

**BOARD MEETING
VILLAGE OF PORT BYRON
120 S. Main
Port Byron, IL 61275
APRIL 5, 2010 - 6:00 P.M.**

The First April Board Meeting was called to order with the Pledge of Allegiance by Mayor, Bob Wilson, at 6:00 p.m. on Monday, April 5, 2010.

Roll Call #1: Present: Trustees: Harold French, Jan Stoltenberg George Bathje, and Scott Sidor

Absent: Trustees:, Shawn VanDriessche, and Todd Wiebenga
Also present: Attorney Graham Lee; Rick Kessler, Public Works Administrator

COMMENTS FROM THE MAYOR

Mayor Wilson announced that May 1 would be declared "Earth Day" in the village. The Green Committee is planning to plant trees, to cleanup of the river front and village parks and to landscape two new welcome signs for the village. Rick Kessler also noted that the new maintenance building would have an open house that day.

GALLERY – Mr. Jim Walters, a resident of Port Byron asked what roads were going to be improved with the MFT emergency funds. Rick Kessler noted there had been a bid opening and bids came in low enough to perhaps allow more roads to be upgraded. A new bid will be let for the Elm Shore Drive, Fairfield Road, Parkway Drive and additional areas. Bids should be opened by May 1, with work hopefully to be done in June.

At 6:18 Trustee Todd Wiebenga entered the meeting

AGENDA – No changes were noted in the agenda

COMMITTEE INFORMATION

A. PUBLIC INFORMATION/FINANCE COMMITTEES

1. TIF

- a. The TIF Treasurer's Reports for February and March 2010 were presented for review (C/A Item TIF-A)
- b. Minutes from the TIF meeting on 2/19/10 were presented for review (C/A TIF-B)
- c. TIF Budget for fiscal year 2010/2011 was reviewed for approval (C/A TIF-C)
- d. Resolution TIFR100504A Approving an additional \$20,000 for completion of flat work, holding tanks and septic system at the new maintenance building was presented for adoption (C/A TIF-D).
- e. Resolution TIFR100504B Approving cost of a message board for the village, to be placed by the new maintenance building, NTE \$20,000 was presented for adoption (C/A TIF-E). Zoning will be checked for placement of the sign. The brightness on the sign may be dimmed if desired and it would be possible to limit the sign's "on" time to certain hours.
- f. Mayor Wilson addressed the post office situation. He presented two scenarios:
 1. The board consider purchasing the current building, or
 2. The post office could have another building "postalized" to handle their needs.**Motion by Trustee Sidor, seconded by Trustee French, for the mayor to proceed in determining purchase price of existing facility and expenditures to upgrade (appraisal, repairs, etc.). Cost of getting estimates is not to exceed \$2,000.**

Roll Call #2:

Ayes: Trustees: French, Bathje, and Sidor and Wiebenga

Nayes: None

Absent: None

Recuse from vote: Trustees VanDriessche, and Stoltenberg

Mayor declared motion carried

- g. Motion by Trustee Bathje, seconded by Trustee Sidor to approve TIF Consent Agenda as presented.**

Roll Call #3:

Ayes: Trustees: French, Bathje, and Sidor and Wiebenga

Nayes: None

Absent: None

Recuse from vote: Trustees VanDriessche, and Stoltenberg

Mayor declared motion carried

TIF CONSENT AGENDA

ITEM	Action	Description
TIF-A	Approve	TIF Treasurer's Report for February 2010
TIF-B	Receive	Minutes from TIF Meeting 2/19/10
TIF-C	Approve	TIF Budget for 2010/2011 Fiscal Year
TIF-D	Adopt	Resolution TIFR100504A Approving \$20,000 for flat work and holding tanks for septic at new maintenance building
TIF-E	Adopt	Resolution TIFR100504B Approving cost of message board for village by maintenance building NTE \$20,000
TIF-F	Approve	TIF Treasurer's Report for March 2010

2. Village Finance -

- a. The Village Visa Card was discussed. Names for use on that card should be: Rick Kessler, Don Loy, Shirley Hollister, Carol Henry and Gary Doyle (C/A Item D)
- b. Resolution R100504 Authorizing Mayor's Signature on contracts and purchase orders was presented to be adopted (C/A Item F)
- c. Treasurer's report for March 2010 was presented for approval (C/A Item G)

3. Zoning/Planning – (See The Heights Apartment discussion under “New Business”

4. Ordinance, Personnel, Grants & Audits – Trustee Wiebenga noted he is working with the office staff to develop a “complaint” log and system. Complaints coming into the office may then be directed to the proper trustee or staff member for follow-up.

5 Public Health – No new report

B. PUBLIC WORKS COMMITTEE

Public Works (water/sewer/garbage)

- a. Rick Kessler reviewed his March report with the board (C/A Item K)
- b. Mayor Wilson reviewed the current garbage rate. Currently, the amount of income from taxes and service fees does not cover the expenditure for the Allied contract or other expenses incurred each month. A spreadsheet of costs was presented to the board for review. To keep up with the expenditures, an increase in garbage rates will have to be addressed at a future meeting.

At 6:55 p.m. Trustee Wiebenga left the meeting

Buildings & Grounds/Streets & Street Lights – No new report

Cemetery – No new report

Administrative

- a. Minutes from the 03/08/10 board meeting were presented for approval (C/A Item A)
- b. Minutes from the 2/24/10 Green Committee Meeting (C/A Item B)
- c. Minutes from 3/24/10 Green Committee Meeting have not been received – remove from consent agenda item C.
- d. Mayoral appointments for fiscal year 2010/2011 were presented for approval (C/A Item E)
- e. Sheriff's report for March 2010 (C/A Item I)
- c. RCFPD report for March 2010 (C/A Item J)
- d. Bid approval for Elm Shore Drive project will be rebid – remove C/A Item H.

CONSENT AGENDA

Motion by Trustee Sidor, Seconded by Trustee Stoltenberg, to approve the Consent Agenda removing items C and H and adding the name Gary Doyle to item D.

RC #3 - Ayes: Trustees: French, Bathje, Sidor, and Stoltenberg,

Nays: None

Absent : Wiebenga, and VanDriessche

Mayor Wilson declared motion carried.

CONSENT AGENDA

<i>ITEM</i>	<i>Action</i>	<i>Description</i>
A	Approve	Minutes from 03/08/10 Board Meeting
B	Receive	Minutes from 2/24/10 Green Committee Meeting
C	Receive	Minutes from the 3/24/10 Green Committee Meeting
E	Approve	Names for use on bank Credit Card: Rick Kessler, Don Loy, Shirley Hollister, Carol Henry and Gary Doyle
F	Approve	Mayoral Appointments for 2010-2011 fiscal year
G	Adopt	Resolution R100504 - Authorizing Signature on Contracts and Purchase Orders
H	Approve	Treasurer's Report for March 2010
I	Approve	Bid for Elm Shore Drive, Fairfield Road, Parkway Drive
J	Receive	RI County Sheriff's Dept. Report for March 2010
K	Receive	RCFPD/PF Fire Dept. Report for March 2010
L	Receive	Operations & Maintenance Report from R. Kessler for March 2010

CORRESPONDENCE – No new correspondence

OLD BUSINESS – None

NEW BUSINESS

Mayor Wilson announced there is a company wanting to purchase The Heights. They would like the village to give them a 6% tax abatement for the property. The board feels the taxes on the ten buildings are very low and that no abatement would be considered at this time.

GALLERY - No new comments

At 7:15 p.m. motion made by Trustee Bathje, seconded by Trustee Sidor that the meeting be adjourned. All Ayes

Mayor Wilson declared the meeting adjourned.

Approved (Date)

Mayor Robert Wilson

Village Clerk – Janet Fletcher