

**CITY OF BYRON  
MINUTES OF THE ADMINISTRATIVE COMMITTEE  
WEDNESDAY, JUNE 1, 2022, 5:15 PM  
BYRON CITY HALL**

Alderman Hanlin called the meeting to order at 5:16 pm.

**1. ROLL CALL –**

**MEMBERS PRESENT:** Chairman Alderman Christy Hanlin, Alderman Cheryl Metz, Alderman Jessica Nehring, Alderman Todd Isaacs (5:24 pm arrival)

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Mayor John Rickard, Clerk Caryn Huber, Attorney Aaron Szeto, Director Larry Hewitt, Kevin Wills (Bernardi Securities), Derek Humphrey (Midwest Disposal)

- 2. APPROVAL OF AGENDA – JUNE 1, 2022** – Alderman Hanlin asked to add “IMRF Agent Approval” after item 8 on the agenda. **Alderman Hanlin motioned to approve, as amended, the June 1, 2022, Administrative Committee meeting agenda. Seconded by Alderman Nehring.** Roll call vote: **Metz, AYE; Nehring, AYE; Hanlin, AYE. Motion passed: AYE, 3; NAY, 0; ABS, 0.**

**3. PUBLIC COMMENT –** None

- 4. APPROVAL OF MINUTES – MAY 4, 2022** – Alderman Nehring motioned to approve, as presented, the May 4, 2022, Administrative Committee meeting minutes. **Seconded by Alderman Hanlin.** Roll call vote: **Nehring, AYE; Hanlin, AYE; Metz, AYE. Motion passed: AYE, 3; NAY, 0; ABS, 0.**

Alderman Isaacs arrived at 5:24 pm.

- 5. BOND REFINANCING/ORDINANCE – KEVIN WILLS** – Mr. Wills is with Bernardi Securities. The City has been considering refinancing 2014 debt, and has decided to work with Bernardi. An ordinance has been prepared which will start the process. It is not a commitment to lock in a bond issue, but it allows Bernardi to advise the city when a bond issue would be advantageous. It sets “not to exceed” parameters in regard to rates, payments, and length of the bond. Bernardi may structure a bond refinance within these parameters. There is no expiration on the ordinance. Rates are not working in our favor right now, and there are no costs to the city if there is no bond issue. Currently we have two bond issues outstanding (2014 A and B) with two different revenue sources. Call dates are February 1, 2023 on the larger of the two loans, and May 1, 2023 on the smaller of the bonds, and we need to act within 90 days of the that window. Attorney Szeto confirmed that the loan will not be stretched out at this time, it would only lower the interest rate if refinanced. Alderman Isaacs asked about fees. Mr. Wills replied that fees are not to exceed 1%. For a \$4-5 million bond issue, he estimates cost to be approximately \$100,000. These fees are factored into the bond issue. Fees for Ice Miller (bond council) are typically \$20,000. If bonds are offered publicly, there is an additional \$10,000 disclosure fee. **Alderman Hanlin motioned to recommend council approval of the Ordinance for**

**Bond Refinancing. Motion seconded by Alderman Nehring. Roll call vote: Hanlin, AYE; Metz, AYE; Isaacs, AYE; Nehring, AYE. Motion passed: AYE, 4; NAY, 0; ABS, 0.**

6. **GARBAGE DISPOSAL CONTRACT PROPOSALS** – Derek Humphrey, owner of Midwest Disposal, addressed the committee. He is aware that our garbage contract ends in September, and he expressed an interest in submitting a proposal. They do not haul any municipalities as customers right now, but operate in Dixon, Sterling, Rock Falls, Amboy, Polo and parts of Oregon. He feels they are a low cost option with good service. He would offer a 2 day pick up for trash and recycling. Pick-ups begin at 6am. Yard waste could still be offered by subscription, or the city could designate a yard waste drop off. The totes used currently are owned by Moring. Midwest would offer the same 65 gal. totes, with the option to contract for additional totes. Bulk pick up is \$8.00 for a large item. He will submit a proposal to Attorney Szeto.
7. **ORDINANCE ADOPTING FIRE CODE** – Attorney Szeto explained that this ordinance goes with our intergovernmental agreement with the Fire Department to conduct inspections. We currently do not name a fire code in our ordinance. The Fire Department uses the 2015 International Fire and Life Safety codes, and this ordinance adopts the same for the city. The ordinance also clearly explains the process from the inspections to enforcement on the city's part. Alderman Metz motioned to recommend council approval of the Ordinance to adopt the 2015 Fire and Life Safety Codes. Motion seconded by Alderman Nehring. Roll call vote: **Metz, AYE; Isaacs, AYE; Nehring, AYE; Hanlin, AYE. Motion passed: AYE, 4; NAY, 0; ABS, 0.**
8. **SPANKY'S TIF APPLICATION** – Director Hewitt discussed the TIF Application submitted by Spanky's. They are hoping to add a 1,000 sq. ft. two story addition. The application lists structural repair work, but Director Hewitt explained that the TIF grants are for façade work. There is work that will be done on the outside of the building, and the building owner and builder will resubmit the application based on exterior work. Alderman Metz suggested they could apply for siding work, windows and doors. Alderman Isaacs recalled that Weezy's was awarded \$40,000. Alderman Hanlin suggested capping the award at a percentage of the total cost. Façade improvements are estimated to be a total of \$255,000. Alderman Isaacs would like to see a detailed listing of façade only improvements. Director Hewitt added that they currently do not have an architectural set of design plans. The committee was agreeable to holding a special meeting once the revised application is available, if needed.  
  
**RESOLUTION NAMING IMRF AGENT** – Attorney Szeto explained that the city needs to appoint a point of contact for IMRF. The resolution lists Caryn Huber as that contact. **Alderman Metz motioned to recommend council approval of the resolution naming Caryn Huber as IMRF Agent. Motion seconded by Alderman Nehring. Roll call vote: Isaacs, AYE; Nehring, AYE; Hanlin, AYE; Metz, AYE. Motion passed: AYE, 4; NAY, 0; ABS, 0.**
9. **CITY HALL PARKING LOT** – Nothing new to discuss.
10. **UTV ORDINANCE** – Nothing new to discuss.
11. **ADJOURN** – Alderman Isaacs motioned to adjourn the Administrative Committee meeting. Seconded by Alderman Nehring. Roll call vote: **Nehring, AYE; Hanlin, AYE; Metz, AYE; Isaacs, AYE. Motion passed: AYE, 4; NAY, 0; ABS, 0.**

Alderman Hanlin adjourned the meeting at 6:18 pm.

Respectfully submitted,

*Caryn A. Huber*, City Clerk of Byron, Illinois