

**MINUTES**  
**BOARD MEETING**  
**VILLAGE OF PORT BYRON IL**  
**February 21, 2017**

The second February Board Meeting was called to order with the Pledge of Allegiance by Mayor Kevin Klute, at 6:00 p.m. on Tuesday February 21, 2017.

**CALL TO ORDER BY MAYOR KEVIN KLUTE**

**ROLL CALL / ESTABLISHMENT OF QUORUM / PLEDGE OF ALLEGIANCE**

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

**Absent: Bruce Peterson, Scott Sidor**

**Mayor Kevin Klute declared a quorum to be present**

**Also Present: Carol Henry, Treasurer; Don Loy, Public Works**

**OFFICIAL BUSINESS**

1. Mayor Klute read aloud a proposed Proclamation in recognition of Junior Achievement Day on April 6, 2017

**Trustee Wells made motion to approve Proclamation for JA Day, seconded by Trustee Meade**

**RC #2: Ayes: Trustees Wells, Meade, Strobel, Bitler**

**Nays: None**

**Absent: Peterson, Sidor**

**Mayor Klute declared motion approved**

**COMMENTS FROM THE MAYOR**

None

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

Kevin Kernan, from Duey's Corner Tap, spoke about two upcoming special events, one in June and one in July

Aaron Goretzky from High St spoke about problems they are experiencing with their next door neighbors on Hickory St, with dogs running loose, extreme noise, and trash issues; Mayor Klute will have a meeting with Sheriff and Building inspector, and promised the issues will be addressed

**COMMITTEE REPORTS**

**A. PUBLIC INFORMATION/FINANCE COMMITTEES**

**1. TUG FEST COMMITTEE **LIAISON WES WELLS****

No updates

**2. TIF **TODD WIEBENGA****

a. Todd spoke about the TIF application from Platinum Properties that he distributed to the Trustees previously

1. He is seeking the owner to come to a Board meeting to talk to the Trustees and explain his plan(s) and expectations for the new restaurant, officially opening in March, under name of "Tuggers"

2. Todd will advise if this should be added to March 6 Board agenda

b. Todd distributed a current financial statement for TIF funding

c. The TIF Committee has also gotten an update from owner of the old "Mean Mel's" property; his attorney is reviewing development agreement, hopes to be up and running by summer

**3. IRDC COMMITTEE TRUSTEE PATRICK STROBEL**

- a. Minutes from 01/13/17 meeting are distributed to Board (C/A Item B)
- b. Still working on Shew development

**4. MSA**

- a. Contract for design/engineering of Project 2 of Hwy 84 sidewalk/water project
  - 1. IRDC has had much discussion about Project 1 and Project 2 of ongoing sidewalk projects
  - 2. Desire to optimize ITEP grant
  - 3. How can that be done? Moving boundary line may be an option, by removing some from Project 1 and adding some to Project 2
  - 3. IDOT has recommended that Village pay for design engineering out of own funds, not from grant, as it will greatly delay the process
  - 4. Total costs of both projects, all costs, will be around \$3.3-3.5 million
  - 5. Grant should provide about \$1.4 million
  - 6. Also possible to qualify for a TAP grant of approx. \$200,000 but won't be known until September

**Trustee Wells made motion to approve contracting with MSA for Design Engineering for Route 84 Sidewalk & Water Main Design Project 2 at a cost of \$168,000, seconded by Trustee Strobel**

**RC #3: Ayes: Trustees Wells, Strobel, Bitler, Meade**

**Nays: None**

**Absent: Peterson, Sidor**

**Mayor Klute declared motion approved**

- b. MSA will provide GIS training at Village Hall for Village employees on 3/3/17
- c. Seeking contract for payment to give Expert Witness testimony in litigation proceeding
  - 1. Have already spent several hours preparing and discussing the case with Mayor and Village Attorney

**Trustee Strobel made motion to approve contract with MSA to serve as Expert Witness(es) in pending lawsuit, NTE \$2500, seconded by Trustee Meade**

**RC #4: Ayes: Trustees Strobel, Meade, Wells**

**Nays: Trustee Bitler**

**Absent: Peterson, Sidor**

**Mayor Klute declared motion approved**

**5. VILLAGE FINANCE COMMITTEE TRUSTEE SCOTT SIDOR**

- a. 01/17 Treasurer's reports, including P&L, Visa statements, and check registers (C/A Item D)
- b. Trustee Sidor plans to have draft budget next meeting for review, so it can be voted on at the 3/21 meeting

**6. GREEN COMMITTEE SARAH FORD**

- a. Minutes from 01/18/17 Green Committee meeting (C/A Item C)
- b. Freenotes Harmony Music park
  - 1. Will discuss further at next meeting

**7. PLANNING/ZONING COMMITTEE TRUSTEE GERRY MEADE**

- a. Minutes from 01/11/17 P&Z meeting (C/A Item F)
- b. P & Z still discussing the Downtown Revitalization Project w/MSA

- c. Ordinance on condition of residential buildings
  - 1. Lou DiLauro has done a lot of research on properties that look dilapidated, decrepit, or seriously lacking maintenance
  - 2. P & Z decided to turn over to a subcommittee to see if we have existing Ordinances enforcing upkeep of external appearances

**8. ECONOMIC DEVELOPMENT TRUSTEE WES WELLS**

- a. Minutes from 01/09/17 meeting (C/A Item E)

**9. PERSONNEL TRUSTEE BRIAN BITLER**

No updates

**10. PUBLIC HEALTH TRUSTEE BRUCE PETERSON**

No updates

**11. ORDINANCE, GRANTS & AUDITS TRUSTEE WES WELLS**

No updates

**B. PUBLIC WORKS DON LOY/ERIC SIKKEMA**

a. Bid on tree removal at Walnut/Cherry St, to come from Budget line item 53-525  
**Trustee Wells made motion to approve tree service contract with Nelson's Tree Service to remove trees at Walnut and Cherry NTE \$900, seconded by Trustee Bitler**

**RC #5: Ayes: Trustees Wells, Bitler, Meade, Strobel**

**Nays: None**

**Absent: Peterson, Sidor**

**Mayor Klute declared motion approved**

b. Additional materials for Parkway Dr guardrail, previously Board approved  
**Trustee Meade made motion to approve purchasing additional guard rail materials from GSI Hwy Products for \$550, seconded by Trustee Strobel**

**RC #6: Ayes: Trustees Meade, Strobel, Bitler, Wells**

**Nays: None**

**Absent: Peterson, Sidor**

**Mayor Klute declared motion approved**

c. Freight charge for brine-maker previously approved by Board, from Budget line item 53-586

**Trustee Bitler made motion to approve the additional charge for freight of \$595, total cost NTE \$6770.25, seconded by Trustee Meade**

**RC # 7: Ayes: Trustees Bitler, Wells, Meade, Strobel**

**Nays: None**

**Absent: Peterson, Sidor**

**Mayor Klute declared motion approved**

d. Broom repair – gear box fell apart through wear and tear

**Trustee Wells made motion to approve repair of broom at River Valley Turf, NTE \$1700 from Budget line item 53-536, seconded by Trustee Meade**

**RC # 8: Ayes: Trustees Wells, Meade, Strobel, Bitler**

**Nays: None**

**Absent: Peterson, Sidor**

**Mayor Klute declared motion approved**

e. Trustee Wells asked re: possibility of cautionary sign for bicyclers near Bike Path at south end of town – Don will pursue

**1. RECYCLING AND REFUSE TRUSTEE BRUCE PETERSON**

No updates

**2. WATER/SEWER TRUSTEE PATRICK STROBEL**

a. Lift station service contract with MVP, from Budget line item 527-4

**Trustee Strobel made motion to approve one year maintenance contract with Mississippi Valley Pump at a cost of \$550, seconded by Trustee Bitler**

**RC #9: Ayes: Trustees Strobel, Bitler, Wells, Meade**

**Nays: None**

**Absent: Peterson, Sidor**

**Mayor Klute declared motion approved**

**3. BLDG. & GROUNDS/STREETS & STREET LIGHTS TRUSTEE BITLER**

a. Purchase of street signs, from Budget line item 50-538

**Trustee Bitler made motion to approve the purchase of 18 street signs from Barco Municipal Products at a cost NTE \$900, seconded by Trustee Strobel**

**RC #10: Ayes: Trustees Bitler, Strobel, Wells, Meade**

**Nays: None**

**Absent: Peterson, Sidor**

**Mayor Klute declared motion approved**

b. Trustee Bitler broached probable future cost of generator for Village Hall, which will be on next meeting agenda

**4. CEMETERY TRUSTEE GERRY MEADE**

No updates

**5. ADMINISTRATIVE MAYOR KLUTE**

a. Minutes from the February 6, 2017 Board Meeting (C/A Item A)

b. Building Inspector salary

1. Trustee Meade would like to raise Building Inspector salary by \$100 per month; some discussion ensued, as other employees received a 2% across the board raise

2. Very complimentary of job performance, but is it inequitable to other employees?

3. Trustee Meade will discuss with Trustee Bitler, who is Personnel contact

**REVIEW ITEMS ON CONSENT AGENDA**

<b>ITEM</b>	<b>Action</b>	<b>Description</b>
A	Approve	Minutes from the February 6, 2017 Board Meeting
B	Receive	Minutes from 1/13/17 IRDC meeting
C	Receive	Minutes from 01/18/17 Green Committee meeting
D	Receive	01/17 Treasurer's reports, including P&L, Visa statements, and check registers
E	Receive	Economic Development minutes for 01/09/17
F	Receive	P & Z Minutes from 01/11/17 meeting

**MOTION TO APPROVE CONSENT AGENDA**

Trustee Meade made motion to approve Consent Agenda, seconded by Trustee Bitler  
All Ayes  
Mayor Klute declared motion approved

**CORRESPONDENCE**

None

**OLD BUSINESS**

None

**NEW BUSINESS**

None

**GALLERY – QUESTIONS, COMMENTS**

J Ingalls asked re: status of Fiber Optic installation

**EXECUTIVE SESSION - closed session to discuss pending legal issue (5 ILCS 120/2(c)(6))**

Trustee Meade made motion to approve recess to closed session, seconded by Trustee Wells  
All Ayes  
Absent: Peterson, Sidor  
Mayor Klute declared motion approved

Board recessed to closed session at 7:36 PM

**ROLL CALL TO RETURN TO OPEN SESSION at 7:58 PM**

Roll Call #11: Present: Trustees Brian Bitler, Gerry Meade, Patrick Strobel,  
Wesley Wells  
Absent: Bruce Peterson, Scott Sidor  
Mayor Kevin Klute declared a quorum to be present

Mayor Klute stated that there was no action taken in closed session

**ADJOURN**

Trustee Bitler made motion to adjourn, seconded by Trustee Meade  
All Ayes  
Mayor Klute declared meeting adjourned at 7:59 PM

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Approved (Date)

\_\_\_\_\_  
Mayor – Kevin Klute

\_\_\_\_\_  
Village Clerk – Barbara Cray