

**Village of Pecatonica Regular Board Meeting**  
**Tuesday, June 20, 2023 at 6:30 p.m.**  
**Village Hall 405 Main Street. Pecatonica, Illinois**

---

1. **Call to Order** - President Tom Heister called the meeting to order at 6:30 p.m. on Tuesday, June 20, 2023, at Village Hall.
2. **Silent moment observed.**
3. **The Pledge of Allegiance to the American Flag was recited**
4. **Roll call** – Trustees Bill Determan, Kim Gipe, Kathy Doty, Collin Hardy, Tom Gipe and Gerald Howard were present.

Also present: Clerk Gwenn Shirley, Engineer Jason Stoll, Public Works Director Nick Berry, Police Chief Matt Summers, Treasurer Bernie Mrugala and Attorney Doug Henry.

5. **A quorum was established.**
6. **Additions/Corrections to the Agenda** – None.
7. **Approval of Agenda** –

A motion was made by Trustee Gipe 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.

8. **Call to the Public-**

Rich Backeberg owner of The Bicycle Hub stated that he would like to work with the Village to provide some bicycle racks on Main Street and he would be able to provide the racks at the wholesale cost. I have received positive feedback and support from Pecatonica since the Bicycle Hub opened for business. Would like to help in any way to provide assistance. President Heister stated that this would be better addressed at either Public Works or the Economic Development Committee.

**Agenda Items**

---

- A. **Village President-**

1. **Contractors Currently Performing Work for the Village of Pecatonica-** President Heister stated that Well House #3 is the only project being worked on at this time.

- B. **Unfinished Business** –

1. **Ordinance 2023-06 Ordinance Adopting the Village of Pecatonica Voluntary Sidewalk Replacement Program – 2<sup>nd</sup> Reading**

A motion was made by Trustee Howard and seconded by Trustee Determan to approve Ordinance 2023-06

Ordinance adopting the Village of Pecatonica Voluntary Sidewalk Replacement Program. There was no discussion. A roll call vote was taken. Trustees Kim Gipe, Doty, Hardy, Tom Gipe, Howard, and Determan voted yes. Motion approved 6-0-0.

**2. Ordinance 2023-07 An Ordinance to Supplement the Appropriation Ordinance for Fiscal Year 2022-2023 for the Village of Pecatonica, Illinois (First Supplemental) - 2<sup>nd</sup> Reading**

A motion was made by Trustee Determan and seconded by Trustee Howard to approve Ordinance 2023-07 An Ordinance to Supplement the Appropriation Ordinance for Fiscal Year 2022-2023 for the Village of Pecatonica, Illinois (First Supplemental). There was no discussion. A roll call vote was taken. Trustees Doty, Hardy, Tom Gipe, Howard, Determan and Kim Gipe voted yes. Motion approved 6-0-0.

**C. New Business –**

**1. Ordinance 2023-08 Ordinance Amending Village of Pecatonica Credit Card Policy- 1<sup>st</sup> Reading**

A motion was made by Trustee Determan and seconded by Trustee Howard to waive the rules to approve Ordinance 2023-08 Ordinance amending Village of Pecatonica Credit Card Policy. There was no discussion. A roll call vote was taken. Trustees Hardy, Tom Gipe, Howard, Determan, Kim Gipe and Doty voted yes. Motion approved 6-0-0.

A motion was made by Trustee Determan and seconded by Trustee Tom Gipe to approve Ordinance 2023-08 Ordinance amending Village of Pecatonica Credit Card Policy. There was no discussion. A roll call vote was taken. Trustees Tom Gipe, Howard, Determan, Kim Gipe, Doty and Hardy voted yes. Motion approved 6-0-0.

**2. Ordinance 2023-09 An Ordinance Provided for the Appropriation of Funds for the Operation of the Village of Pecatonica in the County of Winnebago and State of Illinois for the Fiscal Year Beginning May 1, 2023 and Ending April 30, 2024- 1<sup>st</sup> Reading**

A motion was made by Trustee Determan and seconded by Trustee Howard to waive the rules to approve Ordinance 2023-09 An Ordinance Provided for the Appropriation of Funds for the Operation of the Village of Pecatonica in the County of Winnebago and State of Illinois for the Fiscal Year Beginning May 1, 2023 and Ending April 30, 2024. There was no discussion. A roll call vote was taken. Trustees Howard, Determan, Kim Gipe, Doty, Hardy and Tom Gipe voted yes. Motion approved 6-0-0.

A motion was made by Trustee Determan and seconded by Trustee Gipe to approve Ordinance 2023-09 An Ordinance Provided for the Appropriation of Funds for the Operation of the Village of Pecatonica in the County of Winnebago and State of Illinois for the Fiscal Year Beginning May 1, 2023 and Ending April 30, 2024. There was no discussion. A roll call vote was taken. Trustees Determan, Kim Gipe, Doty, Hardy, Tom Gipe and Howard voted yes. Motion approved 6-0-0.

**D. Legal (Attorney Henry) – Nothing to report.**

**E. Finance (Chairman Determan)**

- 1. Next meeting:** Tuesday, July 11, 2023 at 6:30 p.m.
2. Approve First Amendment to Fiscal Year 2023 Budget in the amount of \$210,128.14

Trustee Determan stated that this is accounting for the ARPA funds that were received in Fiscal year 2023. A motion was made by Trustee Howard and seconded by Trustee Determan to approve the First Amendment to Fiscal Year 2023 Budget in the amount of \$210,128.14. There was no discussion. A roll call vote was taken. Trustees Kim Gipe, Doty, Hardy, Tom Gipe, Howard and Determan voted yes. Motion approved 6-0-0.

3. Approve Write-offs of Inactive Accounts for the amount of \$11,296.43 – Trustee Howard made a motion to table until the next meeting.
4. **Chairman Report** – Trustee Determan stated that progress is being made on reviewing the purchasing policy.

**F. Planning Commission/Zoning Board**

1. **Next meeting:** Thursday, July 13, 2023 at 6:00 p.m.

**G. Public Works (Chairman Gipe)**

1. **Next meeting:** Monday, June 26, 2023 at 6:00 p.m.
2. **Chairman Report** – No report.
3. **Approve Paint Colors for Water Tower Rehabilitation Project** – President Heister stated the suggested colors for the water tower were included in the packets. If anyone has suggestions for some different colors be sure to attend the next Public Works meeting to share with the committee. Engineer Stoll stated that a final decision will need to be made by the July 18, 2023 meeting.
4. **Approve Sewer Usage Adjustment of \$7,000.00 for the next twelve months to Account 001-01791-00**

President Heister stated that over time a local business started using more of the Village water and not all of the water goes down the sewer. This issue was presented at the Public Works meeting. The business has a process in place that measures how much water is used for cooling, dumped into the river, used for their product and what comes back to our treatment plant. They were billed for everything for many months. They were not overcharged as we bill for all water that goes through the meter. Once it was brought to our attention, the numbers were reviewed and this is the amount of what the adjustment should be. This adjustment will be for the next twelve months and they will be billed accordingly using their readings going forward. Trustee Howard made a motion and Trustee Determan seconded to approve sewage usage adjustment of \$7,000.00 for the next twelve months to account 001-01791-00. Treasurer Mrugala suggested that this be adjusted so that all credits will be in this fiscal year and there would be no carry over to the next year. Instead of \$7,000.00 for twelve months it will be \$8,400.00 for the next ten months. Attorney Henry stated that this will need to be approved by an ordinance which he will prepare. Trustee Howard withdrew his motion and Trustee Determan withdrew his second as this will be voted on when the ordinance is presented.

5. **Public Works Monthly Report-** Nick reviewed the May 2023 report and there were no questions.
6. **Engineer Report** – Jason reported that we are a couple weeks away from starting the Water Tower Rehab project as crews will be arriving the first week of July. The tank should be completely empty by the end of July and the project should be completed by the end of October. Design plans and specifications are complete for the 3<sup>rd</sup> street project and they will be presented at the June 26, 2023 Public Works committee meeting.

**H. Public Safety (Chairman Howard)**

1. **Next meeting:** Wednesday, July 5, 2023 at 6:00 p.m.
2. **Chairman Report** – Trustee Howard reported that the committee discussed having a crosswalk at Jackson/6<sup>th</sup> Street, new squad still being detailed, new 10 minute parking signs at the corner of 4<sup>th</sup> street for the parking issues and will forward information to Attorney Henry to prepare the ordinance for the next meeting.
3. **Police Department Report-** Matt reported will work on providing Attorney information that is needed for new parking signs, will provide a list of items for disposal to Public Safety committee for approval, camera grant was submitted last week, a new part-time officer was hired and currently advertising for a full-time officer.

**I. Economic Development Committee (Chairman Doty) –**

1. **Next Meeting: Monday, July 10, 2023 at 6:00 p.m.**
2. **Chairman Report** – Trustee Doty reported that the committee approved a \$500 donation to be used toward insurance coverage for the Cars on Main event and the Committee reviewed the business grant applications and approved to send to the Board for final approval.
3. **Approve Recommendations for Business Grant Awards –**

A motion was made by Trustee Doty and seconded by Trustee Howard to approve a \$2,500.00 business grant to Winnebago County Fair Association for concrete work by building J. Trustee Doty stated that the total cost of the project is \$8,248.00. Board members reviewed the application and there was no discussion. A roll call vote was taken. Trustees Doty, Hardy, Tom Gipe, Howard, Determan, and Kim Gipe voted yes. Motion approved 6-0-0.

A motion was made by Trustee Doty and seconded by Trustee Howard to approve a \$2,500.00 business grant to Iron Skulls Motorcycle Association for reshaping of existing stone drive. Trustee Doty shared with Board members that Iron Skulls has donated funds the school district and the total cost of the project is \$6,040.00. Board members reviewed the application and there was no discussion. A roll call vote was taken. Trustees Hardy, Tom Gipe, Howard, Determan, Kim Gipe and Doty. Motion approved 6-0-0.

Trustee Doty stated that the Committee agreed that since the third applicant was not present the application will be reviewed at the July 10, 2023 meeting and the next movie in the park will be on June 24, 2023. President Heister announced that the Sports Association will host a tournament on July 8<sup>th</sup> and 9<sup>th</sup>, 2023 in addition to the Fair Grounds having a Monster Truck event in July.

**J. Treasurer (Bernie Mrugala)**

1. A motion was made by Trustee Howard and seconded by Trustee Determan to approve warrant list #959 in the amount of \$ 37,880.10. There was no discussion. A roll call vote was taken. Trustees Tom Gipe, Howard, Determan, Kim Gipe, Doty and Hardy voted yes. Motion approved 6-0-0.

A motion was made by Trustee Determan and seconded by Trustee Howard to approve warrant list #960 in the amount of \$60,609.56. There was no discussion. A roll call vote was taken. Trustees Howard, Determan, Kim Gipe, Doty, Hardy and Tom Gipe voted yes. Motion approved 6-0-0.

A motion was made by Trustee Doty and seconded by Trustee Determan to approve warrant list #961 in the amount of \$1,461.88. There was no discussion. A roll call vote was taken. Trustees Determan, Kim Gipe, Doty, Hardy, Tom Gipe, and Howard voted yes. Motion approved 6-0-0.

A motion was made by Trustee Howard and seconded by Trustee Gipe to approve warrant list #962 in the amount of \$126,764.85. President Heister stated this is the loan payment for the treatment plant. There was no discussion. A roll call vote was taken. Trustees Kim Gipe, Doty, Hardy, Tom Gipe, Howard and Determan voted yes. Motion approved 6-0-0.

A motion was made by Trustee Gipe and seconded by Trustee Howard to approve the payroll total of \$27,822.28. Discussion. A roll call vote was taken. Trustees Doty, Hardy, Tom Gipe, Howard, Determan and Kim Gipe voted yes. Motion approved 6-0-0.

A motion was made by Trustee Howard and seconded by Trustee Determan to approve the payroll total of \$28,146.87. Discussion. A roll call vote was taken. Trustees Hardy, Tom Gipe, Howard, Determan, Kim Gipe and Doty voted yes. Motion approved 6-0-0.

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

**L. Executive Session – None.**

**1. Action on Items Arising out of Executive Session- None**

**M. Adjournment –**

A motion was made by Trustee Howard and seconded by Trustee Doty to adjourn. All Trustees voted aye. Motion approved 6-0-0. Meeting adjourned at 7:20 p.m.