



Meeting Agenda

Location:

Village Hall -
10631 Main Street
Roscoe, IL 61073

Village Board of Trustees
Tuesday, October 15, 2024
6:30 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF THE MINUTES

- 1. Approval of the Minutes** for the meeting of the Village Board of Trustees from **October 1, 2024.**

PUBLIC COMMENT (Limited to 3 minutes per speaker)

PRESIDENT'S REPORT

- 2. Presentation: Louies's Tap House Hurricane Project** - Joe Giocone
- 3. Announcement of Illinois Tollway I-Pass on Demand Event**
November 1, 2024 - 8:30am - 6:00pm

TREASURER'S REPORT

- 4. Cash Report and Bills**
- 5. Approval of Bills**
- 6. Year to Date, Revenues and Expenditures**

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 Resolution 2024-R43, Authorizing the purchase of three (3) market huts from Country Barns** not to exceed \$5,319.00 (\$1,773.00 each)

Village Board of Trustees
Meeting Agenda - October 15, 2024

NEW BUSINESS (First reading or suspend rules)

- 8.** Approval of **Resolution 2024-R44**, awarding the contract for the construction of the **Bridge Street Multi-Use Parking Lot**

QUESTIONS AND REPORTS

PUBLIC COMMENT (Limited to 3 minutes per speaker)

EXECUTIVE SESSION (IF NECESSARY)

ADJOURNMENT



Meeting Minutes

Location:

Village Hall -
10631 Main Street
Roscoe, IL 61073

Village Board of Trustees
Tuesday, October 01, 2024
6:30 PM

CALL TO ORDER

President Gustafson called meeting to order at 630pm

PLEDGE OF ALLEGIANCE

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 meeting of the Village Board of Trustees from **September 17, 2024.**

President Gustafson entertained a motion;

Motion made by Trustee Mallicoat, Seconded by Trustee Wright.

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

PUBLIC COMMENT (Limited to 3 minutes per speaker)

President Gustafson recognized that Trustee Plock is in attendance requesting this be reflected in roll call.

PRESIDENT'S REPORT

President Gustafson reminded the board and public that October is Breast Cancer Awareness Month which is a time for everyone to come together and raise awareness. The Village lights will be pink for the month of October.

2. Introduction of Village Attorney **Tom Green**

President Gustafson called Attorney Tom Green to introduce himself to the board and public:

Attorney Green introduced himself to the board stating that he is a local native from Rockford, and employed with Barrick, Switzer, Long, Balsley & Van Evera, LLP. Attorney Green and his firm legally represent over 20 municipalities including: Machesney Park, Caledonia, Lena, Roscoe Township, Capron, Cherry Valley Fire Protection District.

Attorney Green is open to communication and looks forward to working with the Board.

TREASURER'S REPORT

3. Cash Report and Bills

President Gustafson summarized the Bills:

The total bills to be submitted for approval are expenditures per list of \$155,857.85

Payroll expenses: \$107,851.84

Cash on hand after payment of the bills \$8,599,264.44

Motor Fuel expenditures: \$3,619.09

Cash on hand in the Motor Fuel fund is: \$1,573,384.23

4. Approval of Bills

President Gustafson entertained a motion to pay the bills;

Motion made by Trustee Wright, Seconded by Trustee Mallicoat.

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

5. Year to Date, Revenues and Expenditures

Treasurer Olson provided the board with an update of the current YTD Revenues and Expenditures, stating that currently the budget is at 67% for general revenues and 62% for expenditures. Treasurer Olson stated that the final yearly report from Baker Tilly is pending as their auditor quit therefore there is a little standstill, and he will keep the board updated.

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.

6. **Approval of Resolution 2024-R42**, entering into an agreement with **Omni Technologies, LLC** for the the renewal of the maintenance agreement, and purchase and installation of hardware, for the Village's access control system.

President Gustafson summarized the resolution and entertained a motion;

Motion made by Trustee Babcock, Seconded by Trustee Petty.

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

MOTIONS AND RESOLUTIONS (Final action)

None

NEW BUSINESS (First reading or suspend rules)

7. **Approval** of the issuance of a **Special Event Permit** for the **7th Annual Jaimie Cox Memorial 5K Run/Walk**. The event will take place on Saturday, October 19, 2024.

President Gustafson entertained motion to suspend rules.

Motion made by Trustee Mallicoat to suspend the rules, Seconded by Trustee Wright.

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

Motion made by Trustee Mallicoat, Seconded by Trustee Petty.

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

QUESTIONS AND REPORTS

8. **REMINDER: Halloween Trick-or-Treating** takes place on **October 31, 2024 - 5:00pm to 7:00pm**

President Gustafson acknowledged that Halloween Trick-or-Treating would take place between the hours of 5:00pm - 7:00pm on October 31, 2024.

9. **Update on Truck-or-Treat at Porter Park** - Anne Hanson

Anne provided an update to the Truck-or-Treat at Porter Park, providing the following:

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Activities:

3-6pm Lincoln Bias | Pumpkin Carver, 330-430pm Hammy Hog will be in attendance, 3-6pm Balloon House and Coloring Wall, 3-6pm RC Flyers.

There will be approximately 10 Staff and 3 officers

27 Business Participant's

Donation Totals of \$750.00

In Kind Donations; Culvers, Perfetti Van Melle, Pepsi, Rockford Ice Hogs, Bud & Sue, S&H Nursery, Pietros and Port-o-John.

10. Update on the Village's Road Patching Program Information - Troy Taylor

Troy provided the board with an overview and update of the current patching program. Currently the Public Works Crew is doing the patching using some new equipment. Troy provided a little detail of the different mixes used for patching the pot-holes (Cold Mix which is a little more expensive for winter months, and hot mix). Troy and his team have been going through the community identifying any areas that need patching.

PUBLIC COMMENT (Limited to 3 minutes per speaker)

Jim Powers of Roscoe, Vice President of VTSD (Veterans Training Service Dogs), Mr. Powers is interested in using the cabin to train veterans and the dogs at there. Veterans Training Service Dogs is a non-profit 501c. Mr. Powers would like to use the cabin and feels it would be beneficial as it would allow the training to outside of the weather conditions and provide a more comfortable experience. Mr. Powers requested 3 hours of usage, 1 hour to set up, 1 hour to train and 1 hour to clean.

President Gustafson responded that this is not permitted by ordinance. The ordinance does not allow animals to be unleashed and uncontrolled in public spaces. Permits do not allow animals in Porter Park

Cabin, as many people who rent serve food, and beverages and the cabin was not intended for animal training. President Gustafson addressed the board to suggest modifying the ordinance to allow. as it stands currently the Cabin is allowed to train animals.

Mr. Powers stated all the animals are leashed, they are not running wild, and this does not apply to their dogs. These are service animals, 6 dogs at maximum with being in the cabin for roughly 1 hour for training. Attorney Kurlinkus recommended the Townships Facility. President Gustafson stated she understands the value of their program, but the program is not appropriate for our cabin.

Trustee Petty stated that Porter Park was built as a training facility, Trustee Malicoat corrected as an educational facility. Trustee Petty stated that the Boy's and Girl Scouts use the cabin, as well as Lions Club. Trustee Petty stated that the service dogs are protected under the American's Disabilities Act. Administrator Kurlinkus stated now that these are not service dogs. Mr. Powers responded that they are service animals and being trained with the Veterans.

Bruce, President of VTSD, stated this is an education program, educating the Veterans, and working with the dogs. President Gustafson stated current policy does not allow using the space and suggests using other places. Trustee Wright asked if they have inquired with the VFW, and it was responded that yes and they would allow them, but they feel that Porter Cabin would be beneficial with its calming area, the beauty and it is close to them.

Trustee Petty requested a copy of the ordinance.

EXECUTIVE SESSION (IF NECESSARY)

None

ADJOURNMENT

President Gustafson entertained a motion to adjourn;

Motion made by Trustee Petty, Seconded by Trustee Wright.

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

Meeting adjourned at 714pm



Louie's Hurricane Relief Project: Fill the U-Haul

We are calling on the community to lend their support through donations for those affected by Hurricane Helen and Milton. Every contribution you make will make a meaningful difference for all impacted.

Donation Schedule :

**October 20th
12:00PM - 5:00PM**



**Louie's Tap House
5689 Elevator Rd, Roscoe, IL**

Types of Donations:

- **Canned Food**
- **Animal Food**
- **Crockpots / Air Fryers**
- **Baby Wipes / Diapers**
- **Shovels / Chainsaws**
- **Hygiene Products**

Contact Us

(815) 270-1020 | www.louiestap.com



REPRESENTATIVE CABELLO AND MAYOR GUSTAFSON I-PASS ON DEMAND EVENT

November 1, 8:30 a.m.-6 p.m.
Village of Roscoe Village Hall
10631 Main Street
Roscoe, IL 6107



Illinois State
Representative
John M. Cabello



Roscoe Mayor
Carol Gustafson



FREE I-PASS STICKER TAGS available for every passenger vehicle

- Once activated, the Sticker Tag is ready to use on the Illinois Tollway and E-ZPass roadways 24 hours after activation
- No deposit required for I-PASS Sticker Tags obtained from the Illinois Tollway
- The \$10 transponder deposit transfers into current I-PASS customer's account balance once the old transponder is deactivated
- No batteries, so no need to swap out and more environmentally-friendly
- Existing transponders will continue to work as designed



Pay Invoices without Fees and/or Fines

- Open an account with as little as \$4 in prepaid tolls
- Automatic account replenishments as low as \$4
- I-PASS Assist customers may be eligible to have invoice fees dismissed once enrolled



**I-PASS
STICKER TAGS**



**ACCOUNT
MANAGEMENT
ASSISTANCE**

Village of Roscoe
Bills Submitted for Approval on October 15, 2024

Pooled Expenditures:

Checking account balance before expenditures	\$ 888,732.19
Pooled Money Market	47,276.80
Illinois Funds Balance	8,366,541.65
Total pooled cash and equivalents	<u>9,302,550.64</u>

Expenditures per list 116,122.07

Additional invoices 116,122.07

Total expenditures 116,122.07

Payroll expense:

Gross Wages	10/5/2024	108,665.87	
Payroll tax and IMRF	10/5/2024	8,842.99	117,508.86

Total General Fund Expenditures	233,630.93
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Pooled checking account balance after expenditures \$ 9,068,919.71

Motor Fuel Tax Expenditures

Motor Fuel account balance before expenditures	\$ 3,619.09
Motor Fuel Money Market	10,392.01
Illinois Funds Balance	1,608,840.27
Total Motor Fuel cash and equivalents	<u>1,622,851.37</u>

Expenditures:

Vendor	Date	Invoice	Description	Amount
Fehr-Graham	9/27/2024	126081	20-512 Love Rd	610.75

Total Motor Fuel Fund Expenditures	610.75
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Motor Fuel cash and equivalent balance after expenditures 1,622,240.62

Total expenditures for all funds:	234,241.68
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Report Criteria:
Detail report.
Invoices with totals above \$0.00 included.
Paid and unpaid invoices included.
Invoice Detail.GL account (2 Characters) = {=} "50"

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	GL Per	Net Invoice Amount	Amount Paid	Date Paid	Voided
FEHR-GRAHAM & ASSOCIATES										
2161	FEHR-GRAHAM & ASSOCIATES	126081	PROJ 20-512 LOVE RD RECONSTRUC	50-030-5220 ENGINEERI	09/27/2024	1024	610.75	.00		
Total FEHR-GRAHAM & ASSOCIATES:							610.75	.00		
Grand Totals:							610.75	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	GL Per	Net Invoice Amount	Amount Paid	Date Paid	Voided
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- Department Key
- 010 Administration
 - 012 Village Clerk
 - 015 Liability Insurance
 - 030 Public Works
 - 040 Police/Public Safety
 - 050 Parks and Recreation

Dated: _____

Administrator: _____

Trustees: _____

These signatures approve all invoices in this report. Any invoices not approved are circled in Red.

Report Criteria:

- Detail report.
- Invoices with totals above \$0.00 included.
- Paid and unpaid invoices included.
- Invoice Detail.GL account (2 Characters) = {=} "50"

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

Invoice Detail.GL account (2 Characters) = {<>} "50"

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
AMAZON CAPITAL SERVICES									
311	AMAZON CAPITAL SERVICES	133W-4WWT-V	PAPER TOWELS - VH	01-010-5121 Maint&Repairs - Bldg & Gr	09/23/2024	67.86	.00		
311	AMAZON CAPITAL SERVICES	133W-4WWT-V	FEBREEZE & PAPER TOWELS - PW	01-030-5121 Maint&Repairs - Bldg & Gr	09/23/2024	63.77	.00		
311	AMAZON CAPITAL SERVICES	133W-4WWT-V	PAPER TOWELS - PD	01-040-5121 Maint&Repairs - Bldg & Gr	09/23/2024	56.10	.00		
311	AMAZON CAPITAL SERVICES	133W-4WWT-V	PAPER TOWELS & FEBREEZE - PARK	01-050-5121 Maint&Repairs - Bldg & Gr	09/23/2024	44.30	.00		
311	AMAZON CAPITAL SERVICES	173D-QLL1-1W	A FRAME SIGNS	01-010-6090 Special Events	09/30/2024	392.97	.00		
311	AMAZON CAPITAL SERVICES	1CW9-73NM-4	Batteries / Iphone Charger PD	01-040-6020 Office Supplies	09/25/2024	31.92	.00		
311	AMAZON CAPITAL SERVICES	1JHY-KXGD-1	Flashlight / Socks - Brown	01-040-4612 Uniforms - Full time	10/01/2024	154.98	.00		
311	AMAZON CAPITAL SERVICES	1JHY-KXGD-1	Batteries PD	01-040-6020 Office Supplies	10/01/2024	23.81	.00		
311	AMAZON CAPITAL SERVICES	1PQN-PGMK-	SPIRAL NOTEBOOKS, HIGHLIGHTERS	01-030-6020 Office Supplies	09/23/2024	116.77	.00		
311	AMAZON CAPITAL SERVICES	1RXC-C73X-T	FENCE POST DRIVER - PW	01-030-6040 Operating Supplies	09/23/2024	89.90	.00		
311	AMAZON CAPITAL SERVICES	1YFH-LTTN-P3	STRIPING MACHINE & PAINT - PW	01-030-6040 Operating Supplies	10/03/2024	318.37	.00		
Total AMAZON CAPITAL SERVICES:						1,360.75	.00		
AMERICAN BELL SCREEN PRINTING									
341	AMERICAN BELL SCREEN PRIN	20240728	Uniform Embroidery- Butterbaugh PD	01-040-4614 Uniforms - New Hires	09/23/2024	56.00	.00		
Total AMERICAN BELL SCREEN PRINTING:						56.00	.00		
ANTHONY FORD									
443	ANTHONY FORD	092724 AF	BOOT REIMBURSEMENT - PW	01-030-4611 Personal Protective Equip	09/30/2024	111.99	.00		
Total ANTHONY FORD:						111.99	.00		
AZAVAR									
603	AZAVAR	158120	CONTINGENCY PAYMENT - SALES TA	01-010-5240 Consulting - Main Street	09/30/2023	4,864.17	.00		
Total AZAVAR:						4,864.17	.00		
BAKER TILLY VIRCHOW KRAUSE, LLP									
635	BAKER TILLY VIRCHOW KRAUS	BT2929839	Progress Bill #6 Audit 2023	01-010-5210 Accounting/Auditing	09/27/2024	5,939.85	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total BAKER TILLY VIRCHOW KRAUSE, LLP:						5,939.85	.00		
BARRICK, SWITZER, LONG, BALSLE									
661	BARRICK, SWITZER, LONG, BA	100124 PD	Traffic Prosecutions - PD	01-040-5230 Legal	10/01/2024	3,500.00	.00		
661	BARRICK, SWITZER, LONG, BA	100124 VH	GENERAL VILLAGE MATTERS	01-010-5230 Legal	10/01/2024	810.00	.00		
Total BARRICK, SWITZER, LONG, BALSLE:						4,310.00	.00		
Cardmember Service									
1091	Cardmember Service	100224 PD	Business Cards PD	01-040-6020 Office Supplies	10/02/2024	99.63	.00		
1091	Cardmember Service	100224 PW	GATE, GATE WHEEL RAILING, LATCH	01-010-5121 Maint&Repairs - Bldg & Gr	10/02/2024	282.67	.00		
1091	Cardmember Service	100224 PW	LOCKSANDSAFES.COM - MOTORIZED	01-010-5121 Maint&Repairs - Bldg & Gr	10/02/2024	426.06	.00		
1091	Cardmember Service	100224 VH	IML REGISTRATION	01-010-5530 Training	10/02/2024	375.00	.00		
1091	Cardmember Service	100224 VH	HYATT - IML CONF	01-010-5530 Training	10/02/2024	807.86	.00		
1091	Cardmember Service	100224 VH	MICROSOFT CHARGES	01-010-5950 IT - Contractual	10/02/2024	32.33	.00		
1091	Cardmember Service	100224 VH	MICROSOFT CHARGES	01-010-5950 IT - Contractual	10/02/2024	3.00	.00		
1091	Cardmember Service	100224 VH	ZOOM CHARGES	01-010-5952 IT - Software	10/02/2024	40.00	.00		
1091	Cardmember Service	100224 VH	VIEWER CENTRAL	01-010-5952 IT - Software	10/02/2024	194.28	.00		
1091	Cardmember Service	100224 VH	DOMAIN RENEWALS	01-010-5990 Other Miscellaneous Expe	10/02/2024	17.06	.00		
1091	Cardmember Service	100224 VH	DOMAIN RENEWALS	01-010-5990 Other Miscellaneous Expe	10/02/2024	65.44	.00		
1091	Cardmember Service	100224 VH	WINCO SPEC EVENT PERMIT	01-010-6090 Special Events	10/02/2024	50.00	.00		
1091	Cardmember Service	100224 VH	PORTER CABIN VIRTUAL TOUR	01-050-7130 BUILDING IMPROVEMEN	10/02/2024	175.00	.00		
Total Cardmember Service:						2,568.33	.00		
CHARLES P KOSTANTACOS									
1211	CHARLES P KOSTANTACOS	100224	JUNE 2024 - LEGAL - F&P COMMISSIO	01-040-5890 Police commission Expens	10/02/2024	131.25	.00		
1211	CHARLES P KOSTANTACOS	100324	JULY 2024 - LEGAL - F&P COMMISSIO	01-040-5890 Police commission Expens	10/03/2024	1,175.00	.00		
Total CHARLES P KOSTANTACOS:						1,306.25	.00		
CHARTER COMMUNICATIONS									
1221	CHARTER COMMUNICATIONS	171810301092	INTERNET - PW	01-030-5320 Telephone	09/21/2024	9.99	.00		
Total CHARTER COMMUNICATIONS:						9.99	.00		
CONSERV FS, Inc.									
1445	CONSERV FS, Inc.	45057128	GREENSKEEPER SUNNY MIX - RIVER	01-050-5121 Maint&Repairs - Bldg & Gr	09/23/2024	412.50	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total CONSERV FS, Inc.:						412.50	.00		
COUNTRY BARNS									
1473	COUNTRY BARNS	27096	6x8 UTILITY SHED - RES 2024-R35	90-010-7150 Projects	08/29/2024	1,773.00	.00		
1473	COUNTRY BARNS	27097	6x8 UTILITY SHED - RES 2024-R35	90-010-7150 Projects	08/29/2024	1,773.00	.00		
1473	COUNTRY BARNS	27098	6x8 UTILITY SHED - RES 2024-R35	90-010-7150 Projects	08/29/2024	1,773.00	.00		
Total COUNTRY BARNS:						5,319.00	.00		
CRIMSON VALLEY LANDSCAPING									
1502	CRIMSON VALLEY LANDSCAPI	2024-2711	WATER PLANTS AT POTER CABIN	01-050-5121 Maint&Repairs - Bldg & Gr	10/03/2024	2,500.00	.00		
Total CRIMSON VALLEY LANDSCAPING:						2,500.00	.00		
DR. STILLWATER COMPANY									
1951	DR. STILLWATER COMPANY	38805PU	3 5 GAL WATER - TICKETS #092431 &	01-030-5990 Other Miscellaneous Expe	09/23/2024	18.75	.00		
1951	DR. STILLWATER COMPANY	38887PU	WATER SVC	01-010-6020 Office Supplies	09/25/2024	37.50	.00		
Total DR. STILLWATER COMPANY:						56.25	.00		
DYLAN ROSS									
1962	DYLAN ROSS	092524 DR	BOOT ALLOWANCE - DYLAN ROSS - P	01-030-4611 Personal Protective Equip	09/25/2024	175.00	.00		
Total DYLAN ROSS:						175.00	.00		
Enterprise Fleet Management									
10016	Enterprise Fleet Management	FBN5146832	RAV 4 #1 LEASE - FULL MONTH	01-010-6070 Enterprise Leases	10/04/2024	545.34	.00		
10016	Enterprise Fleet Management	FBN5146832	RAV 4 #2 - FULL MONTH	01-010-6070 Enterprise Leases	10/04/2024	545.34	.00		
10016	Enterprise Fleet Management	FBN5146832	RAV 4 #1 LEASE- DMV FEE	01-010-6070 Enterprise Leases	10/04/2024	173.00	.00		
10016	Enterprise Fleet Management	FBN5146832	RAV 4 #2 LEASE - DMV FEE	01-010-6070 Enterprise Leases	10/04/2024	173.00	.00		
10016	Enterprise Fleet Management	FBN5146832	NISSAN LEASE - CREDIT	01-013-6070 Enterprise Leases	10/04/2024	567.98-	.00		
10016	Enterprise Fleet Management	FBN5146942	Monthly Lease Charges / Repairs - PD	01-040-6070 Enterprise Leases	10/04/2024	12,276.33	.00		
10016	Enterprise Fleet Management	FBN5161135	MONTHLY LEASE CHARGES - TRUCK	01-030-6070 Enterprise Leases	10/04/2024	15,879.04	.00		
Total Enterprise Fleet Management:						29,024.07	.00		
FEHR-GRAHAM & ASSOCIATES									
2161	FEHR-GRAHAM & ASSOCIATES	126082	PROJ 20-580 MAIN STREET RECONST	90-010-7150 Projects	09/27/2024	2,934.00	.00		
2161	FEHR-GRAHAM & ASSOCIATES	126083	PROJ 23-246C 2024 RSP CONSTRUCT	90-010-7150 Projects	09/27/2024	375.00	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
2161	FEHR-GRAHAM & ASSOCIATES	126084	PROJ 23-560 ENGINEERING SVCS	01-010-5220 Engineering	09/27/2024	1,045.00	.00		
2161	FEHR-GRAHAM & ASSOCIATES	126085	PROJ 24-560 ENGINEERING SVCS	01-010-5220 Engineering	09/27/2024	7,478.50	.00		
Total FEHR-GRAHAM & ASSOCIATES:						11,832.50	.00		
FRONTIER									
2411	FRONTIER	092524	9/25-10/24/24 PHONE SVC - VH	01-010-5320 Telephone	09/25/2024	479.41	.00		
Total FRONTIER:						479.41	.00		
Fusion Cloud Services, LLC									
4851	Fusion Cloud Services, LLC	1029280928	TELEPHONE SERVICE-VH	01-010-5320 Telephone	09/30/2024	125.86	.00		
4851	Fusion Cloud Services, LLC	1029280928	TELEPHONE SERVICE-PW	01-030-5320 Telephone	09/30/2024	125.85	.00		
4851	Fusion Cloud Services, LLC	1029280928	TELEPHONE SERVICE-PD	01-040-5320 Telephone	09/30/2024	125.85	.00		
Total Fusion Cloud Services, LLC:						377.56	.00		
HALL SIGNS, INC.									
2673	HALL SIGNS, INC.	109098	RESERVED PARKING SIGNS & RIVET	01-030-6200 Street Signs	09/25/2024	164.89	.00		
Total HALL SIGNS, INC.:						164.89	.00		
ILL ASSOC OF CHIEFS OF POLICE									
2921	ILL ASSOC OF CHIEFS OF POLI	18503	MEMBERSHIP RENEWAL	01-040-5953 PD Subscriptions	10/01/2024	265.00	.00		
Total ILL ASSOC OF CHIEFS OF POLICE:						265.00	.00		
INTEGRA BUSINESS SYSTEMS									
3171	INTEGRA BUSINESS SYSTEMS	INV115065	COPIER-PW	01-030-5860 Rentals/Leases	10/01/2024	33.83	.00		
3171	INTEGRA BUSINESS SYSTEMS	INV115150	COPIER USAGE - PD	01-040-6020 Office Supplies	10/02/2024	97.83	.00		
3171	INTEGRA BUSINESS SYSTEMS	INV115191	COPIER - VH	01-010-6020 Office Supplies	10/02/2024	61.86	.00		
Total INTEGRA BUSINESS SYSTEMS:						193.52	.00		
Jack's Tire Sales & Service									
10012	Jack's Tire Sales & Service	1-339281	Squad 8 - Tires	01-040-6051 EQUIP NON CAPITAL	09/27/2024	692.00	.00		
Total Jack's Tire Sales & Service:						692.00	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
JACK'S TIRE SALES & SVC, INC.									
3251	JACK'S TIRE SALES & SVC, INC	1-338240	TIRE & WHEEL - JACOBSEN	01-050-5120 Maint & Repairs - Equipme	10/03/2024	134.50	.00		
Total JACK'S TIRE SALES & SVC, INC.:						134.50	.00		
JEFF GOULD									
6917	JEFF GOULD	101124	DEPOSIT HORSE DRAWN TROLLEY	01-010-6090 Special Events	10/11/2024	700.00	.00		
Total JEFF GOULD:						700.00	.00		
JOHNSON CONTROLS FIRE PROTECTION LP									
3459	JOHNSON CONTROLS FIRE PR	55293479	SERVICE TECH FOR ALARM AT VH & T	01-010-5121 Maint&Repairs - Bldg & Gr	09/18/2024	802.72	.00		
Total JOHNSON CONTROLS FIRE PROTECTION LP:						802.72	.00		
LINCOLN BIAS									
3962	LINCOLN BIAS	101124	PUMPKIN CARVING @ TRUCK OR TR	01-010-6090 Special Events	10/11/2024	2,000.00	.00		
Total LINCOLN BIAS:						2,000.00	.00		
MENARD'S									
4411	MENARD'S	33029-2024	RAILING & FIXTURES FOR RIVERSIDE	01-050-7410 Equipment	08/28/2024	3,250.43	.00		
4411	MENARD'S	33097	GILPIN STEEL RAILING	01-050-7410 Equipment	08/29/2024	64.99	.00		
4411	MENARD'S	34713	GREEN TREATED WOOD - VH	01-010-5121 Maint&Repairs - Bldg & Gr	09/24/2024	36.04	.00		
4411	MENARD'S	34830	COMPOSITE FENCING - VH	01-010-5121 Maint&Repairs - Bldg & Gr	09/26/2024	49.95	.00		
4411	MENARD'S	35027	MASKING PAPER & TAPE - VH PARKIN	01-010-5121 Maint&Repairs - Bldg & Gr	09/30/2024	19.24	.00		
4411	MENARD'S	35181	BLACK CHALK - PW PARKING LOT	01-030-5121 Maint&Repairs - Bldg & Gr	10/02/2024	8.97	.00		
4411	MENARD'S	35182	PLYWOOD - PORTER PARK	01-050-5121 Maint&Repairs - Bldg & Gr	10/02/2024	153.95	.00		
Total MENARD'S:						3,583.57	.00		
MICHALSON OFFICE FURNITURE									
4491	MICHALSON OFFICE FURNITUR	33848	Conference Table / Chairs - PD	01-040-6051 EQUIP NON CAPITAL	10/04/2024	3,466.00	.00		
Total MICHALSON OFFICE FURNITURE:						3,466.00	.00		
MINUTEMAN PRESS									
4612	MINUTEMAN PRESS	112194	2-END OF PARADE, 100 - NO PARKING	01-030-6200 Street Signs	08/29/2024	740.00	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total MINUTEMAN PRESS:						740.00	.00		
MOTOROLA SOLUTIONS, INC									
4675	MOTOROLA SOLUTIONS, INC	876882024090	Radio Subscription- PD	01-040-5953 PD Subscriptions	10/01/2024	1,056.00	.00		
Total MOTOROLA SOLUTIONS, INC:						1,056.00	.00		
NICHOLSON HARDWARE									
4916	NICHOLSON HARDWARE	1171976	SWITCH - PW SHOP DOOR	01-030-6040 Operating Supplies	09/30/2024	12.95	.00		
Total NICHOLSON HARDWARE:						12.95	.00		
NICOR GAS									
4931	NICOR GAS	092524	10631 MAIN ST.	01-010-5410 Utilities	09/25/2024	174.88	.00		
Total NICOR GAS:						174.88	.00		
NORTH PARK PUBLIC WATER DIST.									
4971	NORTH PARK PUBLIC WATER D	093024	WATER- VH	01-010-5410 Utilities	09/30/2024	74.50	.00		
4971	NORTH PARK PUBLIC WATER D	093024 0200-0	8/1/24-9/1/24 5402 SWANSON	01-030-5410 Utilities	09/30/2024	37.17	.00		
4971	NORTH PARK PUBLIC WATER D	093024 30000-	8/1/24-9/1/24 6545 WINDFLOWER - PO	01-050-5410 Utilities	09/30/2024	32.30	.00		
Total NORTH PARK PUBLIC WATER DIST.:						143.97	.00		
NORTHERN ILLINOIS SERVICE									
5031	NORTHERN ILLINOIS SERVICE	66688	ROADSTONE & RIP RAP	01-030-6060 Repair Materials - Roads	09/26/2024	586.79	.00		
Total NORTHERN ILLINOIS SERVICE:						586.79	.00		
Paper Recovery Service Corporation									
10043	Paper Recovery Service Corporati	97974	RENTAL FEE FOR PAPER RECYCLE C	01-010-6020 Office Supplies	09/30/2024	25.00	.00		
Total Paper Recovery Service Corporation:						25.00	.00		
PARTY LIKE A ROCK STAR TENTS AND EVENTS									
5272	PARTY LIKE A ROCK STAR TEN	100724	FINAL PAYMENT FOR TRUCK OR TRE	01-010-6090 Special Events	10/07/2024	700.00	700.00	10/07/2024	
Total PARTY LIKE A ROCK STAR TENTS AND EVENTS:						700.00	700.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
PLACE FOUNDRY LLC									
5430	PLACE FOUNDRY LLC	0198.08	2024-0198 DOWNTOWN ROSCOE PLA	01-010-5240 Consulting - Main Street	10/15/2024	6,500.00	.00		
5430	PLACE FOUNDRY LLC	0209.05	2024-0209 ROSCOE ECON DEV	01-010-5240 Consulting - Main Street	10/05/2024	5,900.00	.00		
Total PLACE FOUNDRY LLC:						12,400.00	.00		
PORT-A-JOHN									
5471	PORT-A-JOHN	1879	HANDICAP W/ HAND SANITIZER - RAL	01-050-5860 Rentals/Leases	09/23/2024	120.00	.00		
Total PORT-A-JOHN:						120.00	.00		
REGION 1 PLANNING COUNCIL									
5665	REGION 1 PLANNING COUNCIL	FY25-0354-1	WINGIS: FY25 QUARTER 1	01-010-5881 Wingis	07/01/2024	1,176.75	.00		
5665	REGION 1 PLANNING COUNCIL	FY25-078-2	COUNCIL OF GOV MEMBERSHIP	01-016-5882 Council of Governments	10/01/2024	625.00	.00		
Total REGION 1 PLANNING COUNCIL:						1,801.75	.00		
ROCK ENERGY COOPERATIVE									
5851	ROCK ENERGY COOPERATIVE	100724 4000	9/1/24-10/1/24 MCCURRY & WILLOWB	01-030-5410 Utilities	10/07/2024	15.97	.00		
5851	ROCK ENERGY COOPERATIVE	100724 5000	9/1/2-10/1/24 MCCURRY & WILLOWBR	01-030-5410 Utilities	10/07/2024	25.24	.00		
5851	ROCK ENERGY COOPERATIVE	100724 8001	09/01/24-10/01/24 MCCURRY RD	01-030-5410 Utilities	10/07/2024	23.77	.00		
Total ROCK ENERGY COOPERATIVE:						64.98	.00		
ROYAL Carwash & Detail Center									
6161	ROYAL Carwash & Detail Center	092324 PD	CAR WASHES - PD	01-040-6051 EQUIP NON CAPITAL	09/23/2024	30.82	.00		
Total ROYAL Carwash & Detail Center:						30.82	.00		
S & H NURSERY									
6221	S & H NURSERY	2494	STRAW BALES - FALL FEST	01-030-6040 Operating Supplies	09/23/2024	59.50	.00		
Total S & H NURSERY:						59.50	.00		
SHERWIN-WILLIAMS CO									
6471	SHERWIN-WILLIAMS CO	0642-3	LINE PAINT - PW	01-030-5121 Maint&Repairs - Bldg & Gr	10/02/2024	128.45	.00		
6471	SHERWIN-WILLIAMS CO	9659-4	5 GAL- LINE PAINT - VH	01-010-5121 Maint&Repairs - Bldg & Gr	09/30/2024	106.95	.00		
Total SHERWIN-WILLIAMS CO:						235.40	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
SLABAUGH SERVICES									
6561	SLABAUGH SERVICES	2024-31613	3 YD - PULVERISED TOPSOIL	01-030-6060 Repair Materials - Roads	10/05/2024	85.50	.00		
Total SLABAUGH SERVICES:						85.50	.00		
STRATUS NETWORKS									
6890	STRATUS NETWORKS	215179	MONTHLY FIBER CONNECTION FEE	01-010-5950 IT - Contractual	10/01/2024	1,111.04	.00		
Total STRATUS NETWORKS:						1,111.04	.00		
THE BLUE LINE									
7071	THE BLUE LINE	45844	POLICE RECRUITMENT LISTING	01-040-5890 Police commission Expens	01/01/2024	298.00	.00		
Total THE BLUE LINE:						298.00	.00		
TransUnion Risk & Alt Data Sol									
7291	TransUnion Risk & Alt Data Sol	170625-20240	TLOxp CHARGES	01-040-5953 PD Subscriptions	10/01/2024	150.00	.00		
Total TransUnion Risk & Alt Data Sol:						150.00	.00		
TREE CARE ENTERPRISES, INC.									
7301	TREE CARE ENTERPRISES, IN	52197	REMOVAL & CLEAN UP OF MULBERR	01-030-5160 Tree Maintenance/Remova	09/19/2024	2,350.00	.00		
7301	TREE CARE ENTERPRISES, IN	52215	REMOVE & GRIND ELM - 5643 BROAD	01-030-5160 Tree Maintenance/Remova	09/30/2024	1,800.00	.00		
Total TREE CARE ENTERPRISES, INC.:						4,150.00	.00		
U S CELLULAR									
7401	U S CELLULAR	0679692639	CELL PHONES - ADMIN	01-010-5320 Telephone	09/16/2024	190.84	.00		
7401	U S CELLULAR	0679692639	CELL PHONES - PW	01-030-5320 Telephone	09/16/2024	306.01	.00		
7401	U S CELLULAR	0679692639	CELL PHONES - PD	01-040-5320 Telephone	09/16/2024	309.19	.00		
Total U S CELLULAR:						806.04	.00		
UNIFIRST CORPORATION									
7460	UNIFIRST CORPORATION	3390003179	MAT SERVICE - VH	01-010-5121 Maint&Repairs - Bldg & Gr	10/07/2024	27.87	.00		
7460	UNIFIRST CORPORATION	3390008704	UNIFORMS & MATS - PW	01-030-4610 Uniforms	09/30/2024	125.88	.00		
7460	UNIFIRST CORPORATION	3390008704	UNIFORMS - PARKS	01-050-4610 Uniforms	09/30/2024	16.72	.00		
7460	UNIFIRST CORPORATION	3390009178	UNIFORMS & MATS - PW	01-030-4610 Uniforms	10/07/2024	132.20	.00		
7460	UNIFIRST CORPORATION	3390009178	UNIFORMS - PARKS	01-050-4610 Uniforms	10/07/2024	17.56	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total UNIFIRST CORPORATION:						320.23	.00		
UNIFORM DEN EAST, INC									
7441	UNIFORM DEN EAST, INC	93356-01	Palzkill - New Hire Necessities	01-040-4613 Uniforms - Part Time	09/25/2024	26.95	.00		
Total UNIFORM DEN EAST, INC:						26.95	.00		
VANDEWALLE & ASSOCIATES									
7483	VANDEWALLE & ASSOCIATES	202409071	Planning Services	01-016-5241 Spec Projects-Consulting	09/18/2024	2,000.00	.00		
Total VANDEWALLE & ASSOCIATES:						2,000.00	.00		
WEX BANK									
7663	WEX BANK	99974354	FUEL-PD	01-040-6030 Gas & Oil	09/30/2024	3,940.64	.00		
7663	WEX BANK	99974355	FUEL-PW	01-030-6030 Gas & Oil	09/30/2024	1,485.32	.00		
7663	WEX BANK	99974355	FUEL - PARKS	01-050-6030 Gas & Oil	09/30/2024	587.55	.00		
Total WEX BANK:						6,013.51	.00		
WINNEBAGO COUNTY CLERK									
7771	WINNEBAGO COUNTY CLERK	40149238	RECORDING FEES	01-010-5990 Other Miscellaneous Expe	09/04/2024	210.00	.00		
Total WINNEBAGO COUNTY CLERK:						210.00	.00		
WINNEBAGO COUNTY FINANCE OFFICE									
7775	WINNEBAGO COUNTY FINANC	13422	INTERNET SERVICE/PUBLIC IP ADDR	01-010-9000 Contingency	09/30/2024	55.00	.00		
Total WINNEBAGO COUNTY FINANCE OFFICE:						55.00	.00		
ZIEGLER'S ACE HARDWARE									
102	ZIEGLER'S ACE HARDWARE	5490-R	PAINT - VH	01-010-5121 Maint&Repairs - Bldg & Gr	09/25/2024	21.17	.00		
102	ZIEGLER'S ACE HARDWARE	5491-R	TAPE & FUSE TO REPAIR VH DOOR	01-010-5121 Maint&Repairs - Bldg & Gr	09/25/2024	13.98	.00		
102	ZIEGLER'S ACE HARDWARE	5523-R	BLUE CHALK POWDER - PW SHOP	01-030-6040 Operating Supplies	10/02/2024	2.79	.00		
Total ZIEGLER'S ACE HARDWARE:						37.94	.00		
Grand Totals:						116,122.07	700.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
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- Department Key
- 010 Administration
 - 012 Village Clerk
 - 015 Liability Insurance
 - 030 Public Works
 - 040 Police/Public Safety
 - 050 Parks and Recreation

Dated: _____

Administrator: _____

Trustees: _____

These signatures approve all invoices in this report. Any invoices not approved are circled in Red.

Report Criteria:

- Detail report.
- Invoices with totals above \$0.00 included.
- Paid and unpaid invoices included.
- Invoice Detail.GL account (2 Characters) = {<>} "50"

VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



VILLAGE of
ROSCOE

Item # 7.

Agenda Item: Purchase of Additional Market Huts

Date: Updated: October 11, 2024

Meeting: Village Board - 10/15/2024

Prepared by: Troy Taylor / Josef Kurlinkus

Department: Public Works

Overview/Background Information

Market huts are a 6'x8' custom utility sheds. These huts have a front overhang, side door, side window, and a 4' wide front sales window with a shelf. These sheds are built to be portable so public works can move them to different events. They can be used at National Night Out, Trunk or Treat, Winter Holiday Event, and even Fall Festival for vendors, staff, and Trustees to use.

County Barns, the builder of the huts has confirmed that they will be able to provide 3 additional structures prior to the Village's holiday event at the previously quoted price of \$1,773.00 per structure for a total of \$5,319.00. One will be the same color as the first one we received, Pebble stone clay siding and Evergreen trim. The other two will have a flip flop color scheme of the first one where the siding will be Evergreen and the trim Pebble stone. Country Barns has giving us a discount for multiple huts ordered.

Key Issues

- Portable
- Looks and Quality Built
- Security and Safety

Fiscal Note/Budget Impact

These will each be the same cost as the previous purchased structures. Funding for these structures will be deducted from the special events line item. 3 huts will cost \$1,773.00 per unit for a total of \$5,319.00.

Prior Legislative Actions

COTW recommended approval on 10/1/2024.

Action Required/Recommendation

Approval of a resolution authorizing the purchase of three (3) additional market huts for the quoted amount of \$1,773.00 per unit for a total of \$5,319.00.

Attachments

Resolution Approving Purchase
Pictures of Market Hut
Quote from Country Barns



Country Barns
11220 W State Rd. 81
Beloit, WI 53511
608-879-3321
sales@countrybarns.us

Invoice

Item # 7.

Date	Shed #
8/29/2024	27096

Customer Information	
Name:	Village of Roscoe
Address:	5402 Swanson Rd
City:	Roscoe IL 61073
Phone:	Tracy: 815-877-0746
Email:	publicworks@villageofroscoe.com

Special Instructions

Sold By:		NOTE: We will contact you when your building is complete. The Estimated Delivery Date is ONLY an Estimate			Estimated Delivery Date	
Phil					8/29/2024	
Item	Quantity	Description	U/M	Price Each	Amount	
68UT		6 x 8 Utility Shed w/2' Overhang in Front		1,688.00	1,688.00	
5		Siding Color:Pebblestone Clay		0.00	0.00	
2		Trim Color:Evergreen		0.00	0.00	
3		Roof Color: Estate Grey		0.00	0.00	
Cus	1	Single 30" Entrance Door Only		-150.00	-150.00	
Winb	1	Basic Window		85.00	85.00	
Cus	1	4' wide x 24" deep shelf in front, extending through sales window for outside and inside access. Mounted into 4' wide sales window with shutters swinging outward and painted both sides to be available for displaying products when open.		150.00	150.00	
Exempt		Sales Tax Exemption #		0.00	0.00	
		Wisconsin Sales Tax		5.50%	0.00	

Terms & Conditions:

*A minimum Deposit of 20% is required at purchase
*If order is canceled Country Barns reserves the right to retain deposit to cover time and effort.
*Upon delivery payment in full will be required before building is unloaded
*If payment is not provided at time of delivery as agreed upon a 2% monthly fee will be charged to the account until payment in full is received

Total	\$1,773.00
Payments Recieved	\$0.00
Balance Due	\$1,773.00

By signing below I agree to the terms and conditions as disclosed. I have chosen to purchase the building as described above. I agree to pay the Balance Due upon delivery or before. The delivery process has been satisfactorily explained to me. I agree that Country Barns will not be responsible for any damages that may result to my lawn or property during the delivery process. I agree that if I fail to pay the Amount Due by delivery without prior arrangement I am subject to whatever penalties and/or interest Country Barns imposes upon me.

X



Country Barns
11220 W State Rd. 81
Beloit, WI 53511
608-879-3321
sales@countrybarns.us

Invoice

Item # 7.

Date	Shed #
8/29/2024	27097

Customer Information	
Name:	Village of Roscoe
Address:	5402 Swanson Rd
City:	Roscoe IL 61073
Phone:	Tracy: 815-877-0746
Email:	publicworks@villageofroscoe.com

Special Instructions

Sold By:		NOTE: We will contact you when your building is complete. The Estimated Delivery Date is ONLY an Estimate			Estimated Delivery Date	
Phil					8/29/2024	
Item	Quantity	Description	U/M	Price Each	Amount	
68UT		6 x 8 Utility Shed w/2' Overhang in Front		1,688.00	1,688.00	
5		Siding Color:Evergreen		0.00	0.00	
2		Trim Color:Pebblestone Clay		0.00	0.00	
3		Roof Color: Estate Grey		0.00	0.00	
Cus	1	Single 30" Entrance Door Only		-150.00	-150.00	
Winb	1	Basic Window		85.00	85.00	
Cus	1	4' wide x 24" deep shelf in front, extending through sales window for outside and inside access. Mounted into 4' wide sales window with shutters swinging outward and painted both sides to be available for displaying products when open.		150.00	150.00	
Exempt		Sales Tax Exemption #		0.00	0.00	
		Wisconsin Sales Tax		5.50%	0.00	

Terms & Conditions:

*A minimum Deposit of 20% is required at purchase
*If order is canceled Country Barns reserves the right to retain deposit to cover time and effort.
*Upon delivery payment in full will be required before building is unloaded
*If payment is not provided at time of delivery as agreed upon a 2% monthly fee will be charged to the account until payment in full is received

Total	\$1,773.00
Payments Recieved	\$0.00
Balance Due	\$1,773.00

By signing below I agree to the terms and conditions as disclosed. I have chosen to purchase the building as described above. I agree to pay the Balance Due upon delivery or before. The delivery process has been satisfactorily explained to me. I agree that Country Barns will not be responsible for any damages that may result to my lawn or property during the delivery process. I agree that if I fail to pay the Amount Due by delivery without prior arrangement I am subject to whatever penalties and/or interest Country Barns imposes upon me.

X



Country Barns
11220 W State Rd. 81
Beloit, WI 53511
608-879-3321
sales@countrybarns.us

Invoice

Item # 7.

Date	Shed #
8/29/2024	27098

Customer Information	
Name:	Village of Roscoe
Address:	5402 Swanson Rd
City:	Roscoe IL 61073
Phone:	Tracy: 815-877-0746
Email:	publicworks@villageofroscoe.com

Special Instructions

Sold By:		NOTE: We will contact you when your building is complete. The Estimated Delivery Date is ONLY an Estimate			Estimated Delivery Date	
Phil					8/29/2024	
Item	Quantity	Description	U/M	Price Each	Amount	
68UT		6 x 8 Utility Shed w/2' Overhang in Front		1,688.00	1,688.00	
5		Siding Color:Evergreen		0.00	0.00	
2		Trim Color:Pebblestone Clay		0.00	0.00	
3		Roof Color: Estate Grey		0.00	0.00	
Cus	1	Single 30" Entrance Door Only		-150.00	-150.00	
Winb	1	Basic Window		85.00	85.00	
Cus	1	4' wide x 24" deep shelf in front, extending through sales window for outside and inside access. Mounted into 4' wide sales window with shutters swinging outward and painted both sides to be available for displaying products when open.		150.00	150.00	
Exempt		Sales Tax Exemption #		0.00	0.00	
		Wisconsin Sales Tax		5.50%	0.00	

Terms & Conditions:

*A minimum Deposit of 20% is required at purchase
*If order is canceled Country Barns reserves the right to retain deposit to cover time and effort.
*Upon delivery payment in full will be required before building is unloaded
*If payment is not provided at time of delivery as agreed upon a 2% monthly fee will be charged to the account until payment in full is received

Total	\$1,773.00
Payments Recieved	\$0.00
Balance Due	\$1,773.00

By signing below I agree to the terms and conditions as disclosed. I have chosen to purchase the building as described above. I agree to pay the Balance Due upon delivery or before. The delivery process has been satisfactorily explained to me. I agree that Country Barns will not be responsible for any damages that may result to my lawn or property during the delivery process. I agree that if I fail to pay the Amount Due by delivery without prior arrangement I am subject to whatever penalties and/or interest Country Barns imposes upon me.

X



**VILLAGE OF ROSCOE, ILLINOIS
RESOLUTION NO. 2024-R44**

**AUTHORIZING THE PURCHASE OF THREE (3) MARKET HUTS FROM COUNTRY
BARNs NOT TO EXCEED \$5,319.00 (\$1,773.00 EACH)**

WHEREAS, the Village of Roscoe wishes to protect the health, welfare and safety of its residents by providing well maintained roads, parks, and other public places, and provide well maintained and effectively illuminated public buildings; and

WHEREAS, the Village of Roscoe hosts several special events each year at its public parks and facilities; and

WHEREAS, the Village wishes to purchase several market huts to be used for vendors at its public events during the course of the year, including its Halloween event and holiday event; and

WHEREAS, the Village of Roscoe has investigated the purchase of said market huts, and has determined that Country Barns can provide the best price for the required equipment and accessories; and

WHEREAS, the President and Board of Trustees of the Village of Roscoe find that it is in the best interest of the Village and its residents to purchase three (3) market huts from **Country Barns** for an amount not to exceed **\$5,319.00 (\$1,773.00 each)**; and

WHEREAS, the Village of Roscoe is authorized and empowered by statute to adopt and enforce the provisions of this resolution.

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of the Village of Roscoe, that:

Section 1. The Village President, or their designee is authorized to sign an agreement with **Country Barns** for the purchase of three (3) market huts, as further specified set forth in **Exhibit “A”**, which is incorporated herein by reference, for use at the Village’s Special Events; and

Section 2. That the Village Treasurer is hereby authorized to expend funds, and issue payment in an amount not to exceed **\$5,319.00 (\$1,773.00 each)**, under the terms and amounts as set forth in Exhibit “A”.

2024-R44				
1st Read:				
PASSED BY ROLL CALL VOTE ON:				
NAME	AYE	NAY	ABSTAIN	ABSENT
Trustee William Babcock				
Trustee Stacy Mallicoat				
Trustee Susan Petty				
Trustee Justin Plock				
Trustee Michael Sima				
Trustee Michael Wright				
President Carol A. Gustafson				

APPROVED OCTOBER 15, 2024:**ATTEST:**_____
VILLAGE PRESIDENT_____
VILLAGE CLERK

Exhibit “A”
(Resolution 2024-R44)

PROPOSAL FOR MARKET HUTS

VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



Item # 8.

Agenda Item: Award of the contract for construction of Bridge Street Multi-use Parking Facility

Date: October 11, 2024

Meeting: Village Board - 10/15/2024

Prepared by: Josef Kurlinkus

Department: Community Development

Overview/Background Information

The Village is currently in the process of developing its property at 5466 Bridge Street into a multiuse parking and public use space. The Board approved the specifications and letting at its 9/13/2024 Village Board Meeting, and the received bids through October 10, 2024.

The contractors submitting bids for the project were:

Larsen & Larsen Builders - \$817,500.00

Stenstrom Excavating and Blacktop Group - \$594,804.00

DPI Construction - \$876,543.00

Once awarded, the Village's architects will be working with the contractor to firm-up construction schedules and oversee the construction project.

Fiscal Note/Budget Impact

Stenstrom Excavating and Blacktop Group - \$594,804.00

Allocated funds are from the main street parking line item and ARPA grant funds.

Prior Legislative Actions

Approval of Specifications & Bid Letting – 9/13/2024 (2024-R41)

Action Required/Recommendation

Approval of a resolution awarding the construction contract to Stenstrom Excavating and Blacktop Group

As the project has been previously approved and discussed at prior meetings of both the COTW and Village Board, Staff recommends waiving the first read requirement, and approving the award of the agreement to Stenstrom Excavating and Blacktop Group.

Attachments

Resolution 2024-R44- Awarding the contract for construction of Bridge Street Multi-use Parking Facility

Recommendation of Contract Award

Bid Tab

**VILLAGE OF ROSCOE, ILLINOIS
RESOLUTION NO. 2024-44**

**RESOLUTION BY THE BOARD OF TRUSTEES OF THE VILLAGE OF ROSCOE,
AWARDING THE CONTRACT FOR THE CONSTURCUCTION AND PAVING OF THE
BRIDGE STREET MULTI-USE PARKING FACILITY**

WHEREAS, the Village of Roscoe wishes to protect the health, welfare and safety of its residents by providing a well maintained parks, roads, and public rights-of-way; and

WHEREAS, the President and Board of Trustees of the Village of Roscoe have previously let out for bid a contract for the Bridge Street Mulit-use Parking Facility (**Bridge Street Multi-use Parking Project**); and

WHEREAS, the Village of Roscoe has complied with local ordinance and State Statute in the solicitation and evaluation of such bids; and

WHEREAS, the Village has evaluated all bids and determined that the lowest and best bid for the **Bridge Street Multi-use Parking Project** was from **Stenstrom Excavation & Blacktop Group** for the sums as set forth in attached Exhibit "A"; and

WHEREAS, the Village wishes to award said contract to **Stenstrom Excavation & Blacktop Group**; and

WHEREAS, it will be in the best interests of the citizens of the Village to award said contract to the aforesaid company; and

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of the Village of Roscoe, that by the adoption of this resolution:

Section 1. The Village President is authorized to enter into, and sign an agreement on behalf of the Village, with **Stenstrom Excavation & Blacktop Group** for the proposed **Bridge Street Multi-use Parking Project**, for the bid amounts of **\$594,804.00**

Section 2. That this resolution shall be in full force and effect from and after its adoption as provided by law.

2024-R44				
1st Read:				
PASSED BY ROLL CALL VOTE ON:				
NAME	AYE	NAY	ABSTAIN	ABSENT
Trustee William Babcock				
Trustee Stacy Mallicoat				
Trustee Susan Petty				
Trustee Justin Plock				
Trustee Michael Sima				
Trustee Michael Wright				
President Carol A. Gustafson				

APPROVED OCTOBER 15, 2024:**ATTEST:**_____
VILLAGE PRESIDENT_____
VILLAGE CLERK

Exhibit “A”
Bid Tab & Award Letter

Place Foundry LLC

728 North Prospect Street
Suite 101
Rockford, IL 61107

October 14, 2024

Mr. Josef Kurlinkus
Village of Roscoe
10631 Main Street
Roscoe, Illinois 61073

Re: **VILLAGE OF ROSCOE BRIDGE STREET LOT - BID RECOMENDATION**
5466 Bridge Street
Roscoe, Illinois 61073

Mr. Kurlinkus,

Bids were opened on October 10, 2023, at 11:00 a.m. at Roscoe Village Hall for the above referenced project. Three bids were received, and a tabulation of bids is enclosed for your reference. A comparison of the submitted bids can be found below:

Established Project Budget: \$400-500,000.00**Base Bids**

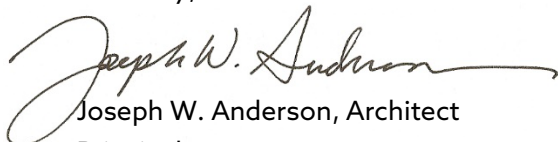
LARSON & LARSON BUILDERS, INC	\$ 817,500.00
STENSTROM EXCAVATION & BLACKTOP GROUP	\$ 594,804.00 (LOW BID)
DPI CONSTRUCTION. INC.	\$ 876,543.21

After evaluation of the submitted bids, a post bid meeting was conducted w/ the low bidder to discuss scope and project timing. See attached summary of meeting.

It is our recommendation that the contract for the VILLAGE OF ROSCOE BRIDGE STREET LOT is awarded to the low bidder, should the village be amenable to the bid amount.

Please feel free to contact me should you have any further questions.

Sincerely,



Joseph W. Anderson, Architect
Principal
AIA, NCARB

CC:FILE

Bid Tabulation October 10, 2024 11:00 AM 2024-0223 Village of Roscoe Bridge Street Lot																		
Contractor	Base Bid	Bid Bond 5%	ADDENDUM #1	ADDENDUM #2	SITE INSPECTION	BACKGROUND CK	ALTERNATES & ADDENDUM								Time	Mark-Up	SUBCONTRACTORS	
							ALT #1	ALT #2	ALT #3		ADD1-#2	ADD1-#3					Site Work	
																	Concrete Work	
							DEDUCT/ADD	DEDUCT/ADD	ADD		Allowance	Allowance					Electrical Contractor	
LARSON & LARSON BUILDERS, INC	\$817,500.00	X	X	X	X	X												
STENSTROM EXCAVATAION & BLACKTOP GROUP	\$594,804.00	X	X	X	X	X												
DPI CONSTRUCTION. INC.	\$876,543.21	X	X	X	X	X												

Place Foundry LLC

728 North Prospect Street
Suite 101
Rockford, IL 61107

October 14, 2024

Mr. Josef Kurlinkus
Village of Roscoe
10631 Main Street
Roscoe, Illinois 61073

Re: **VILLAGE OF ROSCOE BRIDGE STREET LOT – POST BID MEETING**
5466 Bridge Street
Roscoe, Illinois 61073

Mr. Kurlinkus,

Following the Bid opening I sat down w/ Doug Curry, P.E./Stenstrom Excavation & Blacktop Group to review project bid, scope and schedule.

The following items are a summary of that meeting, which lead to the recommendation for award of the above mentioned project.

General Bid Notes

- All Addendums received.
- In addition to Electrical, the Steel Structure/Canopy Material and Fabrication, Landscaping and Plumbing are Sub-contracted.

Owner Responsibilities (recommended firms)

- Staking & Layout (RK Johnson – Project Civil Engineer)
- Excavation, Concrete & Asphalt Testing (TSC or GEOCON)
- CCDD Acceptable Soils Testing (Free Flow)
- Permits – Building and County Hwy
- Site Furnishings (Tables, Chairs, Benches Planters, etc.)

Architect can solicit bids on behalf of owner upon authorization.

Architect/Engineer Responsibilities

- Submittal List to be provided to Contractor
- Conduct Weekly Meetings (at Village Hall Tuesday or Wednesday AM – TBD)

Contingency

Due to potential soil conditions in the Roscoe Area, it is recommended that the Village add/create a 10-15% contingency, to address any soil issues that may arise.

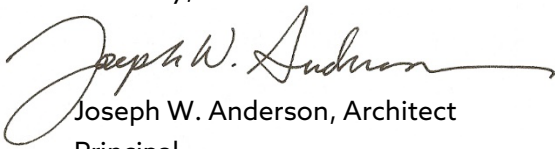
Schedule

Due to the accelerated schedule outlined/proposed in the Invitation to Bid, we discussed realistic expectations with regard to time of year, weather and ultimately for everyone involved committed to providing a quality project over speed. Stenstrom is confident that grading, stone base, concrete piers for canopy structure, underground plumbing and electrical can be accomplished without general concern for weather and temperature this fall. Items noted that would be directly affected by weather temperature are concrete curbs, asphalt and will be considered TBD items. The Patio, Landscaping and Steel Canopy structures will be slated for Spring 2025.

A full project Schedule will be presented upon commencement of project and updated weekly.

Please feel free to contact me should you have any further questions.

Sincerely,

A handwritten signature in black ink, reading "Joseph W. Anderson". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Joseph W. Anderson, Architect

Principal

AIA, NCARB

CC:FILE