

**MINUTES
BOARD MEETING
JANUARY 3, 2011 - 6:00 P.M.
VILLAGE OF PORT BYRON**

The first January 2011 Board Meeting was called to order with the Pledge of Allegiance by Mayor Robert Wilson at 6:00 p.m. on Monday, January 3, 2011.

ROLL CALL / ESTABLISHMENT OF QUORUM

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

Absent: Trustees: Janet Stoltenberg, Shawn VanDriessche,

Also present: Attorney Graham Lee; Public Works Superintendent Rick Kessler, Building Inspector Ted Doty

A quorum was declared by the Mayor.

COMMENTS FROM THE MAYOR

- a. Announcement of Holiday Lights award winners
 - N Pollack – 903 4 Ave
 - R Day – 806 N Main
 - R McTique - 402 Barber Creek
 - L DeBoard – 108 Girard
 - V Moon - 1303 Lakeside Ct

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

P Lindley – had questions regarding Village building permits; T Doty provided some explanation. General discussion ensued as to the Village permit process, responsibilities, possible exemptions, and what would be grounds for potential penalties.

COMMITTEE REPORTS

A. PUBLIC INFORMATION/FINANCE COMMITTEES

- 1. **TIF** (Mayor Wilson)
 - a. Post Office update
Asbestos removed, ceiling removed and roof work is underway; if no rain or snow comes roof should be done within a few days; then painting and new floor, and installation of HVAC
- 2. **Village Finance Committee** (Trustee Sidor)
 - a. Update of Village computer system **(C/A Item I)**
B Cray, Clerk, gave information on update of the Village computer system, with outline of equipment, projected costs, and explanation of system capabilities; also gave info about estimate received from a company - SMG - located in Bettendorf, which would be a lease arrangement. Board felt other companies should also be solicited for bids before a final decision is made, so item will be removed from Consent Agenda (Item I).
- 3. **Planning/Zoning Committee** (Trustee French)
 - a. Minutes from Planning/Zoning 11/17/10 meeting **(C/A Item G)**
- 4. **Ordinance, Personnel, Grants & Audits** (Trustee Wiebenga)
 - a. Lindley building permit was discussed under "Gallery" (above)

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5 Public Health (Trustee Stoltenberg)
None

B. PUBLIC WORKS COMMITTEE (Rick Kessler, Public Works Superintendent)

- a. O & M Report for January 2011 (C/A Item E)
 - 1. Discussion of water pressure issue on Ravine Street, which will be addressed when weather is warmer
 - 2. Still needs to order more road salt
 - 3. New heaters/furnaces installed in Fire Station, which should help with heating as well as with costs
 - 4. Asbestos and arsenic testing came back on pump house – both tested out acceptable so tear down of pump house can proceed; will put up snow fence or some protection around site

- 1. **Water/Sewer/Garbage** (Trustee Bathje)
 - a. Drawdown #10 for WWTP (C/A Item H)
Requested amount is \$215,193.85
 - b. J Ehmke, MSA, said WWTP is on schedule, about one month left, substantial completion by Feb 8th; AeroMod will be here to do dry-test and give training next week; still some electrical work to be done

- 2. **Buildings & Grounds/Streets & Street Lights** (Trustee VanDriessche)
None

- 3. **Cemetery** (Trustee Wiebenga)
 - a. Cemetery meeting coming up on January 24

- 4. **Administrative** (Mayor Wilson)
 - a. Minutes from 12/13/10 Board Meeting (C/A Item A)
 - b. Minutes from special Board Meeting 12/8/2010 (C/A Item B)
 - c. RCFPD/PB Fire Report for December 2010 (C/A Item C)
 - d. RI County Sheriff Report for December 2010 (C/A Item D)
 - e. Minutes from Green Committee 10/27/10 meeting (C/A Item F)

VI REVIEW ITEMS ON CONSENT AGENDA

Item G amended to correct meeting date, Item H corrected to add dollar amount of drawdown, and Item I removed

<i>ITEM</i>	<i>Action</i>	<i>Description</i>
A	Approve	Minutes from 12/13/10 Board Meeting
B	Approve	Minutes from 12/8/10 special Board Meeting
C	Receive	RCFPD/PB Fire Report for December 2010
D	Receive	RI County Sheriff Report for December 2010
E	Receive	Rick Kessler's January 2011 O & M Report
F	Receive	Minutes from Green Committee 10/10 meeting
G	Receive	Minutes from Planning/Zoning 10/10 11/10 meeting
H	Approve	Drawdown #10 for WWTP \$215,193.85
I	Approve	Update of Village computer system

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MOTION TO APPROVE CONSENT AGENDA AS AMENDED

Trustee Wiebenga made motion to approve the Consent Agenda as amended, seconded by Trustee Sidor

RC #2: Ayes: Trustees: Wiebenga, Sidor, Bathje, French

Nays: None

Absent: Stoltenberg, VanDriessche

Mayor Wilson declared Consent Agenda approved as amended

CORRESPONDENCE

Mayor Wilson reminded all that both Republican and Democratic caucuses will be held next Monday January 10th – the Democratic at Community Room at The Heights Apartments at 6:00 pm, and the Republican at Coe Township Hall at 6:30 pm

OLD BUSINESS

None

NEW BUSINESS

None

GALLERY – QUESTIONS, COMMENTS

None

ADJOURN

Trustee Sidor made motion to adjourn, seconded by Trustee Wiebenga

All Ayes

Mayor Wilson declared meeting adjourned at 6:47 PM.

Approved (Date)

Mayor - Robert Wilson

Village Clerk – Barbara Cray