

**Village of Pecatonica Finance Committee**  
**Meeting Tuesday, June 11, 2024, at 6:00 p.m.**  
**Village Hall 405 Main Street. Pecatonica, Illinois**

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1. **Call to Order** - Village Trustee Bill Determan called the meeting to order at 6:00 p.m. on Tuesday, June 11, 2024 at Village Hall.
2. **The Pledge of Allegiance to the American Flag.**
3. **Roll call** -. Trustees Bill Determan & Cheryl Bean were present. Trustee Gerald Howard was absent Others Present: Village Treasurer Sherry Bessert performing the roll of Village Clerk in place of Darla Stram, Interim Clerk, Village President Tom Heister, Village Trustee Kim Gipe, Police Chief Matt Summers.
4. **Additions or Corrections:** None
5. **Approve the Agenda as Presented.** – A motion was made by Trustee Bean and seconded by Trustee Bill Determan to approve the agenda as presented. All Trustees voted aye. Motion approved 2-0-0.
6. **Call to the Public** – None.

**Agenda Items**

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7. **Discussion of Grocery Tax-** Trustee Bill Determan explained that the State of Illinois abolished the grocery tax effective January 1, 2026. Discussion about loss of revenue related to this abolished tax and the option of establishing an ordinance in its place at municipal level was discussed. Nothing was decided at this time.
8. **Review Employee Handbook** – Police Chief Matt Summers spoke about some items that he would like the board to consider changing, adding or deleting to the Employee Handbook that was discussed at his committee meeting. Part-Time Officer hours, PM Differential hours changed to 6 PM-6 PM, Vacation in smaller increments, Benefits on page 14 should be further clarified, Uniforms page 15 (3 long sleeve/3 pants) ID cards-2 for full time. The appropriate place to include holster and gun requirements; in handbook or in department policy was discussed. Sick Leave discussion. Matt was asked to summarize his suggestions and get them to Bill.  
Benefits – Health Insurance – how to rewrite/change and not lose employees. Suggestions were made. Options were discussed. It was decided that the legality of what is allowed needs to be determined by having the attorney review everything. Clothing allowance for Public Works laborers, Nick the PW Director's suggestions, PW staff T-Shirt ordering, Bullet Proof vests, Travel Expenses, Wage increases and how they are determined, Changes to discipline and how it is handled, and Drug/alcohol testing changes were discussed. It was stated that marijuana is illegal under Fed law, so we must follow that law not the state law because we receive Federal funding.  
Trustee Determan asked everyone to read through the grievance procedure in the current handbook before the next meeting. He also stated he would update in the draft what was discussed and email it out to everyone prior to the next meeting.
9. **Treasurer Report**
  - a. **Update on Audit**-audit is underway, almost everything has been given to them. The auditors made us aware that the trial balance wasn't balancing. Locis had to get involved and the Treasurer is working with both parties to get the situation resolved. The treasurer informed the committee that Locis would be billing us for the time they put into this but that they needed to resolve the issue. Discussion of Trustee questionnaire was had. Only Kim Gipe's had been received at this time. However, Bill Determan, Cheryl Bean and Tom Heister, all sent theirs in and had gotten second notices.
  - b. **Budget and Appropriation Ordinance**-Darla and Sherry reviewed it in detail to the approved Budget to be sure the figures match.
  - c. **Discuss LOCIS Software Upgrade**-the Treasurer made the committee aware of the new version of Locis and what it might look like to upgrade. This was brought up just as a possible future item. The estimate of cost was stated and some of the benefits of the upgrade were discussed.
  - d. **Payoff of Water Tower Construction (1995)** was discussed and proposed by Trustee Bill Determan and

Sherry Bessert, Treasurer. It was agreed by the other trustees to do this.

- e. **Payment of Lead Line Service-Fehr Graham Invoices**-Discussed that these be put on the 1<sup>st</sup> pay request to the IEPA and after funding received these will be paid. It was agreed that they be put on the next warrant list so that once we get the funding, we can pay it out immediately. It was agreed that this be done.

10. **Executive Session**-Bill Determan made a motion to adjourn to Executive Session to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body pursuant to 5ILCS 120/2(c)(1) at 7:53 PM. Cheryl Bean seconded the motion. Both committee trustees voted Yay. 2-0-0. Executive Session was held. In attendance: Kim Gipe, Cheryl Bean, Tom Heister, Bill Determan, and Treasurer, Sherry Bessert in lieu of the Clerk to take the minutes.

11. **Reconvene**

The regular Finance Committee meeting was reconvened at 8:33 p.m.

12. **Action on Items Arising out of Executive Session**-No Action was taken

13. **Adjournment**

A motion was made by Trustee Bean and seconded by Trustee Determan to adjourn. All Trustees voted aye. Motion approved 2-0-0. The meeting was adjourned at 8:33 p.m.