

**BOARD MEETING  
VILLAGE OF PORT BYRON  
120 S. Main  
Port Byron, IL 61275  
SEPTEMBER 14, 2009 - 6:00 P.M.**

The second September Board Meeting was called to order with the Pledge of Allegiance by Mayor Bob Wilson at 6:00 p.m. on Monday September 14, 2009.

**Roll Call #1: Present: Trustees: Harold French, Todd Wiebenga, Terri Thornton, Scott Sidor  
and George Bathje**

**Absent: Trustee: Shawn VanDriessche**

Also present: Attorney Clayton Lee

**GALLERY – No comments**

**AGENDA – No changes were noted in the agenda**

**TIF**

1. The TIF annual treasurer's report for 2009 was presented by Mayor Wilson. The report has been prepared by Mike Keim and will be reviewed by the Village TIF Attorney, Kathy Orr. It will then be sent on to the State Comptroller's office.
2. **Motion by Trustee Wiebenga, seconded by Trustee Thornton to approve the TIF Annual report for submittal to Kathy Orr and the State Comptroller.**

**RC #2 - Ayes: Trustees: French, Bathje, Wiebenga, Sidor and Thornton**

**Nays: None**

**Absent : Trustee VanDriessche**

**Mayor Wilson declared motion carried.**

**COMMITTEE INFORMATION**

**A. FINANCE –**

1. There are still some problems on the August Treasurer's report, and Trustee Sidor asked that approval of the report be moved to the next board meeting in October. The treasurer will be in on Wednesday to work with Trustee Sidor to review the problem.
2. The yearly treasurer's report should be finalized this week.
3. Mr. Jim Taylor of Carpentier, Mitchell, Goddard & Company LLC, the Village's Auditors, presented the audit report for FY 2008. Mr. Taylor offered the assistance of his firm in presenting a program at another time that would give more insight into the audit process.  
**Motion by Trustee Sidor, seconded by Trustee Bathje to approve the yearly audit as presented by Carpentier, Mitchell, Goddard & Company LLC for fiscal year 2008.**

**RC #3 - Ayes: Trustees: French, Bathje, Wiebenga, Sidor and Thornton**

**Nays: None**

**Absent : Trustee VanDriessche**

**Mayor Wilson declared motion carried**

**B. PUBLIC INFORMATION/FINANCE COMMITTEES**

**Zoning/Planning** - There will be a Planning/Zoning Meeting on September 16 at 7:00 p.m.  
**Ordinance, Personnel, Grants & Audits** – No new report  
**Public Health** – No new report

**C. PUBLIC WORKS COMMITTEES**

**Public Works –**

1. Rick is attending water classes and will miss the next few meetings.
2. Doug Farren's monthly reports for June and July were presented.
3. Pat Ready of MSA Engineering gave a report concerning the loan and Stimulus money the village is hoping to obtain for the new WWTP. An email was given to the board regarding progress that is being made. The IEPA recommends the Village proceed with bidding the WWTP at this time and that "Port Byron is in line to receive ARRA funds." At this time they are not able to issue a Letter of Commitment because the financial and legal portions of the loan application have not been approved. The requirement for ARRA funding is that spending on the funded project must begin before 2/17/09. Therefore, Pat is recommending that the village pass a resolution authorizing going out for bid. Also recommended that bidders hold their prices for 90 days rather than the 60 which is standard.

Pat also discussed a contract amendment which includes all work done by MSA up to this point, but deleting the bidding of the project as was in the original scope of work. Therefore, Amendment #2 keeps the contract at \$281,750 for all work completed to-date and a new contract is submitted for the bidding process to completion. The new contract will be reviewed by Lee & Lee and brought before the board at the October 5 meeting. Costs on the new contract are:

Bidding Phases Services	\$24,000
Construction Admin	24,000
Operational Services	16,000
Resident Project Rep Services	178,000

Other services are listed at various rates per hour as well as reimbursable expenses.

The use of bid bonds, performance bonds and payment bonds was discussed. Mr. Ready indicated that even though invoices will be received from them for services on the project, MSA will not expect payment until a letter of commitment is received from the IEPA. Pat will contact the IEPA to see what type of turnaround on payments may be expected.

**Garbage** – No new report

**Water** – No new report

**Sewer** – No new report

**Streets** – No new report

**Buildings & Grounds**

1. The Maintenance building is going up.
2. Salt has been delivered to the salt shed
3. Ravine Street project is being completed

**Cemetery** –

1. Mayor Wilson will check to see if the "no dumping" signs have been ordered or put up.

**Administrative**

1. Minutes from the 8/03/09 board meeting were not available. Remove item "A" from the Consent Agenda

**CONSENT AGENDA**

**Motion by Trustee Thornton, Seconded by Trustee Wiebenga, to approve the Consent Agenda with the removal of the 9/3/09 Board Minutes (Item A).**

**RC #4 - Ayes: Trustees French, Sidor, Bathje, Thornton and Wiebenga**

**Nays: None**

**Absent : Trustee VanDriessche**

**Mayor Wilson declared motion carried.**

**CONSENT AGENDA**

<i>ITEM</i>	<i>Action</i>	<i>Description</i>
A	Approve	Removed from consent agenda
B	Approve	Resolution for MSA to go out for bids on the WWTP

**CORRESPONDENCE**

1. Flu shots will be available at the Rapids City Post Office on October 8 from 9:00-11:00 a.m.
2. Flu shots will be available in the Port Byron Village Hall on November 2 from 1:00-3:00 p.m.

**OLD BUSINESS** – None

**NEW BUSINESS** – The IDOT called Rick Kessler and informed him the village would be receiving a grant of \$403,000 for Fairfield Road and parts of Byron Woods. Pat Ready of MSA will prepare a proposal for bids. There was no time frame given by the IDOT of when to expect the funds, but that the formal paperwork should be coming soon. No time frame was given on the completion of the project.

**GALLERY** – No new comments

**At 7:02 p.m. motion made by Trustee Wiebenga, seconded by Trustee Thornton that the meeting be adjourned. All Ayes**

**Mayor Wilson declared the meeting adjourned.**

\_\_\_\_\_  
Approved (Date)

\_\_\_\_\_  
Mayor Bob Wilson

\_\_\_\_\_  
Village Clerk – Janet Fletcher