

TOWN OF CORTLAND

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

BOARD OF TRUSTEES

Business Meeting

7:00 P.M.

December 10, 2007

Call to Order/Pledge of Allegiance/Roll Call

Mayor Seyller called the meeting to order at 7:04 p.m. Roll call was taken by Deputy Clerk Rita Nielsen.

Present: Mayor Seyller, Trustees Ben Suppeland, Mike Siewierski, Milroy and Brad Stone. Absent were Trustees McAllister and Lanning. Quorum was present. Other officials present: Clerk Cheryl Aldis, Treasurer Susan Dockus, Attorney Parker Johnson, Building Inspection Barb Dettmer, Zoning Administrator Walter Magdziarz and Town Engineer Noah Carmichael.

Guests Present: Mr. Brian LeFevre from Sikich, LLP (Town auditors)

Trustee McAllister arrived at 7:04

Public Hearing – 2007 Tax Levy

Deputy Clerk Nielsen read public notice into the record. Published in the Daily Chronicle on

Mrs. Dockus gave an overview of the 2007 Tax Levy. There were no questions from audience members. Mayor Seyller asked three times for any questions from the audience, there being none the public hearing was closed at 7:15 p.m.

Agenda

Trustee Siewierski moved and Trustee Milroy seconded a motion to approve the agenda. Unanimous voice vote carried the motion.

Consent Agenda

Deputy Clerk Nielsen read the Consent Agenda.

- a. Town Board minutes of November 26 and November 29, 2007 (special meeting)
- b. Library Board minutes of October 17, 2007
- c. List of Bills Paid November 2007

Mayor Seyller found an error in the Minutes of November 29. Mr. Verbic was shown as President of DeKalb County School Board and it should be changed to DeKalb Community School Board.

Trustee Siewierski moved and Trustee Stone seconded a motion to approve the Consent Agenda with the correction to the minutes of November 29, 2007

Roll call vote:

Yeas: Trustees Siewierski, McAllister, Milroy and Stone
Nays: None
Absent: Trustees Lanning
Abstain: Trustee Suppeland

Yeas: 4; Nays: 0; Absent: 1; Abstain: 1 motion carried

Approved: January 28, 2008

Attest: Cheryl Aldis

Adjourn to Committee Meetings

Trustee Suppeland moved and Trustee Siewierski seconded a motion to adjourn to Ordinance Committee meeting at 7:18 p.m. Unanimous voice vote carried the motion.

Reconvene

Trustee Siewierski moved and Trustee Milroy seconded a motion to reconvene to Town Board meeting at 8:24 p.m. Unanimous voice vote carried the motion.

Presentation of FY07 Audit by Mr. Brian LeFevre, Sikich, LLC

Mr. LeFevre addressed the board explaining that there are three types of deficiencies; material weaknesses, significant deficiencies and control deficiencies. Mr. LeFevre explained that the Town’s current reporting is a material weakness, however is acceptable and allows the financial records to be reported fairly in accordance with the modified cash basis of accounting. He did recommend that the Town, if possible, should consider converting to the modified accrual basis in order to bring their financial information into accordance with GAAP. Mr. LeFevre explained that Significant Deficiencies were found in maintaining special service area activity in the Town’s accounting system. He recommended that the Town establish funds on their accounting system to track the information. Mr. LeFevre explained that the Town showed Control Deficiencies in recognizing the principal payments in the sewer fund. He recommend that the Town maintain this information in the system as an expense for budget comparison purposes, but should perform a year end entry to eliminate the principal expense and reduce the long-term debt liability. Mr. LeFevre thanked the board and asked for questions.

Trustee Milroy recommended that the issue of whether or not the Town should consider the costs and benefits of converting to the modified accrual basis of accounting in order to bring the Town’s financial information into accordance with GAAP be sent on to Budget & Finance Committee. Trustee Siewierski said Budget & Finance Committee would look into this.

Staff Reports

Attorney’s Report

Attorney Johnson presented his report.

Engineer’s Report

Mr. Carmichael from Fehr-Graham presented his report.

Operation & Maintenance Report

Mr. Kocher was excused from meeting due to predicted bad weather coming.

Water Sewer

Mr. Summerhill was excused from meeting due to predicted bad weather coming.

Zoning Administrator

Mr. Magdziarz presented his report.

Building Report

Mrs. Dettmer from ICCI presented her report.

Police Report

Chief Stokes was excused from meeting due to predicted bad weather coming.

Committee Reports

Administration & Personnel

Next meeting:

Budget & Finance

Next meeting: January 14, 2008

To discuss auditor's report

Economic Development

Next meeting:

Equipment, Town Buildings and Property

Next meeting:

Ordinance

Next meeting:

Planning Commission

Next meeting: January 7, 2008

Police Committee

Next meeting:

Public Utilities

Next meeting: January 14, 2008

To allow for water tower bidders 15 minutes each to present their products.

Park Advisory

Next meeting: February 19, 2008

Airport Advisory

Trustee Lanning was absent

New Business

An Ordinance Abating Special Service Area Taxes for Service Area Eight and Approving the Amended Special Tax Roll

Trustee Siewierski moved and Trustee Suppeland seconded a motion to waive the first reading. Unanimous voice vote carried the motion.

Trustee McAllister moved and Trustee Lanning seconded a motion to approve An Ordinance Abating Special Service Area Taxes for Service Area Eight and Approving the Amended Special Tax Roll

Roll call vote:

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

Nays: None

Absent: Trustee Lanning

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

ORD. NO. 2007-44

Annual Tax Levy Ordinance for 2007

Trustee Siewierski moved and Trustee McAllister seconded a motion to waive the first reading. Unanimous voice vote carried the motion.

Approved: January 28, 2008

Attest: Clay TC

Trustee McAllister moved and Trustee Siewierski seconded a motion to approve the Annual Tax Levy Ordinance for 2007 for \$487,500 for the Town and \$225,000 for the Library for a total of \$712,500.00

Roll call vote:

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

Nays: None

Absent: Trustee Lanning

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

ORD. NO. 2007-45

Approve Change Order #1 for Well #4, Contact with Layne Western

Trustee Milroy moved and Trustee Suppeland seconded a motion to approve Change Order #1 for Well #4 in the amount of \$19,460.00 with funds coming from the SSA's.

Roll call vote:

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

Nays: None

Absent: Trustee Lanning

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

Approval of Pay Request #1 for Well #4, Layne Western

Trustee Suppeland moved and Trustee Milroy seconded a motion to approve pay request #1 for well #4 for Layne Western in the amount of \$349,160.40 with funds coming from the SSA funds.

Roll call vote:

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

Nays: None

Absent: Trustee Lanning

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

CO2007-3

Approval of North Avenue Watermain Pay Estimate #4 Bish Excavating

Trustee Milroy asked if this was the full contract amount. Mr. Carmichael said that \$5,000 was being retained for seeding.

Trustee Siewierski moved and Trustee Stone seconded a motion to approve pay request for Bish Excavating in the amount of \$16,876.12 with funds to coming from appropriate SSA's funds.

Roll call vote:

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

Nays: None

Absent: Trustee Lanning

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

Approval of Peter Baker Invoice for Treatment Plant Road Paving

Trustee Siewierski moved and Trustee Milroy seconded a motion to approve pay request for \$71,876.12 to be paid from appropriate SSA funds.

Roll call vote:

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

Nays: None

Absent: Trustee Lanning

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

Approve FY08 Budget Amendment

Mrs. Dockus explained that this amendment was for the Restricted Assets Fund/ Capital Equipment donation from Cambridge Homes for \$79,400.00

Approved: January 28, 2008

Attest: Clay TC

Trustee McAllister moved and Trustee Milroy seconded a motion to Approve FY08 Budget Amendment for \$79,400.00.

Roll call vote:

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

Nays: None

Absent: Trustee Lanning

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

Determination of need for Town Board meeting on December 17, 2007

Trustee Siewierski moved and Trustee Milroy seconded a motion to not have a December 17, 2007 meeting. Voice vote carried the motion.

An Ordinance Approving RPK Re-subdivision of Lot 3 in Robinson Farm P.U.D. Phase I

Trustee Suppeland moved and Trustee Milroy seconded a motion to waive the first reading. Unanimous voice vote carried the motion.

Trustee Milroy moved and Trustee Suppeland seconded a motion to approve An Ordinance Approving RPK Re-subdivision of Lot 3 in Robinson Farm P.U.D. Phase I

Roll call vote:

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

Nays: None

Absent: Trustee Lanning

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

ORD. NO. 2007-46

Approve an Ordinance Authorizing The Creation Of A Class H Liquor License For Casey's Retail Company – DBA Casey's General Store #1305

Trustee Suppeland moved and Trustee Siewierski seconded a motion to waive the first reading. Unanimous voice vote carried the motion.

Trustee Siewierski moved and Trustee Stone seconded a motion to approve An Ordinance Authorizing The Creation Of A Class H Liquor License For Casey's Retail Company – DBA Casey's General Store #1305

Roll call vote:

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

Nays: None

Absent: Trustee Lanning

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

ORD. NO. 2007-47

Unfinished Business

Approve An Agreement between the Town of Cortland and DeKalb Community Unit School District No. 428

Mrs. Aldis explained that while the motion to amend the original motion to approve the agreement was made at the November 29th special meeting, the motion to approve the amended motion was not made. This is a technical correction.

Trustee Milroy moved and Trustee Stone seconded a motion to approve the Agreement between the Town of Cortland and DeKalb Community Unit School District No. 428

Roll call vote:

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

Nays: None

Absent: Trustee Lanning

Yeas: 6; Nays: 0; Absent: 1; motion carried

President's Report

Mayor Seyller thanked the Operations and Maintenance Department for continuing to do a great job with snow removal.

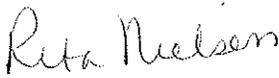
There will be an open house at the Town Hall on December 20th.

The Town will host an appreciation dinner on January 18, at Carl's Fargo.

Mr. Magdziarz has new housing projection changes. He is anticipating approximately 255 homes to be built in 2008.

Trustee McAllister moved and Trustee Stone seconded a motion to adjourn at 9.33 p.m. Unanimous voice vote carried the motion.

Respectfully submitted,



Rita Nielsen
Deputy Clerk