



Meeting Agenda

Location:

Village Hall -
10631 Main Street
Roscoe, IL 61073

Village Board of Trustees

Tuesday, July 02, 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** for **June 4, 2024**.
- [2.](#) **Approval of the Minutes** for the meeting of the **Village Board of Trustees** for **June 18, 2024**.

PUBLIC COMMENT (Limited to 3 minutes per speaker)**PRESIDENT'S REPORT****TREASURER'S REPORT**

- [3.](#) Cash Report and Bills
- [4.](#) Approval of Bills
- [5.](#) Year to Date, Revenues and Expenditures

ACTION FROM THE LIQUOR COMMISSION

- [6.](#) **Approval of the issuance of a Class "F"** (On Premise Full Liquor) liquor license to **PIETRO'S OF ROSCOE LLC** (Licensed Premises: 5724 Elevator Road, Roscoe, IL 61073)
- [7.](#) **Approval of the issuance of a Class "D"** (On Premise Beer & Wine) liquor license to **USKANA HOSPITALITY GROUP - JESSICAS RESTAURANT LLC** (Licensed Premises: 5091 Edgemere Court, Roscoe, IL 61073)

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.

- 8. Approval of the issuance of a Special Event Permit for National Night Out.** The event is scheduled to take place on **Tuesday, August 6, 2024** on Main Street from Bridge Street to the bridge.
- 9. Approval of Resolution 2024-R31** approving an **agreement with MaintainX, Inc** for work order/CMMS software for the quoted amount of \$5,439.60

MOTIONS AND RESOLUTIONS (Final action)

- 10. Approval of Resolution 2024-R33** approving a change order with **Rock Road Companies, Inc.** for PCC curb replacement and other related appurtenances for the amount of **\$65,626.40**

NEW BUSINESS (First reading or suspend rules)

- 11. Approval of Resolution 2024-R32,** authorizing an agreement with **Homer Industries** for the purchase and installation of playground safety mulch at five (5) Village parks for the quoted amount of **\$33,202.50**

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, June 04, 2024

6:30 PM

CALL TO ORDER

President Gustafson called meeting to order at 6:30pm Tuesday June 4, 2024.

PLEDGE OF ALLEGIANCE

ROLL CALL

President Gustafson requested roll call.

PRESENT

Trustee William Babcock
Trustee Stacy Mallicoat
Trustee Susan Petty
Trustee Justin Plock
Trustee Michael Sima
Village President Carol Gustafson

ABSENT

Trustee Michael Wright

APPROVAL OF THE MINUTES

President Gustafson entertain motion to approve minutes:

1. **Approval of the Minutes** for the meeting of the Village Board of Trustees from **May 21, 2024**.

Motion made by Trustee Mallicoat, Seconded by Trustee Babcock.

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

Absent: Trustee Wright

PUBLIC COMMENT (Limited to 3 minutes per speaker)

None

PRESIDENT'S REPORT

President Gustafson provided the board with several announcements;

President Gustafson shared her condolences of the passing of Roger Needham on May 24, 2024. Visitation will be on Friday June 7, 2024 at McCorkle Funeral Home in Rockton. Visitation starting at 10am to 1pm, and memorial service starting at 1pm-2pm. Mr. Needham was a member of the Police and Police Pension Board.

On June 25, 2024, at 5:30pm an open meeting will take place at Village Hall with Place Foundry. Place Foundry will present their findings and suggestions to the board for the planning of Main Street.

On June 26, 2024, at 6:00pm, there will be a joint boards of education meeting at Hononegah High School, this meeting be held in the library and provide opportunity to meet superintendents of the schools districts. This will also provide information of what is happening in Roscoe.

On July 12, 2024, at 11:00am, Ace Hardware will be holding a grand re-opening ribbon cutting ceremony.

TREASURER'S REPORT

2. Cash Report and Bills

Trustee Petty inquired about the property taxes, and Administrator Kurlinkas stated that they were prorated and have already been paid.

3. Approval of Bills

Motion made by Trustee Plock, Seconded by Trustee Mallicoat.

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

Absent Trustee Wright.

4. 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.

President Gustafson summarized the consent agenda items:

5. **Approval** of the issuance of a Special Event Permit for the **Screw City Flex Series Disc Golf** event. The event will take place on **Sunday June 23, 2024** at Porter Park Disc Golf Course.

Motion made by Trustee Petty, Seconded by Trustee Plock.

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

6. **Approval of Special Event Permit** for the **Rock Valley Radio Control Flying Club's Radio Control**, float flying of model planes. 2nd Event (Chicory Ridge Park **08/24/2024**)

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Motion made by Trustee Babcock, Seconded by Trustee Petty.

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

MOTIONS AND RESOLUTIONS (Final action)

None

NEW BUSINESS (First reading or suspend rules)

QUESTIONS AND REPORTS

Brandon Boggs provided a quick update on the projects happening in Roscoe. Class patching project is currently out for bid and those bids will be opened on Friday at 10:00am. The residential roads project started Monday June 3 and will be completed by June 21st. There will be 1 week of pavement removal, 1 week of grading and 1 week of paving.

Troy provided feedback on the Porter Cabin, it is open and it is going great. The backslash will be installed this week and windows the week of June 24th. Trustee Mallicoat requested to send pictures of everything along with showing updates on the website.

President Gustafson stated that coming up in a future meeting, the board will be inviting Brian President of the Junior Lions Tackle Program to provide update of what is happening with that program and all the work they have been doing at Riverside Park.

PUBLIC COMMENT (Limited to 3 minutes per speaker)

President Gustafson has requested Estin Fichter to present information to the board regarding the charity event he is organizing on July 13, 2024.

Estin presented the board his concept of the event stating it was a football training program for youth, much like a NFL Pro Bowl. The event is aimed at promoting mental health awareness and free for participants. The sponsorships of the event and proceeds raised will go towards a scholarship fund for psychology majors.

President Gustafson praised Mr. Fichter for his hard work in organizing this event, having completed all the steps in order to present to board.

EXECUTIVE SESSION (IF NECESSARY)

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Motion made by Trustee Plock, Seconded by Trustee Mallicoat.

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

Motion made by Trustee Petty, Seconded by Trustee Plock.

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

NO ACTION TAKEN

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



Meeting Minutes

Location:

Village Hall -
10631 Main Street
Roscoe, IL 61073

Village Board of Trustees

Tuesday, June 18, 2024

6:30 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

President Gustafson requested 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

EXECUTIVE SESSION (IF NECESSARY)

President Gustafson entertained a motion to move to Executive Session:

Motion made by Trustee Petty to move to Executive Session,

Seconded by Trustee Babcock.

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

President Gustafson entertained a motion to move to Open Session:

Motion made by Trustee Mallicoat to move to Open Session,

Seconded by Trustee Wright.

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

NO ACTION TAKEN IN EXECUTIVE SESSION

APPROVAL OF THE MINUTES

1. Approval of the Minutes for the meeting of the Village Board of Trustees from June 4, 2024.

President Gustafson entertained a motion to approve minutes;

Motion made by Trustee Sima to layover minutes;

Seconded by Trustee Plock.

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

Discussion: Trustee Sima stated they were not posted until today and he did not have a chance to read them. Trustee Sima asked the board if they had read the minutes, Trustee Plock stated he did see them posted, Trustee Petty stated she seen them and read them.

PUBLIC COMMENT (Limited to 3 minutes per speaker)

None

PRESIDENT'S REPORT

President Gustafson reminded the board that David Sydney of Place Foundry will be at Village Hall on Tuesday June 25 at 530pm. David will present some of the elements in the report which has been provided to you in the packet. This will provide you an opportunity to ask questions as well as provide suggestion. President Gustafson stated the agenda has been posted and currently on the website.

President Gustafson reminded the board of the RSVP for the All World Summer part is this Saturday. President Gustafson stated she sent out an email with details of the event.

TREASURER'S REPORT

2. Cash Report and Bills

President Gustafson provided a summary of the expenditures:

Expenditures \$218,061.86, leaving cash on hand in the general fund of \$7,964,10.10

MFT \$30,677.75, leaving cash on hand in the MFT fund of \$1,721,801.75

Discussion: Trustee Mallicoat and Trustee Plock are both a NO on invoice 104177 for Ancel Glink

3. Approval of Bills

President Gustafson entertained a motion to pay the bills:

Motion made by Trustee Petty, Seconded by Trustee Wright.

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

4. Year to Date, Revenues and Expenditures

Mark Olson, treasure, provided the board with a financial overview of current expenditures and revenues stating that the Village is currently at 42% of it's budget through May.

There were not questions from the board.

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.

5. **Approval** of the issuance of a **Special Event Permit** for **Top Prospects Inaugural Charity Bowl**. The event will take place on **July 13, 2024**, at **Riverside Park**.

President Gustafson entertained a motion to approve the Special Event Permit.

Motion made by Trustee Plock, Seconded by Trustee Wright.

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)

6. **Discussion and Recommendation** of Northern Illinois Service Company (NISC) for the demolition of 11243 Main Street House at a quoted price of \$19,290.00.

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

7. Approval of **Resolution 2024-R30**, approving the execution of a settlement agreement with **White Oak Home Builders, LLC** related to the development of **Plat 6 of Hawks Pointe Subdivision**.

President Gustafson entertained a motion;

President Gustafson provided an overview of the terms;

Plat will have a mixed number of building, duplexes and townhomes. Landscaping will be as previously agreed, a section has been dedicated for a park. There will be a condo association responsible for the common land. The school will receive impact fees, and the Village will compensate the developer for the redesign in the amount of \$30,000.

Motion made by Trustee Sima, Seconded by Trustee Babcock.

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

QUESTIONS AND REPORTS

President Gustafson called on Brandon Boggs for an update of the Village Projects:

Brandon provided an update on projects stating they are currently at a standstill residential streets project. Brandon stated after the pavement removal on all the roads, there were quite a few areas of curb that were deteriorated. There was no curb and gutter included in this project, and the team is currently gathering pricing for the repairs. Brandon hopes to have an answer on the pricing soon. Brandon stated over half of the sub-division has been repaved, but those with the issues have not been repaved. The project is at halfway completed and progressing.

There were no bids for the class D patching contract, this was a first and there has been a decrease in bids over the last several years. Brandon and Troy stated they will reach out to those who bid in the past to see what they can do to make the project more attractive, and it would go back to bid this summer.

Main Street Project, actively working on the construction plans which is about 80% completed. They will meet with Place Foundry to go over the plans and changes.

Love Road Project, final construction plans were sent to State and other agencies back in October of last year. This is an unfunded project, so it is less priority for them to review in timely manner.

Willowbrook Road Project, as of one week ago final construction plans were submitted to the State. This is also an unfunded project so there is no timeline when they will provide feedback.

The MPO R1 planning is comprised of 1 or 2 spokespersons from different agencies and municipalities. Brandon provided an overview of what MPO is:

The MPO is responsible for planning and coordinating decisions regarding the Rockford Metropolitan Planning Area's (MPA) surface transportation system. It is the responsibility of the MPO to conduct a continuing, cooperative, and comprehensive transportation planning.

Troy and Brandon both attend and advocate for the projects.

Trustee Sima as part of the HOA of Promatory Ridge, he thanked Brandon for the assistance and updates on the project. Trustee Sima wanted to know what areas were being complained about so they could be addressed. Brandon stated it is not a full urban subdivision with partial curb and gutter. There are storm inlets that use storm easements to carry water. There have been about a dozen complaints so far. There are complaints about a cul-de-sac, on Promatory Trail, where there is no curb and gutter, an issue of trucks driving over pavement of road, and because it is a hilly subdivision water flows over onto the owner's private property. They requested the Village to install curb and gutter to route the water elsewhere. Brandon advised that it require a larger study, a drainage study. Any improvements around curb and gutter were not part of this project and would be addressed later. Issues with the culverts pooling water onto the public streets, Brandon stated that generally the homeowner is responsible for those culverts keeping them clear for water flow. Brandon stated the Village would go out and clear out the culverts and then educate the homeowners about the clearing out of culverts as it falls onto the homeowner's responsibility. Trustee Sima stated they could add to their HOA by-laws to ensure that this would be completed by homeowner. Trustee Sima stated he appreciated the feedback and that the explanation was helpful.

Troy provided an update on the smaller projects:

Fence on the back of the shop and salt bin. They are currently obtaining quotes. A section will be added to the policy impound. Troy stated that the shingles for Public Works, Police Garage and the salt building he is gathering the specs for this project as it will be huge. The equipment for push plow and bucket has been ordered and waiting for it to come in. The baseball diamond restoration at Porter Park pricing is being gathered. The lighting at Porter Park is being put off due to the Osland Grant. Troy provided update on Riverside Park, and the joint effort with Roscoe Lions. They will be added new field goals, and they are adding new cement pads around the concessions, along with ADA ramps. A new storage area is being added for the football gear. The collaboration between them and the Village has been really great, good organization to work with. Trustee Petty asked about the picnic shelters at Riverside. Brandon stated they are doing structural inspections to determine what is needed and costs. Trustee Sima asked about the mud volleyball area, Troy stated they leveled the edges and unable to do anything at moment due to the rain. Troy stated fill dirt will be brought it will be leveled with top soil and seeding. Trustee Plock asked about the lighting for Chicory Ridge, and Troy stated he was not part of that project. President Gustafson stated she believes that ComEd needed to be contacted. Trustee Plock asked about the subdivision signs for Chicory Ridge. Trustee Sima stated there needs to be a policy in place for those signs. Trustee Plock stated it was budgeted for \$30,000 and it has rolled over year after year. Trustee Petty stated she handed out a packet to the boards regarding the parks projects

and what was being done. Troy provided an update on the playgrounds, and stated that the playgrounds need to be raised about 8 inches with the safety mulch and approximately quote was \$30,000. President Gustafson pointed out this amount isn't a yearly amount. Trustee Plock asked when could the board expect to look at the costs for the Subdivision signs, President Gustafson stated when Joe returns they could discuss during staff meeting. Trustee Babcock stated there needs to be a design standard, and this was discussed extensively. Trustee Plock stated this has been an outstanding issue for some time, and can't be forgotten about. Trustee Babcock stated it that was before his time, to which Trustee Plock stated the issue was brought forth last year. President Gustafson acknowledged and agreed it has been an outstanding issue. President Gustafson and staff will look ideas as well as a policy / guideline for the signs by end of summer.

PUBLIC COMMENT (Limited to 3 minutes per speaker)

None

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

Village of Roscoe

Bills Submitted for Approval on July 2, 2024

Pooled Expenditures:

Checking account balance before expenditures	\$	1,295,274.23
Pooled Money Market		29,250.25
Illinois Funds Balance		7,710,646.39
Total pooled cash and equivalents		<u>9,035,170.87</u>

Expenditures per list \$ 87,729

Additional invoices

87,728.98

Total expenditures 87,728.98

Payroll expense:

Gross Wages	6/15/2024	92,015.25	
Payroll tax and IMRF	6/15/2024	7,496.37	99,511.62

Total General Fund Expenditures 187,240.60

Pooled checking account balance after expenditures \$ 8,847,930.27

Motor Fuel Tax Expenditures

Motor Fuel account balance before expenditures	\$	99,992.42
Motor Fuel Money Market		10,392.01
Illinois Funds Balance		1,411,423.43
Total Motor Fuel cash and equivalents		<u>1,521,807.86</u>

Expenditures:

Vendor	Date	Invoice	Description	Amount
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Total Motor Fuel Fund Expenditures -

Motor Fuel cash and equivalent balance after expenditures 1,521,807.86

Total expenditures for all funds: 187,240.60

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Only 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
AGHL LAW									
2472	AGHL LAW	29585	APR & MAY ADMINISTRATIVE HEARIN	01-013-5231 Legal - Retainer	06/05/2024	1,000.00	.00		
Total AGHL LAW:						1,000.00	.00		
AIRGAS USA, LLC									
201	AIRGAS USA, LLC	9801040653	RETURNED CHECK FEE - CHECK #63	01-030-5860 Rentals/Leases	06/17/2024	25.00	.00		
Total AIRGAS USA, LLC:						25.00	.00		
AMAZON CAPITAL SERVICES									
311	AMAZON CAPITAL SERVICES	14Y7-PV6T-96	Belt - Yalden	01-040-4612 Uniforms - Full time	06/25/2024	24.38	.00		
311	AMAZON CAPITAL SERVICES	16VD-1RNL-1	Laminating Pouches PD	01-040-4612 Uniforms - Full time	06/14/2024	26.19	.00		
311	AMAZON CAPITAL SERVICES	1GWP-CPFM-	Socks - Mordt	01-040-4612 Uniforms - Full time	06/12/2024	29.98	.00		
311	AMAZON CAPITAL SERVICES	1NT4-V6NH-K	Flash Drives PD	01-040-6020 Office Supplies	06/12/2024	52.93	.00		
311	AMAZON CAPITAL SERVICES	1TPL-JCR3-G	PATIO UMBRELLAS - VH	01-010-5121 Maint&Repairs - Bldg & Gr	06/18/2024	134.38	.00		
311	AMAZON CAPITAL SERVICES	1TPL-JCR3-G	FRAM LOCK SECURITY HANGING KIT	01-050-7130 BUILDING IMPROVEMEN	06/18/2024	31.99	.00		
311	AMAZON CAPITAL SERVICES	1WMH-3DTP-9	COOLING SKULL CAPS & TOWELS - P	01-030-4611 Personal Protective Equip	06/21/2024	51.04	.00		
311	AMAZON CAPITAL SERVICES	1WMH-3DTP-9	CANVAS TOOL BUCKET & CHAINSAW	01-030-6040 Operating Supplies	06/21/2024	195.88	.00		
311	AMAZON CAPITAL SERVICES	1YJD-VCXP-L4	Number Key Tags	01-040-6020 Office Supplies	06/18/2024	24.97	.00		
Total AMAZON CAPITAL SERVICES:						571.74	.00		
BOBCAT OF ROCKFORD									
901	BOBCAT OF ROCKFORD	01-280304	BELT - 60" ZERO TURN MOWER	01-050-6050 REPAIR PARTS	06/12/2024	93.60	.00		
Total BOBCAT OF ROCKFORD:						93.60	.00		
CAROL GUSTAFSON									
1121	CAROL GUSTAFSON	060624	NEW TABLES FOR CABIN - UPSTAIRS	01-050-7130 BUILDING IMPROVEMEN	06/06/2024	28.25	.00		
Total CAROL GUSTAFSON:						28.25	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
CHERRY VALLEY LANDSCAPE CENTER									
1241	CHERRY VALLEY LANDSCAPE	124160	CAP ASSY - ECHO CHAINSAW	01-050-5121 Maint&Repairs - Bldg & Gr	06/20/2024	5.96	.00		
Total CHERRY VALLEY LANDSCAPE CENTER:						5.96	.00		
COMMONWEALTH EDISON									
1411	COMMONWEALTH EDISON	060724 619634	5/4/24-6/6/24 6545 WINDFLOWER LN -	01-050-5410 Utilities	06/07/2024	144.57	.00		
1411	COMMONWEALTH EDISON	061024 068776	5/6/24-6/10/24 BIKE PATH LIGHTS LITE	01-030-5410 Utilities	06/10/2024	39.28	.00		
1411	COMMONWEALTH EDISON	061024 717067	5/9/24-6/10/24 LITE R25	01-030-5411 Street Lights	06/10/2024	37.16	.00		
1411	COMMONWEALTH EDISON	061124 357363	5/9/24-6/10/24 5785 BROAD ST - LELA	01-050-5410 Utilities	06/11/2024	188.38	.00		
1411	COMMONWEALTH EDISON	061124 503114	5/9/24-6/10/24 5802 HARRISON ST - LE	01-050-5410 Utilities	06/11/2024	38.05	.00		
1411	COMMONWEALTH EDISON	061724 489003	5/9/24-6/12/24 N 2ND ST SIGN	01-030-5410 Utilities	06/17/2024	61.49	.00		
1411	COMMONWEALTH EDISON	061924 753947	5/20/24-6/19/24 STREET LIGHT RT/23	01-030-5411 Street Lights	06/19/2024	4,004.25	.00		
Total COMMONWEALTH EDISON:						4,513.18	.00		
DEARBORN LIFE INSURANCE COMPANY									
1721	DEARBORN LIFE INSURANCE C	061324	DISABILITY INS - ADMIN	01-010-4330 Disability Insurance	06/13/2024	105.80	.00		
1721	DEARBORN LIFE INSURANCE C	061324	DISABILITY INS - HR	01-017-4330 Disability Insurance	06/13/2024	49.69	.00		
1721	DEARBORN LIFE INSURANCE C	061324	DISABILITY INS - PW	01-030-4330 Disability Insurance	06/13/2024	294.41	.00		
1721	DEARBORN LIFE INSURANCE C	061324	DISABILITY INS - PD	01-040-4330 Disability Insurance	06/13/2024	934.26	.00		
1721	DEARBORN LIFE INSURANCE C	061324	DISABILITY INS - PD ADJ	01-040-4330 Disability Insurance	06/13/2024	85.10	.00		
1721	DEARBORN LIFE INSURANCE C	061324	DISABILITY INS - PK	01-050-4330 Disability Insurance	06/13/2024	41.96	.00		
Total DEARBORN LIFE INSURANCE COMPANY:						1,511.22	.00		
DELTA DENTAL OF ILLINOIS-RISK									
1791	DELTA DENTAL OF ILLINOIS-RIS	1814289	DENTAL - ADMIN	01-010-4310 Health Insurance	07/01/2024	32.50	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	1814289	VISION INS - ADMIN	01-010-4310 Health Insurance	07/01/2024	5.55	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	1814289	DENTAL - HR	01-017-4310 Health Insurance	07/01/2024	67.32	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	1814289	VISION INS - HR	01-017-4310 Health Insurance	07/01/2024	10.83	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	1814289	DENTAL - PW	01-030-4310 Health Insurance	07/01/2024	348.52	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	1814289	VISION INS - PW	01-030-4310 Health Insurance	07/01/2024	54.81	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	1814289	DENTAL - PD	01-040-4310 Health Insurance	07/01/2024	1,740.42	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	1814289	ADJ DENTAL - PD	01-040-4310 Health Insurance	07/01/2024	32.50	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	1814289	VISION INS - PD	01-040-4310 Health Insurance	07/01/2024	238.74	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	1814289	ADJ VISION - PD	01-040-4310 Health Insurance	07/01/2024	5.55	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	1814289	DENTAL - PK	01-050-4310 Health Insurance	07/01/2024	118.70	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	1814289	VISION INS - PK	01-050-4310 Health Insurance	07/01/2024	16.23	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total DELTA DENTAL OF ILLINOIS-RISK:						2,671.67	.00		
FISH WINDOW CLEANING									
2251	FISH WINDOW CLEANING	3064-58796	WINDOW CLEANING - VH	01-010-5210 Accounting/Auditing	06/24/2024	795.00	.00		
Total FISH WINDOW CLEANING:						795.00	.00		
ILLINOIS PUBLIC RISK FUND									
3121	ILLINOIS PUBLIC RISK FUND	89543	2024 MONTHLY INSTALLMENT W/C IN	01-015-5810 Liability Insurance	06/13/2024	6,666.00	.00		
Total ILLINOIS PUBLIC RISK FUND:						6,666.00	.00		
IPBC - HEALTH BENEFITS									
3231	IPBC - HEALTH BENEFITS	070124	BANK FEES	01-000-2211 Life Insurance-Additional V	07/01/2024	341.10	.00		
3231	IPBC - HEALTH BENEFITS	070124	DEP LIFE	01-000-2212 Life Insurance-Dependent	07/01/2024	55.69	.00		
3231	IPBC - HEALTH BENEFITS	070124	HEALTH INS - ADMIN	01-010-4310 Health Insurance	07/01/2024	679.07	.00		
3231	IPBC - HEALTH BENEFITS	070124	LIFE INS - ADMIN	01-010-4320 Life Insurance	07/01/2024	7.00	.00		
3231	IPBC - HEALTH BENEFITS	070124	HEALTH INS - HR	01-017-4310 Health Insurance	07/01/2024	1,385.82	.00		
3231	IPBC - HEALTH BENEFITS	070124	LIFE INS - HR	01-017-4320 Life Insurance	07/01/2024	3.50	.00		
3231	IPBC - HEALTH BENEFITS	070124	HEALTH INS - PW	01-030-4310 Health Insurance	07/01/2024	6,572.06	.00		
3231	IPBC - HEALTH BENEFITS	070124	LIFE INS - PW	01-030-4320 Life Insurance	07/01/2024	23.27	.00		
3231	IPBC - HEALTH BENEFITS	070124	HEALTH INS - PD	01-040-4310 Health Insurance	07/01/2024	29,454.79	.00		
3231	IPBC - HEALTH BENEFITS	070124	LIFE INS - PD	01-040-4320 Life Insurance	07/01/2024	63.00	.00		
3231	IPBC - HEALTH BENEFITS	070124	HEALTH INS - PK	01-050-4310 Health Insurance	07/01/2024	1,407.34	.00		
3231	IPBC - HEALTH BENEFITS	070124	LIFE INS - PK	01-050-4320 Life Insurance	07/01/2024	3.50	.00		
Total IPBC - HEALTH BENEFITS:						39,996.14	.00		
JERRYS AUTO PARTS									
3401	JERRYS AUTO PARTS	542588	FUEL FILTER - PW STOCK	01-030-5121 Maint&Repairs - Bldg & Gr	06/24/2024	25.31	.00		
3401	JERRYS AUTO PARTS	542588	FUEL FILTER - T750 SKID LOADER	01-030-6050 Repair Parts (In House)	06/24/2024	25.31	.00		
3401	JERRYS AUTO PARTS	542589	OIL FILTER - T750 SKID LOADER	01-030-6050 Repair Parts (In House)	06/24/2024	12.12	.00		
3401	JERRYS AUTO PARTS	542589	OIL FILTER - PW STOCK	01-030-6050 Repair Parts (In House)	06/24/2024	12.12	.00		
3401	JERRYS AUTO PARTS	542760	OUTER TIE ROD - TRUCK #204	01-030-6050 Repair Parts (In House)	06/27/2024	135.57	.00		
Total JERRYS AUTO PARTS:						210.43	.00		
LINCOLN RENT-ALL									
3961	LINCOLN RENT-ALL	499406	MOWER BLADE SHARPENING	01-050-6050 REPAIR PARTS	06/20/2024	175.00	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
3961	LINCOLN RENT-ALL	499406	HEDGE TRIMMER & POLE EXTENSIO	01-050-6051 EQUIPMENT NON-CAPIT	06/20/2024	369.98	.00		
Total LINCOLN RENT-ALL:						544.98	.00		
Mark D. Olson, CPA, Ltd									
4291	Mark D. Olson, CPA, Ltd	1710	TREASURER SVCS	01-014-4211 Treasurer Services	06/13/2024	5,250.00	.00		
4291	Mark D. Olson, CPA, Ltd	1710	ROSCOE POLICE PENSION ACCOUNT	01-014-4211 Treasurer Services	06/13/2024	525.00	.00		
4291	Mark D. Olson, CPA, Ltd	1711	ROSCOE POLICE PENSION ACCOUNT	01-014-4211 Treasurer Services	06/27/2024	525.00	.00		
4291	Mark D. Olson, CPA, Ltd	1711	TREASURER SVCS	01-014-4211 Treasurer Services	06/27/2024	5,250.00	.00		
Total Mark D. Olson, CPA, Ltd:						11,550.00	.00		
MENARD'S									
4411	MENARD'S	28558	FAST SET CONCRETE MIX - ROADS	01-030-6060 Repair Materials - Roads	06/18/2024	67.10	.00		
4411	MENARD'S	28576	EXIT LIGHT BATTERY - VH	01-010-5121 Maint&Repairs - Bldg & Gr	06/18/2024	25.98	.00		
4411	MENARD'S	28576	AIR FILTER - SWANSON PARK	01-050-5121 Maint&Repairs - Bldg & Gr	06/18/2024	16.65	.00		
4411	MENARD'S	28632	SCREW EXTRACTOR SET - PW	01-030-6040 Operating Supplies	06/19/2024	35.27	.00		
4411	MENARD'S	28649	REPAIR PARTS FOR BIKE PATH LIGHT	01-030-5121 Maint&Repairs - Bldg & Gr	06/19/2024	176.24	.00		
4411	MENARD'S	28784	15" TUBE & 1-1/2"-3" GALV. NIPPLE	01-030-6050 Repair Parts (In House)	06/21/2024	13.30	.00		
4411	MENARD'S	28788	TILE TRIM & ELECTAPE - PD	01-040-5121 Maint&Repairs - Bldg & Gr	06/21/2024	21.95	.00		
Total MENARD'S:						356.49	.00		
NICOR GAS									
4931	NICOR GAS	061924 2000 9	5/17/24-6/18/24 5402 SWANSON	01-030-5410 Utilities	06/19/2024	150.33	.00		
Total NICOR GAS:						150.33	.00		
PORT-A-JOHN									
5471	PORT-A-JOHN	A-123708	HANDICAP W/ HAND SANITIZER - POR	01-050-5860 Rentals/Leases	06/24/2024	120.00	.00		
5471	PORT-A-JOHN	A-123712	HANDICAP W/ HAND SANITIZER - CHI	01-050-5860 Rentals/Leases	06/24/2024	120.00	.00		
Total PORT-A-JOHN:						240.00	.00		
RIVER VALLEY KITCHENS & BATHS									
5791	RIVER VALLEY KITCHENS & BA	17870	TILE BACKSPLASH MATERIALS, INST	01-050-7130 BUILDING IMPROVEMEN	06/17/2024	1,621.75	.00		
Total RIVER VALLEY KITCHENS & BATHS:						1,621.75	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
ROCK ROAD COMPANIES									
5901	ROCK ROAD COMPANIES	320615	2 TONS - HOT MIX - PW	01-030-6060 Repair Materials - Roads	06/13/2024	147.80	.00		
Total ROCK ROAD COMPANIES:						147.80	.00		
ROCK VALLEY INDUSTRIES, LLC									
5992	ROCK VALLEY INDUSTRIES, LL	26410	CLEANING - VH	01-010-5121 Maint&Repairs - Bldg & Gr	05/01/2024	1,140.00	.00		
5992	ROCK VALLEY INDUSTRIES, LL	26410	CLEANING - PW	01-030-5121 Maint&Repairs - Bldg & Gr	05/01/2024	394.00	.00		
5992	ROCK VALLEY INDUSTRIES, LL	26410	CLEANING - PD	01-040-5121 Maint&Repairs - Bldg & Gr	05/01/2024	1,290.00	.00		
Total ROCK VALLEY INDUSTRIES, LLC:						2,824.00	.00		
STANLEY STEEMER									
6671	STANLEY STEEMER	358399	CARPET CLEAN - VH	01-010-5121 Maint&Repairs - Bldg & Gr	06/15/2024	823.50	.00		
Total STANLEY STEEMER:						823.50	.00		
UNIFIRST CORPORATION									
7460	UNIFIRST CORPORATION	3390003060	UNIFORMS & MATS - PW	01-030-4610 Uniforms	06/17/2024	123.81	.00		
7460	UNIFIRST CORPORATION	3390003060	UNIFORMS - PARKS	01-050-4610 Uniforms	06/17/2024	10.01	.00		
7460	UNIFIRST CORPORATION	3390003062	MAT SERVICE - VH	01-010-5121 Maint&Repairs - Bldg & Gr	06/17/2024	25.54	.00		
7460	UNIFIRST CORPORATION	3390003416	UNIFORMS & MATS - PW	01-030-4610 Uniforms	06/24/2024	121.66	.00		
7460	UNIFIRST CORPORATION	3390003416	UNIFORMS - PARKS	01-050-4610 Uniforms	06/24/2024	10.01	.00		
7460	UNIFIRST CORPORATION	3390003418	MAT SERVICE - VH	01-010-5121 Maint&Repairs - Bldg & Gr	06/24/2024	25.54	.00		
Total UNIFIRST CORPORATION:						316.57	.00		
UNIFORM DEN EAST, INC									
7441	UNIFORM DEN EAST, INC	88530	APD w/pockets, name tags, eblem - Mor	01-040-4612 Uniforms - Full time	12/22/2023	379.90	.00		
Total UNIFORM DEN EAST, INC:						379.90	.00		
VANDEWALLE & ASSOCIATES									
7483	VANDEWALLE & ASSOCIATES	202404030	Planning Services	01-016-5241 Spec Projects-Consulting	04/18/2024	3,040.00	.00		
7483	VANDEWALLE & ASSOCIATES	202404031	Planning Services	01-016-5241 Spec Projects-Consulting	04/18/2024	2,000.00	.00		
Total VANDEWALLE & ASSOCIATES:						5,040.00	.00		
VERIZON WIRELESS									
7491	VERIZON WIRELESS	9966322847	HOT SPOTS PD	01-040-5320 Telephone	06/10/2024	461.05	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total VERIZON WIRELESS:						461.05	.00		
ZIEGLER'S ACE HARDWARE									
102	ZIEGLER'S ACE HARDWARE	5056-R	COPPER COUPLER & STOP - VH	01-010-5121 Maint&Repairs - Bldg & Gr	06/14/2024	3.96	.00		
102	ZIEGLER'S ACE HARDWARE	5078-R	MORTOR MIX - ROADS	01-030-6060 Repair Materials - Roads	06/19/2024	17.98	.00		
102	ZIEGLER'S ACE HARDWARE	5082-R	FASTENERS - CABANA	01-010-6091 Banners and Displays	06/20/2024	14.76	.00		
102	ZIEGLER'S ACE HARDWARE	5088-R	BLACK PAINT - CABANA	01-010-6091 Banners and Displays	06/21/2024	48.99	.00		
102	ZIEGLER'S ACE HARDWARE	5095-R	AA BATTERIES - VH	01-010-5121 Maint&Repairs - Bldg & Gr	06/24/2024	76.96	.00		
102	ZIEGLER'S ACE HARDWARE	5099-R	SWITCH ROCKER & WALLPLATE - VH	01-010-5121 Maint&Repairs - Bldg & Gr	06/25/2024	3.78	.00		
102	ZIEGLER'S ACE HARDWARE	5100-R	D BATTERIES - PW	01-030-6040 Operating Supplies	06/25/2024	17.99	.00		
Total ZIEGLER'S ACE HARDWARE:						184.42	.00		
Grand Totals:						82,728.98	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
--------	-------------	----------------	-------------	----------------------	--------------	-----------------------	-------------	-----------	--------

- 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.
- Only unpaid invoices included.
- Invoice Detail.GL account (2 Characters) = {<>} "50"



10631 Main Street, P.O. Box 283, Roscoe IL 61073
Phone) 815-623-2829 Fax) 815-623-1360 Email) frontdesk@villageofroscoe.com

RETAIL LIQUOR DEALER'S LICENSE APPLICATION

§114 of Village of Roscoe Code of Ordinances

SECTION 1: Applicant Information

Applicant: Pietro's of Roscoe, LLC
Business Name (d/b/a): Pietro's Pizzeria
Primary Contact Person /Agent: Matthew Yawke
Mailing Address: 5724 elevator Rd Roscoe IL 61073
Premise Address: 5724 elevator Rd Roscoe IL 61073
[Redacted] Fax: _____

Corporate Information (if applicable)

Illinois Corporate Registration Number: 03865703 Date of Incorporation/Formation: 04-19-2012
Is corporation in good standing with Illinois Secretary of State: ☒ Yes ☐ No
If foreign corporation, date qualified to do business in Illinois: _____

Dram Shop Coverage

Attach a copy of the policy declaration to this application

List dram insurance coverage including name and address of insurance company for the licensee and premises for which the alcoholic liquor will be sold for the duration of the license.

Insurance Company Name: Midvale indemnity company
Address: 10514 main street Roscoe IL 61073
Policy Number: BP00006991 Coverage Limits: \$2,000,000

Anticipated Revenue

Indicate anticipated percentage of total annual revenue from each of the following categories Percentages must total 100%

Alcohol Sales: 10 %
Food Sales: 65 %
General Merchandise (or other): 5 %
Net Terminal Income (gaming revenue): 20 %

License Information

Check one box. If license class selected is different than previous year a five-hundred-dollar application fee is required.

- | | | | |
|---|-----------------|-------------------------------|------------|
| <input type="checkbox"/> | Class A | On & Off Premises Full Liquor | \$4,000.00 |
| <input type="checkbox"/> | Class D | On Premise Only Beer & Wine | \$2,500.00 |
| <input checked="" type="checkbox"/> | Class F | On Premise Only Full Liquor | \$3,000.00 |
| <input type="checkbox"/> | Class G | Package Store Beer & Wine | \$2,000.00 |
| <input type="checkbox"/> | Class C | Package Store Full Liquor | \$3,000.00 |
| <input type="checkbox"/> | Class BL | Boutique Gaming Full Liquor | \$6,000.00 |
| <input type="checkbox"/> | Class BP | Brew Pub Full Liquor | \$2,500.00 |
| <input type="checkbox"/> | Class CT | Caterer Retailer Full Liquor | \$ 500.00 |
| <input checked="" type="checkbox"/> | Application Fee | | \$ 500.00 |
| (new licenses and license class changes only) | | | |

RECEIVED JUN 07 2024



10631 Main Street, P.O. Box 283, Roscoe IL 61073
Phone) 815-623-2829 Fax) 815-623-1360 Email) frontdesk@villageofroscoe.com

RETAIL LIQUOR DEALER'S LICENSE APPLICATION

§114 of Village of Roscoe Code of Ordinances

General Information (applies to anyone listed in Section 2)

Owner of Premises: Pietro Caronni (Liquor Manager) Attach a copy of the lease if applicable

Date applicant began liquor sales at this premise: N/A

Illinois Liquor License Number: 1A-1500388

- ☐ YES ☒ NO Has applicant ever made application for a liquor license which was been denied?
☐ YES ☒ NO Has applicant ever had any previous liquor license suspended or revoked?
☐ YES ☒ NO Has applicant ever been convicted of a felony?
☐ YES ☒ NO Has applicant ever been convicted of a gambling offense?
☐ YES ☒ NO Do you possess a current federal wagering or gambling device stamp?
☐ YES ☒ NO Are you, or is any other person, directly or indirectly in your place of business, a public official?

* If yes to any of the above, please explain on separate sheet.

SECTION 2: Owner & Officer Information

For every individual applicant, sole owner, partner, member, corporate officer, stockholder or director (whether or not they own any stock), stockholder owning in the aggregate more than 5% of the stock (including, officers, directors and stockholders of more than 5% for all corporate stockholders), manager or agent conducting the business please supply the following information. All not-for-profit organizations and associations must supply the requested information for all officers, directors and managers. Indicate the total percentage of stock of the corporation, if any, which is held by persons who have less than 5% interest.

If additional space is needed, type or print information in the same format and attach the sheet to this application.

1. Name: Matthew B Yauke
Title: Member/Owner Percent Ownership: 100%
Date of Birth: [REDACTED]
2. Name: _____
Title: _____ Percent Ownership: _____
Date of Birth: _____ Driver's License # _____ State Issued: _____
3. Name: _____
Title: _____ Percent Ownership: _____
Date of Birth: _____ Driver's License # _____ State Issued: _____
4. Name: _____
Title: _____ Percent Ownership: _____
Date of Birth: _____ Driver's License # _____ State Issued: _____
5. Name: _____
Title: _____ Percent Ownership: _____
Date of Birth: _____ Driver's License # _____ State Issued: _____
6. Name: _____
Title: _____ Percent Ownership: _____
Date of Birth: _____ Driver's License # _____ State Issued: _____



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RETAIL LIQUOR DEALER'S LICENSE APPLICATION

§114 of Village of Roscoe Code of Ordinances

SECTION 3. Basset Certification

All new and renewal applications for liquor licenses must be accompanied with proof of completion of a State certified Beverage Alcohol Sellers & Servers Education and Training (BASSET) course for all owners & personnel working at the liquor establishment. This includes all persons who sell or serve alcoholic beverages including all management personnel working on the premises and anyone whose job description entails checking of identification for the purchase of alcoholic beverages pursuant to that license.

Please list all current employees who are required to possess a BASSET certification, the date the certification was issued and the expiration date. A separate Employee Registration Form is required for all employees.

Employee Name	Certification Date	Expiration Date
1 Matthew Yavneke	10/13/2023	10/13/2024
2 Brian Yavneke	10/13/2023	10/13/2024
3		
4		
5		
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7		
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19		



Item # 6.

10631 Main Street, P.O. Box 283, Roscoe IL 61073
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RETAIL LIQUOR DEALER'S LICENSE APPLICATION
§114 of Village of Roscoe Code of Ordinances

AFFIDAVIT

I, the undersigned applicant or authorized agent thereof, swear or affirm that the matters in the foregoing application are true and correct, are made upon my personal knowledge and information, are, made for the purpose of requesting the VILLAGE OF ROSCOE to issue the license herein applied for. I further swear or affirm that the applicant will not violate any of the laws of the UNITED STATES of AMERICA, VILLAGE of ROSCOE, or the STATE of ILLINOIS, in particular, the LIQUOR CONTROL ACT AND THE CIVIL RIGHTS THEREOF.

I further swear or affirm that I have read and understand the Village of Roscoe Code of Ordinances, specifically as they relate to the control and sale of alcoholic beverages in the Village of Roscoe, including the revenue requirements for the requested liquor license classification and agree to abide by such laws and regulations.

[REDACTED]
(SIGNATURE OF APPLICANT OR AUTHORIZED AGENT)

(SIGNATURE OF APPLICANT OR AUTHORIZED AGENT)

member / owner
(TITLE OR POSITION)

(TITLE OR POSITION)

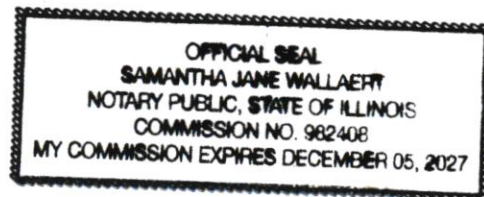
06/07/2024
(DATE SIGNED)

(DATE SIGNED)

AFFIRM: _____
(SECRETARY)

(DATE SIGNED)

STATE OF Illinois
COUNTY OF Winnebago) SS



SUBSCRIBED AND SWORN TO BEFORE ME

THIS 7th DAY OF June 2024

[REDACTED]
NOTARY PUBLIC

State of Illinois Liquor License

Item # 6.



January 31, 2024



PIETROS OF ROSCOE LLC
PIETRO'S PIZZERIA
5724 ELEVATOR RD
ROSCOE IL 61073-8878

Letter ID: L0360111048

License No.: 1A-1500388
Expiration Date: 12/31/24
License Type: RETAILER
Account ID: 41025334

All State of Illinois Liquor Licenses must be FRAMED and displayed on the licensed premises in plain view of the general public.

Letter ID: L0360111048										
License Number 1A-1500388	STATE OF ILLINOIS LIQUOR CONTROL COMMISSION Governor JB Pritzker									
										
IN ACCORDANCE WITH THE LIQUOR CONTROL ACT OF 1934, THIS CERTIFIES THAT: PIETROS OF ROSCOE LLC PIETRO'S PIZZERIA 5724 ELEVATOR RD ROSCOE IL 61073-8878 Winnebago	<table border="1"><tr><td colspan="2">HAS PAID ALL FEES AND IS ISSUED A LICENSE IN THE FOLLOWING CLASS:</td><td>RETAILER ON-PREMISES</td></tr><tr><td>ISSUE DATE:</td><td>01/31/24</td><td>Effective: 01/31/24</td></tr><tr><td>THIS LICENSE EXPIRES ON:</td><td colspan="2">12/31/24</td></tr></table>	HAS PAID ALL FEES AND IS ISSUED A LICENSE IN THE FOLLOWING CLASS:		RETAILER ON-PREMISES	ISSUE DATE:	01/31/24	Effective: 01/31/24	THIS LICENSE EXPIRES ON:	12/31/24	
HAS PAID ALL FEES AND IS ISSUED A LICENSE IN THE FOLLOWING CLASS:		RETAILER ON-PREMISES								
ISSUE DATE:	01/31/24	Effective: 01/31/24								
THIS LICENSE EXPIRES ON:	12/31/24									
THIS LICENSE MUST BE FRAMED AND HUNG IN PLAIN VIEW IN A CONSPICUOUS PLACE ON THE LICENSED PREMISES.										
Warehouse: N/A	Sales Tax Acct # 41025334									
THIS LICENSE NOT TRANSFERABLE AS TO PRINCIPAL										



No. 498-24
\$2,500.00

LICENSE

TO SELL ALCOHOLIC LIQUOR AT RETAIL

By the Authority of the Village of Roscoe, Illinois

License is hereby Granted to

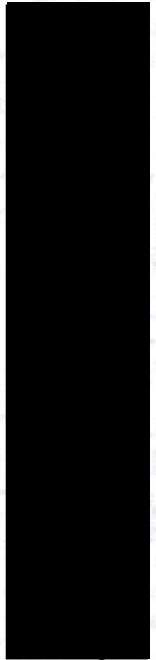
PIETROS OF ROSCOE LLC d/b/a PIETRO'S PIZZERIA

To Sell Alcoholic Liquor at Retail Class D Beer & Wine only (On premise) at No. 5724 Elevator Road in said Village until the 31st day of December A.D. 2024, subject to the provisions of all Ordinances now in force and that may hereafter be passed by said Village.



Witness the hand of the President of the Board of Trustees and the Corporate seal thereof, this 16th day of January A.D. 2024

Attest:



VILLAGE OF ROSCOE
10631 MAIN STREET
ROSCOE IL 61073

815-623-2829

Item # 6.

Receipt No: 1.004582

Jun 7, 2024

PIETROS OF ROSCOE LLC

Previous Balance:	.00
General/Administration - Other Licenses	500.00
<hr/>	
Total:	500.00
<hr/>	
Checks/Money Orders Check No: 10189	500.00
Payor: PIETROS OF ROSCOE LLC	
Total Applied:	500.00
<hr/>	
Change Tendered:	.00
<hr/>	

06/07/2024 3:47 PM



10631 Main Street, P.O. Box 283, Roscoe IL 61073
Phone) 815-623-2829 Fax) 815-623-1360 Email) frontdesk@villageofroscoe.com

RETAIL LIQUOR DEALER'S LICENSE APPLICATION

§114 of Village of Roscoe Code of Ordinances

SECTION 1: Applicant Information

Applicant: USKANA HOSPITALITY GROUP - JESSICAS RESTAURANT LLC

Business Name (d/b/a): JESSICAS RESTAURANT

Primary Contact Person /Agent: Fati Mixha

Mailing Address: 5091 Edgemere Court, Roscoe IL 61073

Premise Address: 5091 Edgemere Court, Roscoe IL 61073

Email: contact@jessicas-restaurant.com

Business Phone: 815-623-2223 Other Phone: _____ Fax: _____

Corporate Information (if applicable)

Illinois Corporate Registration Number: 13397651 Date of Incorporation/Formation: 6/21/2023

Is corporation in good standing with Illinois Secretary of State: ☒ Yes ☐ No

If foreign corporation, date qualified to do business in Illinois: _____

Dram Shop Coverage

Attach a copy of the policy declaration to this application

List dram insurance coverage including name and address of insurance company for the licensee and premises for which the alcoholic liquor will be sold for the duration of the license.

Insurance Company Name: West Bend Insurance

Address: 810 N Alpine Road Rockford, IL 61107

Policy Number: A228239, A228227 Coverage Limits: _____

Anticipated Revenue

Indicate anticipated percentage of total annual revenue from each of the following categories Percentages must total 100%

Alcohol Sales: 12 %

Food Sales: 88 %

General Merchandise (or other): _____ %

Net Terminal Income (gaming revenue): _____ %

License Information

Check one box. If license class selected is different than previous year a five-hundred-dollar application fee is required.

- | | | | |
|-------------------------------------|--|--|-------------------|
| <input type="checkbox"/> | Class A | On & Off Premises Full Liquor | \$4,000.00 |
| <input checked="" type="checkbox"/> | Class D | On Premise Only Beer & Wine | \$2,500.00 |
| <input type="checkbox"/> | Class F | On Premise Only Full Liquor | \$3,000.00 |
| <input type="checkbox"/> | Class G | Package Store Beer & Wine | \$2,000.00 |
| <input type="checkbox"/> | Class C | Package Store Full Liquor | \$3,000.00 |
| <input type="checkbox"/> | Class BL | Boutique Gaming Full Liquor | \$6,000.00 |
| <input type="checkbox"/> | Class BP | Brew Pub Full Liquor | \$2,500.00 |
| <input type="checkbox"/> | Class CT | Caterer Retailer Full Liquor | \$ 500.00 |
| <input checked="" type="checkbox"/> | Application Fee | | \$ 500.00 |
| | (new licenses and license class changes only) | | |



10631 Main Street, P.O. Box 283, Roscoe IL 61073
Phone) 815-623-2829 Fax) 815-623-1360 Email) frontdesk@villageofroscoe.com

RETAIL LIQUOR DEALER'S LICENSE APPLICATION

§114 of Village of Roscoe Code of Ordinances

General Information (applies to anyone listed in Section 2)

Owner of Premises: Lindita Mixha

Attach a copy of the lease if applicable

Date applicant began liquor sales at this premise: asap

Illinois Liquor License Number: _____

- ☐ YES ☒ NO Has applicant ever made application for a liquor license which was been denied?
☐ YES ☒ NO Has applicant ever had any previous liquor license suspended or revoked?
☐ YES ☒ NO Has applicant ever been convicted of a felony?
☐ YES ☒ NO Has applicant ever been convicted of a gambling offense?
☐ YES ☒ NO Do you possess a current federal wagering or gambling device stamp?
☐ YES ☒ NO Are you, or is any other person, directly or indirectly in your place of business, a public official?

* If yes to any of the above, please explain on separate sheet.

SECTION 2: Owner & Officer Information

For every individual applicant, sole owner, partner, member, corporate officer, stockholder or director (whether or not they own any stock), stockholder owning in the aggregate more than 5% of the stock (including, officers, directors and stockholders of more than 5% for all corporate stockholders), manager or agent conducting the business please supply the following information. All not-for-profit organizations and associations must supply the requested information for all officers, directors and managers. Indicate the total percentage of stock of the corporation, if any, which is held by persons who have less than 5% interest.

If additional space is needed, type or print information in the same format and attach the sheet to this application.

1. Name: Lindita Mixha
Title: Owner Percent Ownership: 100%
Date of Birth: [REDACTED] Driver's License # [REDACTED] State Issued: IL
2. Name: _____
Title: _____ Percent Ownership: _____
Date of Birth: _____ Driver's License # _____ State Issued: _____
3. Name: _____
Title: _____ Percent Ownership: _____
Date of Birth: _____ Driver's License # _____ State Issued: _____
4. Name: _____
Title: _____ Percent Ownership: _____
Date of Birth: _____ Driver's License # _____ State Issued: _____
5. Name: _____
Title: _____ Percent Ownership: _____
Date of Birth: _____ Driver's License # _____ State Issued: _____
6. Name: _____
Title: _____ Percent Ownership: _____
Date of Birth: _____ Driver's License # _____ State Issued: _____



10631 Main Street, P.O. Box 283, Roscoe IL 61073
Phone) 815-623-2829 Fax) 815-623-1360 Email) frontdesk@villageofroscoe.com

RETAIL LIQUOR DEALER'S LICENSE APPLICATION

§114 of Village of Roscoe Code of Ordinances

SECTION 3. Basset Certification

All new and renewal applications for liquor licenses must be accompanied with proof of completion of a State certified Beverage Alcohol Sellers & Servers Education and Training (BASSET) course for all owners & personnel working at the liquor establishment. This includes all persons who sell or serve alcoholic beverages including all management personnel working on the premises and anyone whose job description entails checking of identification for the purchase of alcoholic beverages pursuant to that license.

Please list all current employees who are required to possess a BASSET certification, the date the certification was issued and the expiration date. A separate Employee Registration Form is required for all employees.

<u>Employee Name</u>	<u>Certification Date</u>	<u>Expiration Date</u>
1 Vlora Seferi	04-19-2024	04-19-2027
2 Carolyn Richards	05-10-2023	06-09-2026
3		
4		
5		
6		
7		
8		
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10		
11		
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16		
17		
18		
19		



Item # 7.

10631 Main Street, P.O. Box 283, Roscoe IL 61073
 Phone) 815-623-2829 Fax) 815-623-1360 Email) frontdesk@villageofroscoe.com

RETAIL LIQUOR DEALER'S LICENSE APPLICATION

§114 of Village of Roscoe Code of Ordinances

AFFIDAVIT

I, the undersigned applicant or authorized agent thereof, swear or affirm that the matters in the foregoing application are true and correct, are made upon my personal knowledge and information, are, made for the purpose of requesting the VILLAGE OF ROSCOE to issue the license herein applied for. I further swear or affirm that the applicant will not violate any of the laws of the UNITED STATES of AMERICA, VILLAGE of ROSCOE, or the STATE of ILLINOIS, in particular, the LIQUOR CONTROL ACT AND THE CIVIL RIGHTS THEREOF.

I further swear or affirm that I have read and understand the Village of Roscoe Code of Ordinances, specifically as they relate to the control and sale of alcoholic beverages in the Village of Roscoe, including the revenue requirements for the requested liquor license classification and agree to abide by such laws and regulations.

[Redacted Signature]

(SIGNATURE OF APPLICANT OR AUTHORIZED AGENT)

(SIGNATURE OF APPLICANT OR AUTHORIZED AGENT)

Owner
 (TITLE OR POSITION)

(TITLE OR POSITION)

5-16-2024
 (DATE SIGNED)

(DATE SIGNED)

AFFIRM: _____
 (SECRETARY)

(DATE SIGNED)

STATE OF Illinois)

COUNTY OF Winnebago) SS

SUBSCRIBED AND SWORN TO BEFORE ME

THIS 16th DAY OF May



[Redacted Signature]

N



Business Entity Search

Entity Information

Entity Name	USKANA HOSPITALITY GROUP - JESSICA'S RESTAURANT, LLC		
Principal Address	5045 EDGEMERE CT. ROSCOE, IL 610730000		
File Number	13397651	Status	ACTIVE on 05-16-2024
Entity Type	LLC	Type of LLC	Domestic
Org. Date/Admission Date	06-21-2023	Jurisdiction	IL
Duration	PERPETUAL		
Annual Report Filing Date	05-16-2024	Annual Report Year	2024
Agent Information	NATHAN J. NOBLE, P.C. 504 N STATE ST BELVIDERE, IL 61008-2742	Agent Change Date	06-21-2023

WARRANTY DEED
Statutory (Illinois)

23NW7150233W4

1 of 3

ERECORDING
2023007613

Filed for Record in
WINNEBAGO COUNTY IL
LORI GUMMOW, CLERK & RECORDER
04/12/2023 10:06:55 AM

DEED Pages: 2

ST STAMP FEE	1,800.00
CO STAMP FEE	900.00
RECORDING FEE	36.00
RHSP FEE	9.00

THE GRANTOR(S) 5045 Roscoe Properties, LLC, an Illinois limited liability company organized and existing under and by virtue of the laws of the State of Illinois having its principle office at the following address 1129 Thatcher Addison, Illinois 60101 for and in consideration of Ten (\$10.00) DOLLARS, and other good and valuable considerations in hand paid.

CONVEY AND WARRANTS to

Uskana Hospitality Group-Edgemere Property, LLC,
an Illinois limited liability company organized and existing under
and by virtue of the laws of the State of Illinois having its principle office at
5045 Edgemere Court, Roscoe, Illinois 61073

all interest in the following described Real Estate situated in the County of Winnebago in the State of Illinois to wit:

LEGAL DESCRIPTION:

LOT 5 AS DESIGNATED UPON THE FINAL PLAT OF RE-PLAT OF LOT 4, RE-PLAT OF EDMERE WOODS BEING A SUBDIVISION OF PART OF THE SOUTHWEST QUARTER OF SECTION 28 AND PART OF THE NORTHWEST QUARTER OF SECTION 33, ALL IN TOWNSHIP 46 NORTH, RANGE 2, EAST OF THE THIRD PRINCIPAL MERIDIAN, RECORDED IN BOOK 47 OF PLATS ON PAGE 143 AS DOCUMENTS NUMBER 0627526; SITUATED IN THE COUNTY OF WINNEBAGO AND STATE OF ILLINOIS.

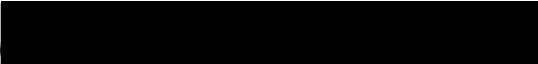
SUBJECT TO: covenants, conditions, and restrictions of record, and general Taxes for 2022 and subsequent years.

Permanent Index Number(s):
Property Address:

04-28-353-008-0000
5045 Edgemere Court, Roscoe, Illinois 61073

In Witness Whereof, said Grantor has caused its corporate seals to be hereto affixed, and has caused its name to be signed to these presents by its Manager Partner, and attested by the same, this 28 day of MARCH, 2023.

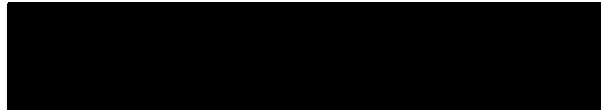
5045 Roscoe Properties, LLC
an Illinois limited liability company

By  {SEAL}
Anastasia Kastrantas, as Trustee
of the Anastasia Kastrantas Revocable
Trust dated June 25, 2013, its member / MANAGER

STATE OF ILLINOIS)
) ss
 COUNTY OF DUPAGE)

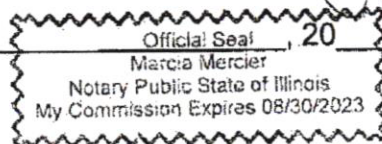
I, the undersigned, a Notary Public in and for said County, in the State aforesaid, DO HEREBY CERTIFY THAT, **Anastasia Kastrantas**, personally known to me to be the same persons whose names are subscribed to the foregoing instrument, and did appear before me this day in person and severally acknowledged that as such Manager, she signed and delivered the said instrument and caused the seal of said Limited Liability Company to be affixed thereto, pursuant to the authority given by the Operating Agreement and Resolutions of said Limited Liability Company as their free and voluntary act, and as the free and voluntary act and deed of said Limited Liability Company, for the uses and purposes therein set forth.

Given under my hand and notarial seal, this 28 day of March, 2023.



Notary Public

My Commission expires on



This instrument was prepared by: Lucas & Apostolopoulos, Ltd., 881 W. Lake Street, Addison, IL 60101

MAIL TO:

Nathan J. Noble P.C.
504 N. STATE ST.
Belvidere IL 61008

SEND SUBSEQUENT TAX BILLS TO:

Uskana Hospitality
470 Broadwing Drive
Fairview TX 75069

VILLAGE OF ROSCOE
10631 MAIN STREET
ROSCOE IL 61073

815-623-2829

Item # 7.

Receipt No: 1.004557

May 30, 2024

USKANA HOSPITALITY GROUP-JESSICAS

Previous Balance:	.00
General/Administration - Other Licenses	500.00
<hr/>	
Total:	500.00
<hr/>	
Checks/Money Orders Check No: 1025	500.00
Payor: USKANA HOSPITALITY GROUP-JESSICA	
Total Applied:	500.00
<hr/>	
Change Tendered:	.00
<hr/>	

05/30/2024 3:24 PM

VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



VILLAGE of
ROSCOE

Item # 8.

Agenda Item: National Night Out – Special Event

Date: 07-02-24

Meeting: Board

Prepared by: Chief Sam Hawley

Department: Police Department

Overview/Background Information

This is a community-building campaign that promotes police-community partnerships. This event is held throughout the United States on the first Tuesday of August. The Roscoe Police Department hosts this event every year.

Date of event: August 6th, 2024

Time of event: 6pm-8pm

Key Issues

Closure of Main St. from Bridge St. to the bridge just north of Village Hall.

Closure Time: 4:30pm-9pm

Fiscal Note/Budget Impact

1. The Police Department is approved to spend \$1,000 which is figured into the 2024 special events budget.
2. Overtime for Officers to assist with the event which is figured into the 2024 budget for special events overtime

Prior Legislative Actions

Approved on 06/18/24 at Committee of the Whole

Action Required/Recommendation

Approve closure of Main St along with approval of the event.

Attachments

Special Event Permit



Special Event
Application Form

Return completed form to Roscoe Police Department * 10595 Main St. * PO Box 312 * Roscoe, IL 61073

☒ Assembly ☐ Block Party ☐ Neighborhood Garage Sale

Name of the Event and Sponsoring Organization:

National Night Out/Village of Roscoe

Nature of Event:

Community Outreach Event

Location of Event: 10500 Block of Main Street Projected Attendance: 1000

Address of Organizer: 10595 Main Street, Roscoe IL Phone Number: 815-623-7338

Event Date(s): August 6th, 2024

Event Hours: 6pm am/pm until 8pm am/pm

Setup/Assembly Date: August 6th, 2024 Start Time: 4:30pm am/pm

Dismantle Date: August 6th, 2024 am/pm Completion Time: 9pm am/pm

Please describe, in specific details, the scope of your setup/assembly work:
(submit separate document if necessary)

National Night Out is an annual community-building campaign that promotes
police-community partnerships and neighborhood camaraderie to make
our neighborhoods safer, more caring places to live.

Will this event require use of fireworks?

☐ Yes

☒ No

Will this event require street closures

☒ Yes

☐ No

Will alcohol be served?

☐ Yes

☒ No

Will signage be posted?

☒ Yes

☐ No

Will food be served?

☒ Yes

☐ No

If answering yes to any of the above, please provide separate individual permit applications forms as outlined in the Special Event Guidelines and Checklist documents

Phone: (815) 623-2829

*

Fax: (815) 623-1360

*

Email: permits@villageofroscoe.com



Special Event Application Form

Who is your point of contact for this event? (must be available during entire duration of event)

Name: Sgt. Aaron Weber Phone Number: [REDACTED]

Email: aweber7890@roscoepolice.com

Additional Comments:

Date:

06/11/2024

Return completed application to: Roscoe Village Hall
10631 Main Street
Roscoe, Illinois 61073
permits@villageofroscoe.com

OFFICIAL USE ONLY

Date Filed: _____

Village Administrator: _____ Date: _____
Signature

Village Board (if necessary): _____ Date: _____
Signature

Application Fee Paid: \$100 Special Event: Neighborhood Garage Sale
\$50 Special Event: Assembly
\$25 Special Event: Block Party

Receipt

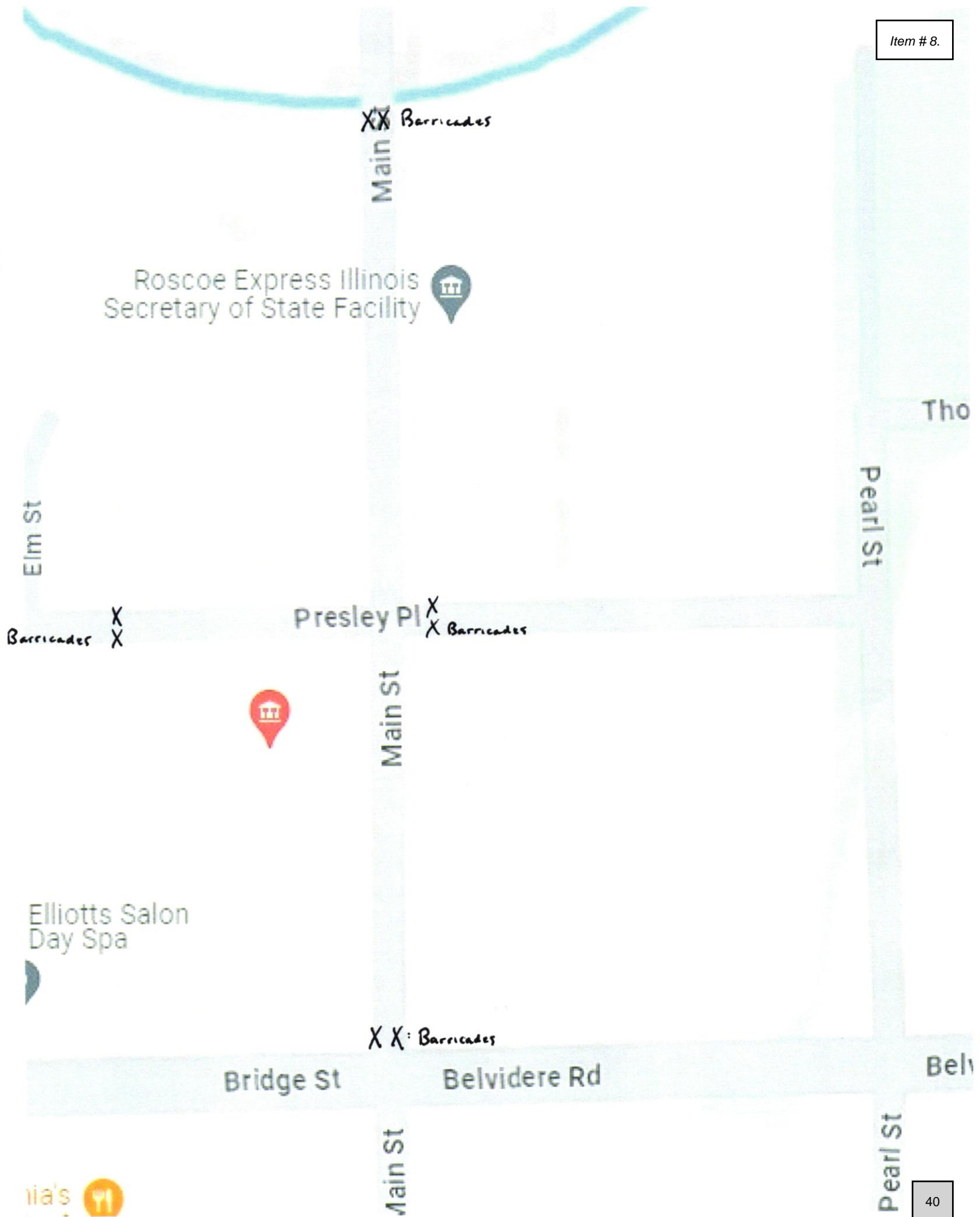
Cc: Police Department, Public Works, Zoning, HRFPD, WCHD



Special Event
Site Plan Exhibit

Please provide a site plan depicting the location of the proposed event, as well all applicable items identified in the Application Checklist. An aerial photograph of the event location will be provided by Village upon request for use by applicant.

Event Site Plan:





Special Event
Hold Harmless Agreement

I, _____ indemnify and hold the Village of Roscoe harmless against any and all liability and expenses whatsoever, for bodily injury or death, including without limitation injury or death to agents, employees, servants or volunteers of the applicant(s) that may be casually related to any act of ordinary negligence, intentional, willful or wanton misconduct and any such claim, loss or injury arising out of participation with the event

known as **National Night Out**

to be held August 6th, 2024 in the 10500 block of Main Street, Roscoe, IL

Signed this _____ day of _____, 20 _____

Name

Address

Signature

Witness

VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



Item # 9.

Agenda Item: MaintainX Maintenance (Work Order) Software

Date: June 13, 2024

Meeting: Committee of the Whole – June 18, 2024

Prepared by: Troy Taylor

Department: Public Works

Overview/Background Information

This Software is a replacement for the old-style public works work order system. This new software will make writing workorders more efficient by being able to write them faster, get them to the crews faster, more specific with the type of work that needs to be done, use less paper, etc.

Please see Christine's (Public Works Admin. Assistant) attached summary of how she processes the old work orders compared to the new process of MaintainX.

Key Issues

- Tracking analytics will be easier.
- Searching for work orders will be faster
- Be able to track time and expenses better compared to older style work orders.
- Use less ink and paper with new program
- Ability to send new work orders to crews while they are in the field working already.
- * This software was less expensive then others we sampled.

Fiscal Note/Budget Impact

- \$393.96 per user X 10 users = \$3,939.60
- \$1,500 onetime implementation fee
- Total for first year = \$5,439.60

Prior Legislative Actions

This is a first read.

Action Required/Recommendation

Staff recommends the purchase of MaintainX maintenance software for use of creating work orders for Public Works.

Attachments

- Price quote from MaintainX
- Comparison of current process vs. MaintainX

**VILLAGE OF ROSCOE, ILLINOIS
RESOLUTION NO. 2024-R31**

Item # 9.

A RESOLUTION AUTHORIZING AN AGREEMENT WITH MAINTAINX, INC. FOR SETUP AND AN ANNUAL SUBSCRIPTION FOR USE OF THE MAINTAINX COMPUTERIZED MAINTENANCE MANAGEMENT SYSTEM (CMMS) TO BE USED BY THE VILLAGE’S PUBLIC WORKS DEPARTMENT

WHEREAS, the Village of Roscoe wishes to contract with MaintainX, Inc. for use of its MaintainX computerized maintenance management system (CMMS) for use by the Village’s Public Works Department; and

WHEREAS, the Village of Roscoe has investigated CMMS systems from several vendors, and it is the recommendation of the Public Works Superintendent to enter into an agreement with MaintainX, Inc. to provide said CMMS platform for use by the Village of Roscoe Public Works Department; and

WHEREAS, the Board of Trustees believes it to be in the best interest of the Village of Roscoe and its residents to enter into an agreement with MaintainX, Inc. for such CMMS services; and

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of the Village of Roscoe, that the Village Administrator is authorized to enter into an agreement with MaintainX computerized maintenance management system (CMMS) for use by the Village’s Public Works Department for an initial setup fee of **\$2,000 One-Time**, and an ongoing annual cost of **\$3,939.60** and under such substantially similar terms and under such conditions as are attached hereto as **Exhibit “A”**.

2024-R31

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 JULY 02 , 2024:

ATTEST:

VILLAGE PRESIDENT

VILLAGE CLERK

Exhibit “A”
[Resolution 2024-R31]

Agreement with MaintainX, Inc.

Public Works Work Order Process vs. MaintainX

6/12/24

We are currently using Excel spreadsheets to track Work Order numbers, status updates and create new Work Orders. When we need to create a new Work Order we check the Work Order Log to get the next #, then open the template for Work Orders, save as the new number and input information based on the request. Often, we will need to include a Word document with a screenshot from WinGis of the address as well to ensure that teams are in the right location. All are saved in a folder for the current year.

We then print and hand the paper copy to whomever it is assigned to. That team member or crew will go complete the work when they have the time and materials barring any emergency in the Village that would take precedence.

Once the work is complete, the team member will write on the paper copy what materials and any notes pertinent to the task, sign it and put it in the inbox for Troy to review and sign off on the work completed. Once signed it comes back to admin assistant, the Work Order Log is updated with date, who and what was done, then they are filed in the file for the current year.

With MaintainX:

Eliminate the need to use Excel to track the work orders manually. Saving time and space as all Work Orders are printed and filed physically. Crew can use Smartphone to check, update, complete and return all work orders.

Work orders will be searchable through location, date, etc.

Analytics will keep track of how long a task took, and cost associated with that Work Order.

The program keeps track of the status of the work orders - Admin users (Troy, myself, etc.) are able to see all Work orders and assign or reassign as needed. So, if someone is out sick, but a task they had is time sensitive, we can move it to another employee for completion.

Can set up teams based on skill sets for assigning tasks or assign individually to one team member.

Can create checklists for work orders for inspections or safety check as well as link receipts & pictures associated with the task. Can set up scheduled Work Orders to be sent automatically to the same team.

Example: Checking garbage cans at parks can be automatically reassigned each week to the Parks Crew.

Locations can be added to the system and show up as clickable links to google maps for directions if needed.

Assets such as Fleet vehicles, heavy equipment can be added and set up on a schedule for maintenance.

"Requesters" can be added so that other locations/ dept. heads can request Work orders be written through MaintainX, and admins are then notified to approve the work and assign to a team member.

Program should have the ability to grow with the department, and has 24/7 IT support for the app.



SALES QUOTE

Q-71624

PREPARED FOR

Village of Roscoe, IL
,, Illinois, US
Josef Kurlinkus

TERM START DATE

2024-06-28

EXP. DATE

2024-06-28

TERM END DATE

2025-06-28

ITEM	Charge Type	QTY	UNIT PRICE	DISC (%)	Net Price	SUB-TOTAL
Premium Subscription - Annual Users (Full Users + Admin Users)	Recurring	10.00	\$588.00	33.00	\$393.96	\$3,939.60
* Unlimited Requester Users						
Expert-Led Implementation	One-Time	1.00	\$2,000.00		\$2,000.00	\$2,000.00
						Total
USD:						\$5,939.60

You may have to pay Taxes on your MaintainX Service and Implementation Service, depending on the billing zip code or country associated with your account. Any applicable Taxes will appear as a line item on your billing invoices and receipts.

THIS QUOTE IS SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS:

1. Any additional Users added to your account must be paid for within 30 days or risk deactivation. Pricing listed in this quote will be honored for additional Users during the initial Subscription Term and can be prorated based upon the outstanding length of your initial payment.
2. MaintainX's Terms of Service located at www.getmaintainx.com/terms-of-service as well as the MaintainX Privacy Policy located at <https://www.getmaintainx.com/privacy-policy/> are incorporated herein and apply to this quote. Upon acceptance, this quote will be deemed an Order Form as defined in the Terms of Service. Capitalized terms not defined in this quote will be as defined in the Terms of Service.
3. Subject to your agreement to the terms and conditions of this quote, you may accept this quote by paying with any of the following options:
 - a. Via credit card or ACH through your billing page at <http://app.getmaintainx.com/settings/billing>
4. Alternatively, you may accept this quote by sending MaintainX written notice of acceptance, subject to your agreement to the terms and conditions of this quote.
5. If you have purchased Implementation Services set forth in this quote, the following terms and conditions apply to the provision and use of the Implementation Services:
 - a. For Guided or Expert-Led Implementation Services, MaintainX will provide the Implementation Service for the applicable plan described at <https://software.getmaintainx.com/implementation>.
 - b. For Custom Implementation Services: MaintainX will provide the Custom Implementation Services specified and as described in the Statement of Work entered into between You and MaintainX referencing this quote. In the event of any conflict between the terms of this quote and the Statement of Work, the Statement of Work shall control, solely with respect to the applicable Custom Implementation Services.

Upon acceptance of this quote, the Terms of Service and Privacy Policy listed above, including any MaintainX ordering document, supersede the terms in any purchase order or other non-MaintainX document and no terms included in any such purchase order or other non-MaintainX document apply to the services ordered. If you do not agree to the foregoing, this quote is withdrawn.

The Parties have caused this Agreement to be executed by their duly authorized officers or representatives with intent to be bound as of the Effective Date.

Village of Roscoe, IL

MaintainX, Inc.

By

Signature

Name

Name

Title

Title

Date

Date

VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



VILLAGE OF
ROSCOE

Item # 10.

Agenda Item: Residential Streets Program 2024 – Change Order #1

Date: 07/02/2024

Meeting: Village Board of Trustees

Prepared by: Brandon Boggs

Department: Public Works/Engineering

Overview/Background Information

The Public Works Department is submitting a change order for PCC curb replacement and other appurtenances related to the Residential Streets Program project for authorization by the Board.

Key Issues

Several areas of curb replacement have been identified following pavement removal operations completed by Rock Road Companies, Inc in the Promontory Ridge subdivision. These areas are mostly located adjacent to resident driveways and have likely deteriorated more rapidly than other areas due to continuous vehicle traffic. Fehr Graham and Public Works inspected the curbs throughout the Promontory Trail and Hidden Creek subdivision, and the areas being replaced are being considered necessary to ensure maximum extension of the roadway's life. If the curbs are not replaced, there is a chance that the roadway adjacent to these areas will deteriorate at a more rapid pace. Therefore, we have requested pricing from the contractor to complete this scope work.

Fiscal Note/Budget Impact

Original Project Estimate/Budget: **\$1,091,103.75**

Contract Award: **\$687,359.00**

Change Order Total: **\$65,626.40***

* Total cost based on estimated field measurements. Final pricing subject to actual field measurements.

Prior Legislative Actions

N/A

Action Required/Recommendation

Staff recommends Board approval of Change Order #1.

Attachments

Change Order #1 Document

**VILLAGE OF ROSCOE
RESOLUTION NO. 2024-R33**

**A RESOLUTION OF THE VILLAGE OF ROSCOE, ILLINOIS APPROVING WITH
ROCK ROAD COMPANIES, INC FOR ADDITIONAL WORK RELATED TO THE 2024
RESIDENTIAL STREETS PROJECT**

WHEREAS, the Village of Roscoe (“Village”) awarded the 2024 Residential Streets Project to Rock Road Companies, Inc (the “Project”) on April 16, 2024; and

WHEREAS, the scope of the Residential Streets Project needs to be expanded to include additional work that was not included in the original scope of work of the Project, specifically, to include additional concrete curb repairs and replacements; and

WHEREAS, the President and Board of Trustees of the Village of Roscoe find the that change is germane to the original contract, and that the change is in the best interest of the Village and authorized by law; and

WHEREAS, the specific changes in the scope of work are set forth in Change Order No. 1, a copy of which is attached hereto as **Exhibit “A”** and incorporated herein; and

WHEREAS, the Village desires to approve the increase in Project costs identified in Change Order No. 1 in the amount of **\$65,626.40**

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

Section 1. The above recitals are incorporated herein and made a part hereof.

Section 2. The Village hereby authorizes and approves Change Order No. 1 and the purchase of the additional work related to the 2024 Residential Streets Project from Rock Road Companies, Inc, as identified in the written change order attached hereto, and incorporate hereto as Exhibit “A”, in the amount of **\$65,626.40**.

Section 3. The Village and the Village Clerk are hereby authorized to execute and attest said change order and any other documents necessary to effectuate the same.

2024-R33				
1 st 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				

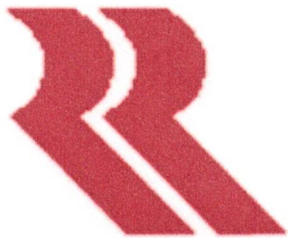
APPROVED JULY 02, 2024:

ATTEST:

VILLAGE PRESIDENT

VILLAGE CLERK

EXHIBIT “A”
[Resolution 2024-R33]
2024 Residential Streets Project
Change Order #1



ROCK ROAD COMPANIES, INC.

Item # 10.

• P.O. Box 1818 • Janesville, WI 53547-1818 • Phone (608) 752-8944 • Fax: (608) 365-1113

To:	Fehr-Graham & Associates, LLC	Contact:	
Address:	221 East Main Street, Suite 200 Freeport, IL 61032	Phone:	(815) 235-7643
		Fax:	(815) 235-4632
Project Name:	Roscoe, Village Of: 2024 Streets Program	Bid Number:	231383
Project Location:	Various, Roscoe, IL	Bid Date:	4/5/2024

Proposal is on a unit price basis per the plans and specifications and as follows:

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
99000 - 01	Curb Removal	360.00	LF	\$26.22	\$9,439.20
99000 - 02	Concrete Curb & Gutter (Incidentals Included)	360.00	LF	\$80.97	\$29,149.20
99000 - 03	Driveway Removals (Contract Unit Price) ** 1 Concrete Driveway Included	39.00	SY	\$28.00	\$1,092.00
99000 - 04	Restoration (Incidental Restoration For Driveways And Flumes Included, Heavy Duty Erosion Control Fabric For Flumes Included)	1.00	LS	\$6,826.00	\$6,826.00
99000 - 05	Additional Traffic Control	1.00	LS	\$1,600.00	\$1,600.00
99000 - 06	Additional Asphalt Mobilization (this Price Has Already Been Agreed Upon And Approved)	1.00	LS	\$3,500.00	\$3,500.00
99000 - 07	HMA Driveway Patching (2' Behind Curb)	7.00	TON	\$275.00	\$1,925.00
99000 - 08	CONCRETE QC/QA (ONLY 1 MOB FOR TESTING INCLUDED FOR ALL CURB, DRIVEWAY WILL BE A SEPERATE POUR AND NO TESTING IS INCLUDED, IF QC IS REQUIRED FOR DRIVEWAY ADD AN ADDITONAL \$1,600 FOR DRIVEWAY)	1.00	LS	\$2,500.00	\$2,500.00
99000 - 09	Concrete Driveway Replacement (Concrete Only)	4.50	SY	\$220.00	\$990.00
99000 - 10	Concrete Curb Front Fill With Concrete (Based On 360 LF Of Curb)	1.00	LS	\$3,250.00	\$3,250.00
99000 - 11	Concrete Flumes (Concrete)	23.00	LF	\$165.00	\$3,795.00
99000 - 12	Concrete Flume (Core Out & Prep)	2.00	EACH	\$780.00	\$1,560.00

Total Bid Price: \$65,626.40

Notes:

- Any changes or modifications to project will be subject to proposal revision.
- The conditions of this proposal will be honored for 10 days, after that time Rock Road Companies (Rock Road) reserves the right to adjust the terms of this proposal. All agreements entered through this proposal/contract contingent upon strikes, accidents or delays beyond our control - Rock Road reserves the right to adjust the terms of this contract if work is not completed within 14 days of authorization date or if the contract items are not completed within the stated time frame. Also, within the duration of the contract, Rock Road reserves the right to pass along AC oil and other operational cost increases that occur prior to construction phase operations.
- This proposal shall be incorporated into project contract agreement and shall have precedence in case of conflicting terms in scope, contract conditions, or other stipulations.
- Exclusions: Any sawcutting, removals, base course, fine grading (finishing) of base for asphalt (Prep. Work), incidental patching, temporary asphalt ramps, permits or fees, bonds or dues, layout or staking, pavement marking, traffic control, private utility locates, adjustment of structures/valve boxes, cleaning of pavement or bituminous prime of aggregate.
- One mobilization is included. Any additional mobilizations are at a cost of \$3,500/ea
- All work to be completed during the 2024 construction season. No work is figured for 2025. If the specified work is not completed by this date listed, a revised contract price is required.
- The Owner/Contractor must authorize any changes in project conditions requiring additional costs to this contract through written change order prior to commencement of extra work.
- This is a unit price bid. Quantities measured in the field will be used for payment. A reduction in quantity results in a adjustment in pricing.
- It is understood that the contractor will not assess liquidated damages against Rock Road without providing documentation that Rock Road failed to complete contracted work within the agreed specified time.

- It is the responsibility of the Owner/Contractor to notify Rock Road of the presence of any underground utilities or other concealed conditions that would not be identified by a HOT LINE search or identification. If the Owner/Contractor fails to give Rock Road advanced notice of their location and/or locations the Owner/Contractor agrees to indemnify and hold Rock Road harmless for any loss, expense, or damage resulting from out of, or in any way associated to such condition.
- Prior to initiating operations for this proposed work, the work of others is to be completed to an extent that it will not in any way conflict or interfere with Rock Road operations. Owner/Contractor agrees to pay costs of additional mobilizations or reduced productivity attributable to obstructions caused by the incompleteness of other contractor's work, if Rock Road is directed to begin operations prior to completion of preceding work.
- Through this agreement the Owner/Contractor assumes all responsibility for, and consequences associated with, securing and complying with all necessary permits required by all regulating agencies. Also, through this agreement, the Owner/Contractor indemnifies and absolves Rock Road of any consequences imposed by any regulating agency as a result of these services.
- AS REQUIRED BY WISCONSIN CONSTRUCTION LIEN LAW, THE BUILDER (ROCK ROAD) HEREBY NOTIFIES THE OWNER THAT PERSONS OR COMPANIES FURNISHING LABOR AND/OR MATERIALS FOR CONSTRUCTION ON THE OWNER'S LAND MAY HAVE LIEN RIGHTS ON THE OWNER'S LAND AND/OR BUILDINGS IF NOT PAID. THOSE ENTITLED TO LIEN RIGHTS, IN ADDITION TO THE BUILDER, ARE THOSE WHO CONTRACT DIRECTLY WITH THE OWNER OR THOSE WHO PRESENT NOTICE OF PENDING LIEN CLAIMS WITHIN 60 DAYS AFTER INITIAL FURNISHING OF LABOR AND MATERIALS FOR CONSTRUCTION. ACCORDINGLY, THE OWNER WILL PROBABLY RECEIVE NOTICES FROM THOSE WHO FURNISH LABOR AND MATERIALS FOR THE CONSTRUCTION, AND SHOULD FORWARD A COPY OF EACH NOTICE TO HIS MORTGAGE LENDER, IF ANY, TO SEE THAT ALL POTENTIAL LIEN CLAIMANTS ARE DULY PAID.
- ** NO LAYOUT OR STAKING INCLUDED FOR CURB
- ** Rock Road nor any subcontractors will be responsible for damage to any sprinkler systems that are in the ROW.
- ** ROCK ROAD IS NOT RESPONSIBLE FOR RE GRADING AREAS THAT HAVE BEEN ALREADY GRADED AND BEEN SITTING OPEN TO TRAFFIC, AS DISCUSSED FEHR GRAHAM WILL PAY TROY LEE ON A T&M BASIS FOR ANY RE GRADING AND A SMALL MOB FEE WILL BE CHARGED FOR BRINGING EQUIPMENT BACK. TROY LEE HAS STATED IF A GRADER BLADE IS REQUIRED TO COME BACK IT WOULD BE A \$2,000 MOB CHARGE AND T&M.

Item # 10.

Payment Terms:

Payment requested upon substantial completion of work. Net 10 days. Finance Charge - 1.5% per month, 18% annually.

ACCEPTED:

The above prices, specifications and conditions are satisfactory and are hereby accepted.

Buyer: _____

Signature: _____

Date of Acceptance: _____

CONFIRMED:

Rock Road Companies, Inc.

Authorized Signature: _____

Estimator: Aaron Fish
Afish@rockroads.com

VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



VILLAGE OF
ROSCOE

Item # 11.

Agenda Item: Playground Safety Mulch Installation

Date: 07/02/2024

Meeting: Village Board

Prepared by: Troy Taylor

Department: Public Works

Overview/Background Information

The Village has received three quotes for the installation of safety mulch for the playgrounds at Swanson Park, Ralston Park, Porter Park, Leland Park, and Chicory Park. The lowest quote is for \$33,202.50 from Homer Industries. All of these playgrounds need to be raised 6"-8" with safety mulch to keep them at their safest in the fall zones.

Homer Industries will supply 699 cubic yards (9 semi's) of safety mulch and will install at all the parks with a machine that blows the mulch into the playground. This type of installation (blowing in the safety mulch) is best way to install safety mulch by the quickness and least amount of labor.

Key Issues

- Should be done every 3-5 years (All of playground)
- Public Works addresses safety mulch each year to just the dug-out area's (swings and slides)
- Best way to install safety mulch in playgrounds

Fiscal Note/Budget Impact

There is \$60,000 budgeted in this account

Prior Legislative Actions

First (1st) Reading

Action Required/Recommendation

Staff would like to recommend to suspend the rules for 1st reading at the Committee of the Whole as staff would like this work to be done while the playgrounds are in the highest use since school is out. Also, staff would like to suspend the rules of going out to bid since this is specialty work with only a couple of businesses offering to blow in the safety mulch.

Staff recommends Homer Industries for the playground safety mulch and installation for the quoted amount of \$33,202.50

Attachments

- Quote from Homer Industries
- Quote from Nason's Landscaping
- Quote from S&H Nursery

**VILLAGE OF ROSCOE, ILLINOIS
RESOLUTION NO. 2024-R32**

**A RESOLUTION APPROVING THE PURCHASE AND INSTALLATION OF SAFETY
MULCH FOR THE PLAYGROUNDS AT SWANSON PARK, RALSTON PARK,
PORTER PARK, LELAND PARK, AND CHICORY PARK & WAIVING BID
REQUIREMENTS**

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

WHEREAS, the Village of Roscoe is in need of a reapplication of safety mulch at the Village's playgrounds as part of the regular and ongoing maintenance of such public parks and playgrounds; and

WHEREAS, upon investigation from several sources, in order to provide for the most efficient and prudent use of Village Funds, the Village has determined that the purchase will exceed \$20,000.00 which, under Village Ordinance, exceeds the amount necessary before letting public works projects out for bid, and may not be available as part of the State Bid in such a manner as is necessitated by the Village's needs; 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 waive the bidding process and to purchase the materials from the vendors set forth herein; 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 said equipment from **Homer Industries**; 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, is authorized to sign an agreement with **Homer Industries** for the purchase and installation of 699 cubic yards of ASTM CERTIFIED PLAYGROUND MULCH, as further specified set forth in Exhibit "A", which is incorporated herein by reference, for use by the Village Public Works Department, for an amount not to exceed **\$33,202.50**

Section 2. That the Village Treasurer is hereby authorized, and instructed to expend funds, and issue payment in an amount not to exceed **\$33,202.50**, under the terms and amounts as set forth in Exhibit "A".

2024-R32**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 JULY 02, 2024:**ATTEST:**_____
VILLAGE PRESIDENT_____
VILLAGE CLERK

**Exhibit “A”
Resolution 2024-R32**

[Quote / Purchase Order]

Homer Industries

13920 South Archer Ave
Lockport, IL 60441
Phone: (815) 838-0863

PROPOSAL # 214635

Item # 11.

DATE: 06/12/2024
SALESMAN:

CUSTOMER: [Customer ID: 6416]

Attention: Christine King / TroyTaylor
Roscoe, Village of
10631 Main St.
PO Box 283
Roscoe IL 61073

JOB ADDRESS: [Location ID: 19006]

Roscoe - SHOP
5402 Swanson Rd.
Roscoe IL

Phone: 815-877-0746

****PROPOSAL - DO NOT BILL ****

699 CUBIC YARDS PLAYGROUND DELIVERED AND INSTALLED TO 5 PARKS
9 SEMI LOADS AT 78 CUBIC YARDS

QUANTITY	UOM	DESCRIPTION	UNIT PRICE	TOTAL
699.00	CYD	NATURE'S BLANKET-ASTM CERTIFIED PLAYGROUND MULCH (9 LOADS DELIVERED AT +/- 78 CUBIC YARDS)	\$23.50	\$16,426.50
699.00	CYD	INSTALLATION - BLOWER TRUCK SERVICE	\$24.00	\$16,776.00
TOTAL:				\$33,202.50

Accepted by:_____

Date:_____



Nason's Landscaping
941 Gleasman Rd
Roscoe, IL 61073 US
(815) 623-1331
service@nasonslandscaping.com
Nasonslandscaping.com

ADDRESS

Village of Roscoe
Attn: Christine King or
Troy Taylor
10595 Main Street
Roscoe, IL 61073

QUOTATIONS #	DATE	
13607	06/18/2024	

DESCRIPTION	QTY	RATE	AMOUNT
Village of Roscoe Playground Mulch (5)			
Swanson Park Playground Mulch Hauling and spreading of Playground Mulch, Xylem Mat, A01-2500	1	6,272.00	6,272.00
Leland Park Playground Mulch Hauling and spreading of Playground Mulch, Xylem Mat, A01-2500	1	5,684.00	5,684.00
Chicory Ridge Park Playground Mulch Hauling and spreading of Playground Mulch, Xylem Mat, A01-2500	1	6,272.00	6,272.00
Parter Park Playground Mulch Hauling and spreading of Playground Mulch, Xylem Mat, A01-2500	1	7,056.00	7,056.00
Ralston Family Park Playground Mulch Hauling and spreading of Playground Mulch, Xylem Mat, A01-2500	1	10,780.00	10,780.00
If you would like to proceed with our services contact Fred at (815) 623-1331 to schedule the services or discuss any questions you may have.			
Thank you for giving us the opportunity to provide you an estimate!			

Nason's Landscaping is not responsible for damage done by mother nature or improper care.

TOTAL

\$36,064.00

Accepted By

Accepted Date

From: S and H Nursery <shlawncare@hotmail.com>
Sent: Monday, June 24, 2024 3:01 PM
To: Christine King <pwfrontdesk@villageofroscoe.com>
Subject: Re: Village of Roscoe Estimate

Good Afternoon

Spreading and Delivery of 699 yards of Certified Playground Mulch \$41,950.00.

If you have any questions, feel free to contact me via email or phone (815) 389-0911.

Thank you
Jamie Swanson