

MINUTES
BOARD MEETING

Tuesday, January 21st, 20, 6:00 P.M.

VILLAGE OF PORT BYRON IL

The Board of Trustees for the Village of Port Byron will hold a meeting on Tuesday, January 21st 2019, at 6:00 pm, at the Village Hall, 120 S. Main Street.

This is an open meeting, and the public is invited to attend.

ROLL CALL / ESTABLISHMENT OF QUORUM / PLEDGE OF ALLEGIANCE

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

Absent: Trustees Lindley, Mathis

Mayor Peterson declared a quorum present

Also Present: Sarah Gorham, Attorney; Officer Work, RICO Sherriff

GALLERY

COMMITTEE REPORTS

IV COMMITTEE REPORTS

A. PUBLIC INFORMATION/FINANCE COMMITTEES

1. VILLAGE FINANCE WAYNE ONEY

a. 1220 Treasurer's reports including P&L and check registers (C/A Item C)

b. Visa statements

c. Residential garbage rates

Trustee Oney reviewed the Treasurer's report and concluded that we are still in good standing. He then reviewed charges on the visa statements that were related primarily to the Holiday lighting contest.

Trustee Oney motioned to pay Visa \$164.63 for December charges, seconded by Trustee Sloan

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

Nays: None

Absent: Lindley, Mathis

Mayor Peterson declared motion passed

Trustee Oney reported that during the budget meetings it was discovered that we would be about \$3,000 in the red at the end of fiscal year 2021 unless we increased residential garbage rates. He reported that there are about 600 households paying garbage and this would increase our garbage funds by \$7,200 per year.

Trustee Oney motioned to increase residential garbage rates by \$1 per household (from \$10 per month to \$11 per month) to begin on April 1st 2020 to cover this deficient, seconded by Trustee Sloan

Roll Call #3: Ayes: Oney, Sloan, Bitler, Meade

Nays: None

Absent: Lindley, Mathis
Mayor Peterson declared motion passed

2. **TIF** **BRUCE PETERSON**
None
3. **ECONOMIC DEVELOPMENT** **PATTY LINDLEY**
None
4. **MSA** **JARED FLUHR**
 - a. Task Order approval – FEMA Funding Assistance

Mayor Peterson reported that the FEMA Grant would assist with 80% of the amount to install water and sewer to North Shore Drive residence. Jared Fluhr presented the task order that he wanted approved for \$10,000 to create the application and work needed for the application. He suggested that if \$10,000 is too high that we start off at \$5,000 and then increase the amount at a future meeting to complete if necessary.

Trustee Meade motioned to pay MSA no more than \$5,000 to complete the FEMA grant application and to increase the amount if needed at a future meeting, seconded by Trustee Bitler

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

5. **IRDC COMMITTEE** **WAYNE ONEY**
 - a. Minutes from 121619 IRDC Meeting (C/A Item B)
6. **PLANNING/ZONING COMMITTEE** **GERRY MEADE**

Trustee Meade reported that the P&Z Committee is working with a sign company to create signage for HWY 84 to direct residence to the Urgent Care facility that just opened.

He also reported that the P&Z Committee will be discussing ordinances the sale of Cannabis within Village limits and be making a recommendation to the board in the future.

7. **ORDINANCE, GRANTS & AUDITS** **PATTY LINDLEY**
None
 8. **PERSONNEL** **BRIAN BITLER**
None
- B. PUBLIC WORKS** **DON LOY/ERIC SIKKEMA**
1. **PUBLIC WORKS (RECYCLING/REFUSE, BLDG. & GROUNDS/STREETS & STREET LIGHTS)** **DUSTIN SLOAN/BRIAN BITLER/BO MATHIS**
 - a. 5 additional parking spots along Main Street (a crossed from Village Hall)

Mayor Peterson reported that Eric is looking into the cost in adding 5 additional parking

spots a crossed from Village Hall on Main Street and that the library may assist in the cost of these spots.

b. Paperless meetings – **Brian Bitler**

Trustee Bitler raised a concern about the amount of paper that is used to print off material for board meetings.

Village Clerk Engels introduced the idea of going paperless and purchasing tablets to download materials on to prevent use of paper in the future.

Shayla Kiddoo-Frere from Platinum presented a quote for 8 tablets, with keyboards to the board in order to provide a solution. The tablets will be for the Trustee's, Clerk's, and Mayor's use on meeting nights and the meeting information will be uploaded on the tablets, accessible via a standard email address that the Trustee's must use for any Village correspondence so that it can be regulated by law if requested. Each Trustee will have an email that can be backed up in case of FOIA requests. The charge of the tablets, including set up will be \$3,231.31. The amount of regulated email addresses that are backed up and secure is \$162.50 per month, with an initial charge of \$300 to set up.

Trustee Oney motioned to purchase 8 tablets (including keyboards) from Platinum in the amount of \$3,231.31, seconded by Trustee Sloan

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

Trustee Oney motioned to set up work emails and not use personal email addresses for work purposes. This includes an initial price of \$300 with a monthly charge of \$162.50 payable to Platinum, seconded by Trustee Sloan

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

2. WATER/SEWER **BRIAN BITLER**

- a. Emergency Water Main Break – Miller - \$3354.94
- b. Jetted line – Toppert - \$610.00

Trustee Bitler motioned to pay Miller \$3,354.94 for emergency water main break on North High Street, seconded by Trustee Meade

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

Trustee Bitler motioned to pay Toppert \$610.00 for a jetted line on Main Street, seconded by Trustee Oney

Roll Call #8: Ayes: Bitler, Oney, Sloan, Meade
Nays: None
Absent: Lindley, Mathis
Mayor Peterson declared motion passed

3. CEMETERY GERRY MEADE
 None

4. ADMINISTRATIVE BRUCE PETERSON
 a. Minutes from 121619 Board Meeting (C/A Item A)
 b. Platinum- Server and desktops

Village Clerk Engels reported that the office computers and server are 9years old and are not working to their potential. With the new Windows 10 program needing uploaded the current computers and servers will not support the program, nor will Quick books. Shayla Kiddoo-Frere from Platinum offered a solution to replace 5 computers, 3 monitors and the Village server. This will include all of the Windows 10 licenses and support. The amount for all is \$11,806.37.

Trustee Oney motioned to pay Platinum \$11,806.37 from FY 19-20 budget to purchase new computer equipment and a server, seconded by Trustee Bitler

Roll Call #9: Ayes: Oney, Bitler, Meade, Sloan
Nays: None
Absent: Lindley, Mathis
Mayor Peterson declared motion passed

V REVIEW ITEMS ON CONSENT AGENDA

<i>ITEM</i>	<i>Action</i>	<i>Description</i>
A	Approve	Minutes from the 121619 Board Meeting
B	Receive	RI County Sheriff's reports for December 2019

VI MOTION TO APPROVE CONSENT AGENDA

Trustee Bitler motioned to approve the consent agenda, seconded by Trustee Sloan
All Ayes, No Nays - Mayor Peterson declared consent agenda passed

VII CORRESPONDENCE

VIII OLD BUSINESS

IX NEW BUSINESS

Trustee Meade asked the Mayor to confirm rather he will be submitting information to the Dispatch newspaper to publish on behalf of our Village meetings. Mayor Peterson said that he is in contact with a couple of individuals to try to accomplish this.

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

XI COMMENTS FROM THE MAYOR

Mayor Peterson reported that he will be meeting with Blackhawk Bank about their plans on building a new facility on Jan. 27th 2020

ADJOURN

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

All Ayes, No Nays - Mayor Peterson declared the meeting adjourned at 7:38 pm

Approved (Date)

Mayor – Bruce Peterson

Village Clerk – Jamie Engels

