

## MINUTES

### BOARD MEETING

Monday April 20<sup>th</sup>, 2020, 6:00 P.M.

VILLAGE OF PORT BYRON IL

Meeting conducted via Zoom

The Village Board Meeting was called to order by Mayor Bruce Peterson at 6:00 p.m. on Monday, April 20<sup>th</sup>, 2020.

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

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

Absent: Trustee Bo Mathis

Mayor Bruce Peterson

Also Present: Sarah Gorham, Attorney

#### GALLERY

None

#### COMMITTEE REPORTS

##### A. PUBLIC INFORMATION/FINANCE COMMITTEES

##### 1. VILLAGE FINANCE WAYNE ONEY

a. Monthly Treasurer's Report for March 2020

b. Approve Visa statements

c. 0320 Treasurer's reports including P & L and check registers (C/A Item B)

Trustee Oney reviewed the Village finances. They are consistent to previous months.

Trustee Oney reviewed the Visa bill charges.

Trustee Oney motioned to approve Visa bills as presented, seconded by Trustee Meade

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

Nays: None

Absent: Mathis

Mayor Peterson declared motion passed

##### 2. TIF BRUCE PETERSON

None

##### 3. ECONOMIC DEVELOPMENT PATTY LINDLEY

Trustee Lindley reported that the Adult Easter Egg Hunt is cancelled. The Baby Blues fest is postponed, and a later date will be announced.

##### 4. MSA JARED FLUHR

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- a. Sidewalk Ordinance
- b. Cherry Street & 4<sup>th</sup> Avenue MFT – Set Bid Date
- c. IL 84 Sidewalk & Water Main CRS Engineering Agreement

Jared Fluhr reported that the MFT plans for Cherry Street were finalized and sent to IDOT. Looking to have the open bid date on May 18<sup>th</sup> @ 3:00pm Village Hall.

Jared Fluhr reported that he is still waiting on comments from IDOT in regard to the sidewalk project. Property acquisition has slowed due to Covid-19. Mark Brockway is going to make phone calls to explain the easement acquisitions to property owners to keep the project moving. We are at 50% as of now.

Jared Fluhr reported construction engineering agreement on the Sidewalk project. The agreement approval from the Board has been tabled until the next meeting to allow for the Trustees to review.

## **5. IRDC COMMITTEE WAYNE ONEY**

Mayor Peterson reported that the Blackhawk Bank and Trust teardown and construction of new building will happen in 2021 not 2020 as they originally hoped.

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

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

Trustee Lindley reported that she is waiting on IRDC to make a decision concerning updating the sidewalk ordinance.

Trustee Oney reported that he has provided each Trustee a copy of our current ordinance and a copy of East Moline's ordinance for comparison. Will be reviewed at next Board meeting

## **8. PERSONNEL BRIAN BITLER**

- a. Salary increase for Village Clerk/Collector and Treasurer

Trustee Bitler reported that he does not believe that the raises should be given due to the 2 positions getting a substantial raise last year. He said that the Clerk position raise was agreed upon with the stipulation that there would not be another raise until the end of the Mayor's term.

Mayor Peterson reported that the Clerk/Collector position and Treasurer's position are not elected positions but appointed positions.

Trustee Lindley reported that the Clerk position salary was brought up to a standard pay before the current Clerk started and that in the Village employee handbook it is stated that every appointed employee is subject to a yearly evaluation and pay increase.

Mayor Peterson reported that he would like to give both positions a 2.8% cost of living increase for the FY2020. Trustee Lindley said that she is not sure what the cost of living increase is exactly and wants to give a flat 2.8% increase in salary to both positions.

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Trustee Lindley motioned to approve a 2.8% increase in salary to the Clerk/Collector and Treasurer position, seconded by Trustee Oney

Roll Call #3: Ayes: Oney, Lindley, Meade

Nays: Bitler, Sloan

Absent: Mathis

Mayor Peterson voted aye and 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. Deep cleaning/sanitizing of office building and regular maintenance

b. AED

Mayor Peterson reported that we will be having the building fogged by Illinois/Iowa Pest Control to protect against Covid-19.

Trustee Oney reported that regular fogging should be a responsibility of the Village in order to provide safe working conditions

Eric Sikkema said that he received funds from IEMA to purchase an AED for Village Hall. He has quoted \$1,425.00. Eric reported that the one that we had was given to Manny.

Trustee Oney motioned to approve \$1,425.00 to purchase an AED for Village Hall, seconded by Trustee Lindley

All ayes, no nays, Mayor Peterson declared motion passed

**2. WATER/SEWER BRIAN BITLER**

None

**3. CEMETERY GERRY MEADE**

None

Mayor Peterson asked for an estimate on how many plots have been purchased in the last couple of months. Clerk Engels estimated 4.

**4. ADMINISTRATIVE BRUCE PETERSON**

a. Minutes from 031620 Board Meeting (C/A Item A)

**V REVIEW ITEMS ON CONSENT AGENDA**

<i>ITEM</i>	<i>Action</i>	<i>Description</i>
A	Approve	Minutes from the 031620 Board Meeting
B	Approve	0320 Treasurer's Report including P&L and check registers
C		
D		
E		
F		

**VIII MOTION TO APPROVE CONSENT AGENDA**

**Trustee Oney motioned to accept the consent agenda, seconded by Trustee Lindley  
All ayes, no nays, Mayor Peterson declared motion passed**

**IX CORRESPONDENCE**

Mayor Peterson forwarded an email that he received on a request to have a cannabis growing ordinance made for a High Street property. It has been forwarded to P&Z to discuss with the potential property purchaser.

Trustee Meade reported that the potential purchaser is looking at the lot at 1610 N High Street (an empty lot). Our current ordinance does not allow this. There is nothing on the table with P&Z until she files the proper paperwork with Village Hall. Just simple discussion as of now.

**X OLD BUSINESS**

Trustee Sloan reported that he has been in contact with the Boy Scout Troop in regard to the Old Gazebo repairs and that it has been postponed at this time due to Covid-19

**XI NEW BUSINESS**

a. Review of employee evaluation procedures and personnel job descriptions

Trustee Meade reported that he has cancelled the April P&Z meeting and will most likely cancel the May meeting as well.

Mayor Peterson reported he will be doing a review of employee's procedures, job description, etc. in the near future

**XII GALLERY – QUESTIONS, COMMENTS**

None

**XIII ADJOURN**

**Trustee Oney made a motion to adjourn, seconded by Trustee Meade  
All Ayes, No Nays – Mayor Peterson declared the meeting adjourned at 7:04pm**

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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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