

**MINUTES**  
**BOARD MEETING**

Monday November 2<sup>nd</sup>, 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 6:06 p.m. on Monday, November 2<sup>nd</sup>, 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**

**GALLERY**

**COMMITTEE REPORTS**

**A. PUBLIC INFORMATION/FINANCE COMMITTEES**

- 1. VILLAGE FINANCE      WAYNE ONEY**
  - a. Illinois Funds account change of signers – Shirley Hollister’s resignation

Trustee Oney reported on Village finances. All accounts are in order and in good standing.

**Carol Henry, Water Clerk**, reported that payments made online through the Village website go to an account secured by Illinois funds. In order to transfer these funds to our water/sewer accounts, we have to remove Shirley Hollister and add Jamie Engels as the principal, Carol Henry as authorized signer and Deb as an authorized trader on the account.

**Trustee Lindley motioned to make changes to the Village’s Illinois Funds account by removing Shirley Hollister, adding Jamie Engels as principal, Carol Henry as Authorized Signer, and Deb Laleman as Authorized Trader, seconded by Trustee Sloan**

**Roll Call #1: Ayes: Trustee Lindley, Sloan, Oney, Meade, Mathis, Bitler**  
**Nays: None**  
**Absent: None**  
**Mayor Bruce Peterson declared the motion passed**

- 2. TIF      BRUCE PETERSON**
  - a. Correspondence from Kathy Orr (TIF Lawyer) – Conflict of Interest
  - b. TIF Financial Review

Mayor Peterson reported that he spoke with Kathy Orr, the Village TIF Attorney about her opinion with there being a conflict of interest in the tie-breaker vote that the Mayor made on the North Shore Dr water/sewer extension. Kathy Orr provided a formal opinion via writing that he says expresses her opinion of non-bias.

---

Trustee Oney says that he is not ready to report on TIF financials until more information is gathered. Mayor Peterson reported that he met with the Superintendent of the school district last week and has scheduled a meeting with the Board of Education on December 21<sup>st</sup> to discuss if the school district will agree to an extension of the TIF.

### **3. ECONOMIC DEVELOPMENT** **PATTY LINDLEY**

**Trustee Lindley reported that the** Economic Development meeting for Nov is cancelled. No Christmas walk is scheduled. Library to do a drive-by for children to see Santa.

Mayor Peterson reported that the Governor has included Region 2 in his new restrictions and that this will have a major impact on our restaurants and bars. He met with all owners and have given them the option to stay open if they wish. He said that he has spoken with the Health Department in regard to the new restrictions and has told them that they will remain open and has hopes that they will support him in not having confrontation with the Governor.

### **4. MSA/ IRDC COMMITTEE** **WAYNE ONEY/JARED FLUHR**

- a. Valley Construction Payment Application #2 for Cherry St. & 4<sup>th</sup> Ave. Project
- b. Sanitary Sewer Extension Study Options
- c. IEPA Unsewered Communities Grant Application

Jared Fluhr reported that work has been completed on the Cherry St & 4<sup>th</sup> Ave project. \$223,779.39. Walk through and punch list has been created and confirmed with Valley. Ay damages incurred from over-run from the project not being completed in time will be discussed at the next meeting.

**Trustee Sloan motioned to pay Valley Construction \$223,779.39 for the 2<sup>nd</sup> payment on the Cherry St/4<sup>th</sup> Ave project, seconded by Trustee Lindley**

**Roll Call #1: Ayes: Trustee Sloan, Lindley, Oney, Meade, Mathis, Bitler  
Nays: None  
Absent: None  
Mayor Bruce Peterson declared the motion passed**

Jared Fluhr tabled the Sanitary Sewer Extension Study Options discussion. He believes the subject on the IEPA unsewered grant application topic would eliminate the need for this discussion and action.

Jared Fluhr reported that a new grant program is available, and Port Byron qualifies for this grant. There are 2 different options available, a planning grant for up to \$27,500 100% paid for planning study and a construction grant up to \$5 million. Jared is not sure if we would qualify for the construction grant at this time. He reported that the cost to apply for the study grant is \$6,200.

Dustin Sloan responded that he believed the general consensus at the last meeting was to do the study to find out what the bedrock situation was before we took a step further in the water/sewer extension. Clerk Engels reported that there was not a motion or a second on the soil boring at the last meeting. Jared reported that the grant application is due on November 30<sup>th</sup> and there is not enough time to get the samples back, that this grant would cover all unsewered areas in the Village, not just N Shore/N River Dr. This would only cover sewer, not water.

---

Sloan asked why we would not do both water and sewer at the same time to save money.

Bitler reported that he thought the situation was that those residences are that they do not have drinkable water and are pouring bleach in their wells.

Mayor Peterson said that both do not have to be done at the same time. He also reported that the Enright's will not be creating their subdivision if water and sewer was is available.

Bitler reported that Enright said at the last meeting that he will be building there rather or not sewer/water is available. He also said that there is sewer/water available along 84 for their project if needed and that they could hook up.

Mayor Peterson reported that we would have to add a lift station. Bitler responded that we would cross that bridge when we got there.

Bitler and Sloan reported that we have no new homes via Enright's until they are built. They own the property but have not come to the Village with their specs.

Jared Fluhr reported that he is creating a cash flow report that shows our projections from TIF funding. He wants to report on the status on TIF and what is already allocated for the life of the TIF.

**Trustee Oney motioned to pay MSA \$6,200 to file for the study grant for Unsewered communities, seconded by Trustee Lindley**

**Roll Call #1: Ayes: Trustee Oney, Lindley, Meade, Mathis, Bitler, Sloan  
Nays: None  
Absent: None  
Mayor Bruce Peterson declared the motion passed**

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

Trustee Meade reported that the P&Z meeting that is scheduled for next week will be in person. Unless something changes.

**6. ORDINANCE, GRANTS & AUDITS PATTY LINDLEY**

Trustee Lindley reported that she is waiting to hear from Sarah, the Village Attorney, about the vicious animal ordinance. She is waiting from the county and state on the highway ordinance for golf carts crossing on HWY 84.

**7. PERSONNEL BRIAN BITLER  
a. Pay for new Water Clerk**

Clerk Engels reported that 2 interviews have been set up to hire a new water/sewer clerk. In preparation, she would like to board to discuss compensation for the new employee.

Engels suggested a starting wage of \$14.00/hr, \$14.50/hr is there is a degree. This will be less than 19 hours a week and not an IMRF position.

---

Carol Henry reported that this job could be completed in 19 hours per week after training.

Trustee Bitler said that it is up to the Clerk to ensure that the 1,000 hours per year is adhered to by the new water/sewer clerk. He also agreed that \$14-14.50 is suitable pay.

Trustee Oney said that he would like to be aware of pay amounts as to ensure our budget stays aligned.

Mayor Peterson said that he is leaving it up to front office staff to find the best person for the position.

**B. PUBLIC WORKS DON LOY/ERIC SIKKEMA**

- 1. **PUBLIC WORKS (RECYCLING/REFUSE, BLDG. & GROUNDS/STREETS & STREET LIGHTS DUSTIN SLOAN/BRIAN BITLER/BO MATHIS**
  - a. Tree removal - – Nelson’s Tree Service - \$900.00
  - b. Construction update on Village Hall – **Doug Streeter**

Don Loy reported that 2 trees that were on Village property had to be cut down due to being dead. They were located on Whitetail & Parkway in Byron Woods.

**Trustee Oney motioned to pay Nelson’s Tree Service to cut down 2 trees (not including clean-up), seconded by Trustee Meade**

**Roll Call #1: Ayes: Trustee Oney, Meade, Lindley, Mathis, Bitler, Sloan  
Nays: None  
Absent: None  
Mayor Bruce Peterson declared the motion passed**

Mayor Peterson reported that staff at Village Hall are becoming frustrated at the lack of construction completion. Trustee Oney reported that he will be providing a punch list to Doug Streeter and a deadline for completion.

- 2. **WATER/SEWER BRIAN BITLER**  
None
- 3. **CEMETERY GERRY MEADE**  
None
- 4. **ADMINISTRATIVE**
  - a. Minutes from 101920 Board Meeting (C/A Item A)

**V REVIEW ITEMS ON CONSENT AGENDA**

A	Approve	Minutes from the 101920 Board Meeting
B	Receive	Minutes from 101420 P&Z Meeting

**VI MOTION TO APPROVE CONSENT AGENDA**

**Trustee Meade made a motion to approve the Consent Agenda, seconded by Trustee Bitler  
All “Ayes”, no “Nays” - Mayor Peterson declared motion approved**

**VII CORRESPONDENCE**

---

**VIII OLD BUSINESS**

None

**IX NEW BUSINESS**

None

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

None

**XI COMMENTS FROM THE MAYOR**

None

**XII ADJOURN**

**Trustee Meade made a motion to adjourn, seconded by Trustee Sloan**

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

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

\_\_\_\_\_  
Mayor – Bruce Peterson

\_\_\_\_\_  
Village Clerk – Jamie Engels

