

TOWN OF CORTLAND
Town Hall
59 S. Somonauk Road
Cortland, IL 60112
BOARD OF TRUSTEES
Committee/Business Meeting
January 10, 2011

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. Shown as present were Mayor Seyller and Trustees Brad Stone, Sandra Barzso, Mike Siewierski, Chuck Lanning, Randy Reiter and Doug Corson. Other officials present were Administrator Walter Magdziarz and Clerk Cheryl Aldis.

Agenda

Trustee Siewierski moved and Trustee Stone seconded a motion to approve the agenda as amended to add item h, Architectural Services for Town Garage. Unanimous voice vote carried the motion.

Public Wishing to Speak

No one in the audience asked to speak.

Presentation of Debbie Armstrong, Executive Director of DeKalb County Convention & Visitors Bureau

Ms. Armstrong read the Mission Statement of the DCCVB and touched on its purpose as well as its prime responsibilities. Ms. Armstrong explained that by supporting the Convention and Visitor's Bureau the Town would help bring additional grant dollars back to reinvest in marketing DeKalb County. The DCCVB must demonstrate a county-wide commitment by raising matching dollars for the Illinois Office of Tourism to consider DeKalb County's Convention and Visitors Bureau for certification. Ms. Armstrong requested financial support for tourism promotion with a level of benefit opportunities for participation at the \$500 and \$1000 level.

The Board thanked Ms. Armstrong for presenting this information and taking the time to promote the Convention and Visitors Bureau.

Committee of the Whole

Town Administrator' Monthly Report

Mr. Magdziarz reviewed his monthly report which was included in the packet. Mr. Magdziarz reported on Dollar General stating that the Town staff has been assisting the developer in locating a property owner that is willing to accept, at no cost, 5,000 cubic yards of clean fill from the Dollar General site. They have located a site, and construction is expected to start as soon as possible.

Other Town Reports

All other department reports were included in the packet.

Planning Commission Recommendation PC11-1

Zoning Ordinance Amendment: Places of Assembly (Places of Worship)

Mr. Magdziarz presented and explained that this amendment will bring the Town Code into compliance with respect to land use regulations for religious institutions.

Consensus of the Board was to place Recommendation PC11-1 and corresponding Ordinance on Consent Agenda for January 24.

Planning Commission Recommendation PC11-2

Mr. Magdziarz presented and explained that the Zoning Ordinance does not address portable storage containers and the proposed amendment is an attempt to be proactive. There have been a small number of instances where storage containers have made an appearance in Cortland in recent years. There have not been any problems associated with this equipment, to date, but when a resident inquires about any regulations for a portable storage container we are required to inform them they are not permitted in Cortland. Communities regulate storage containers in all manners. The proposed regulations provide basic regulations addressing location, number, and duration a portable container can be placed on a lot.

Consensus of the Board was to place Recommendation PC11-2, with amended corresponding Ordinance (Exhibit A to read 30 days), on Consent Agenda for January 24.

Planning Commission Recommendation PC11-3

Mr. Magdziarz presented and explained that a Cortland business owner approached him with a proposal to permit watchman's residence in industrial zoning districts. A watchman's residence would mean an accessory dwelling unit designed and occupied for the use of a caretaker, night watchmen or on-call attendant, exclusively for the benefit of the principal use of the building and/or premises. A watchman's residence must comply with conditions, requirements and Town Code.

Trustees asked questions about regulations, conditions and specific instances of who made the request and where the watchman's residence would be. Mr. Magdziarz explained that the amendment is not specific to any business, but the primary purpose for the watchman's residence is to provide for a person on the premises when the facility is closed and employees are not present and is intended for security purposes.

Consensus of the Board was to place Planning Commission Recommendation PC11-3 and corresponding ordinance under New Business of the next agenda.

Planning Commission Recommendation PC11-4

Mr. Magdziarz presented and explained that he is recommending an overlay district in a specific geographic area to provide relief for a small number of property owners who have a common problem related to the physical design of their lots. Lots on the east side of Aspen Drive have a 20-foot drainage easement to accommodate the overland drainage that originates at the DeKalb Airport. An attached image showed the drainage easement one day after a storm event in 2010.

The proposed amendment provides an option for specific lots with excessively large easements that limit or prevent property owners from placing any accessory structures in their rear yard.

Consensus of the Board was to place Recommendation PC11-4 and corresponding Ordinance on Consent Agenda for January 24.

A Resolution Authorizing the Execution of a Renewal of an Intergovernmental Agreement Between the Village of Elburn, the Village of Virgil, The Village of Sugar Grove, the Village of Maple Park, the Village of Kaneville, the Village of Montgomery, and the Town of Cortland and Kaneland Community School District 302.

Mr. Magdziarz presented and explained that this Intergovernmental Agreement was presented to the Town Board in August, since then, the Village of Sugar Grove asked all Parties to consider using the 60% table [Exhibit A to Resolution] for the term of this agreement to determine the fees to be collected. This IGA expires on December 31, 2011. No other changes are incorporated in this Agreement and it applies to all new residential development lying within the boundaries of the CUSD 302.

Consensus of the Board was to place Resolution on Consent Agenda for January 24.

DSATS Funding

Mr. Magdziarz gave an overview of the DeKalb Sycamore Area Transportation Study (DSATS). DSATS is the Metropolitan Planning Organization (MPO) which administers the federal and state funding for highway and public transportation projects in the DeKalb Urbanized Area. In urbanized areas with populations over 50,000, a Metropolitan Planning Organization (MPO) must coordinate all transportation projects and programs in the urbanized area which receive federal funds. DSATS is staffed by the City of DeKalb and all activities performed by the organization are overseen by a Policy Committee, with the technical oversight of the organization performed by a Technical Advisory Committee, and DSATS staff. DSATS provides transportation planning services for the communities within the DSATS Region.

At this time Cortland is not a voting member of DSATS, however we are a beneficiary of the transit planning. DSATS held a Cost Sharing Committee meeting held on December 13, 2010, the majority of the members present selected a distribution of local match costs based on the number of votes a member organization has on the Policy Committee. The distribution of local match costs based on the DSATS FY11 for Cortland is \$5,565.03 if NIU pays for 1 vote and \$5,910.03 if not.

Mr. Magdziarz was not looking for a consensus at this time; his report was for information only.

Family Service Agency

Included in the packet was a Family Service Agency Senior Activity report for the second quarter of their fiscal year. The Cortland senior center has been open three days each week during this quarter with an average daily attendance of 9 with as many as 14 visiting one time per week.

An Ordinance Repealing Ordinance No. 2010-14 Which Established the Robinson Farm Business Development and Redevelopment District

Mr. Magdziarz reported that the corporate authorities of Dollar General said they will not open stores in communities that apply taxes to its customers and not the customers of their competition. Cortland's proposed Business Improvement District sales tax fits this description and Westmore Equities has requested that Cortland drop the Business Improvement District (BID) sales tax.

Consensus of the Board was to place Resolution on Consent Agenda for January 24.

Clothing Collection Box License

Mr. Magdziarz presented a draft of the clothing collection drop-off box license requirements. Treating collection boxes as a license requirement sets a procedure for application and proof of insurance and establishing a license requirement for clothing collection drop-off boxes will give the Town some control over the collection boxes as the collection boxes can serve a purpose but can become a nuisance if not properly maintained. This license requirement provides a means to regulate collection boxes.

Trustee Stone asked about annual renewal. Mr. Magdziarz will add renewal stipulations to the licensing.

Consensus of the Board was to place on Consent Agenda for January 24.

Architectural Services for Town Garage

Trustee Lanning expressed his outrage at using and paying for an architectural service to design and oversee the structural modifications, interior and exterior remodeling of the Barb City Grinding building. Trustee Lanning believes that Operations and Maintenance Director John Kocher is capable of overseeing this project and it would save money. Mr. Magdziarz explained that it is illegal to piecemeal together a public works project and that an architectural seal is necessary for commercial buildings and a structural engineer will need to seal specifications for any the structural modifications. Mr. Magdziarz stated that the Town cannot expect to do less than would be required for any commercial remodeling project. Mayor Seyller agreed that an architectural service is necessary to design and prepare specifications and assist in the bidding process for this project. Mayor Seyller recommended that State Statutes be reviewed for compliance.

New Business

Approve Pay Request No. 5 (and final) by Layne Western for \$32,074.35 for the Construction of Well No. 4

Trustee Reiter moved and Trustee Corson seconded a motion to approve Pay Request No. 5 (and final payment) by Layne Western for \$32,074.35 for the Construction of Well No. 4 with monies to be paid from the Sewer/Water funds.

Roll call vote:

Yeas: Trustees Reiter, Corson, Barzso, Siewierski and Stone

Nays: Trustee Lanning

Absent: None

5-yea; 1-nay; 0-absent motion carried.

Approve Payment to A. C. Pavement Striping Co. for \$47,416.50 for 2010 MFT Project Work

Trustee Stone moved and Trustee Barzso seconded a motion to approve payment to A.C. Pavement Striping Co. for \$47,416.50 with monies to be paid from for 2010 MFT funds.

Roll call vote:

Yeas: Trustees Reiter, Corson, Barzso, Siewierski, Lanning and Stone

Nays: None

Absent: None

6-yea; 0-nay; 0-absent motion carried.

Concerns/Comments

Trustee Barzso asked why the Board has not received the summary on Eagle Homes Lawsuit. Mayor Seyller said that Mr. Lamz did prepare one for the Board and he (Mayor Seyller) is reviewing it and will distribute it shortly. Trustee Barzso asked about getting information to the public regarding the sales tax referendum question to be on the ballot in April. The information will be in the March newsletter. Trustee Barzso asked if she could paint a red "no parking" on the curb in front of her house. Mayor Seyller said it would not be enforceable.

Trustee Lanning asked why the "stripped down" squad car couldn't be put up for bid. Mr. Magdziarz will follow-up on this.

President's Report

Mayor Seyller reported that there is a Northern Illinois Mayors' Association meeting on January 20. If anyone is interested in attending please let him know.

Adjournment

Trustee Siewierski moved and Trustee Barzso seconded a motion to adjourn. Unanimous voice vote carried the motion. Meeting adjourned at 9:08 p.m.

Respectfully submitted:



Rita Nielsen
Deputy Clerk