

MINUTES
BOARD MEETING
VILLAGE OF PORT BYRON IL
May 1, 2017

The first April Board Meeting was called to order with the Pledge of Allegiance by Mayor Kevin Klute at 6:00 p.m. on Monday May 1, 2017.

CALL TO ORDER BY MAYOR KLUTE

ROLL CALL / ESTABLISHMENT OF QUORUM / PLEDGE OF ALLEGIANCE

**Roll Call #1: Present: Trustees Brian Bitler, Gerry Meade, Bruce Peterson,
Patrick Strobel, Wesley Wells**

Absent: Scott Sidor

Mayor Klute declared a quorum present

Also Present: Manny Rivera, RI CO Sheriff Deputy; Don Loy, Public Works

OFFICIAL BUSINESS

None

COMMENTS FROM THE MAYOR

Mayor Klute thanked the Board and the community for allowing him to be involved in public service.

SWEARING IN OF NEW BOARD

Newly elected Trustees Patty Lindley, Wayne Oney, and Dustin Sloan, and re-elected Trustee Brian Bitler, then came forward, and were sworn in by Shirley Hollister, Deputy Clerk.

ROLL CALL #2 / ESTABLISHMENT OF QUORUM

**Roll Call #2: Present: Trustees Brian Bitler, Patty Lindley, Gerry Meade, Wayne Oney,
Dustin Sloan, Wesley Wells**

Absent: None

Mayor Peterson declared a quorum present

Also Present: Manny Rivera, RI CO Sheriff Deputy; Don Loy, Public Works

Mayor Peterson thanked Klute, Strobel, and Sidor for their service, and presented them each a plaque in recognition of their service.

APPOINTMENT OF VILLAGE CLERK

Trustee Meade made a motion to approve the appointment of Barb Cray as Village Clerk, seconded by Trustee Wells

RC #3: Ayes: Trustees Bitler, Lindley, Meade, Oney, Sloan, Wells

Nays: None

Mayor Peterson declared motion approved

Clerk Cray was then sworn in by Shirley Hollister, Deputy Clerk.

GALLERY (Comments must be limited to 5 minutes per person, 30 minutes per subject.)

None

COMMITTEE REPORTS

A. PUBLIC INFORMATION/FINANCE COMMITTEES

1. TUG FEST COMMITTEE LIAISON WES WELLS

- a. T. Knapp, Tug President, said many plans are ongoing and proceeding
- b. Trustee Wells expressed that a ton of work goes into the TUG

2. TIF TODD WIEBENGA

No Updates

3. VILLAGE FINANCE COMMITTEE

- a. Contract with Carpentier, Mitchell, Goddard & CO for FY17 Audit

Trustee Wells made a motion to approve the audit bid of \$9250, plus an additional NTE \$1100 for electronic filing, from Carpentier, Mitchell, and Goddard for performing the Annual Audit for FY2017, seconded by Trustee Oney

RC #4: Ayes: Trustees Wells, Oney, Bitler, Lindley, Meade, Sloan

Nays: None

Mayor Peterson declared motion approved

4. ECONOMIC DEVELOPMENT

- a. May 7th Dorrance Bike Trail Ribbon Cutting
 - 1) New trail at Dorrance will officially open Sunday morning ceremony
 - 2) Mayor Peterson will be a speaker
- b. June 13, 2017 10AM - 2PM, "Bike Illinois" riders visit Port Byron
 - 1) Bike Illinois ride will be 6/11-6/16
 - 2) Bikers will be in Port Byron on Tuesday 6/13/17 from 10:30-2:00
 - 3) Village plans live music in gazebo that day, and a lemonade stand
- c. Natgeotourism Website
 - 1) There is a tourism web site focused on areas along Mississippi River
 - 2) Port Byron is lacking much presence on that site
 - 3) Trustee Wells has pictures and will work on getting local events and sites posted on the website

5. MSA

- a. Update on sidewalk project(s)
 - 1) There are 2 projects underway along Route 84
 - 2) IDOT cleared the combining of the two projects into one
 - 3) More efficient in costs and engineering to combine the projects, so MSA will proceed in that fashion
 - 3) Have a meeting at IDOT office in Dixon coming up
- b. Task Order for general Engineering Services for \$5000 annually
 - 1) Would hopefully reduce number of individual Task Orders
 - 2) More efficient time-wise as well as will not need to wait for individual task orders
 - 3) It was agreed that when we do get an invoice, and Mayor authorizes for payment, there will be a record in the packet of materials given to Trustees
 - 4) Was previously reviewed and recommended by IRDC
 - 5) Trustee Lindley wants a "cap" on one-time payment

Trustee Meade made a motion to authorize Mayor Peterson to execute the Task Order #00442038 in amount of \$5000, seconded by Trustee Oney

RC #5: Ayes: Trustees Wells, Oney, Lindley, Meade, Sloan

Nays: Trustee Bitler

Mayor Peterson declared motion approved

6. IRDC COMMITTEE

- a. IRDC Meeting Minutes from 3/24/17 (C/A Item F)

7. PLANNING/ZONING COMMITTEE

- a. Trustee Meade has a meeting next week at MSA in Bettendorf next week
- b. Trustee Meade said their 2 top projects under Planning & Zoning are:
 - 1) Subdivision Ordinance
 - 2) Comprehensive downtown redevelopment plan

8. GREEN COMMITTEE SARAH FORD

- a. Minutes from the 02/15/17 Green Committee Meeting (C/A Item D)
- b. Committee recommending to have Farmer's Market in Port Byron
 - 1) Want direction from Board as to when and where
 - 2) Consensus is Saturday mornings in Village parking lot
 - 3) Also planning to use a garden plot in community garden to grow produce
- c. Village clean-up day?
 - 1) No date yet, will discuss in future meeting
- d. Community Garden status
 - 1) Too late this year to undertake changes

9. ORDINANCE, GRANTS & AUDITS

- a. Rough Draft Liquor Ordinance Amendments submitted to Mayor
 - 1) Trustee Wells submitted and discussed possible language for 2 Liquor Ordinance amendments, one to add catering capabilities and one to permit outside service of alcohol
 - 2) Trustees were advised to consider and submit suggestions to Mayor
 - 3) Will provide lots of opportunity for feedback and legal review

10. PERSONNEL

- a. Trustee Bitler said that 2 part-time summer workers have been hired by Public Works
- b. They will start end of month

11. PUBLIC HEALTH

No updates

B. PUBLIC WORKS DON LOY/ERIC SIKKEMA

- a. Bid of \$1970 for contract from Petersen Plumbing for installation of drinking fountain and yearly plumbing service at park playground building

Trustee Bitler made a motion to approve bid of \$1970 from Peterson Plumbing, seconded by Trustee Wells

RC #6: Ayes: Trustees Bitler, Wells, Lindley, Meade, Oney, Sloan

Nays: None

Mayor Peterson declared motion approved

1. RECYCLING AND REFUSE

- a. eWaste drop-off and bulk pickup May 6

2. WATER/SEWER

- a. Our Certified Waste Water plant Operator has had severe health issues and is not able to perform the job at the moment so may need to take some kind of action
- b. Currently flushing hydrants this week

3. BLDG. & GROUNDS/STREETS & STREET LIGHTS

- a. Generator for emergency services will be installed on May 19th at Village Hall so Village Hall will be shut down that day
 - 1) Trustee Bitler will notify the Fire Department
- b. Trustee Bitler okayed a new laptop computer for Public Works as it was an emergency need

4. CEMETERY

No updates

5. ADMINISTRATIVE

- a. Minutes from the April 17, 2017 Board Meetings (C/A Item A)
- b. Ordinance #M170105 for Non-Partisan Elections (C/A Item B)
- c. Resolution #R170105 Authorizing Signature on Contracts (C/A Item C)
- d. Invoice from Petersen Plumbing for \$851.97 for work at public restroom (C/A Item E)

REVIEW ITEMS ON CONSENT AGENDA

<i>ITEM</i>	<i>Action</i>	<i>Description</i>
A	Approve	Minutes from the April 17, 2017 Board Meeting
B	Approve	Ordinance #M170105 Enacting Non-partisan Elections
C	Approve	Resolution #R170105 Authorizing Signature on Contracts
D	Receive	Minutes from the 02/15/17 Green Committee Meeting
E	Approve	Invoice from Petersen Plumbing for \$851.97 for work at public restroom
F	Receive	IRDC Meeting Minutes from 3/24/17

MOTION TO APPROVE CONSENT AGENDA

Trustee Wells made a motion to approve the Consent Agenda, seconded by Trustee Sloan

All Ayes

Mayor Peterson declared motion approved

CORRESPONDENCE

None

OLD BUSINESS

None

NEW BUSINESS

Mayor Peterson stated that he has been informed of a traffic issue (speeding) on Fairfield Road; he plans to meet with Sheriff’s Department regarding that issue

Trustee Oney feels there are trees blocking the roadway in his subdivision, causing a problem with large vehicles (such as RVs) passing through

GALLERY – QUESTIONS, COMMENTS

L DiLauro asked about times of bulk waste pickup and eWaste drop-off

ADJOURN

Trustee Bitler made a motion to adjourn, seconded by Trustee Lindley

All Ayes

Mayor Peterson declared the meeting adjourned at 7:17 PM

Approved (Date)

Mayor – Bruce Peterson

Village Clerk – Barbara Cray