

Village of Byron
Regular Council Meeting Minutes
March 17, 2025

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

Pledge of Allegiance Led By: President Bessenbacher

Roll Call – Present: Campbell, Guttersohn, Bibbee, McDowell, Willett, and Stevens. Also Present: Warren and Mellentine. Absent: Chapman.

Approval of Agenda: Motion to approve the agenda with; the addition of Zoning Enforcement under DPW and under new business; A) add MMTAT Training for Brandee B) add KCI Utility Billing. Motion by Guttersohn; seconded by McDowell. Voice Vote: Ayes Campbell, Guttersohn, Bibbee, McDowell, Willett, and Stevens. Nays: None. Absent: Chapman. Motion Passed.

Approval of Minutes: Approval of February 10, 2025 and February 24, 2025 minutes as written; motion by Guttersohn; seconded by Bibbee. Voice Vote: Ayes Campbell, Guttersohn, Bibbee, McDowell, Willett, and Stevens. Nays: None. Absent: Chapman. Motion Passed.

Public Comments-Agenda Items: None

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

Approval of Bills: Campbell reported total of 37 Checks with 1 ~~voided~~ ^{voided} check (28868): 143E-145E, 28854-28887 for a total of \$36,439.08. Willett motioned to pay the bills; seconded by Bibbee. Roll Call Vote: Ayes Campbell, Guttersohn, Bibbee, McDowell, Willett, and Stevens. Nays: None. Absent: Chapman. Motion Passed.

Bills Awaiting Approval (Blue Folder)-Bill to reimburse Vandemark was approved with a note that any future bills need prior approval from the Village. McDowell motioned, and Willett seconded. Roll Call Vote: Ayes Campbell, Guttersohn, Bibbee, McDowell, Willett, and Stevens. Nays: None. Absent: Chapman. Motion Passed.

Committee Reports: None

Zoning Administrator: Reed gave the report. Stevens explained Warren in the position as Code Enforcement and Bibbee motioned to have Warren as our code enforcement official; seconded by Willett. The motion was amended to add starting April 1, 2025. Roll Call Vote: Ayes Campbell, Guttersohn, Bibbee, McDowell, Willett, and Stevens. Nays: None. Absent: Chapman. Motion Passed.

Police Report- Guttersohn read report. Reed explained possible vehicle and attorney options.

DPW Report – Warren said the radium system is online. Hydrant flushing will be done on the 24th and 25th of April. Kim said the cemetery trimming can be done and would cost \$4,200.00. Willett motioned to accept the \$4,200.00 for cemetery tree trimming; seconded by McDowell. Roll Call Vote: Ayes

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Campbell, Guttersohn (abstained), Bibbee, McDowell, Willett, and Stevens. Nays: None. Absent: Chapman. Motion Passed. Tower inspection will be done at the end of April. Warren will grade the cemetery road.

Cemetery Report: Guttersohn read the report and asked for volunteers to place flags for Memorial Day. McDowell said she will get National Honor students to help. Guttersohn wants to use Google for the cemetery. Spring clean-up day will be done along with Bibbee's clean-up day.

DDA Report: None

Commissioner Report: Howard absent

911 Commission: None

Old Business:

A) Chamber of Commerce Membership: Bibbee motioned to accept Chamber of Commerce Membership; seconded by Willett. Roll Call Vote: Ayes Campbell, Guttersohn, Bibbee, McDowell, Willett, and Stevens. Nays: None. Absent: Chapman. Motion Passed.

New Business:

A) 6 Month Performance Review Mellentine and Treasurer Training: Council asked Mellentine questions and Stevens motion to raise treasurer pay to \$17.00 effective on March 19th pay: seconded by Guttersohn. Roll Call Vote: Ayes Campbell, Guttersohn, Bibbee, McDowell, Willett, and Stevens. Nays: None. Absent: Chapman. Motion Passed. Mellentine explained the training and cost. McDowell motioned to approve treasurer training for \$1,220.00; seconded by Bibbee. Roll Call Vote: Ayes Campbell, Guttersohn, Bibbee, McDowell, Willett, and Stevens. Nays: None. Absent: Chapman. Motion Passed.

7 Per Hour

B) Sewer Rate Increase and KCI for Billing: Reed explained the recommendation made by Lynch to increase sewer rates by \$8.00. McDowell motioned to approve the \$8.00 increase for sewer; seconded by Willett. Reed explained that it takes 5-6 hours to complete the utility mailing and the time could be used for other tasks. She asked for approval to accept the quote from KCI to print and mail the billing. Guttersohn motioned to accept the quote from KCI for utility billing; seconded by Willett. Roll Call Vote: Ayes Campbell, Guttersohn, Bibbee, McDowell, Willett, and Stevens. Nays: None. Absent: Chapman. Motion Passed.

C) Adopt the International Property Maintenance Code and approval to purchase: Guttersohn, Bibbee, and Reed explained adopting the IPMC and how it would help with ordinances and to purchase a copy for the office from Amazon for \$54.55. Bibbee motioned to adopt and purchase a copy of the IPMC for \$54.55; seconded by McDowell. Roll Call Vote: Ayes Campbell, Guttersohn, Bibbee, McDowell, Willett, and Stevens. Nays: None. Absent: Chapman. Motion Passed.

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D) Event Permits: A Discussion took place on the permits; one will have to contact the school for permission. Reed will contact the others and explain the need for liability insurance and naming the Village as the benefactor. The 5K run was approved with the condition of adding liability insurance. Motion by McDowell; seconded by Willett. Voice Vote: Ayes Campbell, Gutterson, Bibbee, McDowell, Willett, and Stevens. Nays: None. Absent: Chapman. Motion Passed.
Reed will contact the applicants. Tabled until insurance received

Any Other Business from Council /Comments: Bibbee said the Village should send a letter to Vernon. Campbell asked when the Verizon Tower will go live and Reed said AT&T has to run the lines to it. Gutterson asked about the sign for the front of the municipal building to be put on the next agenda with a cost of approximately \$2,000.00. He also said DDA would like the council to attend their meetings.

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Items For Next Agenda: Municipal Sign

Meeting Adjourned at: 8:10 pm; motioned by Gutterson and seconded by McDowell. Voice Vote: Ayes Campbell, Gutterson, Bibbee, McDowell, Willett, and Stevens. Nays: None. Absent: Chapman. Motion Passed.



Marsha Reed, Clerk

4/14/25

Date



Vicki Stevens, President