

TOWN OF CORTLAND

Town Hall
59 S. Somonauk Rd.
Cortland IL. 60112

BOARD OF TRUSTEES

Business Meeting

7:00 P.M.
July 23, 2007

Call to Order/Pledge of Allegiance/Roll Call

Mayor Seyller called the meeting to order at 7:00 p.m. Roll call was taken by Deputy Clerk Rita Nielsen.

Present: Mayor Seyller, Trustees Ben Suppeland, Mike Siewierski, Shawn McAllister, and Brad Stone.

Absent: Trustees, Dan Milroy and Chuck Lanning. Quorum was present.

Other officials present: Clerk Cheryl Aldis, Treasurer Susan Dockus, Chief Russ Stokes, Operation and Maintenance Director John Kocher and Town Engineer Noah Carmichael.

With a quorum being present, and all prerequisites being met, Trustee Siewierski moved and Trustee Stone seconded a motion to allow for remote attendance by Trustee Milroy at 7:02 p.m.

Roll call vote:

Yeas: Trustees Suppeland, Siewierski, McAllister, and Stone

Nays: None

Absent: Trustees Lanning and Milroy

Yeas: 4; Nays: 0; Absent: 2; motion carried.

Agenda

Trustee McAllister moved and Trustee Siewierski seconded a motion to approve the agenda as amended to remove PC07-5 and the Ordinance Reclassifying of 148 S. and 168 S. Somonauk Rd., and change the address for the Salisbury Variance from 33 E. North Street to 66 E. North Street. Unanimous voice vote carried the motion.

Consent Agenda

Deputy Clerk Nielsen read the Consent Agenda.

- a. Town Board minutes; June 25, July 9
- b. Administration & Personnel minutes; July 9
- c. Accept Festival and Parade Committee minutes; June 14
- d. Accept Library minutes; May 16
- e. Approve Treasurer's Reports; as of May 31 and June 30
- f. List of Bills paid for June
- g. Accept Library Budget Reports for April and May
- h. Administration and Personnel Committee Recommendation from June 11 Water/Wastewater General Maintenance Job Description

Trustee Siewierski moved and Trustee Suppeland seconded a motion to approve the Consent Agenda with a change to July 25 minutes, page 5, the spelling of Dockus.

Yeas: Trustees Suppeland, Siewierski, McAllister, Stone and Milroy

Nays: None

Absent: Trustee Lanning

Yeas: 5; Nays: 0; Absent: 1; motion carried

Trustee Lanning arrived at 7:09 p.m.

Citizens Wishing to Speak

Before any citizens addressed the Board, Attorney Johnson reminded the trustees that any issues that are in litigation should not be remarked on. He asked that all comments be kept to 5 minutes.

Mayor Seyller invited anyone who wished to speak on any agenda item to do so.

One member of the audience suggested that it was not right that the board continue to postpone the Staley Property zoning issue. Mayor Seyller explained that Mr. Staley had not met all his obligations to the town and that no action would be taken until all obligations were met. He stated that Mr. Staley had until 4:30 p.m. to meet his obligations. When he had not, Attorney Stoddard and some residents were notified. Mayor Seyller said that it would be impossible for the town to notify everyone that the agenda was going to be amended.

Mr. Carl Bocklund addressed the board regarding his property at 10 and 12 S. Somonauk Rd. He stated that he did not believe that the trustees had all the information on his property. He believed that the only reason this property is in litigation is because there has been a lack of communication between him and the town. He stated that he "gets nowhere" when he tries to communicate with the "leader". He has tried to get this straightened out, but he believes the trustees aren't aware of all the information. He said that when you go into litigation there are only two winners, the lawyers. He said that the Mayor has kept information from the trustees and he would like them to be informed of this. Mr. Bocklund said that the judge that has been hearing this case has been transferred to another county and this case will go with him.

Staff Reports

Attorney's Report

Attorney Johnson presented his report to the board. He and other Ancel Glink attorneys have been involved with projects with Montalbano Homes (SSA), liquor licensing, liability issues at the Lions Shelter, Cambridge Homes building permit fees and litigation issues.

Engineer's Report

Mr. Noah Carmichael presented the Engineer's Report. He reported that the EPA is planning a visit to the sewer treatment plant within the next week or so. There was a delay in the installation of the liner in Cell 4 due to heavy rains. Trustee Stone asked how the infiltration at the sewer plant happened. Mr. Carmichael stated that it was due to manhole lids, also a complication of heavy rains. Trustee Suppeland asked that he be notified of the date for the EPA visit.

He reported that Fehr-Graham is in the process of advertising and requesting bids for Well #4, Tower and Watermain. Trustee Stone asked if Mr. Carmichael would send him a bid packet.

Mr. Magdziarz presented a proposed roundabout at Cortland Center Road. He explained that the idea comes from the county in looking for ways to provide access at the intersection where Resource Bank has property. He said that the surrounding property owners are interested and the county will pay for the engineering. There will be another meeting with the homeowners. Mr. Magdziarz believes this will benefit commercial access. He stated that the roundabout is designed to reduce traffic speed and no signal lights are necessary. Trustee Milroy said that navigating fire trucks with ladders must also be a consideration. Trustee Milroy asked how many of these are in the county. Mr. Magdziarz stated that this would be the first. Trustee Milroy said that while it might be good in theory, he has navigated three of these in New Jersey, and in his opinion they are dangerous and he is not interested in Cortland being a test case.

Operations and Maintenance

Mr. Kocher presented the Operations and Maintenance Report. He stated that he would like to see something done very soon with the two ponds at Nature's Crossing as the spillway is starting to wash out and spills debris into the ponds. He would also like to see something done with finishing all the work left by Neumann Homes. Mayor Seyller stated that a meeting is being set up to resolve all of the issues the town has with Neumann Homes.

Water Sewer

Mr. Zimmer was on vacation.
Mrs. Dockus gave a summary of the Quarterly Billing and Past Due Accounts.

Zoning Administrator

Mr. Magdziarz presented his report.

Building Report

Mr. Williams from ICCI presented his report. Trustee Lanning asked Mr. Williams to drive by the property at Pine and Nina for a possible property maintenance issue.

Police Report

Chief Stokes presented his reports.

Committee Reports

Administration & Personnel
Next meeting: August 13

Budget & Finance
Next meeting: August 13 – Town garage and painting and repair of water tower

Economic Development
Next meeting:

Equipment, Town Buildings and Property
Next meeting: August 13 –Town garage

Ordinance
Next meeting: August 13, Water/Wastewater collection changes

Planning Commission
Next meeting: August 6

Police Committee
Next meeting: if needed August 13

Pubic Utilities
Next meeting:

Park Advisory
Next meeting: July 24
Trustee McAllister reported that garbage cans have been ordered for McPhillips Park and they are discussing trying to redesign the berm area. Mayor Seyller asked if any of the residents that attended a previous board

meeting have been attending the park meetings. Trustee McAllister said that two attended the next committee meeting, one attended the next meeting and no one attended the last meeting.

Airport Advisory

Trustee Lanning reported that construction (phase one) of the runway is almost complete. The heavy rains that we had did not cause them any problems, and the light system and instrument tower maybe started in the fall.

New Business

I.D.O.T. Report #54 CY2006

Mr. Carmichael presented the IDOT report. Mrs. Dockus pointed out that the I.D.O.T. audit reduced allowable motor fuel expenses for the 2006 calendar year by \$1,746.39. Trustee Lanning moved and Trustee McAllister seconded a motion to accept report. Unanimous voice vote carried the motion.

Amendments to the FY08 Capital Improvement Fund

Mrs. Dockus presented the proposed budget amendment with expenditures increasing \$20,150.00 with \$150.00 for clean up costs higher than expected and \$20,000 to complete special census. Trustee Siewierski moved and Trustee Lanning seconded a motion to approve amendment.

Roll call vote:

Yeas: Trustees Suppeland, Siewierski, McAllister, Lanning, Milroy and Stone

Nays: None

Absent: None

Yeas: 6; Nays: 0; Absent: 0; motion carried

Amendment to the FY08 Library Fund

Mrs. Dockus presented the proposed budget amendment for the Library Fund. The ending cash balance did not change. Trustee Suppeland moved and Trustee Siewierski seconded a motion to approve amendment.

Roll call vote:

Yeas: Trustees Siewierski, Lanning McAllister, Lanning, Milroy and Stone

Nays: None

Absent: None

Yeas: 6; Nays: 0; Absent: 0; motion carried

Planning Commission Recommendation PC07-6 (86 S. Somonauk Rd.)

Mr. Magdziarz presented the PC07-6. The applicant (Jim Burke) has provided Lot Development Standards and Architectural Requirements that will govern the development of the property. Overall, the "plan" is generally consistent with the recommendation of the Downtown/Main Street Sub-Area Plan. Trustee Milroy moved and Trustee Lanning seconded a motion to accept as written PC07-06. Unanimous voice vote carried the motion.

An Ordinance Approving the Reclassification of Certain Territory from R-1 Single Family Residence District to C-1 Limited Retail Business (Impressed with a Special Use Permit) for Planned Development), and Approving a Preliminary Development Plan for (86 S. Somonauk Rd.)

Trustee Milroy was not in favor of adding restrictions to the already permitted uses in a C-1 Limited Retail District, and he stated that he would like to see the Lot Developments Standards in Exhibit A removed. He stated that this was nothing more than changing C-1 to a P.U.D. He stated that there is no way for the board to know whether or not the property owner has plans to purchase adjoining property, and if so some of these restricted uses would be feasible.

Trustee Suppeland was not in favor of changing the current zoning of R-1 Single Family to C-1 Limited Retail District. He stated that he did not believe that this is what the surrounding homeowners wanted, and most residents did not even know that changes were being considered. He said the surrounding residents were

Trustee Milroy moved and Trustee Lanning seconded a motion to approve An Ordinance Granting a Variation for Property Located at 66 E. North Ave.

Roll call vote:

Yeas: Trustees Siewierski, McAllister, Lanning, Suppeland, Milroy and Stone

Nays: None

Absent: None

Yeas: 6; Nays: 0; Absent: 0

ORD. NO. 2007-27

Park System Concept Proposal

Mr. Carmichael presented a proposal from Fehr-Graham & Associates to prepare site concept plans for parks in Cortland. The consensus of the board was to allow Mayor Seyller to go forth with the proposal for McPhillips Park, using the Restricted Assets fund, and Cortland Community Park using the General Fund Engineering line. Next year's budget could allow for concept plans for all other parks in Cortland. Mr. Carmichael will check with Fehr-Graham to see if this proposal expires. Trustee Milroy suggested that the Town require developers to supply park topography as part of the final subdivision plan.

Pending Business

Revised Policy Manual

Mrs. Dockus presented the revised policy manual with changes to **Leaves of Absence; 3. Bereavement Leave and 4. Jury Duty or Witness Leave**. She informed the board that she added the words "full-time" to the jury duty or witness leave. After discussion the trustees felt that part time (with some benefits) employees would be included in this policy. Under bereavement leave Mrs. Dockus explained that she left in the words "family medical leave" because the description of 'immediate family' as defined for parents is broad enough to cover all situations. Mrs. Dockus added grandparents and in-laws to bereavement leave. Mrs. Dockus also reported that this revision separates the Police Department polices from town staff. Trustee Lanning moved and Trustee Siewierski seconded a motion to approve the amendment to the Policy Manual allowing for employees who are eligible for IMRF be eligible for jury duty or witness leave. Unanimous voice vote carried the motion.

President's Report

Attorney Johnson presented a letter from DRH Cambridge Homes confirming certain agreements made between the Town and DRH Cambridge Homes in the original Annexation Agreement. This letter allows for assessed building permit fees for Town Services, Fire Protection District and the Public Library \$350, \$300 and \$45.00 respectively. These fees were left out of the final Annexation Agreement. This letter confirms the Town's and DRH Cambridge Homes' agreement and understanding that the fees will be paid when a permit is issued.

Mayor Seyller reported that the signing of the Inter-governmental Agreement with Kaneland School District had taken place, with 7 participating municipalities attending.

Mayor Seyller has an invitation from the Governor inviting local officials to a luncheon at the Illinois State Fair. Anyone interested in attending could see Mayor Seyller for details.

Mayor Seyller read a letter from DeKalb Airport stating that a WWII fighter jet will be at the DeKalb Airport July 27-August 19. This could be noisy at times.

Mayor Seyller said that the easements for sidewalks are still in talking stages with Mr. Olson.

Concern

Trustee Lanning would like to see a building that is on the north side of the Lions Shelter torn down. He said that the building is falling apart and is an eye sore. This item will be added to the task list for Equipment, Town Buildings and Property to keep track of.

Adjournment

Trustee Stone moved and trustee Milroy seconded a motion to adjourn at 9:55 p.m. Unanimous voice vote carried the motion.

Respectfully submitted,

Rita Nielsen

Rita Nielsen
Deputy Clerk

WEB ACCESSED