

Village of Byron  
Special Council Meeting Minutes  
May 16, 2014

Meeting called to order at 3:00 PM by President Musall.

President led Pledge of Allegiance.

Roll Call-Present: Bessenbacher, Brunell, Cole, Miller, Musall Absent: None, 2 seats vacant.

Bessenbacher moved. Miller seconded to approve the agenda as written. All Ayes, Carried.

**New Business**

It was noted that this meeting was not called to display any animosity towards any of the employees of the village but to discuss in depth some of the concerns of the entire council.

**1. Employee Issues**

- a. Duties of employees-Brunell presented a copy to each council member outlining the duties of Village Clerk and Treasurer. It was discussed to have job duties listed in the employee handbook.
- b. Employee Handbook-Miller commented that it was his feeling that the handbook should stand as written. Majority of trustees agreed. Musall read the letters from the Village Lawyer and suggested a committee form to review handbook. Committee appointed by Musall of Cole, Miller, Bessenbacher.
- c. Discussion concerning that the treasurer and clerk are giving too much input into the previous council meetings, as well as voicing their opinions inflicting influence to council members. Musall noted that they are purely informational officers. Miller noted that their reports should be given and then only have discussion when questions are raised to them. Seating Formation-Bessenbacher commented that the council should be reseeded back to the original formation, she stated that the President and Pres Pro Tem should be seated together with the rest of the council following down the line, following on each end of the tables the rest of the village employees (i.e. DPW, PD, Treasurer and clerk). It was unanimously agreed by council. Musall agreed to request and allow Council members to rearrange the seating to comply with request. This will also allow the audience to be closer to assist in hearing council comments
- d. Wage cap for part time-on call employees wage will be revisited each year for each situation. (SEE item b)

2. Bessenbacher requested that council information should only be discussed at council meetings and not individually during phone calls-clear communication and transparency is the key.

3. Police Department issues- the department will be reevaluated and reviewed, it was suggested that each officer be requested to put in a minimum of 15 hours per week to remain a part of the Byron PD. Musall suggested a committee form and appointed Brunell, Bessenbacher and Miller.

4. Will follow up and revisit this issue, it was noted by Brunell that the generator rental item had been tabled since January and never brought up again. Tabled items should be discussed at the next meeting and acted on or killed. Musall to follow up on the generator rental and report back to council.

5. Miller stated that the clerk's hours must be posted on the front door of the Municipal building, as well as noting that the entrance is located in the back of the building. Also discussed trustee hours for public access and to help in answering the phones, etc. in the office. Bessenbacher-WED. 6-8 PM, Brunell-FRI-6-9PM, Miller-TBA, Cole-TBA.

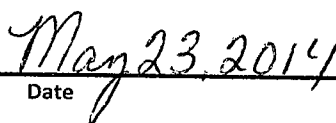
**Council Comments** It was requested to be placed on the next agenda to leave the Police car parked outside in front of the municipal building and to begin plans on opening the back of the municipal building into a larger office space. Musall agreed.

**Public Comments** Prestoniese offered a copy of the Open Meetings Act and requested that council review.

Meeting adjourned at 4:30 pm

Respectfully submitted by:

  
Kit Brunell(Temp Clerk)

  
Date

  
Rick Musall-Village President