

**BOARD MEETING  
VILLAGE OF PORT BYRON  
120 S. Main  
Port Byron, IL 61275  
MAY 11, 2009 - 6:00 P.M.**

Newly-elected official, Scott Sidor, was sworn in as Trustee by Clerk Fletcher.

The second May Board Meeting was called to order with the Pledge of Allegiance by Mayor Bob Wilson, at 6:05 p.m. on Monday, May 11, 2009.

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

**Absent: None**

**GALLERY – No Comments**

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

**TIF - No new information**

**COMMITTEE INFORMATION**

**A. FINANCE** – The monthly treasurer's report was presented for approval (C/A Item H)

**B. PUBLIC FINANCE COMMITTEE**

**Zoning** – No new report

**Planning (PC)** – Minutes of the 4/15/09 meeting were presented (C/A Item F)

**Ordinance** – The following ordinances were presented for adoption:

**R091105A** – Participation in State of Illinois Federal Surplus Property Program (C/A Item K)

**R091105B** – Support of Comprehensive State Capital Infrastructure Program (C/A Item I)

**R091105D** – Authorizing Signature of Bob Wilson, Mayor, on Contracts and Purchase Orders (C/A Item L)

**R091105E** – Authorized signatures on all accounts for Port Byron State Bank: Bob Wilson, Janet Fletcher, George Bathje, Shirley Hollister. Number of signatures required per check = 2 (C/A Item M)

**Grants & Audits** – No new report

**Personnel** - No new report

**C. PUBLIC SAFETY COMMITTEE**

**Sheriff's Department** - No report received for month of April

**RCFPD** - A report for April 2009 from the RCFPD was presented for review (C/A Item E)

**Public Health** – No new report

**Garbage** – The Allied Waste contract was discussed. If the contract options were to be reconsidered, the board would like answers to these questions: how many carts will be made available if one is not enough; will smaller sized carts be made available; can additional garbage be placed in bags for pick up and how often would that be allowed? Mayor Wilson will be having a meeting later this week with the Allied people and will present these concerns at that time. A written contract containing answers to these questions is requested by the board for future action.

**D. PUBLIC WORKS COMMITTEE**

**Public Works** - Rick Kessler's monthly report for April 2009 was presented for review (C/A Item C)

**Water** - No new report

**Sewer** - No new report

**Buildings & Grounds** - No new report

**Streets & Street Lights**

1. Mr. Pat Ready from MSA presented an agreement for \$3,200 for the additional non-MFT work to be done on Ravine Street. They would assist and VOPB with engineering associated with the paving of Ravine Street on a prepared subbase. The project consists of paving approximately 6,300 sq. yards with a 4" thick asphalt surface. Options for paving a portion of Bluff Street and Oak Boulevard will also be obtained. MSA will complete the following scope of services:
  - a. Prepare plan drawings depicting the area proposed pavement surfacing (2 sheets)
  - b. Prepare typical pavement sections.
  - c. Prepare bid documents and special provisions and proposal form for public bidding.

The following assumptions were also made:

- a. Project surveying will not be provided
  - b. Village will publish notice to bidders
  - c. Construction related services are not included  
(C/A Item N)
2. The resolution for use of MFT funds will be presented at the next board meeting by MSA.
  3. Knox County completed the reclaiming work on Ravine Street. It has been rolled and aggregate will be put on. The alley between Oak and Cherry was also worked.

**Cemetery** - Minutes from the 4/27/09 Meeting (C/A Item G)

**Garbage** - No new report

**Administration** -

1. Clerk Fletcher noted that each new board member would benefit from spending a small amount of time with the Deputy Clerks learning their office procedures and responsibilities.
2. Minutes from the 4/20/09 Continued Meeting were presented (C/A Item B)
3. Minutes from the 4/13/09 Meeting were presented (C/A Item A)
4. Minutes from the 5/04/09 Meeting were presented (C/A Item D)
5. Mayor Wilson presented his list of appointments for approval (C/A Item J)

**Cemetery Board:** Sexton, Don Loy; Larry Butterfield, Bill Gilbert, Carol Fritz

**Zoning & Planning Board:** Bill Stoermer Chairman; Lyman Gray, Don Fritz, Blake Covemaker, Will Bradshaw, Bruce Peterson, Truman Langhofer, Sarah Ford, Eric Woolard, Steve Enright, Beth Keim, Shelly Wells-Cain

**Village Treasurer:** Jared Hurlbutt

**Village Attorney:** Lee & Lee (Graham and Clayton)

A list of committee responsibility was also presented. Chairmen include:

**Public Health:** George Bathje

**Fire/Ambulance:** Harold French

**Water/Sewer/Garbage:** Terri Thornton

**Buildings & Grounds, Street & Street Lights:** Shawn VanDriessche

**Cemetery:** Todd Wiebenga

**Finance:** Scott Sidor

**Ordinance, Personnel, Grants & Audits:** Todd Wiebenga  
**Zoning & Planning:** Harold French  
**TIF:** Mike Kein, Administrator (Bob Wilson liaison)

6. When the mayor is away from the village for an extended period, a Mayor Pro Tem is required. **Motion by Trustee Thornton, seconded by Trustee French elect Todd Wiebenga as Mayor Pro Tem.**  
**All Ayes Motion Carried.**

**CONSENT AGENDA**

**Motion by Trustee Wiebenga, Seconded by Trustee VanDriessche to approve the Consent Agenda as presented.**

**RC #4: - Ayes: Trustees: French, VanDriessche, Sidor, Thornton, Wiebenga, and Bathje**  
**Nays: None**  
**Absent: None**  
**Mayor Wilson declared motion carried.**

<b>PROPOSED CONSENT AGENDA 05-11-09</b>		
<b>ITEM</b>	<b>Action</b>	<b>Description</b>
A	Approve	Minutes from 4/13/09 Board Meeting
B	Approve	Minutes from 4/20/09 Continued Board Meeting
C	Receive	Monthly Operations Report from R. Kessler - April 2009
D	Approve	Minutes from 5/4/09 Board Meeting
E	Receive	RCFPD Report for April 2009
F	Receive	Planning Commission Minutes from 4/15/09
G	Receive	Cemetery Board Meeting from 4/27/09
H	Approve	Treasurer's Report for April 2009
I	Adopt	Resolution R091105B Support of Comprehensive State Capital Infrastructure Program
J	Approve	Mayoral Appointments for 2009
K	Adopt	Resolution R091105A for Participation in State of Illinois Federal Surplus Property Program
L	Adopt	Resolution R091105D Authorizing Signature on Contracts and Purchase Orders - Bob Wilson
M	Adopt	Resolution R091105E Authorizing Signature on Checking accounts at Port Byron State Bank
N	Approve	Professional Services Agreement with MSA - Ravine Street Paving - \$3,200

**CORRESPONDENCE** – The new mayor and trustees are encouraged to attend the Newly-Elected Officials Seminar held by the Illinois Municipal League. The village pays for the meeting and mileage.

**OLD BUSINESS** – None  
**NEW BUSINESS** - None

**GALLERY –**

1. Aaron Harlan, Chairman of the TUG Fest, reported he met with the downtown businesses and an agreement has been reached regarding street closing. The streets will be closed to the downtown area at 2:00 on Thursday. The barricades will be manned so patrons of the beauty, barber and physical therapy businesses will be able to enter the area. Parking spaces will be left open in front of each establishment for their customer's use.

Arm bands were also discussed and they will be required for alcohol consumption during the fest. The trustees asked what the village liability would be for people consuming liquor if a fake ID is used and is not detected by those carding. The village insurance company will be contacted for answers.

2. Courtland Pieper, a resident of Port Byron, asked if the village were going to allow another antenna to be placed on the water tower. Mr. Pieper feels the village would have to clear the additional antenna with U.S. Cellular and he also feels the village should receive some income from the additional tower. Mayor Wilson noted that the village has not received a proposed contract and that those questions would be answered before an agreement is signed.

There being no further business to come before the board, **Motion by Trustee Wiebenga, seconded by Trustee Thornton to adjourn the meeting.**

**All Ayes**

**Meeting was declared adjourned at 6:48 p.m. by Mayor Wilson.**

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

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

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