

Village of Pecatonica Regular Board Meeting
Thursday, November 3, 2022, 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 Thursday, October 6, 2022, at Village Hall.
2. **Silent moment observed.**
3. **The Pledge of Allegiance to the American Flag was recited**
4. **Roll call** – Trustees Bill Determan, Marilyn Wilke, Kathy Doty, Tom Gipe, and Gerald Howard were present.

Also present: Clerk Gwenn Shirley, Public Works Director Nick Berry, Engineer Mick Gronewold, Bernie Mrugala, Treasurer, Tom Green, Attorney.
5. **A quorum was established.**
6. **Additions/Corrections to the Agenda** – Discussion on approving of bid to Kirby Cable Service for the HydroVac under 4A.
7. **Approval of Agenda** – A motion was made by Trustee Determan and seconded by Trustee Howard to approve the agenda as amended. All Trustees voted yes. Motion approved. 5-0-0
8. **Call to the Public**- None

Agenda Items

- A. **Village President-**
 1. **Contractors Currently Performing Work for the Village of Pecatonica** – Bennett Construction at Well House.
 2. **Appointment of Pecatonica Commercial Development Ad Hoc Committee**- After discussion this was rescinded.
 3. **Discuss Illinois Counties Risk Management Trust Insurance Program Renewal Proposal** – The Village received the renewal information. The board is to review the information and bring questions back to the next meeting. Bethany Kliner will be here to review and answer any questions they may have. Our policy ends November 30th.
 4. **Discuss Audit for Credit Cards, Debit Cards, and Inventory**- The board discussed issues with Credit Cards that have been flagged by the auditors the last three years. Some of the issues discussed were sales tax being charged, and proper documentation being on file in the office when the purchase is made. Trustee Determan suggested that we look at how many people have cards and what the limits are. Bill made a suggestion that the finance committee look at our credit cards. Trustee Wilke asked that the auditors bring examples to the next meeting on what they are flagging us on. Receipts should be a requirement for people to turn in to see exactly what is being bought. An inventory audit should also be done to make sure we are not buying items we already have.

A motion was made by Trustee Wilke motioned and seconded by Trustee Howard to have the auditors do a special audit of the credit card issues and bring the findings to the next meeting. Discussion. All Trustees voted yes. Motion approved. 5-0-0.

B. Unfinished Business – none

C. New Business – none

D. Legal (Attorney Doug Henry)

1. Nothing to report.

E. Finance- Chairman Bill Determan

1. **Next meeting:** Tuesday, November 8, 2022, at 7:00pm.
2. **Chairman Report** – Trustee Determan discussed the reports Bernie had sent out regarding the village finances. He then reviewed the status of the Covid money that has been allocated and what is remaining. The Levy will be ready for review at the December 2, 2023, meeting. The auditors will be at the next meeting to go over their findings.

F. Planning Commission/Zoning Board

1. **Next meeting:** Thursday, November 10, 2022, at 6:00 p.m.

G. Public Works (Chairman Tom Gipe)

1. **Next meeting:** Thursday, November 17, 2022, at 6:30 p.m.
2. **Chairman's Report**-The committee is working on the Main Street drainage project, this will be a three-step process. Step one to clean out bridges and culvers. Step two is to do tree grubbing. Step three would be cutting and reshaping that waterway. There is a grant (section 319) we can get to subsidize some of the funding. A permit will be required and submitted to the IEPA. It's called a joint permit application.
3. **Public Works Report** – Nick discussed October report. Water loss trending down. Public works is busy cleaning streets and getting ready for winter. Hydrants were flushed today.
4. **Award Contract for Water Tower Rehabilitation Project**- The board reviewed the 5 bids that they received. The low bid was from Jetco. We have done business with Jetco in the past and were happy. \$847,559. IEPA awarding the dollars is needed. Principal forgiveness from IEPA. 50% forgiveness.

A motion was made to approve Jetco contract in the amount of \$847,559 contingent on getting the IEPA funding to be done in 2023 by Trustee Wilke and seconded by Trustee Howard. Discussion. All Trustees voted yes. Motion approved. 5-0-0

- a. **Approval of Kirby Cable to use HydroVac service-** The board reviewed the quote from Kirby Cable to locate the gas lines that are in the ditch line on Main Street. Discussion

A motion was made by Trustee Howard and seconded by Trustee Wilke to approve Kirby Cable to use HydroVac to locate the gas main to not exceed \$4,500. Discussion. All Trustees voted yes. Motion approved. 6-0-0

5. **Approve Engineer's Pay Request No 9 in the amount of \$292,534.64 to Bennett Construction Inc for the project known as Pecatonica Well House.**

A motion was made by Trustee Howard and seconded by Trustee Determan to approve Pay Request # 9 in the amount of \$292,534.64 to Bennett Construction Inc for the project known as Pecatonica Well House. Discussion. A roll call vote was taken. All Trustees voted yes. Motion approved 6-0-0.

6. **Engineer's Report- None**

H. **Public Safety (Chairman Marilyn Wilke)**

1. **Next meeting:** Wednesday, November 9, 2022, at 6:00pm.
2. **Chairman Report** – We are currently on-boarding new part-time officer. We are working with the surrounding municipalities for help regarding finding a new police chief. These resources can save us from hiring a search firm.
3. **Police Department Report-** None.

I. **Economic Development Committee (Chairman Tom Heister)**

1. **Next Meeting:** Saturday, November 19, 2022, at 10:00am
2. **Chairman Report** – The committee is having a special meeting to walk around and visit the local businesses. We want to get going putting together the Welcome Packets for new residents. We need to work on creating a new business listing since some have changed over the year. This will help promote our local businesses. The feedback is very positive!

J. **Treasurer (Bernie Mrugala)**

| | |
|------------------------------------|-------------|
| Warrant List #928 November 3, 2022 | \$49,079.00 |
|------------------------------------|-------------|

A motion was made by Trustee Wilke and seconded by Trustee Determan to approve warrant list #928, in the amount of \$49,079.00. Discussion. A roll call vote was taken. All Trustees voted yes. Motion approved 6-0-0.

| | |
|--|-------------|
| Payroll for Period Ending October 23, 2022 | \$27,886.60 |
|--|-------------|

A motion was made by Trustee Howard and seconded by Trustee Determan to approve the payroll total of \$27,886.60. Discussion. A roll call vote was taken. All Trustees voted yes. Motion approved 6-0-0.

K. **Clerk's Items (Gwenn Shirley) - None**

L. Executive Session – none.

M. Action on Items Arising out of Executive Session- none.

N. Adjournment –

A motion was made by Trustee Wilke and seconded by Trustee Howard to adjourn. All Trustees voted aye. Motion approved 6-0-0. The meeting adjourned at 8:02 p.m.