

Village of Pecatonica Regular Board Meeting
Thursday, May 4, 2023, at 6:30 p.m.
Village Hall 405 Main Street. Pecatonica, Illinois

1. **Call to Order** - President Tom Heister called the meeting to order at 6:30 p.m. on Thursday, May 4, 2023, at Village Hall.
2. **Silent moment observed.**
3. **The Pledge of Allegiance to the American Flag was recited**
4. **Roll call** – Trustees Bill Determan, Kathy Doty, Tom Gipe, and Gerald Howard were present. Also present: Clerk Gwenn Shirley, Treasurer Bernie Mrugala, Doug Henry, Attorney, Police Chief Matt Summers.
5. **A quorum was established.**
6. **Additions/Corrections to the Agenda** – None
7. **Approval of Agenda** – A motion was made by Trustee Tom Gipe and seconded by Trustee Determan to approve the agenda. All Trustees voted yes. Motion approved. 5-0-0
8. **Call to the Public-** Marilyn Wilke spoke. Question regarding need for a vote for a permit for demolition. Ordinance needs to take a vote. If an ordinance is in compliance, there should not be a need to take it to the village for a vote.

Agenda Items

A. Village President-

1. Tom Heister resignation of Village Trustee position effective immediately.
2. Swearing in of Village President Tom Heister, Trustees Bill Determan, Kathy Doty, and Kim Gipe.
3. Approve Appointment of Collin Hardy to the Open Village Trustee seat. A motion was made by Trustee Tom Gipe and seconded by President Heister. Discussion. A roll call vote was taken. All Trustees voted yes. Motion approved 5-0-0.
4. Swearing in of Trustee Collin Hardy.
5. Committee Assignments
 - Economic Development – Kathy Doty Chairman, Trustees Tom Gipe and Kim Gipe.
 - Finance – Bill Determan, Chairman, Trustees Gerald Howard and Collin Hardy.
 - Public Safety – Gerald Howard, Chairman, Trustees Kathy Doty and Kim Gipe.
 - Public Works – Tom Gipe, Chairman, Trustees Bill Determan and Collin Hardy.
6. Appointments
 - Approve Appointment of Village Clerk – Gwenn Shirley. A motion was made by Trustee Determan and seconded by Trustee Tom Gipe. Discussion. A roll call vote was taken. All Trustees voted yes. Motion approved 6-0-0.

- Approve Appointment of Director of Public Works – Nick Berry. A motion was made by Trustee Tom Gipe and seconded by Trustee Determan. Discussion. A roll call vote was taken. All Trustees voted yes. Motion approved 6-0-0.
- Approve Appointment of Police Chief – Matt Summers. A motion was made by Trustee Howard and seconded by Trustee Determan. Discussion. A roll call vote was taken. All Trustees voted yes. Motion approved 6-0-0.

7. Contractors Currently Performing Work for the Village of Pecatonica – Work still being performed at the Well House. Utility work is being performed but not through the village of Pecatonica.

8. Pecatonica Improvement Association Update on Granary – Mark Kann from PIA (Pec Improvement Association), formally PPT, spoke. Issues were brought up after the last meeting regarding the demolition ordinance. Discussion regarding if it is to be a residential site or commercial site going forward. Lead paint was found on the property and will be handled accordingly. Question on whether we needed to advise the National Historic Society to make sure the building was not a historical site. ComEd owns the property north of the site and is not an easement. Handouts showing lot lines were handed out. A boundary survey will be done as it looks like the granary sits 10 feet into ComEd's property. Discussion on laws regarding what municipalities can and cannot do was covered.

B. Unfinished Business – None.

C. New Business –

1. None.

D. Legal (Attorney Doug Henry) – Discussion on the Sidewalk Replacement Program. Suggestions: Should be a permit fee since there will be an additional work for the Public Works department and the Village Clerk. The Village is responsible for replacing unsafe sidewalks. But if it is requested to be replaced by someone for cosmetic reasons, they would have to get the permit to have the village replace it. That person would need to have a pre-pour and post-pour concrete inspection, or it must be removed. Public Works decided to leave the aggregate language in the ordinance or permit. Attorney Henry will draft an ordinance and bring it to the next Public Works meeting. The permit fee will be \$25. A motion was made by Trustee Howard and seconded by President Heister to approve the \$25 permit fee for residents using the Sidewalk Replacement Program. Discussion. All Trustees voted yes. Motion approved. 6-0-0.

E. Finance- Chairman Bill Determan

1. **Next meeting:** Tuesday, May 9, 2023 at 6:30 p.m.

2. **Chairman Report –** The Supplemental Appropriation Ordinance which will finalize the budget proposal is being worked on by Treasurer Bernie Mrugala for this fiscal year and 2024 fiscal year. Bernie reported that the auditors will be here on the 9th. The 2023 fiscal year is now closed and balanced.

F. Planning Commission/Zoning Board

1. **Next meeting:** Thursday, May 11, 2023 at 6:00 p.m.

G. Public Works (Chairman Gipe)

1. **Next meeting:** Monday, June 5, 2023 at 6:00 p.m.
2. **Chairman Report** – Replacement of UV lights at the treatment plant. Bids have come in and a proposal will be made soon. Discussion on the Sidewalk Replacement Program happened at their meeting. The 3rd street paving project is coming up soon. Bids will go out based on the ordinance. Information will be brought to the meeting once that information comes in. Engineer discussed the lead line service and the elevated tank project that is coming up. Meeting on the 17th with the Treasurer.
3. **Public Works Monthly Report-** Water loss percentage is at 3 percent. Nick stated it was due to better leak finding equipment. Three percent is a great place to be! Nick was absent tonight but relayed that message to the village prior to the meeting.
4. Review Draft of Pecatonica Sidewalk Replacement Program – Covered earlier in the meeting tonight.
5. Approve UV Light Replacement at the Wastewater Treatment Plant from LAI, Inc. not to exceed \$6,000. A motion was made by Trustee Howard and seconded by Trustee Determan. Discussion. A roll call vote was taken. All Trustees voted yes. Motion approved 6-0-0.
6. Approve Fehr Graham Proposal to Provide Professional Engineering Services for the Village of Pecatonica 2023 General Maintenance Program as Related to the 3rd Street from Main Street to Division Street Project not to exceed \$6,700. Authorization for President Heister to sign the contract was approved. A motion was made by Trustee Tom Gipe and seconded by Trustee Howard. Discussion. A roll call vote was taken. All Trustees voted yes. Motion approved 6-0-0.
7. Approve the use of Motor Fuel Tax Funds for the 3rd Street Project. A motion was made by Trustee Determan and seconded by Trustee Howard. Discussion. A roll call vote was taken. All Trustees voted yes. Motion approved 6-0-0.
8. **Engineer Report** – Pre-construction meeting for the Water Tower is May 10th at 10:00am at the Village Hall. Lead Service Line Replacement Program: Fehr Graham is working on finalizing bid documents. Expected bidding will be this summer. Hoping for construction starts this fall.

H. Public Safety (Chairman Howard)

1. **Next meeting:** Wednesday, June 7, 2023 at 6:00 p.m.
2. **Chairman Report** – Discussed breathalyzer machine, body cameras and street signs.
3. **Discuss Purchase of Breathalyzer Machine** – Breathalyzer machine will not be bought. Per the Police Chief, it is not necessary to have. The County does have one on hand. We will be paying the restocking fee of \$672.18 to send it back to be returned/restocked. A motion was made by Trustee Tom Gipe and seconded by Trustee Howard. Discussion. A roll call vote was taken. All Trustees voted yes. Motion approved 6-0-0.
4. **Discuss Quotes for Body Cameras** – Body cameras are required by law and in place by 2025. Three quotes were presented to the Village Board. Discussion of each quote was gone over by Chief Summers. Pros and cons of each vendor. Body Cameras have to be purchased ahead of time and then can be submitted for reimbursement through a grant. A motion was made to purchase 4 body cameras using the vendor, Motorola,

and not to exceed \$11,000 by Trustee Howard and seconded by Trustee Tom Gipe. Discussion. A roll call vote was taken. All Trustees voted yes. Motion approved 6-0-0.

- 5. **Police Department Report** - Chief Summers will be purchasing a secure cabinet for inside the police department. Some evidence items can be moved to the secure cabinet and free up space in the evidence area. Enjoying the last few weeks talking with everyone. Chief Summers has some ideas for changes but will ease into them going forward.

I. Economic Development Committee (Chairman Doty) –

- 1. **Next Meeting: Monday, May 8, 2023 at 6:00 p.m.**
- 2. **Chairman Report** – Memorial Day Parade coming up at the end of the month. President Heister would like all trustees and president to be in the parade together showing the unity of the village board.

J. Treasurer (Bernie Mrugala)

1.

Warrant List #955 April 30, 2023	\$29,483.74
Warrant List #956 Credit Card Purchases March 24, 2023-April 24, 2023	\$ 1,352.81
Warrant List #957 May 4, 2023	\$25,915.35

A motion was made by Trustee Determan and seconded by Trustee Doty to approve the warrant list #955 in the amount of \$29,483.74. Discussion. A roll call vote was taken. All Trustees voted yes. Motion approved. 6-0-0.

A motion was made by Trustee Howard and seconded by Trustee Determan to approve the warrant list #956 in the amount of \$1,352.81. Discussion. A roll call vote was taken. All Trustees voted yes. Motion approved. 6-0-0.

A motion was made by Trustee Doty and seconded by Trustee Tom Gipe to approve the warrant list #957 in the amount of \$25,915.35. Discussion. A roll call vote was taken. All Trustees voted yes. Motion approved. 6-0-0.

Payroll for Period Ending April 19, 2023	\$ 5,963.82
Payroll for Period Ending April 23, 2023	\$23,252.99

A motion was made by Trustee Howard and seconded by Trustee Determan to approve the payroll total of \$5,963.82. Discussion. A roll call vote was taken. All Trustees voted yes. Motion approved 6-0-0.

A motion was made by Trustee Determan and seconded by Trustee Doty to approve the payroll total of \$23,252.99. Discussion. A roll call vote was taken. All Trustees voted yes. Motion approved 6-0-0.

- K. **Clerk's Items (Gwenn Shirley)** In April, there were 10 building permits that were issued. There were 2 property code violations. There were no FOIA requests.

L. Executive Session – None

1. Action on Items Arising out of Executive Session- None

M. Adjournment –

A motion was made by Trustee Doty and seconded by Trustee Howard to adjourn. All Trustees voted aye. Motion approved 6-0-0. Meeting adjourned at 7:47 p.m.