

**Village of Pecatonica Regular Board Meeting**  
**Tuesday, November 16, 2021 at 6:30 p.m.**  
**Village Hall 405 Main Street. Pecatonica, Illinois**

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1. **Call to Order** - Village President Bill Smull called the meeting to order at 6:31 p.m. on Tuesday, November 16, 2021 at Village Hall.

As Village President, I have determined that due to the COVID-19 Pandemic in-person meetings as of this date is not prudent. I base that determination on the following metrics and information:

1. The number of COVID-19 cases in Winnebago County per 100,000 persons over the last 7 days as of Saturday, November 13, 2021 is has increased to 403.1;
2. The COVID positivity rate in Winnebago County for those being tested is 8.47%;
3. The percentage of fully vaccinated persons in Winnebago County is only 52.4%;
4. The Delta Variant of COVID-19 is extremely transmittable and contagious, especially for unvaccinated persons; and
5. The Winnebago County Health Department and Center for Disease Control have determined that based on the current metrics regarding COVID-19 Winnebago County is currently at high risk of transmission of the virus.

2. **Silent moment observed.**

3. **The Pledge of Allegiance to the American Flag.**

4. **Roll call** – Trustees Determan, Wilke, Doty, Gipe, Heister and Howard were present.

Also present were Village President Bill Smull, Village Clerk Gwenn Shirley, Engineer Derek Thompson, Village Treasurer Bernie Mrugala. Public Works Director Nick Berry and Police Chief Bob Smith. Attorney Doug Henry attended virtually.

5. **A quorum was established.**

6. **Approve October 7, 2021 Special Board Meeting Minutes-**

A motion was made by Trustee Howard and seconded by Trustee Gipe to approve the October 7, 2021 Special Board meeting minutes. Discussion. A roll call vote was taken. All Trustees voted yes. Motion approved 6-0-0.

- Approve October 19, 2021 Regular Board Meeting Minutes-**

A motion was made by Trustee Heister and seconded by Trustee Howard to approve the October 19, 2021 Regular Board meeting minutes. Discussion. A roll call vote was taken. Trustees Doty, Gipe, Howard and Determan voted yes. Trustees Wilke and Heister abstained. Motion approved 4-0-2.

- Approve October 28, 2021 Special Board Meeting Minutes –**

A motion was made by Trustee Heister and seconded by Trustee Gipe to approve the October 28, 2021 Special Board meeting minutes. Discussion. A roll call vote was taken. All Trustees voted yes. Motion approved 6-0-0.

7. **Additions/Corrections to the Agenda** – None.

8. **Approval of Agenda** –

A motion was made by Trustee Determan and seconded by Trustee Howard to approve the agenda as presented. Discussion. A roll call vote was taken. All Trustees voted yes. Motion approved 6-0-0.

9. **Call to the Public-** No letters were received in the drop box, no emails were received and no one was present.

### **Agenda Items**

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#### **A. Village President-**

1. **Approve Illinois Counties Risk Management Trust Insurance Program Renewal Proposal** – Bethany Kleiner, Sales Executive for Dimond Bros. Insurance, LLC presented to the Board an overview of the renewal proposal. The Board reviewed the areas that reflected an increase in the premium.

A motion was made by Trustee Wilke and seconded by Trustee Determan to approve the Illinois Counties Risk Management Trust Insurance Program Renewal Proposal with an annual premium cost of \$80,826.00. Discussion. A roll call vote was taken. All Trustees voted yes. Motion approved 6-0-0.

2. **Contractors Currently Performing Work for the Village of Pecatonica-**

Kelsey Excavating is continuing to work on the water system project in addition to the street improvements and Bennett Construction is progressing very well on the well house project.

3. **Update on COVID-19** – President Smull stated that if the need arises to disinfect any or all of our facilities we now have the equipment to take care of this instead of contracting out. Two machines were purchased and one is here at Village Hall and the other one is located at Public Works which has been used already.

4. **Status Update on 3123 N. Pecatonica Road, Pecatonica, Illinois** - Mike Woldman, Vice President for INCommercial Property Group provided Board members with an update on 3123 N. Pecatonica Road. Three potential sales should close within the next 60/90 days on two retail and one service oriented businesses, Six bids were just opened for sewer, water and road work that will be shared with the Board at the next meeting. They are currently being reviewed by IMEG Engineering and the site should be prepped by the end of the first quarter in 2022. We are continuing to meet bi-weekly with President Smull and Trustee Wilke and we are continuing our marketing efforts.

5. **Discuss Business District Revenue** – President Smull stated that we have received around \$15,000 so far and there is a line on the financials that specifically tracks this revenue. These funds can be used for road work within the business district only. Treasurer Mrugala stated that our total income next year should be about \$96,000 and possibly more taking in consideration more retail business coming to the village.

6. **Approve Installation of Warning Sign at 8<sup>th</sup> Street and Jackson** – President Smull stated Public Works Director Berry brought to his attention that a homeowner that has an autistic child requested to have a warning sign installed at 8<sup>th</sup> and Jackson. There will need to be three signs installed. The Trustees were in agreement to have Attorney Henry prepare an ordinance to allow for this and for Director Berry to order the signs.

#### **B. Unfinished Business –**

1. **2021-42 An Ordinance for the Levy and Assessment of Taxes for the Village of Pecatonica, in the County of Winnebago and State of Illinois for Fiscal Year 2022-2023 – 2<sup>nd</sup> Reading**

A motion was made by Trustee Determan and seconded by Trustee Howard to approve Ordinance 2021-42. Discussion. A roll call vote was taken. All Trustees voted yes. Motion approved 6-0-0.

**C. New Business -**

**1. 2021-46 An Ordinance Continuing the Declaration of a Local State of Emergency in the Village of Pecatonica, Illinois-1<sup>st</sup> Reading**

A motion was made by Trustee Determan and seconded by Trustee Howard to suspend the rules to approve Ordinance 2021-46. Discussion. A roll call vote was taken. All Trustees voted yes. Motion approved 6-0-0.

A motion was made by Trustee Determan and seconded by Trustee Wilke to approve Ordinance 2021-46. Discussion. A roll call vote was taken. Trustees Determan, Wilke and Howard voted yes. Trustees Doty, Gipe and Heister voted no. President Smull voted yes. . Motion approved 4-3-0.

**D. Legal (Attorney Henry) –**

**1. Update on Properties that are in Disrepair –Attorney Henry stated –**

- 103 W. 1<sup>st</sup> is now in compliance,
- 226 E. 4<sup>th</sup> a notice was sent by my office on October 21, 2021 giving the property owner 30 days to demolish an accessory structure, and outlined potential fines that could be incurred if the structure was not demolished. Will have a follow up report at the first meeting in December as the 30 days have not expired yet.
- 918 Jackson a notice was sent by my office on October 21, 2021 giving the property owner 30 days to demolish the main structure and outlined potential fines that could be incurred if the structure was not demolished. Will have a follow up report at the first meeting in December as the 30 days have not expired yet.
- 112 W. 4<sup>th</sup> has been in foreclosure for quite some time and it is scheduled for court on November 18, 2021 to approve the sale and once that is determined the new owner will be contacted to bring the property into compliance.

**E. Finance (Liaison Determan)**

- 1. Liaison Report –** Liaison Determan stated that based on the current financials that were sent out this month we are currently at the end of our first six months of this fiscal year and the vast majority of the accounts are at or below the 50% mark which means that we are right on budget

**F. Planning Commission/Zoning Board**

- 1. Next Meeting: Thursday, December 9, 2021 at 6:00 p.m.**

**G. Public Works (Liaison Howard)**

- 1. Liaison Report –** Liaison Howard stated that the equipment is ready for the first snow also one of the vehicles the plow does not have height adjustment which can be expensive to purchase and due to the current conditions of our streets I have asked the Public Works Director to get a some prices on this part.

2. **Public Works Monthly Report-** Director Berry reviewed the monthly report. The fine screen replacement was quoted to cost \$8,700 and we were only invoiced \$6,570. The clarifier repair was quoted at \$18,500 and the actual invoice was for \$4,570.00. We have an allowance of 300 ton of salt we took 200 ton for now which leave us with another 100 ton that we can take at a later date and the camera system should be completed by next week.

3. **Approve Engineer’s Payment Request No. 3 in the amount of \$30,576.25 to Fehr Graham on the project known as Pecatonica Water System Improvements –**

A motion was made by Trustee Gipe and seconded by Trustee Determan to approve Engineer’s payment request No. 3 in the amount of \$30,576.25 to Fehr Graham. Discussion. A roll call vote was taken. All Trustees voted yes. Motion approved 6-0-0.

**Engineer Report –** Engineer Thompson reported that Kelsey Excavating will be paving roads this Thursday and Friday and Bennett should have the Well House and Well #3 operational in January 2022.

**H. Public Safety (Liaison Heister)**

1. **Liaison Report –** Trustee Heister will be looking into a solar operated speed sign.
2. **Police Department Monthly Report-** Police Chief Smith reviewed the monthly report. About \$1,000 in repairs were performed on the pickup truck and the breathalyzer needs about \$1,000 in repairs and not sure at this time if it can be justified as there are other options available. President Smull stated that he would like to recognize the two officers that saved a life in Seward and Chief Smith will provide the details.

**I. Economic Development Committee (Chairman Wilke)**

1. **Next Meeting: Monday, December 13, 2021 at 6:00 p.m.**

Chairman Wilke reported that the Mayor of Assumption gave a wonderful presentation of the activities and programs that they currently have in their community. A thank-you to the Public Works Department for the installation of the memorial plaques.

**J. Treasurer (Bernie Mrugala)**

1.

Warrant List #881 November 4, 2021	\$ 62,865.54
Warrant List #882 November 16, 2021	\$ 82,544.46
Warrant List #883 September and October 2021 Credit Cards	\$ 6,713.09
Total	\$ 152,123.09

A motion was made by Trustee Wilke and seconded by Trustee Determan to approve the warrant list in the amount of \$152,123.09. Discussion. Trustees Doty, Heister, Howard, Determan and Wilke voted yes. Trustee Gipe voted no. Motion approved 5-1-0.

Payroll for Period Ending October 24, 2021	\$24,291.64
Payroll for Period Ending November 7, 2021	\$25,066.16
Total	\$49,357.80

A motion was made by Trustee Heister and seconded by Trustee Howard to approve the payroll total of \$49,357.80. Discussion. A roll call vote was taken. All Trustees voted yes. Motion approved 6-0-0.

**K. Clerk's Items (Gwenn Shirley) - No report.**

**L. Executive Session – None.**

**M. Adjournment –**

A motion was made by Trustee Wilke and seconded by Trustee Howard to adjourn. All Trustees voted aye. Motion approved 6-0-0. Meeting adjourned at 7:41 p.m.