

**CITY OF BYRON  
MINUTES OF THE REGULAR COUNCIL MEETING  
WEDNESDAY, JANUARY 17, 2024, 6:30 PM  
BYRON CITY HALL**

1. **CALL TO ORDER** – Mayor Rickard called the meeting to order at 6:30 pm.
2. **PLEDGE OF ALLEGIANCE** – Led by Mayor Rickard
3. **ROLL CALL – Aldermen present:** Todd Isaacs, Emily Gerdes, Ron Boyer, Jessica Nehring, Michael Gyorkos, Christy Hanlin (by phone). Six members present.

**Aldermen Absent:** Mittzi Fulrath

<b>PRESENT:</b>	<b>Mayor</b> John Rickard <b>City Administrator</b> Brian Brooks <b>City Clerk</b> Caryn Huber <b>City Attorney</b> Aaron Szeto <b>Public Works Dir.</b> Aaron Vincer <b>Police Chief</b> Todd Murray <b>City Engineer</b> Jason Stoll <b>Citizens</b> Bill Pirnat, Ray Gruber, Mike Rock, Chad Horner, Charles Van Horn (102.3 The Coyote), Jeff Boyer, Maddex Draheim, Matthew Perkins, Kye Aken, Caden Considine, Braylon Kilduff, Nolan Brass, Andrew Talbert
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4. **REVERENCE PERIOD** – Mayor Rickard led the Council in prayer.
5. **APPROVAL/AMENDMENTS TO AGENDA** – Motion by Alderman Isaacs to approve, as presented, the January 17, 2024, agenda. Seconded by Alderman Gerdes. Roll call vote: Gerdes, AYE; Boyer, AYE; Nehring, AYE; Gyorkos, AYE; Hanlin, AYE; Isaacs, AYE. Motion passed: AYE, 6; NAY, 0; ABS, 0.
6. **MINUTES** –
  - a. **January 3, 2023 – City Council Regular Meeting Minutes** – Motion by Alderman Boyer to approve, as presented, the January 3, 2023, City Council Regular Meeting Minutes. Seconded by Alderman Nehring. Roll call vote: Boyer, AYE; Nehring, AYE; Gyorkos, AYE; Hanlin, AYE; Isaacs, AYE; Gerdes, ABS. Motion passed: AYE, 5; NAY, 0; ABS, 1.
7. **PUBLIC COMMENT** – Chad Horner, candidate for Ogle County Coroner, addressed the council.
8. **TREASURER’S REPORT** – Treasurer Huber reported that the December Treasurer’s Report is in Dropbox.
9. **LIST OF BILLS** – Alderman Gerdes motioned to approve the List of Bills dated 01/17/24, in the amount of \$481,479.64. Motion seconded by Alderman Boyer. Roll

**call vote: Nehring, AYE; Gyorkos, AYE; Hanlin, AYE; Isaacs, AYE; Gerdes, AYE; Boyer, AYE. Motion passed: AYE, 6; NAY, 0; ABS 0.**

- 10. MAYOR'S REPORT** - Mayor Rickard recognized and congratulated the Byron High School's 2023 Varsity Football team and coaches on winning the 3A State Championship. A proclamation was issued to commemorate the event and street signs will be put up at intersections along Colfax St./Tower Rd.
- 11. CITY ADMINISTRATOR'S REPORT** – Administrator Brooks has begun communication with department heads about the 2024-2025 budget. All other items are on the agenda.
- 12. CITY ATTORNEY'S REPORT** – No report. All items are on the agenda.
- 13. CITY ENGINEER'S REPORT** – Engineer Stoll reported that plans are out to bid for the Byron boat dock improvements as part of the BAAD grant. Bid deadline is at the end of the month. Slurry and HMA bids for the 2024 Street Project will go out in March.
- 14. DIRECTOR OF PUBLIC WORKS REPORT** –
  - a. Public Works Building Update – Director Vincer reported that the team is working on site specifics, building design details and cost estimates. He hopes to have information to present to council at the next meeting.
  - b. Wastewater Treatment Plant – A meeting is scheduled with Fehr Graham engineer Matt Johnson tomorrow.
  - c. Other – Part time snowplow drivers were utilized for last weekend's snowstorm. Several plow trucks needed repairs. The department has hauled over 100 loads of snow out of downtown. • There was a water main break yesterday in Byron Hills. • The department is continuing to identify water service line extensions for lead. 200 inspections remain. Director Vincer has applied for and received an extension, and the new deadline is September 1. • The new generator start up at City Hall will be Friday. • Residents may drop off live Christmas trees at the boat dock until January 21. Clerk Huber will put information on Facebook.
- 15. POLICE CHIEF REPORT** – Chief Murray reported that he may have a candidate for the May Academy class. He will begin background checks. • Police officers continue to search for residents who need to move their cars so plow trucks can remove snow.
- 16. COMMITTEE REPORTS** –
  - a. **Community Services** – No report.
  - b. **Public Safety** – Alderman Nehring reported that 29 applications have been received for Police Chief. The first step will be narrowing down to 11-12 candidates who will be sent a questionnaire.
  - c. **Administrative** – Alderman Isaacs reported that the committee discussed this year's mural. The plan is to use the front of the City Hall building. Plans for the mural are starting early this year in hopes of having the mural completed before ByronFest. The committee also discussed Republic Services. Because of the weather, a week was skipped for garbage pick-up. Administrator Brooks has discussed a possible credit with Republic, but was told there would not be one. He will obtain contact information for the Mayor to speak with someone at Republic.
- 17. CONTINUING BUSINESS**
  - a. **221 N. Walnut St. Sidewalk Replacement** – Administrator Brooks stated that plans are continuing for this project.

b. **Ordinance Updating Building Codes** – Administrator Brooks reported that this ordinance updates our building codes to the 2021 International Building Codes. The update should be able to be in effect for the next nine years. The ordinance adopts the State of Illinois Plumbing code, and adds the International Energy Conservation code and the International Fuel Gas Code. A vote will be taken at the next meeting.

c. **Fehr Graham Proposal - Streets 2024** – Administrator Brooks stated that this proposal from Fehr Graham is for engineering being done for the 2024 Streets Program. **The Administrative Committee recommends waiving first read and recommends council approval of the Fehr Graham Streets 2024 proposal. Roll call vote: Gyorkos, AYE; Hanlin, AYE; Isaacs, AYE; Gerdes, AYE; Boyer, AYE; Nehring, AYE. Motion passed: AYE, 6; NAY, 0; ABS 0.**

d. **Chief of Police Budget Adjustment** – Administrator Brooks stated that, since we didn't budget for a Chief search, adjustments need to be made to budget items to cover costs for the Police Chief search. Funds are needed to cover fees for the IL Association of Chiefs of Police, interviewing costs, travel and possible relocation expenses. This ordinance transfers \$17,000 out of general fund professional expenses and reallocates it to Police professional fees to cover FOP negotiation costs. In addition, \$30,000 is being reallocated from Police salaries to Police Recruitment. **The Administrative Committee recommends bypassing first read and recommends council approval of this ordinance to reallocate these budget funds. Roll call vote: Hanlin, AYE; Isaacs, AYE; Gerdes, AYE; Boyer, AYE; Nehring, AYE; Gyorkos, AYE. Motion passed: AYE, 6; NAY, 0; ABS, 0.**

## 18. NEW BUSINESS –

a. **Financial Policies** – Administrator Brooks stated that our auditors, Sikich, recommended that we have these three financial policies in place. A vote will be taken at the next meeting after council has an opportunity to review.

i. – **Investment Policy** – Lists the type of investments that the city can participate in and makes sure we have appropriate collateralization with the institutions we bank with.

ii. – **Credit Card Policy** – Lists who will have credit cards and what purchases can be made.

iii. – **Capital Asset Policy** – Lists what items can be capitalized.

b. **Fee Schedule** – Administrator Brooks stated that this fee schedule is what is referred to in our ordinances concerning permit fees. For those permits that require background checks, we had been asking applicants to obtain the checks for themselves. In an effort to alleviate the confusion around this, the city is now doing background checks through a third party. The \$20 fee has been added to Peddler, Solicitor and Mobile Food Truck applications. In addition, language has been clarified regarding new construction building inspections and the Sidewalk Café application. **The Administrative Committee recommends waiving first read and recommends council approval of making the suggested changes to the fee schedule. Roll call vote: Isaacs, AYE; Gerdes, AYE; Boyer, AYE; Nehring, AYE; Gyorkos, AYE; Hanlin, AYE. Motion passed: AYE, 6; NAY, 0; ABS, 0.**

c. **Ordinance to Amend Personnel Policy Regarding Paid Leave** - Administrator Brooks stated that at the December meeting, an ordinance was passed that implemented the Paid Leave Act requirements by the State of Illinois. The act states that all employees, including part-time, seasonal and temporary employees are entitled to one hour of paid leave for every 40 hours worked up to a maximum of 40 hours. This ordinance updates our policy manual to reflect those changes. Part time and Seasonal employees can carry over up to 40 hours of paid leave annually for a total of 80 hours of paid leave, but they may only use 40 hours per year. **The Administrative Committee recommends waiving first read and recommends council approval of the Ordinance Amending the Personnel**

**Policies and Procedures Handbook. Roll call vote: Gerdes, AYE; Boyer, AYE; Nehring, AYE; Gyorkos, AYE; Hanlin, AYE; Isaacs, AYE. Motion passed: AYE, 6; NAY, 0; ABS, 0.**

**19. COUNCIL TALK – None**

**23. COMMUNICATION –**

a. Regular City Council Meeting – Wednesday, February 7, 2024, at 6:30 pm.

**25. ADJOURN – Alderman Isaacs motioned to adjourn. Motion seconded by Alderman Gyorkos. Roll call vote: Boyer, AYE; Nehring, AYE; Gyorkos, AYE; Hanlin, AYE; Isaacs, AYE; Gerdes, AYE. Motion passed: AYE, 6; NAY, 0; ABS, 0.**

Mayor Rickard adjourned the City Council meeting at 7:02 pm.

Respectfully Submitted,

*Caryn A. Huber*

City Clerk of Byron IL

<b>MAYOR JOHN RICKARD</b>	<b>CITY CLERK CARYN A. HUBER</b>
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