

Village of Pecatonica Regular Board Meeting
Thursday, January 4, 2024 at 6:00 p.m.
Village Hall 405 Main Street. Pecatonica, Illinois

1. **Call to Order** - President Tom Heister called the meeting to order at 6:00 p.m. on Thursday, January 4, 2024, at Village Hall.
2. **Silent moment observed.**
3. **The Pledge of Allegiance to the American Flag was recited**
4. **Roll call** – Trustees Bill Determan, Tom Gipe, Collin Hardy, Kim Gipe and Gerald Howard were present. Trustee Cheryl Bean was absent.

Also present: President Tom Heister, Clerk Gwenn Shirley, Public Works Director Nick Berry, Police Chief Matt Summers, Attorney David Kurlinkus and Treasurer Sherry Bessert.

5. **A quorum was present.**
6. **Additions/Corrections to the Agenda** – None.
7. **Approval of Agenda** –

A motion was made by Trustee Determan and seconded by Trustee Hardy to approve the agenda as presented. A roll call vote was taken. Trustees Determan, Tom Gipe, Hardy, Kim Gipe and Howard voted yes. Motion approved 5-0-1.

8. **Call to the Public-** None.

Agenda Items

A. Village President-

1. **Appointment of Dawn Staas to the Economic Development Committee Community Member at Large Position Vacated by Cheryl Bean** – President Heister announced his appointment of Dawn Staas to the Economic Development Committee.
2. **Contractors Currently Performing Work for the Village of Pecatonica-** President Heister stated there are no contractors performing work at this time.

B. Unfinished Business –

1. **2024-01 (renumbered from 2023-22) An Ordinance of the Village of Pecatonica Amending Chapter 153, Zoning, of the Village Code of Ordinances – 2nd Reading** – A motion was made by Trustee Determan and seconded by Trustee Howard to approve Ordinance 2024-01 An Ordinance of the Village of Pecatonica Amending Chapter 153, Zoning, of the Village's Code of Ordinances. Board members discussed the definition of a Theater, which zoning district should allow a Theater and parking requirements. Trustees Determan and Howard amended the motion to read "Section 153.051 Definitions and Restrictions "Theater- A place kept, used, maintained, advertised or held out to the public as a place within the CD – Commercial District regularly used for showing

motion pictures/films or conducting theatrical, musical or live performances.”, Section 3 153.040(B) – Special Use Chart “ Auditoriums, theaters and convention halls will be allowed only in the Commercial District and Section 153.026(D)(3) to read “D(3) For assembly uses located within the Commercial District, including auditoriums, theaters and convention halls, the required surfaced off-the-street and public parking combined shall be 1 space for each 5 seats.” A roll call vote was taken. Trustees Tom Gipe, Hardy, Kim Gipe, Howard and Determan voted yes. Motion approved 5-0-1.

C. New Business –

1. **Approve Rockford Area Association of Realtors Uniform Commercial and Industrial Listing Contract Between Village of Pecatonica and Dickerson Nieman (Sponsoring Broker)** – President Heister stated that Attorney Kurlinkus has reviewed the contract, the previous contract was 6% commission and this one is 7%, both contracts were for twelve months as there are some interested parties at this time and there will not be any out of pocket cost to the village.

A motion was made by Trustee Determan and seconded by Trustee Howard to approve Rockford Area Association of Realtors Uniform Commercial and Industrial Listing Contract Between Village of Pecatonica and Dickerson Nieman (Sponsoring Broker). A roll call vote was taken. Trustees Hardy, Kim Gipe, Howard, Determan and Tom Gipe voted yes. Motion approved 5-0-1.

- D. Legal (Attorney Kurlinkus)** – Attorney Kurlinkus stated they have started to prosecute traffic tickets for the Village and will work on trying switch the call date to Tuesday afternoon as this is when we are there for some other municipalities.

E. Finance (Chairman Determan)

1. **Next meeting:** Tuesday, January 9, 2024 at 6:00 p.m.
2. **Chairman’s Report** – Trustee Determan stated the Insurance Representative will be at the next meeting to discuss health insurance, additional agenda items will be employee raises and the general fund budget.

F. Planning Commission/Zoning Board

1. **Next meeting:** Thursday, January 11, 2024 at 6:00 p.m.

G. Public Works (Chairman Tom Gipe)

1. **Next meeting:** Tuesday, February 5, 2024 at 6:00 p.m.
2. **Chairman’s Report** –Trustee Gipe that there are some projects underway and some that will be closed out.
3. **Approve Well # 3 Change Order #6** - A motion was made by Trustee Tom Gipe and seconded by Trustee Howard to approve option 14.1 at a cost of \$63,427.00 and option 14.3 at a cost of \$96,651.00 for a total of \$160,078.00. Board members discussed what the change orders would entail and President Heister stated that this was already approved by IEPA. A roll call vote was taken. Trustees Howard, Determan, Tom Gipe, Hardy and Kim Gipe voted yes. Motion approved 5-0-1.
4. **Approve Quote for Hidrostral Pump Repair** - A motion was made by Trustee Tom Gipe and seconded by Trustee Kim Gipe to approve the quote for the Hidrostral pump repair not to exceed \$8843.46. Nick stated that this is a sludge pump for the wastewater treatment plant and this is the only company in the United Staes to work

on the pump and they have served us very well. A roll call vote was taken. Trustees Kim Gipe, Howard, Determan, Tom Gipe and Hardy voted yes. Motion approved 5-0-1.

5. **Approve Engineer’s Payment Estimate 1 Final in the amount of \$144,185.20 to Helm Civil on the project known as Third Street Improvements** – A motion was made by Trustee Determan and seconded by Trustee Kim Gipe to approve Engineer’s Payment Estimate 1 Final in the amount of \$144,185.20 to Helm Civil on the project known as Third Street Improvements. President Heister stated that they did a fantastic job. A roll call vote was taken. Trustees Determan, Tom Gipe, Hardy, Kim Gipe and Howard voted yes. Motion approved 5-0-1.
6. **Public Work’s Report-** Nick reviewed the December public works report as it does look a little different due to the bills mailed a little late.
7. **Engineer’s Report** – President Heister stated that at Tuesday’s meeting the lead service project was discussed, elevated tank and the items that were just approved.

H. Public Safety (Chairman Howard)

1. **Next meeting:** Wednesday, February 7, 2024 at 6:00 p.m.
2. **Chairman’s Report** – Trustee Howard stated they are working on the details for time limit parking.
3. **Discuss Time Limit on Parking** – Matt stated that he will work out the details with the Attorney to draw up the ordinance with a 96 hour limit.
4. **Police Department Report-** Matt reviewed the December report and reported that we currently have a new box for the citizens to drop off old prescriptions.

I. Economic Development Committee – (Chairman Hardy)

1. **Next Meeting:** Monday, January 8, 2024 at 6:00 p.m.
2. **Chairman’s Report** – Chairman Hardy stated that there is not much to report since the last meeting, there are some events in the works, working on some projects and would like to invite everyone to the next meeting.

J. Treasurer (Sherry Bessert) – Sherry reported that there has been a good start on working on the budgets and will be attending the upcoming Public Safety and Public Works meetings also on the warrant list there are two pay request for Jetco.

Warrant List #983 December 18, 2023	\$ 582,169.67
Warrant List #984 January 4, 2024	\$ 26,411.79
Payroll for Period Ending December 17, 2023	\$ 33,562.56

A motion was made by Trustee Howard and seconded by Trustee Determan to approve warrant list #983 in the amount of \$582,169.67. There was no discussion. A roll call vote was taken. Trustees Tom Gipe, Hardy, Kim Gipe, Howard and Determan voted yes. Motion approved 5-0-1.

A motion was made by Trustee Hardy and seconded by Trustee Howard to approve warrant list #984 in the amount of \$26,411.79. There was no discussion. A roll call vote was taken. Trustees Hardy, Kim Gipe. Howard, Determan and Tom Gipe voted yes. Motion approved 5-0-1.

A motion was made by Trustee Hardy and seconded by Trustee Kim Gipe to approve payroll for the period ending December 17, 2023 in the amount of \$33,562.56. There was no discussion. A roll call vote was taken. Trustees Kim Gipe, Howard, Determan, Tom Gipe and Hardy voted yes. Motion approved 5-0-1.

K. Clerk's Items (Gwenn Shirley) – No report. Attorney Kurlinkus stated that his son Josef whom would also come from the firm to the meetings has left the firm to serve as the Village Administrator for Roscoe. Will be working with another Attorney with the firm to bring them up to date and wishes his son well in this new endeavor.

L. Executive Session – None.

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

M. Adjournment –A motion was made by Trustee Determan and seconded by Trustee Howard to adjourn. All Trustees voted aye. Motion approved 5-0-1. Meeting adjourned at 7:13 p.m.