

Village of Byron
Regular Council Meeting Minutes
April 8, 2024

Meeting called to order at: 7:00 pm by President Bessenbacher

Pledge of Allegiance Led By: President Bessenbacher

Roll Call – Present: Campbell, Guttersohn, McDowell, Bibbee, Chapman and Bessenbacher (1 vacant seat). Also Present: Warren and Attorney Clint Stevenson. Absent: Ketchum.

Approval of Agenda: Motion to approve the agenda as written by Guttersohn; seconded by McDowell. Voice Vote: Ayes Campbell, Guttersohn, McDowell, Bibbee, Chapman and Bessenbacher. Nays: None. Absent: 1 Vacant Seat. Motion Passed.

Approval of Minutes: Approval of March 11, 2024 minutes with edit and March 27, 2024; motion by Guttersohn; seconded by Bibbee. Voice Vote: Ayes Campbell, Guttersohn, McDowell, Bibbee, Chapman and Bessenbacher. Nays: None. Absent: 1 Vacant Seat. Motion Passed.

Public Comments-Agenda Items: None

Treasurers Report –Bessenbacher read report. Guttersohn motioned to accept report pending audit; seconded by Chapman. Roll Call Vote: Ayes Campbell, Guttersohn, McDowell, Bibbee, Chapman and Bessenbacher. Nays: None. Absent: 1 Vacant Seat. Motion Passed.

Approval of Bills: Campbell reported total of 34 Checks with 1 missing (28411): 28400-28433 for a total of \$73,608.11. Discussion took place on bills. Guttersohn motioned to pay the bills except missing check (28411) seconded by Chapman. Roll Call Vote: Ayes Campbell, Guttersohn, McDowell, Bibbee, Chapman and Bessenbacher. Nays: None. Absent: 1 Vacant Seat. Motion Passed.

Bills Awaiting Approval (Blue Folder)- None

Committee Reports: None

Zoning Administrator:

Police Report- Guttersohn read report. Discussion took place on the Tahoe and was tabled until April.

DPW Report – Warren explained about the additional paving on local streets and Guttersohn motioned to approve the additional paving cost of \$12,563.00 and \$14,139.00; seconded by Chapman. Roll Call Vote: Ayes Campbell, Guttersohn, McDowell, Bibbee, Chapman and Bessenbacher. Nays: None. Absent: 1 Vacant Seat. Motion Passed. Warren asked for a 2nd week of paid vacation/sick days and pay for holidays; Memorial Day, 4th of July, Labor Day, Thanksgiving, Christmas and New Years. Motion to approve by Bibbee; seconded by Guttersohn. Roll Call Vote: Ayes Campbell, Guttersohn, McDowell, Bibbee, Chapman and Bessenbacher. Nays: None. Absent: 1 Vacant Seat. Motion Passed. Bridge inspections will be done this summer and cost \$2,500.00. Starting soon will be: drain repairs, signs replaced lines and crosswalks downtown installed. Warren has police report for Dollar General incident. Possible part time DPW help tabled.

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Cemetery Report: Bessenbacher read report. Mary Lou inquired about buying 2 graves back for a total of \$150.00. Motion by Guttersohn to buy the 2 graves for a total of \$150.00; seconded by McDowell. Roll Call Vote: Ayes Campbell, Guttersohn, McDowell, Bibbee, Chapman and Bessenbacher. Nays: None. Absent: 1 Vacant Seat. Motion Passed. Cemetery help application of Chandra approved by council. Motion by Campbell to hire Chandra at \$14.00 per hour for cemetery help; seconded by McDowell. Roll Call Vote: Ayes Campbell, Guttersohn, McDowell, Bibbee, Chapman and Bessenbacher. Nays: None. Absent: 1 Vacant Seat. Motion Passed.

DDA Report: None

Commissioner Report: Howard absent

911 Commission: None

Old Business:

Letters of Interest: Remaining Term of Vacant Seat: Letters received from: Jessica Woods, Gregg Warner, Stephanie Willett and Jeremy Root. Council asked questions and Campbell motioned for Jeremy Root, no second received on motion. Bessenbacher motioned for Stephanie Willett to fill vacant seat; seconded by Guttersohn. Roll Call Vote: Ayes Guttersohn, McDowell, Bibbee, Chapman and Bessenbacher. Nays: Campbell. Absent: 1 Vacant Seat. Motion Passed.

New Business:

Event Permits: Permits for Memorial Day Parade and Cemetery Ceremonies approved by motion from Guttersohn; seconded by Campbell. Voice Vote: Ayes Campbell, Guttersohn, McDowell, Bibbee, Chapman and Bessenbacher. Nays: None. Absent: 1 Vacant Seat. Motion Passed

Public Comments: Punky talked about music concert in school (student) parking lot on fire works night.

Any Other Business from Council /Comments: Guttersohn said we need the Treasurer at meetings. McDowell motioned that the Treasurer must attend all meetings; seconded by Guttersohn. Roll Call Vote: Ayes Campbell, Guttersohn, McDowell, Bibbee, Chapman and Bessenbacher. Nays: None. Absent: 1 Vacant Seat. Motion Passed. Reed explained postage machine and will do more research. Bibbee said pie party was great success and filled dumpster. Also said training on April 17th will be at the Methodist Church. She also received a flag for the Village that flew over the US Capital.

Items For Next Agenda: Tahoe and part time DPW help

Meeting Adjourned at: 7:56 pm; motioned by Guttersohn and seconded by McDowell. Voice Vote: Ayes Campbell, Guttersohn, McDowell, Bibbee, Chapman and Bessenbacher. Nays: None. Absent: 1 Vacant Seat. Motion Passed.

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Marsha Reed, Clerk

5/13/2024

Date



Vicki Bessenbacher, President

□ **DDA and Planning Commission Meeting Minutes**

Byron Municipal Building

April 18, 2024

Meeting called to order at 6:05 pm by Chairperson Vandemark,

Roll Call: Present: Amsterburg, Bessenbacher, Bailey, Brittain, Miller, Dickinson and Vandemark; Russell (arrived 7:10). Absent at time of Roll Call: Baker-Murph, Russell. Total: 8 members were present with 1 absent (Baker-Murph). Also present: Attorney Clint Stevenson of Gormley Law Offices; ~~Commissioner Brad Howard.~~

Agenda Approval: Bessenbacher motioned to approve agenda for 04/18/2024. Seconded by Amsterburg. Voice Vote. Ayes: Amsterburg, Bailey, Bessenbacher, Brittain, Miller, Dickinson, and Vandemark. No Nays. Motion passed.

Minutes Approval: Miller motioned to approve minutes with edits from 03/21/2024 DDA/PC meeting. Seconded by Bessenbacher. Voice Vote. Ayes: Amsterburg, Bailey, Bessenbacher, Brittain, Miller, Dickinson, and Vandemark. No Nays. Motion passed.

Communications: Amsterburg discussed school system funding and enrollment changes. Vandemark discussed MML training, Essentials of Local Government, provided on 4/18/24. Discussion was held on sidewalk improvements. Additional estimates will be requested; no decision was reached on approving a contract until next month.

Financial Status Report/Payment of Bills: Miller reported balance as of 03/30/2024 as \$82,667.18 per bank statement and Village financial records. Of that balance, \$25,000 is Grant Money. Bills were tabled for payment next month. Discussion was held on C2ae making corrections to the submitted map and recommendations.

Lionbear proposal review: Discussion regarding Lionbear invoice was tabled until further line item costs are listed.

RRC Update and Village Website: The MEDC and MML funded Board member training, Essentials of Local Government, was held on April 17, 2024. Attendees included 17 members from Byron Village Council, Burns Township, and Byron DDA/Planning Commission. Training for new members will be pursued. Discussion on vacancy procedures was held.

Parks & Rec / Pocket Park Update: Pocket Park - C2ae's concept drawing and cost estimate has been submitted. Lion Bear Ventures (LBV) has applied for a T-Mobile grant on behalf of the Byron DDA to begin the proposed Byron River Walk Project.

Events/Fundraisers: The Third Annual Byron DDA Golf Outing and Cornhole Tournament is scheduled for Saturday, May 18, 2024 at Willow Brook Golf Course. The Family Fun Parade on July 13, 2024 will be held at 3:00pm. The River Regatta will be held in the Byron Park following the parade.

Planning Commission: Discussion was held on updating the plan, with donations from the DDA going toward the Park Authority, C2ae services, and sidewalks.

Other Business: Amsterburg discussed the hiring of a new School Resource Officer. Bibbee thanked participants of the April 6 Pick-Up Pie Party , which cleaned garbage along the banks of the River behind the downtown businesses. Bibbee donated dessert pies, and Dickinson donated pizza. Volunteers are needed for the Memorial Day parade.

Adjournment: Miller motioned to adjourn. Seconded. Adjourned at 7:02 pm.



Luanne Bibbee, Recording Secretary

4/18/24



Rob Vandemark, Chairperson
