

**Village of Pecatonica Regular Board Meeting**  
**Tuesday, October 17, 2023 at 6:00 p.m.**  
**Village Hall 405 Main Street. Pecatonica, Illinois**

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1. **Call to Order** - President Tom Heister called the meeting to order at 6:00 p.m. on Tuesday, October 17, 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, Kathy Doty, Tom Gipe, Collin Hardy, and Gerald Howard were present. Trustee Kim Gipe was not present.

Also present: President Tom Heister, Clerk Gwenn Shirley, Public Works Director Nick Berry, Sergeant Al Nylund, Engineer Jason Stoll and Treasurer Sherry Bessert.

5. **A quorum was present.**
6. **Approve October 5, 2023 Regular Board Minutes** – A motion was made by Trustee Howard and seconded by Trustee Hardy to approve the October 5, 2023 Regular Board meeting minutes. A roll call vote was taken. Trustees Determan, Doty, Tom Gipe, Hardy, and Howard voted yes. Motion approved 5-0-1.

**Approve March 2, 2023 Regular Board Minutes** – A motion was made by Trustee Howard and seconded by Trustee Determan to approve the March 2, 2023 Regular Board meeting minutes. A roll call vote was taken. Trustee Doty, Tom Gipe, Howard and Determan voted yes. Trustee Hardy abstained. Motion approved 4-0-2.

**Approve February 21, 2023 Regular Board Minutes** – A motion was made by Trustee Doty and seconded by Trustee Howard to approve the February 21, 2023 Regular Board meeting minutes. A roll call vote was taken. Trustees Tom Gipe, Howard, Determan, and Doty voted yes. Trustee Hardy abstained. Motion approved 4-0-2.

**Additions/Corrections to the Agenda** – President Heister requested to add under Economic Development I 3. Real Estate Agent.

7. **Approval of Agenda** –  
  
A motion was made by Trustee Tom Gipe and seconded by Trustee Howard to approve the agenda as amended. A roll call vote was taken. Trustees Hardy, Howard, Determan, Doty and Tom Gipe voted yes. Motion approved 5-0-1.

8. **Call to the Public-** None.

**Agenda Items**

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**A. Village President-**

1. **Approve Class A Liquor License for Los Tres Portrillos, LLC, 2719 Pecatonica Road** –

A motion was made by Trustee Howard and seconded by Trustee Hardy to Approve Class A Liquor License for Los Tres Portrillos, LLC. President Heister stated that the owners plan to have some family events on the property as they have had some already under the Class G license. A roll call vote was taken. Trustees Determan, Doty, Tom Gipe, Hardy and Howard voted yes. Motion approved 5-0-1.

**2. Presentation of Audit for year ending April 30, 2023 by Jim Savio, CPA, MAS of Sikich, LLP -**

Mr. Savio reviewed in detail all of the annual financial reports for year ending April 30, 2023 which included the various governmental funds, financial statements, schedules of revenues collected, expenditures paid, changes in fund balances, auditor's communication to the Board, Management letter and the Illinois Grant and Accountability and Transparency Act Financial report.

**3. Approve to Accept the Audit for Year Ending April 30, 2023 Prepared by Sikich, LLP –**

A motion was made by Trustee Howard and seconded by Trustee Determan to accept the audit for year ending April 30, 2023 prepared by Sikich, LLP. A roll call vote was taken. Trustees Doty, Tom Gipe, Hardy, Howard and Determan voted yes. Motion approved 5-0-1.

**4. Contractors Currently Performing Work for the Village of Pecatonica-** President Heister stated that Jetco work on the tower is just about completed and Helm working on the 3<sup>rd</sup> street project.

**B. Unfinished Business – None.**

**C. New Business – None.**

**D. Legal (Attorney Kurlinkus) –** President Heister reported that the Attorney will be at the next meeting with some items for discussion.

**E. Finance (Chairman Determan)**

1. **Next meeting:** Tuesday, November 14, 2023 at 6:00 p.m.

2. **Chairman Report –** Trustee Determan stated that the last three paragraphs were finished with the purchasing policy as it relates to who will handle what specific duties, all the changes will be incorporated in the current policy and will be presented to the Board for approval. The committee will continue to work on job descriptions.

**F. Planning Commission/Zoning Board**

1. **Next meeting:** Thursday, November 9, 2023 at 6:00 p.m.

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

1. **Next meeting:** Monday, November 6, 2023 at 6:00 p.m.

2. **Chairman Report –**No report.

3. **Public Work's Report-** Nick reported that the electrician with Jetco will be back to complete some of the final details which should take no longer than one day.

**4. Approve Engineer's Payment Application No. 3 in the amount of \$353,607.75 to Jetco, Ltd. on the project known as Village of Pecatonica Water Tower Rehabilitation IEPA Loan L17-5996 –**

A motion was made by Trustee Howard and seconded by Trustee Determan to approve Engineer's Payment Application No. 3 in the amount of \$353,607.75 to Jetco, Ltd. on the project known as Village of Pecatonica Water Tower Rehabilitation IEPA Loan L17-5996. A roll call vote was taken. Trustees Tom Gipe, Hardy, Howard, Determan and Doty voted yes. Motion approved 5-0-1.

**5. Approve Engineer's Payment Application No. 2 in the amount of \$31,848.75 to Fehr Graham. on the project known as Village of Pecatonica Water Tower Rehabilitation IEPA Loan L17-5996**

A motion was made by Trustee Hardy and seconded by Trustee Howard to approve Engineer's Payment Application No. 2 in the amount of \$31,848.75 to Fehr Graham. on the project known as Village of Pecatonica Water Tower Rehabilitation IEPA Loan L17-5996. A roll call vote was taken. Trustees Hardy, Howard, Determan, Doty, and Tom Gipe voted yes. Motion approved 5-0-1.

**6. Engineer's Report –** Jason reported the 3<sup>rd</sup> Street project is coming along very well, bids were opened today for the lead service line replacement project, a total of six bids were received and DPI was the lowest bid. Once all of the information is compiled, presented to the public works committee, approved by the Board, the notice of intent to award is signed and then it is sent to IEPA for review.

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

1. **Next meeting:** Wednesday, November 1, 2023 at 6:00 p.m.
2. **Chairman Report –** Trustee Howard stated they are discussing parking and Al stated that more signage may be needed with the new parking signs.
3. **Time Limitations on Parking –** Al reported that there is currently no ordinance in place to address cars parked for a long period of time. President Heister stated that this is for discussion only and if the Board decides to move forward on then the Attorney will draw up the ordinance. It was the consensus of the Board to allow a vehicle to be parked for 48 hours which is how the current ordinance reads for trailers and motor homes.
4. **Police Department Report-** No report.

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

1. **Next Meeting:** Monday, November 13, 2023 at 6:00 p.m.
2. **Chairman Report –** Trustee Doty reported the committee will be discussing guidelines for donations, matching grant program and the Pecatonica Women's Club request for funds will be at the next Board meeting to vote on.
3. **Real Estate Agent –** President Heister stated that the Village has used Gambino Realty for the sale of the lots on the property and have reached out to the agent on numerous occasions and have received no response. Not sure if potential businesses are reaching out to the Agent or not. Therefore, it is up to the Board as to how we will move forward. The Board was suppose to receive status reports and none were received. Perhaps we can come up with a realtor that could handle this for the Village.

**J. Treasurer (Sherry Bessert)**

A motion was made by Trustee Howard and seconded by Trustee Determan to approve warrant list #973 in the amount of \$ 29,359.69. There was no discussion. A roll call vote was taken. Trustees Howard, Determan, Doty, Tom Gipe and Hardy voted yes. Motion approved 5-0-1.

A motion was made by Trustee Determan and seconded by Trustee Howard to approve warrant list #974 in the amount of \$ 1,233.81. There was no discussion. A roll call vote was taken. Trustees Determan, Doty, Tom Gipe, Hardy and Howard voted yes. Motion approved 5-0-1.

A motion was made by Trustee Howard and seconded by Trustee Tom Gipe to approve the payroll total of \$35,304.34. There was no discussion. A roll call vote was taken. Trustees Doty, Tom Gipe, Hardy, Howard and Determan voted yes. Motion approved 5-0-1.

- K. Clerk's Items (Gwenn Shirley)** – Clerk Shirley shared information with Board members of the Consent Agenda and more information to follow.
- L. Executive Session – None.**
  - 1. Action on Items Arising out of Executive Session- None**
- M. Adjournment** –A motion was made by Trustee Tom Gipe and seconded by Trustee Howard to adjourn. All Trustees voted aye. Motion approved 5-0-1. Meeting adjourned at 7:20 p.m.