

Village of Pecatonica Regular Board Meeting
Thursday, April 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, April 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, Kim Gipe, Cheryl Bean, Collin Hardy, were present. Trustee Gerald Howard was not present.

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

5. **A quorum was present.**
6. **Approve March 7, 2024, Regular Board Meeting Minutes-**

A motion was made by Trustee Collin Hardy and Seconded by Trustee Tom Gipe to approve the March 7, 2024, Regular Board Meeting Minutes. Discussion A roll Call vote was taken. All Trustees present voted yes. Motion approved 5-0-1.

7. **Additions/Corrections to the Agenda –**

President Heister informed the board that there was a discrepancy in number of phones that are available to the Village office. There are to be 10 phones rather than 9 phones which is currently noted. Discussion.

8. **Approval of Agenda –**

A motion was made by Trustee Determan and seconded by Trustee Hardy to approve the agenda. Discussion. A roll call vote was taken. All trustees present voted yes. Motion approved 5-0-1.

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

Agenda Items

A. Village President-

1. **Contractors Currently Performing Work for the Village of Pecatonica- None**

B. Unfinished Business – None.

C. New Business –

- 1. Approve Reappointment of Richard Norris to the Planning & Zoning Commission effective immediately. This term will expire July 5, 2028.**

A motion was made by Trustee Kim Gipe and seconded by Cheryl Bean to approve the reappointment of Richard Norris to the Planning & Zoning Commission effective immediately. Discussion. A roll call vote was taken. Trustees present vote yes. Motion was approved 5-0-1.

- 2. Approve Reappointment of Gary Buettner to the Planning & Zoning Commission effective immediately. This term will expire July 5, 2027.**

A motion was made by Trustee Determan and seconded by Kim Gipe to approve the reappointment of Gary Buettner to the Planning & Zoning Commission effective immediately. Discussion. A roll call vote was taken. Trustees present vote yes. Motion was approved 5-0-1.

D. Legal (Attorney Kurlinkus)

Attorney Kurlinkus informed the board of a public hearing that will be taking place due to a request of pre-annexation agreement with the village. Attorney Kurlinkus also mentions that he is working on the solar panel and signage ordinance mentioned in the previous meeting. Fehr Graham conducted a survey of property recently purchased by DPI. The property they were given was greater than what was purchased. Attorney Kurlinkus states the village will be taking steps to get the property improperly transferred back under the village. No discussion.

E. Finance – Bill Determan, Chairman

- 1. Next meeting: Tuesday, April 9, 2024, 6:00 p.m.**
- 2. Discuss and Approve to Request \$100,000.00 From Winnebago County Host Fee Program**

Trustee Determan discussed the reasoning behind the \$100,000.00. The loan will be used towards loan interest. It was presented to the board that if the money was drawn, it would make the loan payoff process quicker, making it more plausible to get needed construction work in town started and completed.

A motion was made by Trustee Tom Gipe and seconded by Trustee Kim Gipe to approve the request of \$100,000.00 from Winnebago County Host Fee Program. Discussion. A roll call vote was taken. All Trustees present vote yes. Motion approved 5-0-1.

- 3. Review Budget for Fiscal Year Beginning May 1, 2024, and Ending April 30, 2025**

Trustee Determan shares a copy of the final figures subject for approval in the next finance meeting. No Discussion.

- 4. Chairman's Report**

Chairman Determan informs the board that in the next finance meeting, the board will begin working on making updates to the employee handbook. Clerk Shirley mentioned a service where employees insurance will go through the employee handbook and notate on anything that may need adjustments. The board agreed

that would be a beneficial resource to use.

F. Planning Commission/Zoning Board

1. **Next meeting: Thursday, April 18, 2024, at 6:00 p.m.**

G. Public Works- Tom Gipe, Chairman

1. **Next meeting: Monday, May 6, 2024, 6:00 p.m.**
2. **Chairman's Report – None**
3. **Public Works Report-**

Nick Berry reviewed the current monthly report. Discussion. He also informed the board that the Illinois EPA will be coming on the following Tuesday for a close-out inspection on the water-tower painting project, as well as in the water department itself. Nick states he has no reason to worry about any issues that could be found.

4. **Approve Fehr Graham Proposal for Land Application of Sludge Permit Renewal Application \$4,900.00-**

Nick Berry informed the board that a permit is required for Land Application of Sludge, and it is time for the Village's permit to be renewed. Discussion.

A motion was made by Trustee Hardy and seconded by Trustee Kim Gipe to approve the Fehr Graham proposal for a Land Application of Sludge Permit renewal application of \$4,900.00. Discussion. A roll call vote was taken. Trustees present vote yes. Motion approved 5-0-1.

5. **Engineer's Report**

President Heister speaks in place of Jason Stoll as he is absent. President Heister stated that the packets were sent out for the rebidding of the lead service line project. Cahoy is also waiting for a truck to get out of the shop so that they can make it out to the village and that we are first in line for services once it's released. The inspection on the Jackson St. bridge was completed and Jason has a report to bring to the next meeting. It is mentioned that the report looks good, no deficiencies noted.

H. Public Safety – Gerald Howard, Chairman

1. **Next meeting: Wednesday, May 1, 2024, at 6:00 p.m.**
2. **Chairman's Report - None**
3. **Police Department Report**

Chief Matt Summers states that everything is good to go for body camera set up. The contract was signed earlier this afternoon and will be deployed next week. Chief Summers mentions that he worked with Attorney Kurlinkus to get a contract in place with new officers hired on. This contract that is now set pertains to any new officer that is hired on and leaves the position before a length of time, they will be obligated to pay for any resources that were given to them such as training, equipment provided, etc.

I. Economic Development Committee – Collin Hardy, Chairman

1. Next meeting: Saturday, April 13, 2024, at 9:00 a.m.

2. Chairman’s Report

Chairman Hardy begins with the reasoning behind having a Saturday morning slot for the next meeting. He states it is to make sure that more residents have a better chance to make it, hoping they put their input in on future events, specifically for Labor Day weekend. Chairman Hardy speaks about the 5k run that will be happening through the village. He states that the website is ready to be posted, with a few minor adjustments to be made before release. The 5k run should be a wide-spread event shared to hopefully bring many people to the village.

J. Treasurer (Sherry Bessert)

Treasurer Sherry states that there is another level of fraud prevention on the village accounts at the bank. There were some bank representatives that came to speak with her, Tom, and Bill. There is a program that finds discrepancies in checks that come through to them that gives an exception with a notice regarding any that may be non-matching. This gives the village a chance to save account security for loss and fraud prevention. Insured sweep is another service available to the village for use that will allow automatic deposits and withdrawals, ultimately allowing the best interest accumulation. This is not a service that is being used but Treasurer Sherry Bessert wanted to mention it to the board if it is something the village board wants to utilize. The Economic Development committee will be granted another bank account due to the group wanting to donate the proceeds received for the 5k run. This allows the amount for the 5k run to be separated and easier to transfer when the donation is made.

1. A motion was made by Trustee Kim Gipe and seconded by Trustee Determan to approve warrant list #994 in the amount of \$66,186.44 No discussion. A roll call vote was taken. All in favor. Motion was approved 5-0-1.
2. A motion was made by Trustee Hardy and seconded by Trustee Kim Gipe to approve payroll period ending March 24, 2024, in the amount of \$26,212.69. No discussion. A roll call vote was taken. Motion approved 5-0-1.

K. Clerk’s Items (Gwenn Shirley)

Village Clerk Shirley makes sure that the board has received their economic interest statements from Winnebago County. This statement needs to be completed by May 1, 2024.

L. Executive Session – None

M. Action on Items Arising out of Executive Session

Adjournment

A motion was made by Trustee Tom Gipe and seconded by Trustee Hardy to adjourn the meeting. All in favor. Motion approved 5-0-1. Meeting adjourned at 7:05 p.m.