

MINUTES

BOARD MEETING

Monday July 6th, 2020, 6:00 P.M.
VILLAGE OF PORT BYRON IL
Meeting conducted via Zoom

The Village Board Meeting was called to order by Mayor Bruce Peterson at 6:01 p.m. on Monday, July 6th, 2020. Via Zoom meeting/Trustees present

ROLL CALL / ESTABLISHMENT OF QUORUM / PLEDGE OF ALLEGIANCE

Roll Call #1: Present: Trustees Wayne Oney, Patty Lindley, Dustin Sloan, Gerry Meade, Bo Mathis, Brian Bitler

Absent: None

Mayor Bruce Peterson

Also Present: Sarah Gorham, Attorney; Deb Laleman, Treasurer

GALLERY

Boy Scout Mitch Hasenour distributed an estimate for the work to be completed on the old gazebo by the troops in order to obtain their Eagle Scout Badge. Said that the work will include repairs to the roof, fixing trip hazards in the bricks, mulch, level flooring, replace broken spindles, painting and cleaning. He estimated that the total of this work will be \$500.00. He will be presenting his business plan, budget and gaining approval from the Troop leader before beginning the project. Trustee Sloan and Trustee Mathis will provide tools as needed.

Trustee Sloan motioned to provide Mitch Hasenour \$500.00 up front. He is to provide receipts and return any monies not used or provide receipts for reimbursement if the amount exceeds \$500.00, Seconded by Trustee Bitler

Roll Call #2: Present: Trustee Sloan, Bitler, Oney, Meade, Lindley, Mathis

Absent: None

Mayor Bruce Peterson declared motion passed

COMMITTEE REPORTS

A. PUBLIC INFORMATION/FINANCE COMMITTEES

1. VILLAGE FINANCE **WAYNE ONEY**

- a. 0620 Treasurer's reports including P & L and check registers (C/A Item B)
- b. Yearly Audit – Carpentier, Mitchell, Goddard & Co. – Audit amount \$10,300.00, electronic file amount \$1,250.00

Trustee Oney went through the Village's current financial reports. He compared last year's income and spending to this year's income and spending. He reported that everything is in good standing and the Village finances have not suffered due to the Covid pandemic.

Trustee Oney also presented a report about the solar panels at the wastewater treatment plant. The report showed the amount of energy we have used and what the solar panels have provided monthly since installation. We have accumulated extra energy amounts that are surpluses in our Mid-American Energy Account.

Clerk Engels reported that the contract for our yearly audit from Carpentier, Mitchell, Goddard & Co. The total amount of the Audit and electronic filing is \$11,550.00

Trustee Oney motioned to pay \$11,550 to Carpentier, Mitchell, Goddard & Co. to complete the yearly audit and electronic filing for the Village, Seconded by Trustee Lindley

**Roll Call #3: Present: Trustee Oney, Lindley, Sloan, Meade, Mathis, Bitler
Absent: None
Mayor Bruce Peterson declared motion passed**

2. **TIF BRUCE PETERSON**
 - a. Happy Pawz – Resolution # TIFR200607

Mayor Peterson reported on the Happy Pawz business in the works. He presented the resolution to create the development agreement to move forward in providing TIF funds to the Newberry's for the project. Mayor Peterson said that he had a TIF meeting with the committee and that they recommend that a TIF agreement be approved by the board.

Trustee Bitler asked for clarification on rather dogs will be allowed outside of the building. Concerned with neighbors complaining due to barking. Mayor Peterson assured that the business will not allow outdoor kenneling or animals. The business will have to adhere to our noise ordinances.

Trustee Sloan motioned to approve Resolution #TIFR 200607 for Happy Pawz (The Newberry's), Seconded by Trustee Meade

**Roll Call #4: Present: Trustee Sloan, Meade, Oney, Lindley, Mathis, Bitler
Absent: None
Mayor Bruce Peterson declared motion passed**

3. **ECONOMIC DEVELOPMENT PATTY LINDLEY**

Trustee Lindley reported that there will not be an Economic Development Meeting in July due to Covid. She is hoping there will be a meeting in August.

4. **MSA/ IRDC COMMITTEE WAYNE ONEY/JARED FLUHR**
 - a. Rebuild Illinois IL HWY84 Sidewalk and Watermain – Grant Application Update
 - b. Easement contracts all signed via Mark Brockway and Clerk

Clerk Engels reported that MSA completed the Rebuild Illinois Grant and hand delivered it to the Springfield office on the due date.

Clerk Engels reported that all the easements along Hwy 84 have been obtained and the paperwork has been signed and is being filed through the county. All easements were donated by homeowners.

5. **PLANNING/ZONING COMMITTEE GERRY MEADE**

Trustee Meade reported that there will not be a July meeting and he hopes to have an August meeting in a face to face manor.

6. ORDINANCE, GRANTS & AUDITS PATTY LINDLEY

Trustee Lindley has been working on changes on a couple of ordinances and will be reporting on those changes once complete.

Trustee Lindley reported that she would like to extend the sidewalk café event permits for all restaurants/ bars for outdoor service. Brian Bitler suggested that we extend them until the next board meeting. Lindley asked the Clerk to provide the owners with an updated special events permit for another additional 14 days.

7. PERSONNEL BRIAN BITLER

- a. Utility Clerk Job opening and posting – Indeed

Clerk Engels reported that she hopes to have the Utility Clerk position posted within the next couple of weeks. Trustee Lindley will research what the salary rates in surrounding communities are.

B. PUBLIC WORKS DON LOY/ERIC SIKKEMA

1. PUBLIC WORKS (RECYCLING/REFUSE, BLDG. & GROUNDS/STREETS & STREET LIGHTS DUSTIN SLOAN/BRIAN BITLER/BO MATHIS

- a. Gear box for ditch mower – AC McCarthy - \$1338.00
- b. Generator – Gierke Robinson Co. - \$5,648.00
- c. Salt Spreader – Bonnell Industries Inc - \$2,203.00

Eric Sikkema reported that a new gear box is needed for the ditch mower. The plug fell out and in turn, the gear box was damaged.

Trustee Bitler motioned to purchase a new gear box for the ditch mower from AC McCarthy in the amount of \$1,338.00, Seconded by Trustee Sloan

**Roll Call #5: Present: Trustee Bitler, Sloan, Oney, Meade, Lindley, Mathis
Absent: None
Mayor Bruce Peterson declared motion passed**

Eric Sikkema reported the need for a new generator for water main breaks. However, he had a discussion with Trustee Bitler and there is a less expensive generator (Generac brand) at Menards that costs around \$1,000.00.

Trustee Sloan, motioned to purchase a generator from Menards for use during watermain breaks, not to exceed \$1,200.00, Seconded by Trustee Lindley

**Roll Call #6: Present: Trustee Sloan, Bitler, Lindley, Oney, Meade, Mathis
Absent: None
Mayor Bruce Peterson declared motion passed**

Eric Sikkema reported that the salt spreader on our salt truck is actually bent and will need to be

replaced before winter. When he was at Bonnell he seen a used one in like new condition. One brand new would cost around \$5,000.00

Trustee Lindley motioned to purchase the salt spreader from Bonnell in the amount of \$2,203.00, Seconded by Trustee Mathis

**Roll Call #7: Present: Trustee Lindley, Mathis, Sloan, Bitler, Oney, Meade
Absent: None
Mayor Bruce Peterson declared motion passed**

Eric Sikkema reported that the wooden dock repair is completed. He will provide Mayor Peterson with a quote to replace the other old wood before the next meeting.

2. WATER/SEWER BRIAN BITLER

None

3. CEMETERY GERRY MEADE

Trustee Meade reported that one of the members of the Cemetery Committee is self-quarantining with the Covid virus, so the next meeting has been postponed until further notice.

4. ADMINISTRATIVE

a. Minutes from 061520 Board Meeting (C/A Item A)

V REVIEW ITEMS ON CONSENT AGENDA

A	Approve	Minutes from the 061520 Board Meeting
B	Approve	0620 Treasurer's reports including P & L and check registers

VI MOTION TO APPROVE CONSENT AGENDA

Trustee Sloan made a motion, seconded by Trustee Oney, to approve the Consent Agenda All "Ayes", no "Nays" - Mayor Peterson declared motion approved

VII CORRESPONDENCE

VIII OLD BUSINESS

Trustee Mathis asked when Valley is going to begin construction on Cherry Street. Eric Sikkema responded that they will be starting next week.

Trustee Meade asked if any other information is available on the run-down house on high street (a crossed from Casey's). Lawyer Sarah Gorham reported that the house is going up for foreclosure sale is set for July 10th. We can then decide how we want to move forward.

Trustee Meade asked if anyone has met with Mid-American Energy about burying the power lines along Main Street. Have we heard anything about that? Trustee Oney reported that Mid-American is not interested in moving ahead until we are further along in our Downtown Streetscape plans.

Mayor Peterson reported that the Farmer's Market the past weekend was a success and will continue weekly as planned.

IX NEW BUSINESS

a. Split door/window options for front office **JAMIE ENGELS**

Clerk Engels reported a situation with a gentleman that came into the office that was very aggressive. The situation resulted in officer assistance. She would like to see the office to ramp up security measures to include split doors to not allow non-personnel into the office area.

Trustee Bitler reported that this is something that he feels needs to be done immediately. He said that the board has talked about this for a while now.

Trustee Lindley requested that we get some bids to come up with a permeant solution to provide security for the front office area.

Trustee Mathis agreed with Lindley that maybe we can have a “buzz in” type of system so not just anyone can enter the building.

Trustee Bitler suggested that himself and Eric will take this over and work on it.

Mayor Peterson said there is no expense limit for this improvement, and they should proceed accordingly in making safety changes.

Trustee Bitler reported that there is a resident that would like more gravel on Benson Street. Eric Sikkema said that he could look into it next week.

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

Lou commented that the future Happy Pawz location is (308 Main) is zoned Industrial 1. Trustee Sloan commented that Industrial 1 and Commercial 1 have the same guidelines.

XI COMMENTS FROM THE MAYOR

a. Personnel changes

Mayor Peterson suggested that Trustee Oney take over the front office Personnel situations because he has developed a good relationship with the front office workers.

Trustee Sloan said that he doesn't feel that the responsibilities of the Trustee's is being handled correctly. He said that Trustee Oney is head of almost all committees and that he would like to see Trustee Mathis head of personnel.

Mayor Peterson said that he would talk to all Trustees if issues do arise with the front office staff for input.

Mayor Peterson would like the 2 electrical boxes moved that keep getting damaged on Main Street. He said that he would like bids from some electricians on moving these boxes.

XII ADJOURN

Trustee Bitler made a motion to adjourn, seconded by Trustee Sloan

All Ayes, No Nays – Mayor Peterson declared the meeting adjourned at 6:58pm

Approved (Date)

Mayor – Bruce Peterson

Village Clerk – Jamie Engels