

Village of Pecatonica Regular Board Meeting
Tuesday, December 20,2022 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 Tuesday, December 20, 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, Tom Gipe, and Gerald Howard. were present. Trustee Kathy Doty was absent.

Also present: Clerk Gwenn Shirley, Engineer Mick Gronewold, Public Works Director Nick Berry, 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. All Trustees voted yes. Motion approved. 5-0-1.
8. **Call to the Public**- None

Agenda Items

A. Village President-

1. **Contractors Currently Performing Work for the Village of Pecatonica**- President Heister stated that the Well House is the only project being worked on at this time as the Contractor is still waiting on some parts.

- B. 1. Unfinished Business** – 2022-28 An Ordinance for the Levy and Assessment of Taxes for the Village of Pecatonica in the County of Winnebago and the State of Illinois for Fiscal Year 2022-2023 – 2nd Reading.

A motion was made by Trustee Determan and seconded by Trustee Howard to approve Ordinance 2022-28. Roll call vote taken. Discussion. All Trustees voted yes. Motion approved. 5-0-1.

C. New Business – none

- D. Legal (Attorney Henry)** – Nothing to report. Attorney Henry wished everyone a Merry Christmas and Happy New year.

E. Finance- Chairman Bill Determan

1. **Next meeting:** Tuesday, January 10, 2023 at 6:30 p.m.

2. **Chairman Report** – Discussed the tax levy. Copy of timeline schedule handed out regarding budget and appropriation process, Bernie is working on a projected income to base the new budget on, Working on getting projected items to the committee in January and templates will be given out to the committee and department heads. Pay raises will need to be discussed and adopted in January, executive session is used if you need to talk about one employee's salary but not a class of employees, percentages were discussed of 5%, 6.5% and 7.2% pay raises and a breakdown report was given out showing how much each percentage would be to employee and what cost would be to us (IMRF,etc). Budget is on target in comparison to pay raises that happened last year. The option of bonuses is available at the end of the year if needed regarding selecting percentage of raises. Health insurance is figured out in March and varies from employee to employee and some employees are paid from multiple lines items.

F. Planning Commission/Zoning Board

1. **Next meeting:** Thursday, January 12, 2023 at 6:00 p.m.

G. Public Works (Chairman Gipe)

1. **Next meeting:** Thursday, January 19, 2023 at 6:30 p.m.
2. **Chairman Report** – Report was handed out. Payments need to be paid out and discussion on lead line replacement with more information to follow at a later date.
3. **Public Works Monthly Report-** Nick reported that they are cleaning up the shop and preparing the trucks and equipment for winter weather.
4. Approve Pay Request #210080-6 to Fischer Excavating Inc for Pecatonica Commercial Development Project in the amount of \$59,947.95. This is for asphalt work. A motion was made by Trustee Howard and seconded by Trustee Determan to approve. All Trustees voted yes. Motion approved. 5-0-1.
5. Approve Pay Request #210080-6R to Fischer Excavating Inc for the Pecatonica Commercial Development Project in the amount of \$61,292.06. This is the final payment on this contract. A motion was made by Trustee Wilke and seconded by Trustee Howard to approve. All Trustees voted yes. Motion approved. 5-0-1.
6. Approve Fehr Graham Proposal for Additional Professional Services for the Water System Improvements and 2021 Street Improvements Projects for the amount of \$4,368.00. The Treasurer Street by street cost analysis. A motion was made by Trustee Wilke and seconded by Trustee Howard to approve. All Trustees voted yes. Motion approved. 5-0-1.
7. Approve Fehr Graham May 31, 2022 Invoice #107764 in the amount of \$7,200.00. Work on High street by their employees regarding road reconstruction. A motion was made by Trustee Howard and seconded by Trustee Wilke to approve. All Trustees voted yes. Motion approved. 5-0-1.
8. Approve Change Order No. 7 for Kelsey Excavating Inc on the project known as Pecatonica Street Improvements in the amount of \$377,972.47. Quantity adjustments. A motion was made by Trustee Howard and seconded by Trustee Wilke to approve. All Trustees voted yes. Motion approved. 5-0-1.
9. Approve Pay Request No. 10 (Final) for Kelsey Excavating Inc on the project known as Pecatonica Street Improvements in the amount of \$342,819.38. Final payment including retainage that was due. A motion was

made by Trustee Howard and seconded by Trustee Determan to approve. All Trustees voted yes. Motion approved. 5-0-1.

10. Approve Kelsey Excavating Inc for December 9, 2022 Invoice #2022-268 for the amount of \$30,600.00. A motion was made by Trustee Howard and seconded by Trustee Wilke to approve. All Trustees voted yes. Motion approved. 5-0-1.
11. Approve Kelsey Excavating Inc for December 9, 2022 Invoice #2022-269 for the amount of \$12,391.50. A motion was made by Trustee Howard and seconded by Trustee Determan to approve. All Trustees voted yes. Motion approved. 5-0-1.
12. **Engineer Report** – Jason reported that the lead service lines project is being worked on and bids going out soon IEPA has set aside money for this, and it is called a Revolving Loan Project. IEPA will need to approve the winning bid. Responsibility ends at the meter regarding the house included in this project. The bid can be a detailed bid spec where we go into residents' homes and take photos so the bidder can be more accurate with bid amount. Another option is to do a generic bid spec but then must adjust as construction goes from house to house. A substantial number of change orders would need to be made at the backside of the project. Project involves getting permission from the resident to go onto private property. They will need to sign a temporary easement in order to have us come into the home to do the work. An electrician will also need to come into the home to do work. There will be pavement patching done after the excavation. It should not impact the new streets or any curbs. The debt authorization ordinance will need to be passed. It is required for the EPA approval for project.

H. Public Safety (Chairman Wilke)

1. **Next meeting: Wednesday, January 4, 2023 at 6:00 p.m.**
2. **Chairman Report** – Trustee Wilke talked about the search for a new Police Chief and two police officers positions that are open. Police Chief candidates will be screened by the selection committee which includes 2 current officers. Final candidate will be brought before the Village Board for final interview.
3. **Police Department Report-** Interim Chief Nylund is on vacation and there is coverage while he is out. Safe-T Act revisions in Springfield right now and more discussion of this will be covered at the next meeting.

I. Economic Development Committee (Chairman Tom Heister)

1. **Next Meeting: Monday, January 9, 2023 at 6:00 p.m.**
2. **Chairman Report** – Discussion on switching up assignments on the committee. Tom to stay on and Kathy Doty to be chairman. After the 1st of the year, we will be discussing the committee situation, the building has been moved and the realtor is putting together a packet and has some ideas on marketing the property.

J. Treasurer (Bernie Mrugala)

1. Covid money is sitting in the general fund and needs to be recorded as revenue. Budget amendments will need to be made to get funds moved to different departments. (ie: police dept).

Warrant List #933 December 20, 2022	\$1,076,678.20
Warrant List #934 Credit Card Purchases for October 26-November 23, 2022	\$ 608.40

Warrant List #935 December 20, 2022	\$ 126,764.85
TOTAL	\$1,204,051.45

A motion was made by Trustee Wilke and seconded by Trustee Determan to approve the warrant list #933 in the amount of \$1,076,678.20. Discussion. A roll call vote was taken. All Trustees voted yes. Motion approved. 5-0-1.

A motion was made by Trustee Wilke and seconded by Trustee to Howard approve the warrant list #934 in the amount of \$608.40. Discussion. A roll call vote was taken. All Trustees voted yes. Motion approved. 5-0-1.

A motion was made by Trustee Determan and seconded by Trustee to Howard approve the warrant list #935 in the amount of \$126,764.85. Discussion. A roll call vote was taken. All Trustees voted yes. Motion approved. 5-0-1.

Payroll for Period Ending December 4, 2022	\$26,526.61
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A motion was made by Trustee Wilke and seconded by Trustee Gipe to approve the payroll total of \$26,526.61. Discussion. A roll call vote was taken. All Trustees voted yes. Motion approved 5-0-1.

K. Clerk's Items (Gwenn Shirley) None

L. Executive Session – None

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

M. Adjournment –

A motion was made by Trustee Gipe and seconded by Trustee Determan to adjourn. All Trustees voted aye. Motion approved 5-0-0. Meeting adjourned at 7:45 p.m.