TOWN OF CORTLAND
Town Hall
59 S. Somonauk Rd.
Cortland IL. 601120

BOARD OF TRUSTEES
Business Meeting
7:00 P.M.
January 25, 2010

Call to Order/Pledge of Allegiance/Roll Call
Mayor Seyller called the meeting to order at 7:03 p.m. Roll call was taken by Deputy Clerk Rita Nielsen. Shown as present were Mayor Seyller and Trustees Brad Stone, Mike Siewierski, Chuck Lanning, Randy Reiter and Sandra Barzso. Trustee Doug Corson was absent. Quorum was present. Other officials present: Town Administrator Walter Magdziarz, Treasurer Susan Dockus and Mike Lamz.

Agenda
Trustee Stone moved and Trustee Lanning seconded a motion to approve the agenda as amended (VII. New Business, a) to read Approve a Contract for Architectural Services for Town Garage. Unanimous voice vote carried the motion.

Presentation of Retirement Plaque to Treasurer Susan Dockus
Mayor Seyller presented Mrs. Dockus with a Mayor's Award Appreciation Plaque in recognition of her 25 years of service with the Town. Mrs. Dockus will retire on January 29.

Consent Agenda
Deputy Clerk Rita Nielsen read the consent agenda.

Approve Town Board minutes, Nov. 23, December 14 and January 11
Treasurer's Report, November, 2009
Expenditures, November and December, 2009
Approve An Ordinance Amending the Cortland Town Code Regarding Water Utility Service (change of required signature) **ORD. NO. 2010-01**
Approve Corporate Authorization Resolution for Selected Banks
[R2010-01American National Bank; R2010-02 Resource Bank; and R2010-03 IPTIP Funds]

Deputy Clerk Nielsen read changes and corrections to minutes of November 23 and January 11.

Trustee Reiter asked that the minutes of December 14, 2009 be pulled to include more discussion regarding police department funding.

Trustee Lanning moved and Trustee Reiter seconded a motion to pull minutes of December 14 and approve the Consent Agenda with corrections to minutes and of November 23, 2009 and January 11, 2010.
Roll call vote:
Ayes: Trustees Stone, Siewierski, Reiter, Barzso and Lanning
Nays: None
Absent: Trustees Corson
5-yea; 0-nay; 1-absent Motion carried

Approved: February 22, 2010
Attest: Clay TC

Appointments
Mayor Seyller presented Mr. Lamz for the appointment of Town Treasurer.
Trustee Siewierski moved and Trustee Stone seconded a motion to appoint Mr. Lamz Town Treasurer.
Roll call vote:
Ayes: Trustees Stone, Siewierski, Barzso, Reiter and Lanning
Nays: None
Absent: Trustee Corson
5-yea; 0-nay; 1-absent Motion carried.

Mayor Seyller gave Mr. Lamz the Oath of Office.

Mayor Seyller presented Mr. Lamz for the appointment of Town Budget Officer.
Trustee Siewierski moved and Trustee Barzso seconded a motion to appoint Mr. Lamz Town Budget Officer.
Roll call vote:
Ayes: Trustees Stone, Siewierski, Barzso, Reiter and Lanning
Nays: None
Absent: Trustee Corson
5-yea; 0-nay; 1-absent Motion carried.

Mayor Seyller presented Mr. Lamz for appointment of IMRF (Illinois Municipal Retirement Fund) Agent.
Trustee Siewierski moved and Trustee Reiter seconded a motion to appoint Mr. Lamz IMRF Officer.
Roll call vote:
Ayes: Trustees Stone, Siewierski, Barzso, Reiter and Lanning
Nays: None
Absent: Trustee Corson **R2010-04**
5-yea; 0-nay; 1-absent Motion carried

Town Administrator's Report
Mr. Magdziarz explained the new procedures for Department Head Reports, supervisors will no longer be required to attend board meetings they will submit their reports to Mr. Magdziarz. Mr. Magdziarz will read them and include them in the board packet for trustee review. If a trustee has a question, he/she may contact Mr. Magdziarz and he will get answers for them.

Approve a Contract for Architectural Services for the Town Garage
Mr. Magdziarz introduced Mr. Michael Mathis from the Linden Group. Mr. Magdziarz is recommending the Linden Group as the architectural firm to perform architectural services for the Town Garage. The Linden Group was asked to prepare a fee proposal based upon the mutual understandings of the program and the Town's expectations. The percentage of costs between Operations & Maintenance and the Police Department will be decided at a later date. The contract amount is for $67,560 with an alternate for landscape design of $1,600. Mr. Magdziarz said there are a few details that the attorneys are still working on. Mr. Magdziarz is recommending that the contract be approved contingent upon his and Attorney Johnson's review.

Trustee Siewierski moved and Trustee Lanning seconded a motion to enter into this contract contingent on Attorney and Town Administrator's review.
Roll call vote:
Ayes: Trustees Stone, Siewierski, Barzso, Reiter and Lanning

Nays: None
Absent: Trustee Corson
5-yea; 0-nay; 1-absent

C2010-01
Motion carried.

Approve an Agreement Between Town and the Union-Pierce Drainage District for a Discharge Fee
Mr. Magdziarz presented the Agreement at the Committee of the Whole. A revised Agreement was submitted to the table.

Trustee Reiter moved and Trustee Lanning seconded a motion to Approve an Agreement Between Town and the Union-Pierce Drainage District for a Discharge Fee.

Roll call vote:
Ayes: Trustees Stone, Siewierski, Barzso, Reiter and Lanning
Nays: None
Absent: Trustee Corson
5-yea; 0-nay; 1-absent

A2010-01
Motion carried.

Waive Bidding Requirements for Amdur Property Wastewater Irrigation Improvements
Mr. Magdziarz is recommending that the Town Board waive the bidding process for the wastewater irrigation improvements.

Trustee Lanning moved and Trustee Barzso seconded a motion to waive the bidding requirements for the Amdur property wastewater irrigation improvements.

Roll call vote:
Ayes: Trustees Lanning, Siewierski, Barzso, Reiter and Stone
Nays: None
Absent: Trustee Corson
5-yea; 0-nay; 1-absent

Motion carried.

Approve Pay Request by G's R Plumbing for $61,402 for Radium Removal System Assembly at Water Tower
Trustee Lanning moved and Trustee Stone seconded a motion to pay G's R Plumbing $61,402 of its original contract.

Roll call vote:
Ayes: Trustees Lanning, Siewierski, Barzso, Reiter and Stone
Nays: None
Absent: Trustee Corson
5-yea; 0-nay; 1-absent

Motion carried

Approve Budget Amendment
Police Department
Mrs. Dockus presented a Budget Amendment increasing Police Department revenues $15,000 to be transferred from Capital Improvement Fund.

Trustee Lanning moved and Trustee Reiter seconded a motion to approve the Police Department budget amendment. Unanimous voice vote carried the motion.

One-time Payment to Employees in Lieu of Annual Salary Increase
Trustee Lanning asked that the trustees consider a proposed employee stipend. Trustee Lanning stated that this item could be held over for discussion at the Committee of the Whole meeting in February; however; he asked that it be discussed now to allow enough time to prepare checks and give them out at the Appreciation Dinner. The consensus of the Trustees was to have the discussion. Trustee Lanning explained that he used 1% of the total gross payroll which gives each full-time employee $500.00 and 1.1% of the gross payroll for part-time employees at approximately $71.00 each.

A lengthy discussion ensued.

Trustee Lanning moved and Trustee Reiter seconded a motion to approve the 1% for full-time and 1.1% for part-time.
Roll call vote:
Ayes: Trustees Lanning, Reiter and Stone
Nays: Trustees Barzso and Siewierski
Absent: Trustee Corson
3-yea; 2-nay; 1-absent

Liaison Reports
Administration
Trustee Siewierski was concerned that he was not notified of the employee stipend and that it should have been discussed with him as the administration liaison before being brought to the board.

Finance
Trustee Barzso had nothing to report.

Operation and Maintenance
Trustee Lanning had nothing to report.

Festival and Parade
Trustee Stone reported that Festival and Parade Committee will be meeting to discuss possibly having two movie nights.

Ordinance
Trustee Corson was absent.

Police
Trustee Reiter had nothing to report.

Sewer/Water
Trustee Stone reported that the ponds were going down.

Planning Commission
Next meeting is February 1.

Facility Planning Board
Trustee Barzso is checking on date for next meeting.

President's Report

Mayor Seyller reported that he and Mr. Magdziarz met with homeowners from Nature's Crossing and Chestnut Grove to address their concerns.

G's&R has finished piping at the water tower and were doing a pressure test today.

Concerns
Trustee Stone would like the flag at Cortland Community Park replaced.

Adjournment
Trustee Stone moved and Trustee Reiter seconded a motion to adjourn. Meeting adjourned at 8:20 p.m.

Respectfully submitted,

Rita Nielsen

Rita Nielsen
Deputy Clerk