

**TOWN OF CORTLAND**

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

**BOARD OF TRUSTEES**

**Committee of the Whole**

7:00 P.M.

October 13, 2008

**Call to Order/Pledge of Allegiance/Roll Call**

Mayor Seyller called the meeting to order at 7:02 p.m. Roll call was taken by Deputy Clerk Rita Nielsen. Shown as present were Mayor Seyller, Trustees Shawn McAllister, Brad Stone, Ben Suppeland and Chuck Lanning. Trustee Mike Siewierski was absent. Trustee Dan Milroy was absent for roll call and present by remote attendance at 7:10 p.m. Quorum was present. Other officials present: Treasurer Susan Dockus, Attorney Parker Johnson, Director Operation and Maintenance John Kocher and Town Engineer Noah Carmichael.

Trustee McAllister moved and Trustee Lanning seconded a motion to allow Trustee Milroy remote attendance.

Roll call vote:

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

**Agenda**

Trustee Lanning moved and Trustee Suppeland seconded a motion to approve the agenda.

**Committee of the Whole**

Trustee Milroy called in at 7:10 p.m. and joined in committee discussion.

Mr. Kocher presented snow removal options for NeuCort Lakes to the committee. Mr. Kocher offered three options: do the plowing with current staffing and equipment, contract it out, or purchase the equipment needed, and hire a part-time person. Mr. Kocher gave the pros and cons of each option. After discussing potential problems of equipment breakdowns, manpower, whether or not money is in the budget and the possibility of only making two passes to clear snow, Trustee Suppeland moved and Trustee Lanning seconded a motion to recommend to Town Board to spend \$15,000 for contracted snow removal for NeuCort Lakes. Unanimous voice vote carried the motion.

**Cub Scout Pack 134 Use of Herbert Building**

Mr. Steve Radke and Mr. Mason Keith asked the committee if Cub Scout Pack 134 could have use of, and fix up the Herbert Building at Cortland Community Park. They would like to use the building for equipment storage. They are renting a storage unit that is costing them \$35.00 per month. This would save the scouts about \$400.00 per year.

Attorney Johnson stated that he looked into this and felt that if the board chose to allow the scouts to use the building the best way to go about this would be to give the scouts a license to use the building, not a lease. Trustee Lanning said that he would like to see a historical plaque on the building. Everyone agreed that having a historical plaque on the building would be a great idea. Trustee McAllister moved to recommend Cub Scouts Pack 134 be allowed to use and fix up the Herbert Building, seconded by Trustee Stone. Unanimous voice vote carried the motion.

**An Ordinance for the Submission of the Proposition of a Public Question Regarding a Sales Tax Referendum to the Voters of the Town of Cortland at the Consolidated Election to be Held on April 7, 2009**

There was discussion as to what the taxes could be used for. Mrs. Dockus read the State Statutes regarding uses for sales tax dollars. Mayor Seyller explained that this would be a decision for the residents to make when they vote on it. Mrs. Dockus distributed figures the Town could receive based on increments of ¼ cent. A discussion regarding infra structure and property tax relief followed. If monies are to be used for infra structure only, then monies that are set aside now for infra structure could possibly be put into the general fund. There was a question as to whether or not the Town would receive sales tax from gasoline. This will be checked into within the next few days.

Mayor Seyller called for a voice vote to bring the ordinance back to the table at the October 27 meeting. Majority voice vote carried the motion with 1 nay and 1 abstention.

**Review Town's Energy Usage and Charges for Past Year**

Mr. Carmichael presented charts with cost analysis for lift stations and wells. He said that he and Brenda from his office are working on this and are still waiting to hear from Com Ed to see what the Town's options would be to save money. Mrs. Dockus said that in the past Com Ed has not been interested in working with the Town to reduce energy costs. She said that the some street lights are metered, some are commercial and some are considered "dusk until dawn". Trustee Milroy said that we do not know what we are buying until we can put it all together. He stated that one energy source for the entire town with a single point of service all adds up and that is what we should be looking at. Mayor Seyller said that he will be meeting with the Farnsworth Group soon to discuss and investigate alternative energy sources and grant monies that might be available for this.

Trustee Suppeland moved and Trustee Lanning seconded a motion to table this until November 10 Committee of the Whole for further discussion Unanimous voice vote carried the motion.

**Review Payment No. 2 for Gateway Tank**

Mr. Carmichael presented a payment request. He stated that this is a standard progress payment request for \$310,500. Trustee Lanning moved and Trustee Stone seconded a recommendation to pay Gateway Tank. Unanimous voice vote carried the motion.

**Sewer Treatment Plant Pay Request**

Mr. Carmichael presented a payment request. After discussion regarding progress of STP and punch item list, Trustee Suppeland moved and Trustee Lanning seconded a recommendation to pay Civil Contractors, Bell Land Improvement and Terracon. Unanimous voice vote carried the motion.

Trustee Lanning moved and Trustee McAllister seconded a motion to pay North Central Irrigation (the irrigation company) one half of what is owed. Motion failed.

#### **Sewer Treatment Plant Discharge Permit**

Mr. Carmichael addressed the board with concerns regarding the current situation and challenges associated with the irrigation system for the Wastewater Treatment Plant. Fehr-Graham is recommending that while the town continues to work on options for securing irrigation land it apply for an IEPA Discharge Permit to be able to discharge to the Union Ditch. Mr. Carmichael explained that the initial step in the permit application process is the Basis of Design report which details the plant design and operational procedures required for the facility to function as hybrid irrigation-discharge plant. Fehr-Graham will collect data on the influent and effluent characteristics to verify the treatment processes. The report will also verify that the sizing of the cells and the existing equipment conforms to the IEPA design standards.

Mr. Carmichael expressed concern that the process can take months to complete and if the Town desires to have the ability to discharge directly to the Union Ditch by December of 2009 it is imperative that it start the process as soon as possible.

The consensus of the board was that even though they may have a solution to this problem very soon, it proceeds by sending this recommendation to the October 27 meeting of the Town Board.

Trustee Milroy moved and Trustee Stone seconded a motion to recommend directing Fehr-Graham to proceed with the preparation, design and permit application fees for an IEPA Discharge Permit not to exceed \$30,000. Unanimous voice vote carried the motion.

#### **ComEd Service to Well #4**

Mr. Carmichael presented two options for ComEd service to Well #4. The service is to originate at IL Rte 38 and be located within either the Richland Parkway right-of-way or the adjacent utility easement, depending upon installation type. The first option was for overhead service for \$115,000. The benefits of this option are that it is a lower cost, it is located in the Richland Parkway right-of-way and there is the ability for recapture by the Town. The second option is \$170,000; the problems with option #2 is that it is a higher cost, it is located in adjacent utility easement and there may not be any recapture. Attorney Johnson will check on the ability for the Town to recapture with future development. Underground must be installed at a depth of 36 inches. The design of Richland Parkway has to be completed in order to have final grades available for ComEd. ComEd is indicating that the service line must be installed within 6 inches of final grade or the line will need to be adjusted at a later date.

The consensus of the committee was that underground would be the best way to proceed. Mr. Carmichael will look into other options for digging underground.

#### **WRT Financing**

Mrs. Dockus said that she and Trustee Suppeland have been looking into financing for estimated, unfunded \$500,000 shortfall for the WRT System. She has met with Speers Financial, Inc. and is recommending that the Town borrow the funds as long as the USEPA grant is not jeopardized. The attorneys or engineers will check into this.

Trustee Suppeland believes that borrowing is the way to go and a comparison should be made as to whether or not the town should look at the equipment it is leasing now and weigh the benefits of leasing over purchasing.

Trustee Lanning moved and Trustee McAllister seconded a motion to bring this to the Board on October 27

Mrs. Dockus will check with other financial institutions for rates and report back on October 27

#### **Job Description Changes**

**Superintendent, Water/Wastewater Department:** Mrs. Dockus presented revisions to the Superintendent, Water/Wastewater Department. It was the consensus of the committee that the job description be approved with E.P.A. certification standards. Trustee Suppeland moved and Trustee McAllister seconded a motion to recommend revisions of this job description. Unanimous voice vote carried the motion.

**Water/Wastewater General Maintenance:** Mrs. Dockus presented proposed revisions. Trustee Suppeland moved and Trustee Lanning seconded a motion to recommend approval. Unanimous voice vote carried the motion.

#### **Water/Wastewater Operator/General Maintenance**

Mrs. Dockus presented proposed revisions. Trustee McAllister moved and Trustee Lanning seconded a motion to recommend approval. Unanimous voice vote carried the motion.

#### **Utility Billing Clerk**

Mrs. Dockus presented proposed revisions. Trustee Suppeland moved and Trustee Lanning seconded a motion to recommend approval. Unanimous voice vote carried the motion.

#### **Treasurer/Budget Officer**

Mrs. Dockus presented proposed revisions. Trustee Lanning moved and Trustee McAllister seconded a motion to recommend approval. Unanimous voice vote carried the motion.

#### **Clerical I (Entry Level)**

Mrs. Dockus presented proposed revisions. Trustee Lanning moved and Trustee McAllister seconded a motion to recommend approval. Unanimous voice vote carried the motion.

#### **Accounting Clerk**

Mrs. Dockus presented proposed revisions. Trustee McAllister moved and Trustee Lanning seconded a motion to recommend approval. Unanimous voice vote carried the motion.

#### **Clerical II**

Mrs. Dockus asked that this position be rescinded. Trustee McAllister moved and Trustee Stone seconded a motion to rescind Clerical II position. Unanimous voice vote carried the motion.

**President's Report**

Mayor Seyller reported that Custom Stoneworks has dropped off a concrete "Huskie guard dog" that will be on display until it is auctioned off to benefit the N.I.U. February 14 Scholarship Fund. The Cortland Elementary School groundbreaking ceremony was held on October 8. He thanked everyone that was involved in the parade and said it was "awesome." Mayor Seyller read an invitation from the Village of Montgomery to attend an open house for their new village hall on October 22.

**Adjournment**

Trustee McAllister moved and Trustee Stone seconded a motion to adjourn. Unanimous voice vote carried the motion. Meeting adjourned at 9:34 p.m.

Respectfully submitted,



Rita Nielsen  
Deputy Clerk

WEB ACCESSED