

Committee of the Whole Meeting
Tuesday, October 7, 2025, at 6:00 p.m.
Village Hall 405 Main St. Pecatonica, Illinois

1. **Call to Order** – The meeting called to order by Village President Collin Hardy at 6:00 p.m.
2. **Moment of Silence.**
3. **Pledge of Allegiance.**
4. **Roll call** -. Trustees Bill Determan, Tanya Wurtzel, Heather Squires, Tom Gipe, and Kim Gipe were present. Trustee James Green was absent.

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

5. **Establishment of a Quorum.**
6. **Additions/Corrections to the Agenda**- None
7. **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 5-0-1.
8. **Call to the Public** – None

Agenda Items

A. Village President’s Items

1. **Discussion and Waiver of Lien at 402 E 13th Street**- Discussion was held regarding the two old liens on property. Options of how to proceed were discussed and will be decided on at the board meeting.
2. **Discussion on Toys from Santa at Christmas Event**- Trustee Wurtzel discussed the possibility of donation of toys for the Christmas Event. The Women’s club and PTO plan to combine the Santa’s Workshop Event and the Christmas Walk. This will now be held as one event at the middle school. Discussion was held regarding the number of toys needed and the amount the board is willing to donate. Tabled for the next meeting.
3. **Discuss Downtown Maintenance (weeds, flowers, and Flags)**- Trustee Wurtzel brought up concerns with tattered flags and empty planters along main street. She also brought attention to the weeds at 4th and main.

B. Legal (Attorney Kurlinkus)

1. Attorney has two items to discuss under C.2. and D.3.

C. Finance (Liaison Determan)

1. **Liaison Report** – None.

2. **Discussion of Final Review of Revisions to the Employee Handbook and Recommendation to the Full Board**-Handouts were given out from Liaison Determan and Attorney Kurlinkus with bullet points regarding the Employee Handbook Review. A discussion was held. Attorney Kurlinkus to review needed corrections and bring them back to next meeting.
3. **Update on Audit**-Treasurer Hartman updated that Sikich is actively working on the Bank Reconciliation. Sikich will provide us with an update in a few weeks.

D. Public Safety (Liaison Squires)

1. **Liaison Report**- None.
2. **Police Department Monthly Report (Matt Summers)** – Reviewed his report.
3. **Discuss Parking Ordinance**-Attorney Kurlinkus provided the board with a copy of a draft ordinance which included requirements of parking on a solid surface. He also added the penalty provision to include fines.

E. Public Works (Liaison Tom Gipe)

1. **Liaison Report** – None.
2. **Public Works Monthly Report (Nick Berry)** – Reviewed his monthly report.
3. **Engineer's Report** – Jason informed the board that DPI has started construction on Street Project. There have been no issues so far and the first curbs are being poured tomorrow.

F. Economic Development (Chairman Kim Gipe)

1. **Next meeting: Tuesday, October 14, 2025, at 6:00 p.m.**
2. **Chairman's Report**- None.

G. Executive Session – None.

H. Action Arising out of Executive Session – None.

I. Adjournment - A motion was made by Trustee Determan and seconded by Trustee Kim Gipe to adjourn the meeting. No discussion. All in favor. The meeting was adjourned at 7:26 p.m.