

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

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

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

**Absent: None**

Also present: Rick Kessler, Public Works Superintendent and Attorney Graham Lee

**GALLERY** – No comments

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

**TIF**

1. Bids for the new maintenance building had been opened at 5:30 p.m. Seven bids were received. Low bid was Crane Construction of Prophetstown at \$108,389.50; high bid was \$165,991.34. Trustee French noted that he feels the building should only be partially heated (40'), and the rest of the building could be used as cold storage; there is no need to insulate and heat the entire building. Trustee Sidor asked for cost estimates for performance and payment bonds on the project. Trustee Wiebenga stated he feels it would be in the village's best interests to complete the building with an eye to the future and insulate and heat the entire structure. Rick Kessler will get the information requested and the board asked that the bid discussion be tabled until the next board meeting (7/13/09).
2. The next TIF meeting will be July 16 at 7:00 p.m.
3. Item TIF-A was removed from the consent agenda – no treasurer's report was received.
4. Signage for the bike trail was discussed. Exact costs for the signs have not been determined. The board is considering three signs and appropriate blades at a cost not to exceed \$2,500 (C/A Item TIF-B Resolution TIFR090607A)
5. **Motion by Trustee Wiebenga, seconded by Trustee Thornton to approve the TIF Consent Agenda with the removal of item TIF-A (Treasurer's Report)**

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

**Nays: None**

**Absent : None**

**Recuse from the vote: Trustee VanDriessche**

**Mayor Wilson declared motion carried.**

**TIF CONSENT AGENDA**

<b>ITEM</b>	<b>Action</b>	<b>Description</b>
TIF-A	Approve	Removed from consent agenda
TIF-B	Approve	Purchasing 3 Sign Poles and blades for Bike path - village cost not to exceed \$2,500

**COMMITTEE INFORMATION**

**A. FINANCE**

1. Trustee Sidor reported that the village finances are in good order at present.
2. The Treasurer's report was not available for the meeting (remove C/A Item D)

**B. PUBLIC INFORMATION/FINANCE COMMITTEES**

**Zoning/Planning** – There will be a Planning Meeting on July 15, 2009 at 7:00 p.m.

**Ordinance, Personnel, Grants & Audits**

1. Rick Kessler reported that a \$14,145 Emergency Management Grant has been presented to the village for various items, including new meeting room furnishings.
2. Ordinance #M090607A Declaring '96 Ford Utility Truck as scrap so it can be put up for sale (C/A Item E)

**Public Health** – No new report

**Sheriff's Department** - No report

**C. PUBLIC WORKS COMMITTEES**

**Garbage** – No new report

**Water** –

1. Received monthly operations report for June 2009 from Rick Kessler (C/A Item B)
2. The tower space lease agreement from Scott Emergency Communications Center has been reviewed by Attorney Lee and Julie from Risk Management. There are a couple of changes to the wording that are recommended, and Mayor Wilson will contact SECC to have those changes made. (Remove C/A Item G)

**Sewer**

1. Received April 2009 wastewater report from Doug Farran (C/A Item C)
2. Pat Ready from MSA presented information on: 1) The loan program application for ARRA Projects as it pertains to the new sewage treatment plant 2) A sample ordinance which will have to be completed for the loan, and 3) A new sewer ordinance which would replace the current with the estimated increase in costs.
3. Trustee Thornton presented a user charge analysis to be used in filling in the loan information and ordinances on the new waste treatment plant. If the village obtains the stimulus package and needs to only repay 75% of the costs, the rates would be: for the first 2,000 gallons \$27.80, and each additional 1,000 over \$2.48. If, in the worst case scenario, without Stimulus Funds the village will have to repay 100% of the costs and the rate would be \$32.00 for the first 2,000 gallons, with \$3.50 for each additional 1,000 gallons. The worst case scenario will be used for all paperwork submitted for the loan to the IEPA since Stimulus Funds are still in question.

**Streets** - Bid opening for the Ravine Street project was held at 5:00 p.m. 7/6/09. The bids were all over the estimated cost of \$65,000 which had been budgeted for the project. Low bid for the project was \$156,605.50; high bid was \$177,700.00. Questions were raised as to how to get the costs lower. No motion was made concerning awarding of the bid. More information will be secured by Rick.

**Public Works (water/sewer/streets)**

1. Rick reported that during the June storms, some equipment was lost. It has been replaced and will be turned into the insurance for reimbursement.
2. Rick reported on ILWARN (Illinois Water and Wastewater Agency Response Network), which is a network aid agreement that establishes the ground rules between agencies well in advance of a disaster so that responding utilities can provide aid quickly to fellow utilities in need of assistance. Membership is free and Rick feels it would be in the village's best interests to participate in the network. (C/A Item F)

**Cemetery** – A large oak tree in the cemetery which is about 90% dead should be topped so it doesn't present a hazard. Buk Brothers will top the tree for a cost of \$800. (C/A Item H)

**Administrative**

- Minutes from the 6/11/09 board meeting (C/A Item A)

**CONSENT AGENDA**

**Motion by Trustee Thornton, Seconded by Trustee Sidor to approve the Consent Agenda with the removal of Items D and G.**

**RC #4: - Ayes: Trustees: French, VanDriessche, Thornton, Bathje, Wiebenga, and Sidor  
 Nays: None  
 Absent: None**

**Mayor Wilson declared motion carried.**

<b>ITEM</b>	<b>Action</b>	<b>Description</b>
A	Approve	Minutes from 6/11/09 Board Meeting
B	Accept	Monthly Operations & Maintenance Report for June 2009 from Rick Kessler
C	Accept	April 2009 Wastewater Report from D. Farran
D	Approve	Remove (Treasurer's report)
E	Approve	Declaring '96 Ford Utility Truck Surplus Ordinance M090607A
F	Approve	Free membership to ILWARN (Illinois Water and Wastewater Response Network)
G	Approve	Remove (SECC lease)
H	Approve	Topping dead tree in cemetery by Bok Bros - \$800

**CORRESPONDENCE** - None

**OLD BUSINESS** – Easement from Cardio Vascular Group has been recorded and paperwork returned.

**NEW BUSINESS**

- Graham Lee reported on the Line of Sight requirements from the IDOT. Trustee Thornton and Pat Ready will set up meetings with the parties noted on the IDOT information to obtain the permit required. This is for the new wastewater treatment plant.
- Question was raised on when a Building Permit should be obtained. Building codes indicate that construction will not begin without a permit. There have been instances recently where permits were requested, but never picked up or paid for. The board feels letters should be sent to anyone with an open building permit giving five days to pay or face penalty charges.

**At 7:20 p.m. Motion was made by Trustee Thornton, seconded by Trustee Wiebenga to enter Executive Session to discuss wages (5 ILCS120/2(c)(2)).**

**RC #5: - Ayes: Trustees: French, Thornton, Wiebenga, VanDriessche, Bathje and Sidor  
 Nays: None  
 Absent: None**

**Mayor Wilson declared motion carried.**

At 7:45 the board reconvened in open session. Mayor Wilson stated the board discussion in Executive Session concerned wages for one of the village personnel. There was no action taken in closed session.

**GALLERY**

Randy Price, a resident of Port Byron, is concerned about an ongoing project in his neighborhood that is causing a problem. The rains wash dirt onto the street and into the storm sewers and create a muddy mess on the street and around Mr. Price's garage. A silt fence was suggested and Mayor Wilson will look at the situation again. A time frame for completion of the project and a storm mitigation program were also suggested. A resolution of the problem will hopefully be accomplished by the next board meeting.

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

**All Ayes**

**Meeting was declared adjourned at 8:10 p.m. by Mayor Wilson.**

7/13/09  
Approved (Date)

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

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