

TOWN OF CORTLAND  
Town Hall  
59 S. Somonauk Road  
Cortland, IL 60112  
**BOARD OF TRUSTEES**  
Business Meeting  
**October 22, 2012**

**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 and Trustees Brad Stone, Sandra Barzso, Susan Dockus and Mike Siewierski, Trustee Doug Corson, and Chuck Lanning. Quorum was present. Other official present was Clerk Cheryl Aldis.

**Agenda**

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

**Public Wishing to Speak**

No one present wished to speak.

Deputy Clerk Nielsen read the consent agenda into the record.

**Consent Agenda as Approved**

Approve Town Board Minutes of April 30 and September 24, 2012  
Accept Parade & Festival Committee minutes for September 11, 2012

Changes to minutes of September 24, 2012: add a discussion regarding employee leave of absence that was left out of minutes, and under discussion of the purchase of a new police vehicle the words "so a new camera will need to be purchased" needs to be removed.

Trustee Dockus moved and Trustee Lanning seconded a motion to approve the consent agenda as amended to remove the minutes of September 24 for corrections.

Roll call vote:

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

Nays: None

Absent: None

6-yea; 0-nay; 0-absent

Motion carried.

**Department Reports**

Trustee Dockus asked about the Streets and Maintenance Report regarding a storm water grant. Mayor Seyller said that there is a possibility that the Town could receive \$100,000 for a grant that specifically relates storm water projects. Mayor Seyller said he took over this project during Mr. Magdziarz leave and he and Mr. Kocher are finishing up the application process. The project description at this time would be to naturalize some of the existing ponds. Trustee Dockus asked if the project would be brought to the board for approval. Mayor Seyller stated that once the grant is approved, the project recommendations will be brought to the board for approval.

Approved: November 26, 2012

Attest: Clay TC

**Approve Proposal from JH Waters, Inc. to install three (3) gas vents to repair bubbles in Sewer Treatment Plant Cell #3.**

Proposal JH Waters, Inc to provide all tools and miscellaneous materials necessary for seaming and patching cell #3. The Proposal amount is \$8,054.00. Included in the proposal was a statement of Prevailing Wage and a Certificate of Insurance naming the Town as an additional insured. A discussion ensued regarding a letter that states that JH Waters, Inc cannot guarantee that the bubbles will not reform or move to a different location. Mayor Seyller said that this is the only company that they could find that would do the work.

Trustee Lanning moved and Trustee Stone seconded a motion to hire JH Waters, Inc. to do repair.

Roll call vote:

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

Nays: None

Absent: None

6-yea; 0-nay; 0-absent

Motion carried.

**DeKalb County Community Gardens**

DCCG Coordinator Dan Keeney was present to address the Board regarding a request to use the Town's East North Avenue Property for the DeKalb County Community Garden project.

Mayor Seyller presented a Memorandum of Understanding between DCCG and the Town. Mayor Seyller explained that there is a parcel of land located East on East North Ave. that consists of 4.75 acres. This acreage is currently being farmed without rent and a small portion is being used by Streets and Maintenance for storing equipment and gravel. Director of Streets and Maintenance John Kocher has said he does not need more than he is using at this time. Mayor Seyller explained that tax exempt status has never been applied for on the piece of property, so he is working on necessary application process to change status to exempt. DCCG can "piggy back" on requesting a non for profit status after property status is changed.

DCCG was formed in March of 2012. The organization is made up of volunteers working together to close the food gap in DeKalb County and to establish a sustainable food security system for the county. The site plan for the East North Avenue property includes a mixture of use by Cortland residents and DCCG. DCCG would have an area for composting as well as an area with high tunnel hoop house greenhouses for extended growing season and for seed starting. DCCG would use the rest of the site for growing vegetables for food pantries and community feeding sites.

The following changes will be made to the Memorandum of Understanding the following changes will be made: Term and Termination: Change Manager to Mayor and add slash mark between his/her.

**Town Administrator Position**

Mayor Seyller asked for a consensus from Trustees as to whether or not they intend to renew the Town Administrator position after May 6, 2012. Unanimous consensus was reached to not renew current employment contract after May 6, 2012, and to look at a position that is not contracted.

After further discussion regarding position, Mayor Seyller was directed by Trustees to create a framework for an administrative assistant position that would not be a contracted employee. Mayor Seyller was directed to give written notification to Mr. Magdziarz that his contract, as it is, would not be renewed.

**Reschedule Town Board Meeting November 12, 2012**

Due to the Town Hall being closed for Veteran's Day on November 12, a reschedule date needs to be approved. It was the consensus of the Board to reschedule the November 12 meeting to Tuesday, November 13.

**Concerns/Comments**

Mayor Seyller reported that the engineers are working towards purchasing ¼ acre of land for the North Avenue Lift Station. An appraisal is being prepared and a proposal will be presented at the November 26 meeting.

Trustee Dockus asked if the TIF legal description will be affected by what is happening with the parcel of land on Richland Pkwy if the parcel of land has not been recorded with Town ownership. Mayor Seyller said it would not.

Trustee Stone gave his Festival and Parade Report and asked if the Mayor could authorize the second half of Town's contribution to the Festival and Parade Committee be sent to The DeKalb County Community Foundation account.

Trustee Barzso asked if anything is being done regarding the new inspection company. Mayor Seyller said Mr. Magdziarz will follow-up now that he is back to work. Trustee Barzso asked why Streets and Maintenance have shorter Friday hours than the other town departments. Trustee Dockus said there are no specified hours of operation, it's a 40 hour work week.

Trustee Lanning asked if Mr. Summerhill could look into the lack of water pressure at the streets and maintenance building. Mr. Summerhill will be asked to do this.

**President's Report**

Mayor Seyller thanked the Festival and Parade Committee and volunteers for their hard work.

**Adjournment**

Trustee Lanning moved and Trustee Stone seconded a motion to adjourn. Unanimous voice vote carried the motion. Meeting adjourned at 9:12 p.m.

Respectfully submitted,



Rita Nielsen  
Deputy Clerk