

Village of Pecatonica Regular Board Meeting
Thursday, June 6, 2024, at 6:00 p.m.
Village Hall 405 Main Street. Pecatonica, Illinois

1. **Call to Order** - President Tom Heister called the meeting to order at 6:00 p.m. on Thursday, June 6, 2024, at Village Hall.

2. **Silent moment observed.**

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

4. **Roll call -**

Trustees Bill Determan, Tom Gipe, Cheryl Bean, Collin Hardy, Kim Gipe were present. Trustee Gerald Howard was not present.

Also present: President Tom Heister, David Kurlinkus, Interim Clerk Darla Stram, Public Works Director Nick Berry, Police Chief Matt Summers, Village Engineer Jason Stoll, Treasurer Sherry Bessert and Planning and Zoning Chairman Neil Ritter.

5. **A quorum was present.**

6. **Approve May 23, 2024, Special Board Meeting Minutes-**

A motion was made by Trustee Kim Gipe and Seconded by Trustee Bean to approve the May 23, 2024, Special Board Meeting Minutes. Discussion A roll Call vote was taken. Trustees Determan, Tom Gipe, Hardy abstained, Kim Gipe and Bean voted yes. Motion approved 4-0-1-1.

7. **Additions/Corrections to the Agenda** – Add Item #4 to Village Presidents Items discuss Adoption of ICC Code Books. Under Planning and Zoning add #2 Chairman's Report

8. **Approval of Agenda –**

A motion was made by Trustee Determan and seconded by Trustee Hardy to approve the agenda as amended. A roll call vote was taken. Trustees Determan, Tom Gipe, Hardy, Kim Gipe and Bean voted yes. Motion approved 5-0-1.

8. **Call to the Public-**

Marily Wilke addressed the board about her concerns with the Granary building, she stated that the building is in poor condition. There is a hole in the south side of the structure, it is unsightly, it is home to many rodents and birds, and she would like the board to address the situation.

Jeanie Fernandez addressed the board regarding her property at 602 Jackson, she is asking that the Village provide her with documentation regarding the vacated Alley next to her property. She is working to get a new survey done of her property and needs documentation stating that the Alley has been vacated.

Tanya Wurtzel addressed the board regarding the Woman's Club Easter Event. She thanked the board and the Economic Development committee for their donation. She informed the board that the Woman's club was able to

fundraise an additional \$5,000.00 to go towards the event. She also informed the board of an upcoming fundraiser "Mom Prom" on June 21, 2024, at 7pm at the old Connecting Point Church Location. The money raised will go to buy Hygiene Kits for the homeless. She let everyone know they could follow the group's Facebook page to learn more. She also left flyers for the event.

Joe Aaronson addressed the board regarding Cars on Main. He is taking over the event this year and is hoping to have a street closure for Saturday July 20, 2024. He is new to the event and wanted to keep it going. He is sending someone to the Economic Development Meeting on June 10, 2024, to present the paperwork.

Agenda Items

A. Village President-

1. Discuss Township Parking Lot Asphalt Improvements-

Tom Menge Township Supervision asked that they be allowed to put asphalt in front of their salt storage. a portion of the area is on Village property. They are not requesting anything from the village they are just looking for permission to do the job.

A motion was made by Trustee Tom Gipe and seconded by Trustee Hardy to approve the request for Asphalt Improvements to be made by the Pecatonica Township and allow a portion of the Asphalt to be on our property. Discussion. A roll call vote was taken. Trustees Determan, Tom Gipe, Hardy, Kim Gipe and Bean voted yes. Motion approved 5-0-1.

2. Discuss and Possible Action on Quote from the Stevens Company (Website Developer) to do Codification-

President Heister reviewed a quote he received from the Stevens Company to do Codification in conjunction with our website design at a cost of \$1,200.00. Discussion.

A motion was made by Trustee Hardy and seconded by Trustee Kim Gipe to approve the quote from the Stevens Company to do Codification in the amount of \$1,200.00. Discussion. A roll call vote was taken. Trustees Determan, Tom Gipe, Hardy, Kim Gipe and Bean voted yes. Motion approved 5-0-1.

3. Discuss Residents Request for Driveway on Open Lot-

President Heister informed the board that the resident at 513 Don Drive has requested a permit to put a driveway in the open lot he owns next to his residence. Currently our ordinance does not allow a driveway, fence, or other accessories on a vacant lot without a primary residence. The board discussed options the resident may have moving forward with the driveway. Option 1 would be to go to Winnebago County and have the lots joined as one. Option 2 the resident would need to apply for a special use variance through the Planning and Zoning Board. Discussion. President Heister will contact the resident and let them know their options.

4. Discuss Adoption of New ICC Code Books-

President Heister informed the board that the Village is required to update and Adopt the New ICC Code Books. The Adoption would need to be completed as a Resolution once adopted, we will need to purchase the new code books. Discussion.

A motion was made by Trustee Gipe and seconded by Trustee Bean to allow the Village Attorney to move forward to create the Resolution and bring it back to the next Village Board Meeting for approval. Discussion. A roll call vote was taken. Trustees Determan, Tom Gipe, Hardy, Kim Gipe and Bean voted yes. Motion approved 5-0-1.

B. Unfinished Business – None.

C. New Business – None.

D. Legal (Attorney Kurlinkus) – Attorney Kurlinkus informed the board that they have been working on past due utility bills. Currently our ordinance does not include recovery of legal fees. His suggestion is that we amend the ordinance to include the recovery of legal fees associated with small claims court.

E. Finance (Chairman Determan)

1. **Next meeting:** Tuesday, June 11, 2024, at 6:00 p.m.

2. **Chairman’s Report –**

Trustee Determan stated the committee will continue to review the employee handbook. He invited all Trustees and Department Heads to attend the meeting. He also informed the board that the Auditor’s will be onsite the week of June 10-14, 2024

F. Planning Commission/Zoning Board

1. **Next meeting:** Thursday, June 13, 2024, at 6:00 p.m.

2. **Chairman’s Report (Neil Ritter)-**

Neil Ritter informed the board of two motions that were made at the committee level. The first motion was a motion to amend chapter 153 of the code of ordinances of the village of Pecatonica, Illinois regarding special use permits regarding 630 Main Street. Discussion. The second motion was to have a resolution drawn up to change the zoning of Parcel 09-29-327-016 from a commercial district to residential single-family for the village of Pecatonica, Illinois. Discussion.

Neil also discussed the concerns with 602 Jackson Street and the request for documentation regarding the alleyway vacancy. Discussion.

Neil will collaborate with Attorney Kurlinkus to get the above-mentioned information into Ordinance and Resolution form to be voted on at the upcoming Village board meeting.

G. Public Works (Chairman Gipe)

1. **Next meeting:** Tuesday, July 1, 2024, at 6:00 p.m.

2. **Chairman’s Report –**The committee reviewed the handbook at the last committee meeting. They also discussed the pay application and loan disbursement request.

3. **Public Work’s Report-** Public Works Director Berry reviewed the May Public Works Report. Discussion

4. **Engineer's Report-** Jason will have the formal report at the next Village Board Meeting. He did discuss with the board that Fehr Graham will begin calling residents on the Lead Service Line Replacement Project and schedule appointments for inspections this next week. He informed the board that he is still working on updates for Well #3 with Dave Zimmerman and Cahoy. Discussion

5. **Approve Approval of Bennett Pay Application No. 10 \$56,578.20-**

President Heister discussed the pay request with the Village Board, this is work that has been completed and previously approved by this board. The committee discussed this pay request and approved forwarding it to the Full Board for their Approval.

A motion was made by Trustee Tom Gipe and seconded by Trustee Kim Gipe to approve the Bennett Pay Application No. 10 in the amount of \$56,578.20. Discussion. A roll Call vote was taken. Trustees Determan, Tom Gipe, Hardy, Kim Gipe and Bean voted yes. Motion approved 5-0-1.

6. **Authorize Village President to sign Loan Disbursement Requests #13 in the amount of \$56,578.20 for Submittal to IEPA.**

A motion was made by Trustee Kim Gipe and seconded by Trustee Hardy to Authorize the Village President to sign the Loan Disbursement Request #13 in the amount of \$56, 578.20 for submittal to IEPA. Discussion. A roll Call vote was taken. Trustees Determan, Tom Gipe, Hardy, Kim Gipe and Bean voted yes. Motion approved 5-0-1.

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

1. **Next meeting:** Wednesday, July 3, 2024, at 6:00 p.m.

2. **Chairman's Report** – No report.

3. **Police Department Report-** Chief Summers reviewed his monthly report. He also informed the board that the committee had approved the purchase of a new radar gun and a data logger for our mobile speed sign. The committee also set a reserve on the truck sale of \$11,000.00, the police department will list the truck and accept sealed bids soon. The committee also reviewed the employee handbook and made suggestions. Discussion.

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

1. **Next Meeting:** Monday, June 10, 2024, at 6:00 p.m.

2. **Chairman's Report** – Chairman Hardy discussed the recommendation from the Economic Development Committee for the Business Grant Applications. Discussion

3. **Approve Recommendation for Business Grant Award-**

A motion was made by Trustee Bean and seconded by Trustee Kim Gipe to approve Bootie's Main Tap Business Grant in the amount of \$2,061.50. Discussion A roll Call vote was taken. Trustees Determan, Tom Gipe, Hardy, Kim Gipe and Bean voted yes. Motion approved 5-0-1.

A motion was made by Trustee Bean and seconded by Trustee Determan to approve 315 Main LLC Business Grant in the amount not to exceed \$2,500.00. Discussion A roll Call vote was taken. Trustees Determan, Tom Gipe, Hardy, Kim Gipe and Bean voted yes. Motion approved 5-0-1.

A motion was made by Trustee Tom Gipe and seconded by Trustee Hardy to approve WCFA Business Grant in the amount not to exceed \$2,500.00. Discussion A roll Call vote was taken. Trustees Determan, Tom Gipe, Hardy, Kim Gipe voted yes, and Bean abstained. Motion approved 4-0-1-1.

A motion was made by Trustee Kim Gipe and seconded by Trustee Bean to approve MLF Ventures LLC Business Grant in the amount not to exceed \$2,500.00. Discussion A roll Call vote was taken. Trustees Determan, Tom Gipe, Hardy, Kim Gipe and Bean voted yes. Motion approved 5-0-1.

J. Treasurer (Sherry Bessert) –

A motion was made by Trustee Determan and seconded by Trustee Bean to approve Warrant List #4 for GASB Credit Card 4/23/24-5/23/24 in the amount of \$1,621.51. Discussion A roll Call vote was taken. Trustees Determan, Tom Gipe, Hardy, Kim Gipe and Bean voted yes. Motion approved 5-0-1.

A motion was made by Trustee Kim Gipe and seconded by Trustee Bean to approve Warrant List #5 in the amount of \$171,241.36. Discussion A roll Call vote was taken. Trustees Determan, Tom Gipe, Hardy, Kim Gipe and Bean voted yes. Motion approved 5-0-1.

A motion was made by Trustee Hardy and seconded by Trustee Tom Gipe to approve Payroll for Period ending May 19, 2024, in the amount of \$34,999.39. Discussion A roll Call vote was taken. Trustees Determan, Tom Gipe, Hardy, Kim Gipe and Bean voted yes. Motion approved 5-0-1.

K. Clerk's Items (Darla Stram) – None

L. Executive Session – None.

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

M. Adjournment –A motion was made by Trustee Determan and seconded by Trustee Tom Gipe to adjourn. All Trustees voted aye. The meeting was adjourned at 7:16 p.m.