundry Design, LLC]

Joe Anderson Place Foundry presented updates on the Hodges Run small Business Incubator project, focusing on revised bid details and strategic recommendations. The base bid was adjusted to \$1.574 million after removing two components: the restrooms building and labor for popup shed installations, which had originally been included due to anticipated volunteer support that later fell through.

The Trustees debated whether to proceed this season or delay until the spring, with the consensus forming around postponement to avoid \$ 50,000. in winter-related costs for concrete protection and construction inefficiencies.

There was discussion on scaling back the number of popup units from 14 to 10, which could save roughly \$6000. - \$7000. per pad, and emphasizing the need for a clearer business model, phased implementation, and potential material donations before moving forward.

The board decided to postpone until spring, no vote needed.

3. Project Update on the **Rockton Road Corridor Study**

President Gustafson stated that Place Foundry has been contracted through December 31, 2025, to focus on development opportunities along Rockton Road Corridor. She stated that letters went out to significant property owners, and meetings are scheduled with those individuals to ask them what is it that they would like to see with their property and to share with them our road projects.

Place Foundry has prepared a market analysis for development scenarios and engineering plans for nearby roads.

Trustee Sima and Trustee Broda stated that they both had difficulties with opening the documents that were sent to them.

President Gustafson stated that Jeff Mackey of Place Foundry will be at the next board meeting with a presentation and for the board to ask any questions.

TREASURER'S REPORT

4. Cash Report and Bills

5. Approval of Bills

President Gustafson asked for a motion for the approval of the bills.

Expenditures for invoices are \$111,934.49 Payroll is \$ 118,405.79 Totaling \$ 230,340.28.

Trustee Sima stated that he had spoken with Joe Anderson from Place Foundry Designs, LLC and confirmed that instead of giving the Village a credit they are going to issue a check to the Village for the EV designs.

Motion was made by Trustee Wright, second by Trustee Sima. Voting yes: Trustees Babcock, Mead, Broda, Sima, Plock, Wright 6-0-0.

6. Year to Date, Revenues and Expenditures

President Gustafson stated that the Board received year to date revenue and expenditures report through August 31st, will be going over them at the next board meeting.

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)

7. Approval 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.**

President Gustafson asked for a motion for the approval of Hometown Holiday in the amount of \$8,486.01 not to exceed \$8,500.

Trustee Wright stated that the price should be lower. He stated that he has 3 sponsorships and two more to go.

Motion was made by Trustee Plock, second by Trustee Broda. Voting yes: Trustees Mead, Wright, Plock, Babcock, Sima, Broda 6-0-0.

8. Action on awarding of the contract for the **Main & Bridge Street Pedestrian Crosswalk Project**

[Recommendation from Committee of the Whole is to reject all bids and not move forward with awarding project Vote: 5-0-1 /COTW /10/07/2025]

President Gustafson asked for a motion for approval of the Main and Bridge Street Pedestrian Crosswalk project.

Motion was made by Trustee Plock, second by Trustee Sima. Voting no: Trustees Sima, Broda, Plock, Mead, Babcock, Wright 0-6-0.

Will not move forward with the project.

9. Approval of **Resolution 2025-R53**, authorizing the purchase of new **chairs and tables for Porter Park Cabin.**

President Gustafson asked for a motion for the approval of Resolution 2025 R53, not to exceed \$ 5,500.

Motion was made by Trustee Plock, second by Trustee Broda. Voting yes: Trustee Broda, Babcock, Plock, Wright, Sima, Mead 6-0-0.

10. Approval of **Resolution 2025-R54** approving the purchase of four (4) **Solar Speed Signs** from Traffic Logix in the amount of \$14,130.00.

President Gustafson asked for a motion for the approval of Resolution 2025-R54.

Motion was made by Trustee Wright, second by Trustee Babcock. Voting yes: Trustees Plock, Babcock, Mead, Sima, Wright, Broda 6-0-0.

11. Approval of **Resolution 2025-R55**, a Resolution Approving the Jurisdictional **Boundary Line Agreement between the Village of Roscoe and the Village of Machesney Park**, and authorizing execution of the Agreement.

President Gustafson asked for a motion for the approval of Resolution 2025 R-55. She stated that this is a continuation of the previous Twenty-year agreement and Swanson Road is the southern boundary of the Village of Roscoe.

Motion was made by Trustee Plock, second by Trustee Wright. Voting yes: Trustees Babcock, Plock, Sima, Wright, Broda, Mead 6-0-0.

12. Approval of **Resolution 2025-R56**, a Resolution Approving **Membership in the Mid-States Organized Crime Information Center (MOCIC)**

President Gustafson asked for a motion for the approval of Resolution 2025-R56.

Motion was made by Trustee Plock, second by Trustee Wright. Voting yes: Trustees Mead, Wright, Sima, Broda, Plock, Babcock 6-0-0.

NEW BUSINESS (First reading or suspend rules)

QUESTIONS AND REPORTS

President Gustafson passed out a flyer for dress up your door, she stated that if there is anyone in their neighborhoods who has done a great job in getting ready with their Fall or Halloween decorations, surprise them, snap a photo and send it in to Ann or Janel to have them enter them into the contest.

President Gustafson would also like to give a big shout to Janel and Ann for the organization and the implementation of all things wonderful that were the Village Halloween observation on Saturday for the Trunk or Treat. She also thanked the Police Department for a great job in directing traffic for thousands of people. She also thanked Public Works for setting up the parking lot and moving heavy equipment around. She stated that every year it grows bigger and it was a great turnout.

Brandon Boggs Village Engineer stated that he spoke with Winnebago County Highway Department and asked if it would be possible for the Village to just complete the pavement striping improvements. He stated that the county stated as long as the Village has a plan to replace the ramp in the future, it would meet ADA guidelines, and the county is okay with the Village moving forward with just the pavement striping.

Brandon stated he believes that the Village can get the striping done for \$10,000 or less. He would like to move forward with getting quotes.

Trustee Broda stated that he would like to see the striping done in front of the Village.

Brandon stated that there are other roads that need striping done as well, which should be done this year or next year.

PUBLIC COMMENT (Limited to 3 minutes per speaker)

No Public Comments.

EXECUTIVE SESSION (IF NECESSARY)

No Executive Session.

ADJOURNMENT

President Gustafson asked for a motion to Adjourn the meeting.

Motion was made by Trustee Plock, second by Trustee Wright. Voting yes: Trustees Wright, Broda, Babcock, Mead, Plock, Sima 6-0-0.

Meeting was Adjourned at 7:10 pm.