Meeting Minutes

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

Village Board of Trustees
Wednesday, August 05, 2026
6:30 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

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

ABSENT
Trustee Michael Wright

APPROVAL OF THE MINUTES

1. **Approval of the Minutes** for the meeting of the Village Board of Trustees from **July 21, 2026**.

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

   Motion was made by Trustee Broda, second by Trustee Mead. Voting yes: Trustees Broda, Mead, Sima, Babcock. Abstain: Trustee Butz 4-0-1.

2. **Approval of the Minutes** for Special Meeting of the Village Board of Trustees from **July 14, 2026**.

   President Gustafson asked for a motion for the approval of the Special Meeting Minutes.

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

PUBLIC COMMENT (Limited to 3 minutes per speaker)

No Public Comments.

PRESIDENT'S REPORT

TREASURER'S REPORT

3. Cash Report and Bills

   Expenditures are $ 109,513.89, Payroll is $ 241,674.36. Totaling $351,188.25.

   No motor fuel.

4. Approval of Bills

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

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

5. Year to Date, Revenues and Expenditures

   President Gustafson stated Treasurer Mark Olson will be here at the next Village Board Meeting.

ACTION FROM THE LIQUOR COMMISSION

6. **Approval** of a Class "T" (Temporary) liquor license to **Rybo Ventures Inc d/b/a Poison Ivy Pub** for three days in conjunction with the **Lion's Club Fall Festival** at the Village's Leland Park - **September 11, 12, 13, 2026.**

   President Gustafson asked for a motion for the approval of Class "T" (Temporary) liquor license.

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

7. **Approval** of **One (1) Class "A" Tobacco License**

   {Applies to retailers deriving less than 50% of total retail sales from tobacco products, alternative nicotine products, and/or electronic cigarettes}

   DG Retail, LLC dba Dollar General Store #9011

   President Gustafson asked for a motion for the approval of One Class "A" Tobacco License.

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

8. **Approval** of a **Special Event Permit** for the **2026 Fall Festival and Parade.** The event will take place at **Leland Park and Main Street** on **September 11, 12, and 13 2026.**

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

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

   President Gustafson asked for a motion to approve the Special Event Permit.

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

9. **Approval** of a **Special Event Permit** for **2026 Truck or Treat.** The event will take place at **Porter Park** on **October 17, 2026.**

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

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

   President Gustafson asked for a motion to approve the Special Event Permit.

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

10. **Approval of an Amendment** to Exhibit A of **Resolution 2025 R-52** Approving an Updated Enterprise Fleet Management Quote for the **Ford F-750 Public Works Vehicle.**

    President Gustafson asked for a motion for the approval of an amendment to Exhibit A of Resolution 2025-R52.

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

11. **Approval of travel expenses** for elected officials' attendance at the Illinois Municipal League Annual Conference in Chicago, IL September 17-19, 2026, estimated expenses of **$1,550.00 per attendee**.

    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 Sima. Voting yes: Trustees Mead, Sima, Butz, Babcock 5-0-0.

    President Gustafson asked for a motion for the approval of travel expenses for Trustees to IML Confrence.

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

QUESTIONS AND REPORTS

None.

PUBLIC COMMENT (Limited to 3 minutes per speaker)

No Public Comment.

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 Butz. Voting yes: Trustees Broda, Babcock, Sima, Mead, Butz 5-0-0.

Meeting Adjourned at 6:42 pm.