

TOWN OF CORTLAND  
Town Hall  
59 S. Somonauk Road  
Cortland, IL 60112  
**BOARD OF TRUSTEES**  
Committee/Business Meeting  
**Tuesday, November 13, 2012**  
**7:00 P.M.**

**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 Susan Dockus, Chuck Lanning, Brad Stone, Doug Corson and Mike Siewierski. Trustee Sandra Barzso was absent. A quorum was present. Other officials present were Town Administrator Walter Magdziarz and Engineer Noah Carmichael. Town Clerk Cheryl Aldis was absent.

**Approval of Agenda**

Trustee Dockus moved and Trustee Stone seconded a motion to approve the agenda as amended to add item d. IML Conference Report and Item e. bike path discussion to Section IV, Committee of the Whole. Unanimous voice vote carried the motion.

**Public Wishing to Speak**

There was no one present wishing to speak.

**Committee of the Whole**

**Staff Reports**

Trustee Dockus remarked that the Water/Wastewater Department reports they had removed the fire hydrant on the Aldis property, and she remembers that Ed Aldis had not requested that it be removed. Mr. Magdziarz stated that Superintendent Summerhill felt the hydrant should be removed as it was not being used and was starting to rust. Trustee Dockus asked if anyone was looking into the reason that the energy costs to operate the water system is twice the normal average. Mr. Magdziarz will direct Superintendent Summerhill to look into ways the Town could save money on energy costs. Trustee Dockus asked about plans for the [\$100,000] storm water grant. Mr. Magdziarz reported that there were too many restrictions to this grant and the original plan could not be accomplished due to easement restrictions. They had to come up with an alternate plan in order to file the application in time. Mayor Seyller said he would have Mr. Kocher, Director of Streets and Maintenance, attend future board meeting to explain the project. Mr. Magdziarz did not expect any payments until next year and the first payment would be 25%.

**Local Debt Recovery Act**

This program allows for the Town to enter into an Intergovernmental Agreement with the Illinois Office of the Comptroller in order to provide the Town access to the Local Debt Recovery Program for the purposes of collecting both tax and nontax debts owed to the Town. Mayor Seyller reported that Clerk Aldis has been gathering information on this program. There was discussion regarding types of claims that could be collected. This item will be brought back for further discussion and possible action at the November 26 meeting.

### **Family Service Agency Activity Report**

The Family Service Agency Senior Activity Center report for the first quarter of their 2013 fiscal year was in packet for trustee review.

### **Illinois Municipal League Annual Conference Report**

Trustee Dockus reported that she attended the IML annual conference in Chicago. She attended several sessions and reported on the value of each one. Mayor Seyller and Trustee Stone also reported on sessions they attended. Mayor Seyller offered to loan his copy of a CD that was given to all attendees to anyone who would like to review hand-out material for each session.

### **Bike Path Discussion**

Trustee Lanning asked how plans for a bike path were progressing. Mayor Seyller and Mr. Magdziarz reported that a bike path is still something that the Town is pursuing. There has been long term planning with DSATS (DeKalb Sycamore Area Transportation Study) on bike paths through the County. City of DeKalb and Sycamore are very willing to cooperate with the Town regarding grant applications and the DeKalb Airport through the Intergovernmental Agreement with the Town. Mr. Magdziarz stated that generally park districts are given more grant money than municipalities for bike paths and that is something we are exploring. The grant cycle is closed at this time, but everyone would like to see this happen. Trustee Lanning said he would like to see a study on what the cost to black top the shoulder of the road would be.

Trustee Dockus moved and Trustee Stone seconded a motion to amend agenda to allow for DeKalb County Community Garden to present their Memorandum of Understanding at this time. Unanimous voice vote carried the motion.

### **Approve a Memorandum of Understanding with DeKalb County Community Gardens**

The Town holds a parcel of property located on East North Avenue [Parcel #09-281-000-18]. It was the consensus of the Town Board at the October 22, 2012, meeting to enter into an agreement with the DeKalb County Community Gardens to be used as a community garden, made up of volunteers working to close the food gap in DeKalb County and to establish a sustainable food security system for the County.

The consensus of the Board was to not charge the Community Garden for water but asked that they work out an arrangement with the water department for using a meter to record usage. No other charges will be assessed. Trustee Dockus said that one of the requested changes to the document was not complete as the Town's P.O. Box should have been inserted under #3 Terms and Termination section.

Trustee Stone moved and Trustee Lanning seconded a motion to approve Memorandum of Understanding with DeKalb County Community Gardens.

Roll call vote:

Yeas: Trustees Lanning, Stone, Siewierski and Corson

Nays: Trustee Dockus

Absent: Trustee Barzso

4 - yea; 1 - nay; 1 - absent; motion carried.

Trustee Dockus stated that approving this document without corrections would go against current policy.

### **Approve FY 12 Budget Amendments**

Mr. Magdziarz presented budget amendments for approval explaining that the budget amendments must be approved before the audit is presented and that over the course of a year various funds involve adjustments to unanticipated changes in budget estimates.

Trustee Dockus believed the amendments were incomplete and would not be voting in favor of approving this budget amendment. Trustee Dockus had concerns regarding the Restricted Assets Fund, the creating of a TIF fund in a budget amendment and believes that each fund must show an ending cash balance. Mr. Magdziarz will look into these questions and the FY Budget Amendment will be brought back for action on November 26..

### **Approve Treasurer's Report for May, 2012**

Trustee Dockus had the following questions: Why is there no page for loan summary or TIF funds? Trustee Dockus asked once again if a summary of fund balances could be submitted with Treasurer's Report. Mr. Magdziarz will ask Treasurer if leaving out the loan summary page from the Treasurer's Report was intentional. To be brought back for action on November 26.

### **Accept Estimated Tax Levy for 2012 for 2013**

After reviewing the 2012 levy scenarios and the amount the impact increases would have on residents, Mayor Seyller recommended, with the consensus of the Trustees, to accept option B of handout whereby there is no levy increase and no additional cash flow effect to the Town, but does have an expected taxpayer increase of 13.8%.

### **Accept Assurance Agency Ltd. Proposal for property, inland marine, general liability, public officials/errors and omissions/employment practices, law enforcement liability, employee benefits liability, auto liability and physical damage, worker's compensation, and umbrella insurance**

Assurance Agency, Ltd., the Town's current general insurance broker, has presented the Town's insurance needs to a number of providers with municipal insurance. In nearly every category OneBeacon provided equal or better coverage than its competitors. The total cost of the coverage is \$74,465 for the year and includes Assurance Agency's \$5,000 fee, and is \$7,549 less than the cost of renewing with the current provider, Travelers Insurance. Trustee Lanning moved and Trustee Corson seconded a motion to approve broker recommended insurance agency OneBeacon.

Roll call vote:

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

Nays: None

Absent: Trustee Barzso

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

### **Approve a Lease Agreement with Fox Valley Internet**

After discussion regarding terms of lease, Mr. Magdziarz was directed to contact Fox Valley Internet and make them aware of 7.1, the Town does not currently own the property where the water tower is located and 15.2, there are chemicals in the water tower that is on the hazardous materials list. Mr. Magdziarz will make Fox Valley Internet aware of these possible obstacles and report to the board at the November 26 meeting.

### **Approve An Ordinance Authorizing the Purchase of ¼ Acre of Real Estate Owned by Mary Aldis for the North Avenue Lift Station**

Engineer Noah Carmichael presented plans for the lift station to the table for board review. A real estate appraisal was in the packet for board review.

The acquisition of the property is necessary for the North Avenue lift station relocation project. The Ordinance authorizes the Mayor to negotiate a purchase price up to \$7,000.00 for the tract of land and to execute documents required to transfer the property. Trustee Lanning moved and Trustee Dockus seconded a motion to approve the Ordinance Authorizing the Purchase of ¼ Acre from Mary Aldis with funds to be taken from Sewer Fund.

Roll call vote:

Yeas: Trustees Corson, Stone, Siewierski, Dockus and Lanning  
Nays: None  
Absent: Trustee Barzso  
5 - yea; 0 - nay; 1 - absent; motion carried.

### **Benefit Concert**

Mayor Seyller was approached by one of the Summerfest bands about the possibility of the Town sponsoring a benefit concert to benefit Hurricane Sandy victims. The Town insurance is sufficient; however, it would cost an addition \$100 to purchase a One Day Event Policy to further insulate the Town for claims. This event would be held at the Egyptian Theater. A possible date would be December 1. This motion would give the Mayor authority to enter into contracts with the Theater and the band. All proceeds from the concert would be donated to a national relief agency, e.g. Salvation Army, to distribute in the affected areas. Trustee Lanning moved and Trustee Corson seconded a motion to authorize the Mayor to enter into contracts for benefit concert. Unanimous voice vote carried the motion.

### **Approve Financing for a 2013 Ford SUV Police Interceptor**

Trustee Corson moved and Trustee Dockus seconded a motion to approve Resource Bank for financing of the 2013 Ford SUV Police Interceptor not to exceed \$37,000 at 2.46% for 36 months with funds to come from Police Fund/ Capital Outlay/vehicles [funds for the loan are from the Police Department, Debt Service lines.]

Roll call vote:

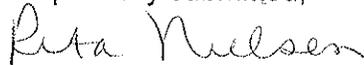
Yeas: Trustees Corson, Dockus, Siewierski, Stone and Lanning  
Nays: None  
Absent: Trustee Barzso  
5 - yea; 0 - nay; 1 - absent; motion carried.

### **Comments/Concerns**

Trustee Stone asked that Mr. Magdziarz talk with Alexander Lumber again to remove debris along fence line. Trustee Dockus stated that life insurance coverage was not supposed to be extended to retirees. Mr. Magdziarz will look into this. When asked about maintenance issues regarding a property at Somonauk and Chestnut Trustee Dockus was informed that the previous owner has passed away and his daughter is the current owner and the property is now vacant.

Trustee Siewierski moved and Trustee Lanning seconded a motion to adjourn. Meeting adjourned at 9:55 p.m.

Respectfully submitted,



Rita Nielsen  
Deputy Clerk