

MINUTES

BOARD MEETING

Monday May 18th, 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 6:00 p.m. on Monday, May 18th, 2020.

ROLL CALL / ESTABLISHMENT OF QUORUM / PLEDGE OF ALLEGIANCE

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

Absent: None

Mayor Bruce Peterson

Also Present: Sarah Gorham, Attorney; Shirley Hollister, Deputy Clerk; Deb Laleman, Treasurer

GALLERY

None

COMMITTEE REPORTS

A. PUBLIC INFORMATION/FINANCE COMMITTEES

1. VILLAGE FINANCE WAYNE ONEY

a. Approve Visa statements

c. 0420 Treasurer's reports including P & L and check registers (C/A Item B)

Trustee Oney reviewed the Visa bill charges.

Trustee Oney motioned to approve Visa bills as presented, seconded by Trustee Mathis

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

Nays: None

Absent: None

Mayor Peterson declared motion passed

Trustee Oney reviewed the Village finances and the P&L report and everything is consistent.

2. TIF BRUCE PETERSON

None

3. ECONOMIC DEVELOPMENT PATTY LINDLEY

Trustee Lindley reported that the Baby Blues fest is postponed, and a later date will be announced. She also reported that the June Economic Development meeting is to be determined to be held.

4. MSA JARED FLUHR

a. IL 84 Sidewalk & Water Main CRS Engineering contract

b. Downtown Streetscape Planning – Contract Amendment

- c. 2020 MFT (Cherry St & 4th Ave.) – Bid opening results & notice of award
- d. Discussion and possible action regarding potential DCEO grant opportunities and grant application

Jared Fluhr reported that the CRS agreement was announced at the previous meeting. It has previously been discussed in the IRDC meeting as well. The amount of the contract is \$376,000 for admin, onsite inspection and the post construction IDOT portion of the contract.

Trustee Oney motioned to approve the CRS contracted, seconded by Trustee Mathis

**Roll Call #3: Ayes: Oney, Mathis, Meade, Bitler, Lindley
Nays: None
Absent: Sloan (disconnected from Zoom)
Mayor Peterson declared motion passed**

Jared Fluhr reported that the Downtown Streetscape.planning contract amendment will be tabled until the next meeting

Jared Fluhr reported that there were 3 bids received for the Cherry St project and the lowest came in at \$453,100 submitted by Valley Construction.

Trustee Oney motioned to approve the Cherry St construction bid award with Valley Construction in the amount of \$453,100, to be paid out of MFT funds seconded by Trustee Bitler

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

Jared Fluhr reported about 2 grants available through the state called the rebuild Illinois grant and would like the Board to approve up to \$10,000 for MSA to apply for these grants on behalf of the Village. They believe these funds can be used for the sidewalk project. Due date is June 15th, We are required to have a public hearing. Possibility that the open house that was held several months ago might meet that guideline.

Trustee Oney motioned to approve awarding up to \$10,000 to begin grant application, seconded by Trustee Sloan

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

5. IRDC COMMITTEE WAYNE ONEY
a. Sidewalk ordinance

Trustee Oney reported that he would like to make changes to the sidewalk ordinance. The changes he would like to make are making the resident responsible for 50% of repair costs if damaged by them. The resident would also be responsible for removal of ice/snow/garbage The discussion was tabled until the next meeting.

6. PLANNING/ZONING COMMITTEE GERRY MEADE

Trustee Meade announced that the Vet clinic is planning a soft opening in July – ahead of schedule.

The P&Z meeting in April and May have been cancelled

7. ORDINANCE, GRANTS & AUDITS PATTY LINDLEY

- a. Golf cart ordinance
- b. Illinois vehicle code

Trustee Lindley reported that she would the Board to consider changing the Village golf cart ordinance to include UTVs and ATVs. She also would like to change the age limit for operation from 18yrs of age to 16yrs of age. It is also noted in the ordinance that those with a permit CAN cross HWY 84 and that the Village Clerk is the only one allowed to grant these permits.

Trustee Lindley will have the final amended ordinance at the next meeting for voting.

8. PERSONNEL BRIAN BITLER

- a. Concerns about pay raises
- b. Summer worker's pay
- c. Personnel Ad-hoc Committee

Trustee Bitler reported that the Clerk received a 2.8% increase in pay and he questions if that was too high according to cost of living. In his research he believes that cost of living percentage is 1.6. He suggests that in the future that the research be done before a percentage is granted.

Mayor Peterson responded by saying the federal government gave all of their employees a 3.2% increase for cost of living. The workers at the Arsenal was given 3.0%

Mayor Peterson provided information on what he feels has created problems within the office between employees, according to this year's pay increases:

Employee A received no pay increase, but did receive a \$750.00 bonus.

Employee B received \$1.50 increase per hour, minimum of 1,500hrs per year = \$2,250 + \$500 a year to IMRF = \$2,700 total per year.

Employee C 2.8% increase which equals 0.60 an hour, working 1,000hrs per year = \$600.00 total increase.

Bitler said he did not realize that Employee B works 1,500 hours per year. He thought the job was part time and was to remain at 1,000 hours per year.

Trustee Bitler reported that he would like to increase the part time summer employee's wages to ensure that we are on track to meeting the \$15 per hour minimum required by the state by year 2025. He reported that they currently make \$10 per hour. The discussion was tabled until research on state statues are reviewed.

Mayor Peterson is concerned about the recent pay raises and he is in charge of the Administrative staff. He has decided to create an Ad-hoc Committee to create a structure and format for employees at Village Hall. This will include job descriptions, pay raises, management structure, hours per position etc. Current staff will not be a part of this committee.

B. PUBLIC WORKS DON LOY/ERIC SIKKEMA

1. PUBLIC WORKS (RECYCLING/REFUSE, BLDG. & GROUNDS/STREETS &

Eric Sikkema reported that the Village will be accepting sealed bids until June 1st for replacing the docks within the Village. The bid opening and award will be on June 1st and work is to be completed by July 1st.

2. WATER/SEWER BRIAN BITLER

a. Maguire Iron, Inc - \$1,600.00

Eric Sikkema reported that Maguire Iron is to complete an inspection on our water tower.

Trustee Bitler motioned to approve paying Maguire Iron, Inc \$1,600.00 to inspect the water tower, seconded by Trustee Lindley

Roll Call #6: Ayes: Bitler, Lindley, Oney, Mathis, Meade

Nays: None

Absent: None

Mayor Peterson declared motion passed

Eric Sikkema reported that a Donald and Janice Lewis at 308 4th Ave Ct will be re-doing their driveway and that the cub and gutter needs to be replaced. He will be receiving bids to be voted on at the next meeting.

3. CEMETERY GERRY MEADE

None

Trustee Meade reported that they hope that a meeting will be scheduled for June. Changes will be reviewed by the state.

Clerk Engels reported that Kristie will be completing 12 plot deeds for plots that have been sold

4. ADMINISTRATIVE BRUCE PETERSON

a. Minutes from 042020 Board Meeting (C/A Item A)

V REVIEW ITEMS ON CONSENT AGENDA

ITEM	Action	Description
A	Approve	Minutes from the 042020 Board Meeting
B	Approve	0420 Treasurer's Report including P&L and check registers
C	Receive	RCPBFPD Reports for April 2020
D	Receive	RICO Sheriff's Department Report for April 2020
E		
F		

VIII MOTION TO APPROVE CONSENT AGENDA

Trustee Sloan motioned to accept the consent agenda, seconded by Trustee Meade

All ayes, no nays, Mayor Peterson declared motion passed

IX CORRESPONDENCE

Mayor Peterson received a letter today with concerns from a resident with complaints about street

and roads

X OLD BUSINESS

Trustee Meade asked if the Tug Fest was still scheduled
Tammy Knapp reported that the Tug Fest is still scheduled as of now.

XI NEW BUSINESS

Trustee Bitler discussed getting estimates on doing some upgrades in the office. This is to include fixing the windows that leak and a possible half door for people to make payments.

XII GALLERY – QUESTIONS, COMMENTS

Lou Diluro asked if the building inspector had a chance to review the changes suggested to the sidewalk ordinance. Trustee Oney said that he has not been in contact with the building inspector, but will call him

Lou also asked if the sidewalk ordinance will only apply to pre existing and new sidewalks
Trustee Sloan said it would apply to all sidewalks.

Lou asked if there will be a public meeting about the ordinance or will the Village approve it without public input Trustee Oney said that there will not be a public review but if they want to come to the next meeting that they can review it.

XIII ADJOURN

**Trustee Meade made a motion to adjourn, seconded by Trustee Bitler
All Ayes, No Nays – Mayor Peterson declared the meeting adjourned at 7:57pm**

Approved (Date)

Mayor – Bruce Peterson

Village Clerk – Jamie Engels
