

**Village of Pecatonica Regular Board Meeting**  
**Thursday, March 7, 2024 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 Thursday, March 7, 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, Cheryl Bean Tom Gipe, Collin Hardy, Kim Gipe and Gerald Howard were present.  
  
Also present: President Tom Heister, Clerk Gwenn Shirley, Police Chief Matt Summers, Engineer Jason Stoll, Attorney David Kurlinkus and Treasurer Sherry Bessert.
5. **A quorum was present.**
6. **Approve February 20, 2024 Regular Board Meeting Minutes –**  
  
A motion was made by Trustee Hardy and seconded by Trustee Kim Gipe to approve the February 20, 2024 Regular Board Meeting Minutes. A roll call vote was taken. Trustees Determan, Bean, Tom Gipe, Hardy, Kim Gipe and Howard voted yes. Motion approved 6-0-0.
7. **Additions/Corrections to the Agenda – None.**
8. **Approval of Agenda –**  
  
A motion was made by Trustee Determan and seconded by Trustee Tom Gipe to approve the agenda as presented. A roll call vote was taken. Trustees Bean, Tom Gipe, Hardy, Kim Gipe, Howard, and Determan voted yes. Motion approved 6-0-0.
9. **Call to the Public- None.**

**Agenda Items**

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**A. Village President-**

**1. Contractors Currently Performing Work for the Village of Pecatonica-**

President Heister stated there are no contractors performing work at this time.

- 2. Approve Fehr Graham Proposal for Professional Land Surveying Services-** President Heister reported that this will be paid for out of Fund 37 as this pertains to having lot 4 surveyed. A motion was made by Trustee Determan and seconded by Trustee Hardy to approve the Fehr Graham proposal for Professional Land Surveying Service for \$4,900.00. A roll call vote was taken. Trustees Tom Gipe, Hardy, Kim Gipe, Howard, Determan and Bean voted yes. Motion approved 6-0-0.

3. **Approve Rockford IT Recommendation for Desktop Computers and Printer Replacement** – President Heister stated that he had a meeting with Department Heads, office staff and the number 1 complaint was IT services. We have since switched companies. Gwenn and I sat down with Rockford IT and they provided their recommendation on updating the current computers. There is much information included in the packet to review, however it is mostly price comparison. The I7 that is quoted has a longer life which is why we are purchasing three of them and 4 of the I5 as this will allow them to be staggered when it is time replace them. The two monitors are for the Police Department and the printer is for the Treasurer office. The cost of the equipment and labor for installation will be \$8,835.49. Once all of the equipment is upgraded the Board will decide what will happen to it. A motion was made by Trustee Determan and seconded by Trustee Howard to accept Rockford IT proposal for the computer, printer and monitors for the total of \$8,835.49. A roll call vote was taken. Trustees Hardy, Kim Gipe, Howard, Determan, Bean and Tom Gipe voted yes. Motion approved 6-0-0.
4. **Approve Rockford IT Phone System Upgrade Recommendation** – President Heister reported that our current phone system is outdated as there are time when you cannot hear on the phones and Rockford IT provided us a recommendation of new phones to upgrade to. They had three pages of different phones we could upgrade to and the ones that were included in the packet are some of the cheaper models. This phone system would be cloud based. They did bring in a phone for us to test for one day and I was very impressed with the clarity. This quote is for 10 phones. Gwenn stated that 3 are fax lines which with the new system it can be setup to have the faxes go to an email, 3 are dialers for the water and wastewater plant as more details are being worked on it will probably overall be less phones. Also due to this system being cloud based we will need to upgrade the internet speed. Our internet now is lagging and the cloud based system will drag it down even more. President Heister stated that the monthly cost for this system would be \$220.50, a one time cost of \$1,650.00 which is the cost of the phones and \$950.00 for the service estimate for a total of \$2600.00. The issues with the phones also came up at the meeting when IT was discussed with the Department Heads. A motion was made by Trustee Hardy and seconded by Trustee Howard approve Rockford IT quote for \$2,600.00 to update the phone system. President Heister stated this will be paid for out of the Executive budget. A roll call vote was taken. Trustees Kim Gipe, Howard, Determan, Bean, Tom Gipe and Hardy voted yes. Motion approved 6-0-0.

**B. Unfinished Business –**

**1. 2024-02 An Ordinance Establishing an Annual Matching Grant Program for Businesses and Organizations Located in the Village of Pecatonica, Illinois – 2<sup>nd</sup> Reading**

A motion was made by Trustee Determan and seconded by Trustee Hardy to approve 2024-02 An Ordinance Establishing an Annual Matching Grant Program for Businesses and Organizations Located in the Village of Pecatonica. A roll call vote was taken. Trustees Howard, Determan, Bean, Tom Gipe, Hardy and Kim Gipe voted yes. Motion approved 6-0-0.

**2. 2024-03 An Ordinance Amending Section 72.03 Time Limit for Parking of Chapter 72 of the Code of Ordinances of the Village of Pecatonica, Illinois Regarding Parking Regulations – 2<sup>nd</sup> Reading**

A motion was made by Trustee Howard and seconded by Trustee Kim Gipe to approve 2024-03 An Ordinance Amending Section 72.03 Time Limit for Parking of Chapter 72 of the Code of Ordinances of the Village of Pecatonica, Illinois Regarding Parking Regulations. A roll call vote was taken. Trustees Determan, Bean, Tom Gipe, Hardy, Kim Gipe and Howard voted yes. Motion approved 6-0-0.

**C. New Business –**

**1. 2024-04 An Ordinance Authorizing the Sale and/or Disposal of Personal Property Deemed Surplus by the Village of Pecatonica, Illinois – 1<sup>st</sup> Reading**

A motion was made by Trustee Determan and seconded by Trustee Howard to suspend the rules to approve 2024-04 An Ordinance Authorizing the Sale and/or Disposal of Personal Property Deemed Surplus by the Village of Pecatonica, Illinois. A roll call vote was taken. Trustees Bean, Tom Gipe, Hardy, Kim Gipe, Howard and Determan voted yes. Motion approved 6-0-0.

A motion was made by Trustee Howard and seconded by Trustee Kim Gipe to approve 2024-04 An Ordinance Authorizing the Sale and/or Disposal of Personal Property Deemed Surplus by the Village of Pecatonica, Illinois. A roll call vote was taken. Trustees Tom Gipe, Hardy, Kim Gipe, Howard, Determan and Bean voted yes. Motion approved 6-0-0.

**2. Approve Resolution 2024-02 Electrical Aggregation Program** – President Heister stated that this comes around every three years and basically it means that we have to send the electric out to bid. Gwenn shared with Board members an email that was received from Marni Henert, Rock River Energy Services, “This resolution allows the Village to go out to bid in a group. Each community will pass this resolution. Once all resolutions are returned to me we will go out for bid and the decision making falls on the Village President along with the other Mayors and Presidents. Because all communities do not meet on the same night, the resolution is giving him the ability to review with others and then sign the contract even though it is not a board meeting. This is the exact same resolution that was passed three years ago. We have you do a new one in case there are new board members.

I will also need all the contract information for the Village President. Name, email and best phone number he can be reached so I can give it to Mike Mudge because he handles the group bid. He will call each Mayor/President before the bidding and go over everything.” Marni will probably be here at the second meeting in May to share the information along with the renewal offers with Board members.

A motion was made by Trustee Determan and seconded by Trustee Howard to approve Resolution 2024-02 Electrical Aggregation Program. President Heister stated that if he received any information prior to the May meeting he will share it with the Board. A roll call vote was taken. Trustees Hardy, Kim Gipe, Howard, Determan, Bean and Tom Gipe voted yes. Motion approved 6-0-0.

**D. Legal (Attorney Kurlinkus)** – Attorney Kurlinkus shared with Board members that pending before the Illinois General Assembly Representative West from Rockford has put forth a bill that would ban the use of any native American mascot or name for any public schools in the state of Illinois and will be phased out by 2027. Any questions or concerns you may want to contact your State Representative.

**E. Finance (Chairman Determan)**

**1. Next meeting:** Tuesday, March 12, 2024 at 6:00 p.m.

**2. Chairman’s Report** –

Trustee Determan encouraged all Board members to attend the March committee meeting as employee health and benefit plans will be discussed and all of the department budgets will be reviewed. The budgets will be presented at the first Board meeting in April and passed at the second meeting in April. Please try to make it. President Heister shared with Board members a handout a cheat sheet that outlines the different funds as this might help everyone understand what is being said at the meetings in regards to the budget. Information was

also shared as to what expenses have been paid out of the executive budget and more expenses will be forthcoming.

**F. Planning Commission/Zoning Board**

1. **Next meeting:** Thursday, March 14, 2024 at 6:00 p.m.

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

1. **Next meeting:** Tuesday, April 1, 2024 at 6:00 p.m.
2. **Chairman's Report** – Trustee Tom Gipe reported that the committee met last night and two of the items that were approved at committee level are listed on this agenda for approval..
3. **Public Work's Report-** Nick reviewed the February monthly report.
4. **Approve Bennett Construction, Inc. Proposed Change Order No. 15 for Pecatonica Well House No. 3** – Jason reported that there was more sand intrusion, but it was not as bad as to what happened previously. A motion was by Trustee Hardy and seconded by Trustee Howard to approve Bennett Construction, Inc. Proposed Change Order No. 15 for Pecatonica Well House No. 3 for the amount of \$27,807.00. A roll call vote was taken. Trustees Kim Gipe, Howard, Determan, Bean, Tom Gipe and Hardy voted yes. Motion approved 6-0-0. Dave Zimmerman stated that the work should be able to start in about two weeks.
5. **Approve PDC Automation PLC Proposal** – Trustee Gipe stated that when PDC attempted to connect Well 3 to the system it was found that the current equipment was too old and needed to be updated. This was discussed at the committee meeting last night. President Heister stated that the first part of the quote is the bare minimum that would need to be done. In about six months we would have to have replacements for Well 1 and 2. If all of the work is completed at the same time we would save \$5,500.00. We have surpassed the life expectancy of these components as they are 24 years old. It was also discussed as to how this would be paid for and I spoke to Nick he mentioned that he does have \$14,000.00 in the water budget and \$20,000.00 would come out of the Executive budget. A motion was made by Trustee Howard and seconded by Trustee Determan to approve the PDC Automation PLC proposal for the amount of \$34,000.00. A roll call vote was taken. Trustees Howard, Determan, Bean, Tom Gipe, Hardy and Kim Gipe voted yes. Motion approved 6-0-0.
6. **Engineer's Report** – Jason stated that the lead line replacement project is under final approval with IEPA, we are still receiving easements back and Gwenn stated that we are in the upper 40's. President Heister stated that the water loss is at 4% which is very good.

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

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

**Chairman's Report** – Gerald reported that the committee approved to purchase 3 portable radios which are necessary.

2. **Approve Motorola Solution Quote to Purchase 3 Portable Radios** – Matt reported that the current radios are at the end of their life and lose connectivity when we get to Durand. The new radios will be on the Starcom network which covers this area. They were highly recommended and this is our sole source. A motion was made by Trustee Determan and seconded by Trustee Tom Gipe to approve the Motorola Solution quote to purchase 3

radios for \$26,706.15. A roll call vote was taken. Trustees Determan, Bean, Tom Gipe, Hardy, Kim Gipe and Howard voted yes. Motion approved 6-0-0.

3. **Police Department Report-** Matt reviewed the February monthly report, the current opening for a police officer was posted and one person has applied so far with hopes to fill soon.

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

1. **Next Meeting:** Monday, March 11, 2024 at 6:00 p.m.
2. **Chairman’s Report** – Collin reported a special meeting was held on February 26, 2024 in regards to the Labor Day event which there was a lot of discussion and will be firming up the memorial brick wall.

**J. Treasurer (Sherry Bessert) -**

A motion was made by Trustee Howard and seconded by Trustee Kim Gipe to approve warrant list #990 in the amount of \$44,177.42. There was no discussion. A roll call vote was taken. Trustees Bean, Tom Gipe, Hardy, Kim Gipe, Howard and Determan voted yes. Motion approved 6-0-0.

A motion was made by Trustee Hardy and seconded by Trustee Tom Gipe to approve the payroll total of \$35,261.58 for the period ending February 25, 2024. There was no discussion. A roll call vote was taken. Trustees Tom Gipe, Hardy, Kim Gipe, Howard, Determan and Bean voted yes. Motion approved 6-0-0.

- K. Clerk’s Items (Gwenn Shirley)** – Gwenn reported that there will be an electronic waste pickup scheduled in April and once the date is confirmed it will be posted on the website and facebook.

**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 6-0-0. Meeting adjourned at 7:04 p.m.