

Village of Pecatonica Regular Board Meeting
Tuesday, May 20, 2025, at 6:00 p.m.
Village Hall 405 Main Street. Pecatonica, Illinois

1. **Call to Order** – President Collin Hardy called the meeting to order at 6:00 p.m. on Tuesday, May 20, 2025, at Village Hall.
2. **A moment of Silence observed.**
3. **The Pledge of Allegiance to the American Flag was recited**
4. **Roll Call** - A Roll Call was taken. Trustees Bill Determan, Tom Gipe, Tanya Wurtzel and Heather Squires were present. Trustees Kim Gipe and James Green were absent.

Also present: Village President Collin Hardy, Village Treasurer Jordan Hartman, Police Chief Matt Summers, Public Works Director Nick Berry, Village Clerk Darla Stram, Administrative Assistant Nikki Thompson, Village Engineer Jason Stoll, and Village Attorney Dave Kurlinkus

5. **A quorum was established.**
6. **Approve May 1,2025, Special Board Meeting Minutes**

A motion was made by Trustee Determan and seconded by Trustee Tom Gipe to approve May 1, 2025, Special Board Meeting Minutes. No discussion. A roll call vote was taken. All Trustees present voted yes. Motion approved 4-0-2.

Approve May 1,2025, Regular Board Meeting Minutes

A motion was made by Trustee Squires and seconded by Trustee Tom Gipe to approve May 1, 2025, Regular Board Meeting Minutes. No discussion. A roll call vote was taken. All Trustees present voted yes. Motion approved 4-0-2.

7. **Additions/Corrections to the Agenda – None**
8. **Approval of Agenda –**

A motion was made by Trustee Determan and seconded by Trustee Tom Gipe to approve the agenda. No discussion. A roll call vote was taken. All Trustees present voted yes. Motion approved 4-0-2.

9. **Call to the Public –**

Richard Norris and Jack Harweger addressed the Board with concerns about drainage issues due to no curb and gutter by their properties on E 6th Street.

Agenda Items

A. Village President's Items –

1. Committee Assignments – Discussion

- a. Economic Development – Kim Gipe Chairman, Trustees James Green and Heather Squires
- b. Finance – Bill Determan, Chairman, Trustees Kim Gipe and Tanya Wurtzel
- c. Public Safety – Heather Squires, Chairman, Trustees Bill Determan and Tom Gipe
- d. Public Works – Tom Gipe, Chairman, Trustees Tanya Wurtzel and James Green
- e. Liquor Commission- Collin Hardy, Commissioner, Trustees Bill Determan and Heather Squires

2. Discuss Memorial Day Parade

President Hardy invited everyone to ride in the parade to represent the Village. He also let everyone know their shirts are in their desk drawers.

B. Unfinished Business –

1. 2025-05 An Ordinance Adopting Schedule of Meetings of the Village of Pecatonica, Illinois-2nd Reading-

A motion was made by Trustee Wurtzel and seconded by Trustee Squires to approve Ordinance 2025-05, an ordinance adopting schedule of meetings of the Village of Pecatonica. Discussion. A roll call vote was taken Determan no, Tom Gipe no, Wurtzel yes, Squires yes and Hardy yes. Motion Approved 3-2.

C. New Business –

1. 2025-06 An Ordinance Adopting a Policy Prohibiting Sexual Harassment for the Village of Pecatonica-1st Reading-

A motion was made by Trustee Determan and Seconded by Trustee Squires to waive the Rules. No discussion. A roll call vote was taken. All Trustees present voted yes. Motion approved 4-0-2.

A motion was made by Trustee Determan and Seconded by Trustee Wurtzel to approve Ordinance 2025-06, an ordinance adopting a policy prohibiting sexual harassment for the Village of Pecatonica. No discussion. A roll call vote was taken. All Trustees present voted yes. Motion approved 4-0-2.

D. Legal (Attorney Kurlinkus) –

- 1. Attorney Kurlinkus passed out a handout that summarized the training session from our last meeting. Discussion. He also discussed the Statement of Economic Interest that is due at the Winnebago County Clerk's office each May.

E. Finance – Bill Determan, Chairman

1. Chairman's Report –

Chairman Determan reminded the board that at the next Committee of the Whole meeting we will be reviewing the Employee Handbook. The attorneys will be preparing information for the board's review.

2. Discussion and Approval of the Public Works Director's Vacation Time Payout-

A motion was made by Trustee Determan and Seconded by Trustee Wurtzel to approve waiving the rules and allow a payout of vacation time. No discussion. A roll call vote was taken. All Trustees present voted yes. Motion approved 4-0-2.

A motion was made by Trustee Determan and Seconded by Trustee Tom Gipe to approve paying out 80 hours of vacation time with the remainder of the carryover vacation time to be used by July 31, 2025. No Discussion. A roll call vote was taken. All Trustees present voted yes. Motion approved 4-0-2.

F. Planning Commission / Zoning Board

1. Next Meeting: Tuesday, June 24, 2025, at 6:00 p.m.

G. Public Works – Tom Gipe, Chairman

1. Chairman's Report – None

2. Public Works Report –

Nick Reviewed the monthly Report. Discussion.

Nick reviewed the Invoice from DPI and informed the board that this will be on the next warrant list for approval. This was part of the Lead Line Project, however due to a leak it was repaired prior to the start of the project. The Village Engineer will submit this with the final paperwork for approval from the IEPA for reimbursement.

Nick also discussed the Invoices from Autumn Supply for the Signage for the State Champion Girls Basketball, Middle School State Track, and former Wrestling State competition. This was discussed with the previous administration however the invoices were just received.

A motion was made by Trustee Determan and seconded by Trustee Tom Gipe to approve the payment of the Autumn Supply invoices with \$735.00 coming from the Admin Budget and \$2049.60 coming from Economic Development Budget. Discussion. A roll call vote was taken and all Trustees present voted yes motion approved 4-0-2.

3. Discussion and Approval of 2025 Street Project-

A motion was made by Trustee Gipe and Seconded by Trustee Determan to approve the 2025 Street Project in the amount of \$691,531.01. Discussion. A roll call vote was taken and all Trustees present voted yes. Motion approved 4-0-2.

4. Discussion and Approval of Fehr Graham General Engineering Services Agreement-

A motion was made by Trustee Gipe and Seconded by Trustee Determan to approve the Fehr Graham General Engineering Service Agreement. Discussion. A roll call vote was taken and all Trustees present voted yes. Motion approved 4-0-2.

5. Discussion and Approval of Fehr Graham Proposal Engineering Services for 2025 Street Project-

A motion was made by Trustee Gipe and Seconded by Trustee Determan to approve the Fehr Graham Proposal Engineering Service for the 2025 Street Project in the amount of \$30,872.00. Discussion. A roll call vote was taken and all Trustees present voted yes. Motion approved 4-0-2.

6. Engineer's Report –

Jason gave an update on the punch list for the Lead Service Replacement project. This project should be wrapped up this month. He also discussed the Well House and Well #3 project. The final payment request will be presented at the Committee meeting.

H. Public Safety –

1. Chairman's Report – None

2. Police Department Report –

Chief Summers informed the board that at the next Committee of the Whole he will be going over priorities for the next Fiscal Year.

I. Economic Development Committee

1. Next Meeting: Monday, June 9, 2025, at 6:00 p.m.

2. Chairman's Report –

3. Approve Street Closure Request for July 19, 2025, and Donation in the Amount of \$400.00 to the American Legion Post 197-.

A motion was made by Trustee Determan and seconded by Trustee Wurtzel to approve the Street Closure for the American Legion and to have the Legion come back to the next Economic Development Committee Meeting to discuss the donation in more detail. Discussion. A roll call vote was taken. All trustees present voted yes. Motion approved 4-0-2.

4. Approve Donation to the Pecatonica Public Library in the Amount of \$300.00 for the Summer Reading Program-

A motion was made by Trustee Determan and seconded by Trustee Gipe to approve the donation in the amount of \$300.00 to the Pecatonica Public Library. Discussion. A roll call vote was taken. All trustees present voted yes. Motion approved 4-0-2.

5. Approve Recommendation for the Business Grant Award-

A motion was made by Trustee Wurtzel and seconded by Trustee Squires to award a matching grant in the amount of \$2500.00 to MR.BB for improvements at 315 Main Street. Discussion. A roll call vote was taken. All trustees present voted yes. Motion approved 4-0-2.

A motion was made by Trustee Determan and seconded by Trustee Gipe to award a matching grant in the amount of \$2500.00 to Green Light Floral for improvements at 315 Main Street. Discussion. A roll call vote was taken. Determan yes, Gipe yes, Squires no, Wurtzel no and Hardy yes. Motion failed 3-2-2. This will come back to the next Regular Board Meeting.

A motion was made by Trustee Determan and seconded by Trustee Wurtzel to award a matching grant in the amount of \$2500.00 to The Pecatonica Playhouse for improvements at 232 W 3rd Street. Discussion. A roll call vote was taken. All trustees present voted yes. Motion approved 4-0-2.

A motion was made by Trustee Squires and seconded by Trustee Wurtzel to award a matching grant in the amount of \$2500.00 to St. John's Church for improvements at 1301 Jackson Street. Discussion. A roll call vote was taken. All trustees present voted yes. Motion approved 4-0-2.

A motion was made by Trustee Determan and seconded by Trustee Gipe to award a matching grant in the amount of \$2500.00 to The Bicycle Hub LLC for improvements at 223 Main Street. Discussion. A roll call vote was taken. Squires no, Wurtzel no, Determan yes, Gipe yes and Hardy yes. Motion failed 3-2-2. This will come back to the next Regular Board Meeting.

J. Treasurer (Jordan Hartman) –

Jordan gave an update on the audit process and reviewed the timeline for upcoming meetings. The Appropriation ordinance should be completed in the next couple of days and then she will be moving on to bank reconciliation.

1. A motion was made by Trustee Wurtzel and seconded by Trustee Squires to approve Warrant List #41 Regular Board April 2025 Invoices, in the amount of \$12,893.44. No discussion. A roll call vote was taken. All Trustees present voted yes. Motion approved 4-0-2.
2. A motion was made by Trustee Determan and seconded by Trustee Squires to approve Warrant List #42 Regular Board May 20, 2025, in the amount of \$32,584.91. No discussion. A roll call vote was taken. All Trustees present voted yes. Motion approved 4-0-2.
3. A motion was made by Trustee Tom Gipe and seconded by Trustee Determan to approve the Payroll for the Period Ending May 4, 2025, in the amount of \$30,217.68. No discussion. A roll call vote was taken. All Trustees voted yes. Motion approved 4-0-2.

K. Clerk's Items – (Darla Stram) – None

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 Tom Gipe to adjourn the meeting. No discussion. All in favor. The meeting was adjourned at 7:32 p.m.