

TOWN OF CORTLAND
Town Hall
59 S. Somonauk Road
Cortland, IL 60112

BOARD OF TRUSTEES

Committee/Business Meeting

June 11, 2012

7:00 P.M.

Call to Order / Pledge of Allegiance / Roll Call

Mayor Seyller called the regular meeting of the Board of Trustees to order at 7:04 p.m. Roll call was taken by Deputy Clerk Rita Nielsen. Shown as present were Mayor Seyller and Trustees Sandra Barzso, Brad Stone, Susan Dockus, Doug Corson and Mike Siewierski. Shown as absent during roll call was Chuck Lanning who arrived at 7:25. Other officials present were Clerk Cheryl Aldis and Administrator Walter Magdziarz. Quorum was present.

Approval of Agenda

Trustee Dockus moved and Trustee Stone seconded a motion to approve the agenda as amended to include under Committee of the Whole number c: Discussion on consistency of policies (statement was submitted to the table.) Unanimous voice vote carried the motion.

Public Wishing to Speak

**Committee of the Whole
Town Administrators Report**

Mr. Magdziarz gave an update on the License Agreement with DeKalb Fiber Optics. DeKalb County is now involved and there is an attempt to arrange for a meeting between all three parties to come to an agreement.

Mr. Magdziarz reported that ICCI has submitted their resignation (effective June 12) and the Mayor and he have interviewed inspection services and explored other options. At this time we are concentrating on finding a firm to perform inspection services. ICCI has indicated that they will continue performing services for the Town until we name a replacement firm.

Mr. Magdziarz reported that a Cortland Community Garden has been established. This project has been well received.

Consent Agenda

Deputy Clerk Rita Nielsen read the Consent Agenda into the record.

Approve An Ordinance Adopting Prevailing Wage Rates for 2012

ORD. NO. 2012-13

Approve An Ordinance Adopting TIF

ORD NO. 2012-14

[Clarification: Exhibit was approved April 9, 2012 without Ordinance]

Approve Humana Employee Health Care Proposal July 2012-June 2013

Approve Expenditures for March and April 2012

Approve Treasurer's Reports for March and April 2012

Accept Cortland Library Annual Report [budget revision attached to minutes was not approved] May 1, 2011-April 30, 2012

Accept Festival & Parade minutes April 17, 2012 and May 15, 2012

Approve Town Board minutes April 23, April 30 [not approved - not in packet] and May 14, 2012

Trustee Lanning moved and Trustee Barzso seconded a motion to approve Consent Agenda as amended to remove the minutes of April 30, remove the April Treasurer's Report and to remove the Cortland Community Library Budget Amendment from the Annual Report and add to the agenda of June 25 for approval.

Roll call vote:

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

Nays: None

Absent: None

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

[April Treasurer's Report was pulled for following corrections: The end-of-year fund balance shown in the Capital Improvement Fund for FY11 should equal the beginning-of-year FY12 fund balance and it does not.]

Discussion on Consistency of Personnel Policy

Trustee Dockus submitted to the table a statement that read: Policies that determine an employee's benefits may not be revised for an individual employee at the time of hiring or termination without approval of the Town Board. Trustee Dockus said that she is referring to the hiring/termination policies, and whether or not the Mayor should get board approval before hiring or terminating an employee if he/she is going to receive a benefit that is not in compliance with Board approved policy. After consideration of the statement, the consensus of the board was to not bring issue forward for action at this time.

An Ordinance Authorizing the Sale of Surplus Personal Property (1999 International Snow Plow Truck with Plow and Salt Spreader)

Trustee Stone moved and Trustee Lanning seconded a motion to approve An Ordinance Authorizing the Sale of Surplus Personal Property -1999 International Snow Plow Truck with Plow and Salt Spreader.

Roll call vote:

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

Nays: None

Absent: None

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

ORD. NO. 2012-15

An Ordinance Authorizing Northern Illinois Gas Company to Construct, Operate and Maintain a Gas Distribution System in and Through Town of Cortland

Trustee Siewierski moved and Trustee Lanning seconded a motion to approve An Ordinance Authorizing Northern Illinois Gas Company to Construct, Operate and Maintain a Gas Distribution System in and Through Town of Cortland.

Roll call vote:

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

Nays: None

Absent: None

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

ORD. NO. 2012-16

An Ordinance Amending the Town Code (Adopting Hiring Standards for Part-Time Police Officers)

Trustee Dockus moved and Trustee Siewierski seconded a motion to approve An Ordinance Amending the Town Code to adopt hiring standards for part-time police officers.

Roll call vote:

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

ORD. NO. 2012-17

Authorization to Approve Sikich, LLC as the Town's and Cortland Community Library Auditing Firm for Year Ending April 30, 2012

Mr. Magdziarz stated that as long as we have only been using Sikich, LLC for bookkeeping purposes there is no conflict for approving them as the Town's auditors.

Trustee Dockus moved and Trustee Barzso seconded a motion to approve Sikich, LLC as the Town and Library auditing firm for FY 2012.

Roll call vote:

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

Mr. Magdziarz explained that there is no document to sign extending the resignation date of ICCI. They will continue to provide services until the Town has a new firm. ICCI will follow through on property maintenance issues and any permits that are still open and need inspection. Comparisons of inspection companies that are being interviewed will be provided to the board before a new inspection company is appointed.

Unfinished Business

Approve Closed Session Minutes and Approve Release/Holding Closed Session Minutes. Closed Session Minutes Approval and Release

Mayor Seyller stated that upon further review of Closed Session minutes he is requesting consideration of retaining the June 14, 2012 minutes, due to the naming of specific personnel. He would like the Board to consider holding and not releasing them at this time

Trustee Lanning moved and Trustee Siewierski seconded a motion to place on file the Closed Session minutes of December 14, 2009; approve the minutes of January 23, 2012 and that in accordance with 5 ILCS 120/2.06(c) and (d), that the board of trustees finds and determines that the need for confidentiality still exists for minutes of closed session meetings on the following dates:

August 27, 2007
November 13, 2007
January 14, 2008
March 16, 2009 (redacted)
March 8, 2010
June 14, 2010
June 28, 2010
September 13, 2010
November 22, 2010
January 23, 2012

And that the minutes of meetings on the following dates no longer require confidential treatment and shall be available for public inspection:

December 14, 2009
November 8, 2010
October 11, 2010
May 24, 2010

And that the verbatim record of the closed session meetings may be destroyed, the meetings having occurred not less than 18 months before today's date and the minutes of each of the meetings having been approved by the board.

December 14, 2009

November 8, 2010

November 22, 2010

Roll call vote:

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

Nays: None

Absent: None

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

Comments/Concerns

Trustee Dockus asked that an updated employee handbook (policies) be prepared and given to each Trustee. Trustee Dockus stated that the FY13 MFT allocation discussed in the prior budget was \$103,000, this budget shows different amounts, and she is still requesting that the Treasurer's Report shows beginning and ending cash to make it easier to read.

Clerk Aldis will be attending a workshop put on by the Illinois State Comptroller's Office regarding the Local Debt Recovery Act.

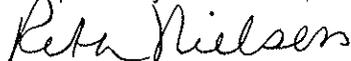
President's Report

The Mayor and Town Board would like to congratulate Mr. Noah Carmichael on his promotion to Branch Manager of Fehr-Graham & Associates, LLC

Adjournment

Trustee Stone moved and Trustee Dockus seconded a motion for adjournment. Unanimous voice vote carried the motion. The meeting adjourned 8:34 p.m. Unanimous voice vote carried the motion.

Respectfully submitted,



Rita Nielsen
Deputy Clerk