

MINUTES
BOARD MEETING

Monday December 7th, 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, December 7th, 2020. Via Zoom meeting/Trustees present

ROLL CALL / ESTABLISHMENT OF QUORUM / PLEDGE OF ALLEGIANCE

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

Absent: None

Mayor Bruce Peterson

Also Present: Sarah Gorham, Attorney; Kristie Guardia, Deputy Clerk; Carol Henry, Utilities Clerk

GALLERY

None

COMMITTEE REPORTS

A. PUBLIC INFORMATION/FINANCE COMMITTEES

1. VILLAGE FINANCE WAYNE ONEY

- a. 1220 Treasurer's reports including P&L and check registers (C/A Item C)
- b. Tax Levy 2021-2022
- c. Tax Levy Ordinance #M201207
- d. Electric screen for Board Room - \$3,500

Trustee Oney reported on Village finances. He reported on a high level and compared last year at the same point in time as this year. He reported on the total in the Village's accounts. We do have a surplus this year due to COVID-19 and not doing events etc.

Trustee Oney reported that if we do not raise the tax levy for the 21-22 fiscal year that we will be bringing in the same amount as last year. The amount that would be collected with no increase is \$292,395.

Trustee Oney motioned to approve tax ordinance #M201207, with no increase, and collecting the amount of \$292,395.00, seconded by Trustee Mathis

Roll Call #2: Ayes: Trustee Oney, Mathis, Lindley, Meade, Bitler

Nays: None

Absent: Sloan

Mayor Bruce Peterson declared the motion passed

Trustee Oney reported that he would like to increase the amount of the budget for the solar panel grant educational equipment requirement in the amount of \$3,500 for an electronic screen in the Board Room instead of a pull-down screen.

Trustee Oney motioned to approve an additional \$3,459.59 to install an electric screen as opposed to a pull-down screen in the board room, seconded by Trustee Lindley

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

2. TIF BRUCE PETERSON
a. Appointment of TIF Administrator

Mayor Peterson reported that he would like to appoint Kristie Guardia as TIF Administrator for the remainder of his term as Mayor. Each term, whomever is Mayor, is entitled to appoint whom they would like as TIF Administrator, so long as the Board approves the change.

Mayor Peterson reported that Kristie would not be receiving any additional compensation for the position, though she would get paid her wage for any additional hours she works past her normal hours as compensation until after the fiscal year and raises get considered.

Trustee Lindley reported that she believes Kristie will be great at the job, she thinks we need to check with the Auditors to ensure that her as TIF Administrator does not conflict with the cross system that we have with our finances. Trustee Oney agrees with that and will contact the Village Accountants. Trustee Lindley suggested that we postpone this appointment until our next meeting. Attorney Sarah Gorham said that this should be laid out as an ordinance that this is a zero-pay position. Trustee Oney said it is not a zero-pay position if we allow her more hours. Mayor Peterson said that he would do his best to ensure that there would not be any extra hours on top of the hours Kristie is already getting paid. Attorney Gorham asked if Kristie was talked to about there being no extra hours or pay with the TIF Administrator position. Mayor Peterson reported that he did have a zero-pay conversation. Kristie Guardia reported that it was not agreed on that the position was zero-pay and no additional hours allowed. She is requesting revisiting this agreement with Bruce.

**Trustee Lindley motioned to postpone appointing Kristie Guardia as TIF Administrator until the next meeting, seconded by Trustee Mathis
All "Ayes", No "Nays" - Mayor Peterson declared motion approved**

Trustee Bitler asked if Riverview Vet Clinic have submitted all of the receipts required for TIF funding and if an inspection has been completed. Clerk Engels reported that she received the receipts and worked with Doug Streeter to inspect and approve these receipts. Clerk Engels also reported that the first TIF payment has been sent to the Fousts in the amount of about \$3,100.

- 3. ECONOMIC DEVELOPMENT PATTY LINDLEY**
None
- 4. MSA/ IRDC COMMITTEE WAYNE ONEY/JARED FLUHR**
None
- 5. PLANNING/ZONING COMMITTEE GERRY MEADE**
a. 305 N High

Trustee Meade reported that there will not be a December meeting

Attorney Gorham reported that relators have the listing for 305 N. High. If there is interest on bidding on the property that we will need to act soon. The starting bid amount is \$14,900. There is a negotiation in progress right now, but they would accept the highest offer.

Trustee Meade asked if there are any tax liens. Attorney Gorham said that she does not believe so, but it could be possible liens could come up during title search.

Trustee Oney asked is analysis has been completed to see if there are any hazardous materials on site. Attorney Gorham said there has not been and you must sign a waiver of liability to view the property.

Trustee Bitler asked why we would be interested in this property after all of the money that was lost on the old academy property. Mayor Peterson believes it would be an opportunity for the Village. He has concerns about the length of time an enterprise will sit on the property before tearing it down.

Trustee Oney asked if it needed to be rezoned from residential to commercial, Mayor Peterson said yes it would be, but the Village has the power to do that change and that the county is not involved. Trustee Bitler has concerns about the 2 residents that live on either side of the property. He feels this would be embarking on them as residents to place a business between them. Bitler said that the Village should not be involved in the real estate business.

Trustee Mathis reported that at his first meeting with the Village that Mayor Peterson said that the Village is not in the real estate business and that he has concerns that the Village is now looking into buying a property that has a ton of unknowns, demo costs, rezoning it to commercial and that it is in between 2 homes.

Mayor Peterson said that the Village bought the post office, and it is generating income for the Village. Trustee Lindley replied that the reason we bought the post office was too secure retaining a post office in the Village in the future.

Trustee Lindley reported that she feels that we should not buy the property and allow other businesses to purchase it. We could always revisit it if it does not sell.

Mayor Peterson asked if there was any interest in making a bid. There were more Trustee's that were not interested. He said that there will be no further discussion until it either sells or doesn't and we would come back to it at a later date.

**6. ORDINANCE, GRANTS & AUDITS [PATTY LINDLEY](#)
None**

7. PERSONNEL [BRIAN BITLER](#)
a. Employee Christmas Bonuses
b. Dustin Sloan resignation
c. Appointment of new Trustee

Trustee Bitler reported that last year employees received \$150.00 each for a bonus and that he would like to increase the amount to \$200.00 each for both maintenance and office workers.

Trustee Bitler motioned to approve a \$200.00 per person Christmas bonus (maintenance and office personnel), seconded by Trustee Meade

**Roll Call #4: Ayes: Trustee Bitler, Meade, Oney, Lindley, Mathis
Nays: None
Absent: Sloan
Mayor Bruce Peterson declared the motion passed**

Mayor Peterson reported that Dustin Sloan sold his house and no longer lives within the Village limits and has submitted his letter of resignation as Trustee.

Trustee Bitler motioned to accept Dustin Sloan's letter of resignation as Trustee for the Village, seconded by Trustee Oney

All "Ayes", No "Nays" - Mayor Peterson declared motion approved

Mayor Peterson reported that he would like to appoint Stacey Getting as Trustee in Dustin Sloan's position. She will be running in the election in the spring, she is active on the Streetscape Development committee as well as the Economic Development Committee.

Trustee Oney motioned to appoint Stacey Getting as Trustee, effective Jan 1st, 2021 seconded by Trustee Mathis

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

B. PUBLIC WORKS DON LOY/ERIC SIKKEMA

- 1. PUBLIC WORKS (RECYCLING/REFUSE, BLDG. & GROUNDS/STREETS & STREET LIGHTS BRIAN BITLER/BO MATHIS**
 - a. Carpet for Board Room
 - b. Flag posts and flag replacement – Regalia - \$5,600
 - c. Cherry & Walnut St storm sewer project bids & award
 - d. Dump truck tires – Thompson \$3,027.30

Trustee Oney reported that while Village Hall is closed, we would like to check into how much it would cost to replace the carpet in the Board Room to have consistency and updates for the building. Clerk Engels reported that maintenance said that they could install it. Mayor Peterson also requested a cost to get it professionally cleaned and to get it replaced.

Don Loy reported that the flags and poles that were put out for Veteran's Day were bent during a storm. The flags were also damaged. It is \$5,600 for 18 poles and about 25 flags.

Trustee Bitler motioned to pay \$5,600 to Regalia to replace the poles and flags that were damaged along the river due to storm, seconded by Trustee Mathis

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

Clerk Engels reported that 4 bids can in for the Storm Sewer Drain Project. The lowest bid was from Miller in the amount of \$25,000. This was a sealed bid opening. Don Loy reported that the costs will mostly be reimbursed by FEMA.

Trustee Oney motioned to pay \$25,000 to Miller to complete the storm sewer drain project on Cherry and Walnut Street, seconded by Trustee Bitler

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

Trustee Oney reported that the invoice from Thompson was not for tires. The expense was for Brakes on the Village dump truck.

Trustee Bitler motioned to pay Thompson \$3,027.30 for brakes on the Dump Truck, seconded by Trustee Oney

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

- 2. WATER/SEWER BRIAN BITLER**
 - a. Water meter purchase – Ferguson - \$8,453.44

Trustee Lindley reported that we spoke about this at the last meeting. These include several houses that have not been updated with new meters and several that are broken.

Trustee Oney motioned to pay Ferguson \$8,453.44 for new water meters and parts, seconded by Trustee Lindley

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

- 3. CEMETERY GERRY MEADE**
 - None

- 4. ADMINISTRATIVE**
 - a. Minutes from 110220 Board Meeting (C/A Item A)

V REVIEW ITEMS ON CONSENT AGENDA

A	Approve	Minutes from the 110220 Board Meeting
B	Receive	PBRCFPD report – November 2020
C	Receive	1220 Treasurer’s reports including P&L and check registers

VI MOTION TO APPROVE CONSENT AGENDA

**Trustee Mathis made a motion to approve the Consent Agenda, seconded by Trustee Oney
All “Ayes”, no “Nays” - Mayor Peterson declared motion approved**

VII CORRESPONDENCE
None

VIII OLD BUSINESS
None

IX NEW BUSINESS
None

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

minutes per subject.)

Lou DiLauro reported that he has been having issues with his water bills and the amounts being high. He asked if it was a problem with the meters.

Trustee Lindley responded that if there is a problem with the top of the meter that it can read wrong.

Trustee Oney reported that we have been having trouble with the program and the reader and he hopes that these issues will be fixed soon.

XI COMMENTS FROM THE MAYOR

a. Office personnel working from home

Mayor Peterson announced tht there will be a School Board Meeting that he is going to attend on December 21st to discuss extension of the TIF.

Mayor Peterson would like to hold only 1 meeting per month for the next couple of months due to Covid and other committees not working.

XII ADJOURN

Trustee Meade made a motion to adjourn, seconded by Trustee Oney

All Ayes, No Nays – Mayor Peterson declared the meeting adjourned at 7:46pm

Approved (Date)

Mayor – Bruce Peterson

Village Clerk – Jamie Engels
