

**MINUTES**  
**BOARD MEETING**

Monday, December 16<sup>th</sup>, 2019, 6:00 P.M.

VILLAGE OF PORT BYRON IL

The Board of Trustees for the Village of Port Byron will hold a meeting on Monday, December 16<sup>th</sup>, 2019, at 6:00 pm, at the Village Hall, 120 S. Main Street.

This is an open meeting, and the public is invited to attend.

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

**Roll Call #1: Present: Trustees Wayne Oney, Gerry Meade, Dustin Sloan, Brian Bitler**

**Absent: Trustees Lindley, Mathis**

**Mayor Peterson declared a quorum present**

**Also Present: Sarah Gorham, Attorney**

**GALLERY**

**COMMITTEE REPORTS**

**IV COMMITTEE REPORTS**

**A. PUBLIC INFORMATION/FINANCE COMMITTEES**

**1. VILLAGE FINANCE WAYNE ONEY**

- a. 1119 Treasurer's reports including Visa, P & L and check registers (C/A Item B)

Trustee Oney reported on the months profit and loss statements as well as the Visa bills charges.

- b. Vote on Tax Levy Ordinance #M191112

**Trustee Oney motioned to not increase the tax levy and to approve Tax Ordinance #M191112, seconded by Trustee Sloan**

**Roll Call #2: Ayes: Oney, Sloan, Bitler, Meade**

**Nays: None**

**Absent: Lindley, Mathis**

**Mayor Peterson declared motion passed**

- c. Budget meeting dates

**Trustee Oney reported that he will work with Jamie, Village Clerk, to establish these dates before the next meeting.**

**2. TIF BRUCE PETERSON**

Village Clerk Engels reported that the grant that Economic Development was looking into for the old gazebo project is not available to us due to it not being a land acquisition.



**3. ECONOMIC DEVELOPMENT PATTY LINDLEY**

**4. MSA JARED FLUHR**

**a. Discussion and Approval of Specialty Agents for Property Acquisition (Temporary Construction Easements)**

- Proposal from H.B. Wilkinson for Title Work
- Proposal from Brockway Land Planning Associates for Negotiator Services
- Proposal from Davidson and Associates for Appraisal Services (if required)
- Proposal from Hutchinson Appraisal & Real Estate for Review Appraisal Services (if required)

Jared reported that all of the negotiation, appraisals, and title work are required to gain the 54 easements to build the sidewalk along Hwy 84. He said that the total for all of this will not exceed \$83,700

**Trustee Oney motioned to accept the proposals to spend no more than \$83,700 to obtain the easements for the sidewalk project along Hwy 84, seconded by Trustee Sloan**

**Roll Call #3: Ayes: Oney, Sloan, Bitler, Meade  
Nays: None  
Absent: Lindley, Mathis  
Mayor Peterson declared motion passed**

**5. IRDC COMMITTEE WAYNE ONEY**

Trustee Oney announced that the FEMA application process is in the works

**6. PLANNING/ZONING COMMITTEE GERRY MEADE**

Trustee Meade reported on the importance of the Census data due to us receiving grant funding. A charter was completed by P&Z to filter their projects and planning.

**7. ORDINANCE, GRANTS & AUDITS PATTY LINDLEY**

None

**8. PERSONNEL BRIAN BITLER**

**a. Christmas Bonuses**

Mayor Peterson reported that we will have holiday hours in which the office will discuss hours of operation for the week of Christmas and New Year's.

Trustee Bitler discussed that the front office and maintenance employees did not receive a Christmas bonus last year. He suggested that the same amount be considered for each employee.

**Trustee Bitler motioned to give the office and maintenance employees \$125 each for a Christmas bonus, seconded by Trustee Sloan**

**Roll Call #4: Ayes: Bitler, Sloan, Oney, Meade**

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Nays: None  
Absent: Lindley, Mathis  
Mayor Peterson declared motion passed

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

1. **PUBLIC WORKS (RECYCLING/REFUSE, BLDG. & GROUNDS/STREETS & STREET LIGHTS DUSTIN SLOAN/BRIAN BITLER/BO MATHIS**
  - a. F350 front end repairs – Approx. \$800.00

Trustee Sloan motioned to pay Griffin's Auto Shop \$800 for F350 front end repairs, seconded by Trustee Bitler

Roll Call #5: Ayes: Sloan, Bitler, Meade, Oney  
Nays: None  
Absent: Lindley, Mathis  
Mayor Peterson declared motion passed

- a. Water main break street repairs (Taylor Drive) – Bob's Blacktop - \$2750.00

Trustee Bitler motioned to pay Bob's Blacktop \$2750 for road repairs due to an emergency water main break, seconded by Meade

Roll Call #6: Ayes: Bitler, Meade, Oney, Sloan  
Nays: None  
Absent: Lindley, Mathis  
Mayor Peterson declared motion passed

2. **WATER/SEWER BRIAN BITLER**
  - a. Water main break repairs – Zimmer & Francescon Inc. - \$ 2372.00

Trustee Bitler motioned to pay Zimmer & Francescon Inc \$2372 for emergency repairs for a water main break, seconded by Meade

Roll Call #7: Ayes: Bitler, Meade, Oney, Sloan  
Nays: None  
Absent: Lindley, Mathis  
Mayor Peterson declared motion passed

3. **CEMETERY GERRY MEADE**  
None

4. **ADMINISTRATIVE BRUCE PETERSON**
  - a. Minutes from 120219 Board Meeting (C/A Item A)
  - b. Allmakes Furniture – Desk – Delivery Fee \$75.00

Village Clerk Engels reported that there was an additional amount of \$75 for a delivery fee that was added to the previous amount approved by the board to be paid to Allmakes.

Trustee Bitler motioned to pay Allmakes the additional \$75 for delivery fee, seconded by Meade

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**Roll Call #8: Ayes: Bitler, Meade, Oney, Sloan  
Nays: None  
Absent: Lindley, Mathis  
Mayor Peterson declared motion passed**

**V REVIEW ITEMS ON CONSENT AGENDA**

<b>ITEM</b>	<b>Action</b>	<b>Description</b>
A	Approve	Minutes from the 120219 Board Meeting
B	Approve	1119 Treasurer's reports including Visa, P & L and check registers
C	Receive	RCPBFPD Reports for November 2019
D	Receive	RI County Sheriff's reports for November 2019
E	Receive	Planning & Zoning Minutes – 100919 Village Board of Appeals Meeting
F	Receive	Minutes from 111819 IRDC Meeting

**VI MOTION TO APPROVE CONSENT AGENDA**

**Trustee Bitler motioned to approve the consent agenda, seconded by Trustee Sloan  
All Ayes, No Nays - Mayor Peterson declared consent agenda passed**

**VII CORRESPONDENCE**

**VIII OLD BUSINESS**

**IX NEW BUSINESS**

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

**XI COMMENTS FROM THE MAYOR**

**XII ADJOURN**

**ADJOURN**

**Trustee Bitler made a motion to adjourn, seconded by Trustee Sloan  
All Ayes, No Nays - Mayor Peterson declared the meeting adjourned at 7:32 pm**

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Approved (Date)

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Mayor – Bruce Peterson

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Village Clerk – Jamie Engels

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