

TOWN OF CORTLAND
Town Hall
59 S. Somonauk Road
Cortland, IL 60112
BOARD OF TRUSTEES
Committee/Business Meeting
March 25, 2013
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, Doug Corson, Sandra Barzso, Mike Siewierski, Chuck Lanning and Brad Stone. A quorum was present. Other officials present were Town Administrator Walter Magdziarz, Treasurer Mark Davenport, Chief Dennis Medema, Superintendent Joel Summerhill, Director John Kocher and Town Clerk Cheryl Aldis.

Approval of Agenda

Mayor Seyller asked that items e under New Business be moved to item a. Trustee Dockus asked if the FY14 Draft Budget could be added to the agenda for discussion. Mayor Seyller said that a workshop for this purpose is scheduled for April 1. Trustee Dockus expressed concern that there will not be enough time between public review and the public hearing. Mr. Magdziarz stated that the attorneys were consulted on this matter and there is enough time.

Trustee Siewierski moved and Trustee Stone seconded a motion to approve the agenda as amended to move item e (IEPA Inspection Report) to item a under New Business. Unanimous voice vote carried the motion.

Public Wishing to Speak

Ms. Paulette Lindgren, a 6-year member of the Planning Commission, read a prepared statement regarding concerns she felt were inconsistencies and mistakes in reporting the Planning Commission's role in PC13-1, a Special Use Permit for the Neighborhoods of Robinson Farm. Ms. Lindgren's statement was submitted to the table and placed in the packet of tonight's meeting.

Mrs. Cheryl Aldis also spoke on several issues of concern that she has found in reviewing current documents and comparing them to previous plans for Robinson Farm Phase 2. Mrs. Aldis' statement was submitted to the table and placed in the packet of tonight's meeting.

Consent Agenda

Deputy Clerk Nielsen read the consent agenda.
Town Board minutes of February 25 and March 11, 2013
Lease for Police Department facilities
Accept FY11 Audit Report
Accept FY12 Audit Report

Trustee Dockus made a motion to remove the Police Department Lease and the FY11 and FY12 Audit Reports for further discussion.

Roll call vote:

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

Motion carried.

The change that needs to be made to the Police Department Lease is a clear statement on how the Town would terminate the lease early and if there is a penalty for doing so.

Also, approval date must be same as date approved. This will be brought back for approval when changes are made.

Trustee Dockus asked that FY11 and FY12 Audits be electronically mailed to all Trustees. Mr. Davenport said he will do this. This will be brought back for acceptance when electronic versions are included in the packet.

Accept Planning Commission Recommendation for PC13-1 (Robinson Farm PUD Amendment)

A consensus of the Board was to possibly send PC13-1 back to the Planning Commission for further review and invite Mr. Klein from Jacob & Klein, the Town's attorneys for the TIF District, to answer questions regarding the contract the Town has entered into with Worthington Development. It was suggested that the Planning Commission have clear direction from the Town Board regarding concerns of the residents of Robinson Farm and Town Department Heads and be sure they also have all documents that were previously adopted that directly affect development in Robinson Farm and the existing Planned Unit Development. There were specific concerns regarding adequate off street parking, the Piazza parcel, and what will be included in the covenants and restrictions and what would be included in an Ordinance.

Mr. Caravelli (developer) addressed the Town Board stating that he was not trying to force anything on the Town; he saw an opportunity to plan a development that he could be proud of and that would be timeless and age well. He is proud of the plan that he brought forth and has operated in good faith throughout the process. Mr. Caravelli would like to know as soon as possible if this is a development that the Town is going to approve, or possibly approve with new direction from Planning Commission and Town Board. He is also not opposed to considering developing the original PUD and is willing to walk away if that is what the Town desires. Mr. Caravelli is not opposed to meeting with the current Homeowners Association to address concerns of current residents.

There was concern regarding lack of notification of Public Hearing information to residents of Robinson Farm. It was suggested that signs could be placed on the property where there is a Public Hearing scheduled. It was also suggested that parking problems could be addressed by making overnight street parking illegal. Chief Medema responded stating that there is not enough police coverage to enforce illegal overnight street parking.

Mr. Magdziarz explained that State Statute regulates notification of Public Hearings and he followed the direction of the Town's attorney when only notifying adjacent homeowners to the property. Mr. Magdziarz agreed that expanded notification is a possibility and wasn't opposed to signs being placed on properties that are under Public Hearing notification.

Mayor Seyller suggested that the Planning Commission is meeting on Thursday, April 4, and was looking at April 22 for a possible date for Board review and possible action.

Trustee Siewierski moved and Trustee Lanning seconded a motion to send PC13-1 back to Planning Commission for further review and to invite TIF Attorney Herb Klein to attend the next meeting to answer questions.

Roll call vote:

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

Nays: None

Absent: None

6 - yea; 0 - nay; 0 - absent;

Motion carried.

IEPA Inspection Report (Water)

Water Superintendent Joel Summerhill reported on the inspection letter of Non-Compliance Advisory/Summary of Deficiencies dated March 13 from Mr. Brett Hanson, Regional Manager of the IEPA, and his response to the letter. Mr. Summerhill reported that in March he changed testing procedures to include sampling of all the in-service wells on Saturday, Sunday and Holidays. All required sampling will be done 7 days per week. Mr. Summerhill also reported that some previously permitted water main projects have come to a stop and have expired and that permits will need to be reinstated before water main construction can resume.

Building Code Permit Requirements

Mr. Ken Garrett of B&F Inspection was invited to this meeting to discuss with the Town Board the necessity for certain types of building permits. The consensus of the Board was for Mr. Magdziarz to prepare an ordinance to remove permit requirements for siding on detached buildings and remove all permit requirements for accessory structures for replacement windows which will only be required if the opening is widened. Mr. Garrett will work with Mr. Magdziarz to prepare language for the ordinance.

Purchase of Town Technology: Server

Clerk Aldis presented, explaining that the technology currently in place has aged and is in need of replacement.

Trustee Siewierski moved and Trustee Lanning seconded a motion to approve the purchase of a Dell Server with software and installation not to exceed \$16,500 with monies to come from the Capital Improvement Fund budget, Technology Upgrades – Administration.

Roll call vote:

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

Nays: None

Absent: None

6 - yea; 0 - nay; 0 - absent;

Motion carried.

Purchase of Replacement Technology for Trustees

Clerk Aldis presented, explaining that the current laptops being used by Trustees have aged and are in need of replacement. The cost of updating the current laptops would equal or exceed the cost of iPads. Authorization to purchase iPads at this time would allow for sufficient time to have each machine Trustee ready by next fiscal year.

Trustee Siewierski moved and Trustee Corson seconded a motion to approve the purchase not to exceed \$3,800 with monies coming from the Capital Improvement Fund budget, Technology Upgrades – Administration.

Roll call vote:

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

Nays: None

Absent: None

6 - yea; 0 - nay; 0 - absent;

Motion carried.

Town Administrator Position

Consensus of the Board was to hold over for discussion at a future meeting.

Clerk Aldis reported that the FY14 budget needs to include funds for upgrades of Acrobat Software at a projected cost of \$1,800. We also need to consider installing a CIVIC module that tracks property, zoning and building permits. We are currently using the outdated DOS program for property file records. The software module is \$12,700. This does not include training or the annual software support.

Comments/Concerns

Trustee Stone reported that the Cortland Summer Fest Dates are August 9 and 10. Parade & Festival Parade Committee and Cortland Lions will be hosting a free program with Magician Magic Mike at the Lions Den on April 27 from 3:00 to 6:00 p.m.

Trustee Siewierski commented on the Robinson Farm amendment issues.

Trustee Dockus asked that the FY12 online budget have all narrative removed. Mr. Magdziarz will take care of this. She also asked about the Salary & Benefits Survey done recently; it will be shared at the coming budget workshop.

President's Report

Mayor Seyller handed out a tentative timeline for the North Avenue Lift Station Relocation Project.

Adjournment

Trustee Stone moved and Trustee Siewierski seconded a motion to adjourn. Unanimous voice vote carried the motion. Meeting adjourned at 9:43 p.m.

Respectfully submitted,



Rita Nielsen
Deputy Clerk