

**Village of Pecatonica Regular Board Meeting**  
**Thursday, October 3, 2024, at 6:00 p.m.**  
**Village Hall 405 Main Street. Pecatonica, Illinois**

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1. **Call to Order** – President Tom Heister called the meeting to order at 6:00 p.m. on Thursday, October 3, 2024, at Village Hall.
2. There was a Roll Call taken Trustees Bill Determan, Cheryl Bean, Tom Gipe, Kim Gipe, Collin Hardy and Gerald Howard were present.

Also present: Village President Tom Heister, Public Works Director Nick Berry, Treasurer Sherry Bessert, Chief Matt Summers, Fehr Graham Representative Chad Ryan, Village Clerk Darla Stram, Administrative Assistant Jordan Hartman, and Village Attorney Dave Kurlinkus.

3. **Silent moment observed.**
4. **The Pledge of Allegiance to the American Flag was recited**
5. **A quorum was present.**
6. **Approve September 17, 2024, Regular Board Meeting Minutes**

A motion was made by Trustee Howard and seconded by Trustee Determan to approve the September 17, 2024, Regular Board Meeting Minutes. No discussion. A roll call vote was taken. All Trustee present voted yes. Motion approved 6-0-0.

7. **Additions/Corrections to the Agenda-** none

8. **Approval of Agenda -**

A motion was made by Trustee Hardy and seconded by Trustee Howard to approve the agenda. No discussion. A roll call vote was taken. All Trustees present voted yes. Motion approved 6-0-0.

9. **Call to the Public** – Tonya Wurtzel and Heather Squires addressed the board and gave an update on the upcoming Fall Festival. They invited the board to the festival and to join in on the Trunk or Treat event.

**Agenda Items**

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**A. Village President**

1. **Discuss Trick or Treat Hours**

The board discussed the hours of this year's Trick or Treating.

A motion was made by Trustee Determan and seconded by Trustee Howard to set Trick or Treating hours at 5:30-8:00pm on Thursday October 31, 2024. No discussion. All Trustees present voted yes. Motion approved 6-0-0.

## **2. Update on New Website.**

The board had a chance to review the new website and ask questions before it goes live on Sunday October 6, 2024. Then we had a discussion on a few things they would like to see different. The village clerk will check with the website designer and see if changes can be made. The board also discussed how they would like to move forward to update and get a complete listing of the Ordinance on the website. This will be discussed at the upcoming finance meeting.

## **3. Discuss requesting an in-person report from the realtor on the status of property sales for the Land Development Project.**

The board discussed having the realtor come to a Village Board meeting to give an update. The contract with the current realtor ends in December. Village President Heister contacted the realtor, and he was unable to be here tonight. The board expressed their concerns regarding the advertisement for the property. There have been three different realtors over the years, and we have had no luck. The board discussed ways to move forward after the current contract ends. They discussed moving forward and possibly having the Economic Development Committee or a new Property Committee work on the development. The board also discussed converting the back half of the property to residential lots. Discussion to continue at upcoming meetings.

## **4. Discuss the need for a Building Enforcement Officer and a Zoning Enforcement Officer**

The board agrees that there is a need for both a Building Enforcement Officer and a Zoning Enforcement Officer, however the ordinance needs to be reviewed and updated with better clarification of the job duties of both. President Heister would like the ordinance to go to the Public Safety Committee for review and bring it back to the full board with their findings. Discussion.

The board also discussed a Special Use permit that has been pending for the past six months. This is something that would be overseen by the Zoning Enforcement Officer. The board discussed reaching out to the business, working with the Planning and Zoning Committee to get this cleared up. Discussion

Trustee Determan suggested creating an Ordinance Committee to work on the Ordinances. He would also like to get the Ordinance Codification completed. The board discussed the need to have this completed and the importance of keeping it updated. Discussion to continue at upcoming meetings.

## **5. Discussion on the need for Attorney Presence at every Village Board Meeting.**

Trustee Determan discussed the need for our Attorney to be at every Village Board Meeting. Attorney Kurlinkus advised the board that originally when he was appointed the board had opted to have him attend one meeting a month, he also stated that if the board would like him to attend each meeting, he and or his firm would make sure someone was available at each meeting. Discussion. The board agreed that they would like to have him attend each meeting going forward. No vote was taken.

## **B. Unfinished Business – None**

## **C. New Business – None**

#### **D. Legal (Attorney Kurlinkus)-**

Attorney Kurlinkus gave an update on the alley vacation he has been working on and updated the board on the status of the Plat change at the property. Discussion

#### **E. Finance – Bill Determan, Chairman**

1. **Next Meeting:** Tuesday, October 8, 2024, at 6:00 p.m.

##### **2. Chairman’s Report-**

Chairman Determan informed the board that the village has received recommendation from the insurance company and that they will be discussing the recommendations at the upcoming meeting. He also informed the board that we are still working on a software issue that is holding up the audit and that an extension would be requested by our auditing firm. At the November Finance Committee meeting they will be working on the Tax Levy.

#### **F. Planning Commission / Zoning Board**

1. **Next Meeting:** Tuesday, October 22, 2024, at 6:00 p.m.

#### **G. Public Works – Tom Gipe, Chairman**

1. **Next Meeting** – Monday, October 7, 2024, at 6:00 p.m.

##### **2. Chairman’s Report –**

Chairman Tom Gipe discussed the Special Public Works Committee meeting related to the Lead Line Replacement project and thanked everyone for coming to the meeting.

##### **3. Public Works Report –**

The monthly report was included in the packet. Chairman Tom Gipe reviewed a letter from Public Works Director Nick Berry discussion issues they are currently having at the wastewater treatment plant with the sludge press. PDC has been out and identified the problem, both the ethernet switch and the VFD switch. the estimated cost of parts and labor is expected to be between \$3,200.00 and \$3,500.00. We hope that he will be out by Friday to make the repairs. There is also an issue with Clarifier, we are having issues with it tripping out due to an over-torque alarm. We are currently working with the manufacturer. This is an issue that will need to be taken care of before temperatures get below freezing. Nick will have an update hopefully at the Public Works committee meeting on Monday.

4. **Engineer’s Report-** Chad Ryan gave an update on the Lead Line Replacement project. Discussion.

5. **Approval of Well Request Rental of 2 Temporary Road Ramps and Extend Hose not to exceed \$4,000.00.**

The board reviewed the information regarding the rental of 2 Temporary Road Ramps and Extend Hose.

A motion was made by Trustee Determan and seconded by Trustee Howard to approve the rental of 2 Temporary Road Ramps and Extend Hose not to exceed \$4,000.00. Discussion. A roll call vote was taken all trustees present voted yes. Motion approved 6-0-0.

**6. Approve the AUP 1- Unit Pricing for Copper Service Lines at \$874.00 per unit.**

A motion was made by Trustee Howard and seconded by Trustee Kim Gipe to approve the unit pricing for copper service lines of \$874.00 to be paid to DPI before work begins. Discussion. A roll call vote was taken. All Trustees present voted yes. Motion approved 6-0-0.

**H. Public Safety – Gerald Howard, Chairman**

**1. Next Meeting** – Wednesday, November 6, 2024, at 6:00 p.m.

**2. Chairman’s Report –**

Chairman Howard discussed the License Plate Readers that were discussed at the last Public Safety Committee Meeting. The discussion will continue at the next meeting, he is requesting that everyone who can make it attend so that they can discuss the Readers,’ the cost and discuss how we can move forward.

**3. Police Department Report**

Chief Summers reviewed the monthly report. He informed the board that the department was awarded a Grant that would cover the cost of two new tasers. Body Cam Grants applications will open again in October, Chief Summers checks daily and will reapply as soon as possible. Discussion.

**I. Economic Development Committee – Collin Hardy, Chairman**

**1. Next Meeting:** Monday, October 21, 2024, at 6:00 p.m.

**2. Chairman’s Report-**

Chairman Hardy discussed items of discussion for the upcoming committee meeting. He also informed the board that they have purchased a few items for decorating the truck for trunk or treat. Discussion.

**J. Treasurer (Sherry Bessert)**

A motion was made by Trustee Hardy and seconded by Trustee Howard to approve Warrant List #18 in the amount of \$52,020.22. No discussion. A roll call vote was taken. All present vote yes. Motion approved 6-0-0.

A motion was made by Trustee Tom Gipe and seconded by Trustee Bean to approve Warrant List #19 GASB Credit Card in the amount of \$2,909.14. No discussion. A roll call vote was taken. All present vote yes. Motion approved 6-0-0.

A motion was made by Trustee Howard and seconded by Trustee Tom Gipe to approve Payroll in the amount of \$28,401.57 for Period Ending September 22, 2024. No discussion. A roll call vote was taken. All Trustees present voted yes. Motion approved 6-0-0.

**K. Clerk's Items –**

Darla thanked the board for the opportunity to attend the IML and discussed the session she attended. She also discussed how Jordan Hartman has been a terrific addition to the office and gave an update on things they have been working on.

**L. Executive Session**

None

**M. Action on Items Arising Out of Executive Session –**

None

**N. Adjournment**

A motion was made by Trustee Determan and seconded by Trustee Hardy to adjourn the meeting. No discussion. A roll call vote was taken. All Trustees present voted yes. Motion approved 6-0-0. The meeting was adjourned at 7:40 p.m.