

**CITY OF BYRON
MINUTES OF THE COMMUNITY SERVICES COMMITTEE
WEDNESDAY, DECEMBER 6, 2023, 5:30 PM
BYRON CITY HALL**

Alderman Gerdes called the meeting to order at 5:30 pm.

1. ROLL CALL:

MEMBERS PRESENT: Chairman Alderman Emily Gerdes, Alderman Jessica Nehring, Alderman Mike Gyorkos, Alderman Christy Hanlin

MEMBERS NOT PRESENT: None

OTHERS PRESENT: Mayor John Rickard, Director Aaron Vincer, City Administrator Brian Brooks, City Attorney Aaron Szeto, City Clerk Caryn Huber, Police Chief Todd Murray, Alderman Todd Isaacs, Alderman Ron Boyer

- 2. APPROVAL OF AGENDA – DECEMBER 6, 2023 – Motion by Alderman Hanlin to approve the agenda as presented. Seconded by Alderman Nehring. Roll call vote: Nehring, AYE; Gyorkos, AYE; Hanlin, AYE; Gerdes, AYE. Motion passed: AYE, 4; NAY, 0; ABS, 0.**

- 3. PUBLIC COMMENT – None**

- 4. APPROVAL OF MINUTES – NOVEMBER 1, 2023 REGULAR MEETING –Alderman Gyorkos motioned to approve, as presented, the November 1, 2023, Community Services Committee meeting minutes. Seconded by Alderman Hanlin. Roll call vote: Gyorkos, AYE; Hanlin, AYE; Gerdes, AYE; Nehring, AYE. Motion passed: AYE, 4; NAY, 0; ABS, 0.**

- 5. PUBLIC WORKS BUILDING/PROPERTY ACQUISITION –** Administrator Brooks stated that City Council will discuss an agreement with the Fire Department in closed session. Updated plans have been received from CORD/Larson & Darby. Director Vincer stated that there is nothing to present yet, but he believes the site will suit the department's needs. Several adjustments to the site were made today at TAS that will make possible expansion easier in the future. He anticipates bids going out in early Spring, with site work beginning immediately after the ground thaws and construction immediately after. Director Vincer hopes to be occupying the building at this time next year.

- 6. 221 N. WALNUT ST. SIDEWALK REPLACEMENT –** Administrator Brooks reported that Fehr Graham has completed design work on the sidewalk and ramp. The plan utilizes a lift to make it ADA accessible. Stairs will come out towards the front and will be on City property. The plans will be forwarded to Mr. Miller for final approval. Mr. Miller will do the demolition on the ramp and brick façade now to avoid any more damage to the brick. This will also allow construction to begin immediately in the spring.

- 7. ORDINANCE AMENDING WATER SHUT OFF PROVISIONS OF THE CODE –** Administrator Brooks stated that there was some ambiguous language in our ordinance as far as how days are counted for payment of water bills. The ordinance changes the word "rendered" to the word "sent". An account becomes subject to shut off if payment is not

received within 45 days of when the bill is sent, which allows a resident to receive two water bills before shut off. Alderman Hanlin verified that mail and email water bills are sent the same day. **Alderman Gyorkos motioned to recommend council approval of the Ordinance Amending Water Shut Off Provisions of the Code. Motion seconded by Alderman Nehring. Roll call vote: Hanlin, AYE; Gerdes, AYE; Nehring, AYE; Gyorkos, AYE. Motion passed: AYE, 4; NAY, 0; ABS, 0.**

8. **MARTIN FINAL PAY ESIMATE-MERCHANT ST. MANHOLES** – Administrator Brooks stated that a final pay estimate for Martin & Company for work on the manholes has been received. Total is \$66,000. Staff is pleased with the work that was done and recommends payment of the bill. It is on a separate list of bills to be presented at City Council. Director Vincer added that this was a fixed rate. Soil conditions were such that the job took longer than expected, and the bill could have been more if the amount wasn't fixed. **Alderman Gyorkos motioned to recommend council approval of the \$66,000 payment to Martin & Company for the Merchant St. manholes. Motion seconded by Alderman Nehring. Roll call vote: Gerdes, AYE; Nehring, AYE; Gyorkos, AYE; Hanlin, AYE. Motion passed: AYE, 4; NAY, 0; ABS, 0.**
9. **FEHR GRAHAM TARP GRANT PROPOSAL-WALNUT ST./BARKER RD.** – Administrator Brooks stated that Fehr Graham has submitted a \$5,000 proposal to apply for a TARP Grant for Walnut St./Barker Rd. Director Vincer added that Walnut St. is part of the 2024 streets program. Staff recommends approval tonight since the deadline is later this month. The grant is a 50/50 match. The grant is awarded based on the engineer's estimate, then the actual amount is paid. Alderman Isaacs questioned the likelihood of us getting the grant, and asked that, in the future, Engineer Stoll explain what qualifies us for the grants we apply for. Alderman Boyer asked if Fehr Graham ever credits the engineering if the grant is received. Administrator Brooks said they do not, however, the information collected could be used on other grants as well and we are not charged again. Attorney Szeto added that applications often list criteria to indicate chances of getting the grant. **Alderman Hanlin motioned to recommend council approval to bypass first read and approve the Fehr Graham proposal of \$5,000 to apply for a TARP grant for work on Walnut St./Barker Rd. Motion seconded by Alderman Nehring. Roll call vote: Nehring, AYE; Gyorkos, AYE; Hanlin, AYE; Gerdes AYE. Motion passed: AYE, 4; NAY, 0; ABS, 0.**
10. **FEHR GRAHAM RAISE GRANT PROPOSAL-TOWER RD.** – Administrator Brooks stated that we applied for a RAISE grant last year to build a round-a-bout at Mill and Tower Roads. The application was costly since it involved an analysis that would quantify us for the grant. Even though we did not receive the grant, the analysis is good for two years. In a discussion with a grant reviewer/scorer, we found out that there were initial scoring categories of low, medium and high. Byron scored medium in all six categories and did not make the first cut. In order to qualify for the grant, we would have needed to score high in four categories. Mayor Rickard thinks our qualifications for the grant are slim and the TAS committee recommends that we not apply for the grant again. The committee agreed.
11. **CONGRESSIONAL GRANT FOR WATERMAIN IMPROVEMENTS** – Byron was awarded a \$2 million grant through Rep. Kinzinger's (now LaHood) office for watermain improvements. The money will be used to upgrade the watermain on Second St. from Colfax to Walnut St. and other mains on the south side and northwest side of town. Council had already decided to pay for engineering ourselves and use the entire \$2 million for improvements. This also allows us to use Fehr Graham and avoids bidding the engineering. Administrator Brooks stated that we are in discussions with HUD, the grant administrator,

and advised the committee that the grant has a 20% match, or \$400,000. This will be included in next year's budget out of the water sewer capital fund. Part of the \$400,000 can include construction engineering. Alderman Gyorkos asked if this will include street work. Director Vincer stated that the street work will be included in the 2024-2025 streets program.

12. **SIDEWALK REPAIR ORDINANCE REVIEW** – This topic was discussed at the last committee meeting. Currently, there is \$8,000 in the budget for sidewalk repair, which is split with the homeowner 50/50. Once an amount is decided upon in next fiscal year's budget, Administrator Brooks stated that we should advertise that this opportunity is available. No changes will be made to the ordinance at this time.
13. **MOSQUITO SPRAYING** - Director Vincer has been in touch with the Ogle County Health Department. There are two ways to treat mosquitos: treating larva in standing bodies of water or treating adult mosquitos. The Health Department does not spray but does treat for larva. Director Vincer believes our focus should be on the larva treatments and believes the most effective way is to begin a PR campaign to have residents treat any standing bodies of water (buckets, pool covers, etc.). He will continue to try and reach Pecatonica to discuss spraying but anticipates that residents would raise objections to spraying. Discussion will continue.
14. **PUBLIC WORKS UPDATE** –
 - a. **Public Works Building Update** – No update.
 - b. **Wastewater Treatment Plant** – Director Vincer has been in touch with Engineer Matt Johnson who is now working on the solids train for the new wastewater treatment plant. This is the part of the old plant we will be keeping. Administrator Brooks said we are now pushing for cost estimates.
 - c. **Other** – No update.
15. **CITY ADMINISTRATOR UPDATE** – No updates.
16. **ADJOURN** – Alderman Nehring motioned to adjourn the Community Services Committee meeting. Seconded by Alderman Hanlin. Roll call vote: Gyorkos, AYE; Hanlin, AYE; Gerdes, AYE; Nehring, AYE. Motion passed: AYE, 4; NAY, 0; ABS, 0. Alderman Gerdes adjourned the meeting at 6:25 pm. The next regular Community Services meeting is January 3, 2023, at 5:30pm.

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