TOWN OF CORTLAND
Town Hall
59 S. Somonauk Road
Cortland, IL 60112
BOARD OF TRUSTEES
Business Meeting
Monday
August 12, 2013
7:00 P.M.

Call to Order / Pledge of Allegiance / Roll Call
Mayor Stokes called the meeting to order at 7:00 p.m. Roll call was taken by Clerk Cheryl Aldis. Shown as present were Mayor Stokes and Trustees Susan Dockus, Brad Stone, Ben Haier and Chuck Lanning. Trustees Sandra Barzso and Mike Siewierski were absent. A quorum was present. Also present was Attorney Stewart Diamond.

Approval of Agenda
Trustee Stone moved and Trustee Dockus seconded a motion to approve the agenda as amended to move New Business prior to Closed Session. Unanimous voice vote carried the motion.

Public Wishing to Speak
There was no one present wishing to speak.

New Business: Items for Consideration and Possible Action
Approve Professional Service Agreement with Fehr-Graham for Construction Observation and Contract Management for North Avenue Lift Station
This document was presented by Terry Heitkamp of Fehr-Graham.
Discussion: General conditions
Item #10 on page 1 of 4; Estimates of Fees – costs can exceed estimate by 20% without prior approval.
Mr. Heitkamp stated that the Board would be kept informed if services may need to be increased. $60,000 is the controlling number.
Item #23 on page 3 of 4 – MBE & WBE's; what do these letters mean – labeled page 1 of 4 A-1 last line;
Item #23 labeled page 1 of 4, a) 2) B) and C) – auditing and keeping the books was discussed.
Mr. Heitkamp stated that documents would be made available as needed for an IDOT audit as well as information for the town's auditor as needed.
Attorney Diamond commented on items #16 and 17 labeled page 2 of 2. The language included, in layman's terms, states if liability is needed the amount required by this contract would not cover more that the contract fee. It is best to strike the statement and just keep insurance in place for liability.
Mayor Stokes stated that he would like items #16 & #17 reviewed by Foster & Buick regarding malpractice.

Approved: August 26, 2013
Attest: RDN

WEB ACCESSED

Trustee Lanning moved to approve the Professional Service Agreement with Fehr-Graham for Construction Observation and Contract Management for North Avenue Lift station subject to the review by attorneys at Foster and Buick regarding malpractice. Trustee Haier seconded the motion.
Unanimous roll call vote carried the motion. **A2013-04**

Approve bid for FY13 MFT Street Maintenance Section 13-00000-00-GM
The documents were presented by Terry Heitkamp of Fehr-Graham.
Trustee Lanning moved and Trustee Stone seconded a motion to accept the bid of Curran Contracting Company in the amount of $93,908 for the FY13 MFT Road Work.
Discussion:
Trustee Dockus stated that the Board would need to complete a budget amendment if the engineering rates continue as projected; $13,700. The budgeted amount is $13,300.
Unanimous roll call vote carried the motion.

Adjourn to Closed Session to Discuss Pending, Probable or Imminent Litigation (Exception to Open Meetings Act, 5 ILCS 120/2 (c) (11).
Trustee Dockus moved and Trustee Lanning seconded a motion to adjourn to closed session. Unanimous roll call vote carried the motion. Time 7:20 pm

Trustee Stone moved and Trustee Lanning seconded a motion to reconvene the regular meeting. Unanimous roll call vote carried the motion. Time 8:14 p.m.

Committee of the Whole: Items for Discussion
DeKalb County Convention and Visitors Annual Contribution.
It was determined to invite Ms. Armstrong to the next meeting for review of contributions.

Unfinished Business: Items for Consideration and Possible Action
Approve Treasurer Reports for January through April 2013
Trustee Dockus stated that she has reviewed both sets of reports; her questions reviewed have been answered by the treasurer. Trustee Dockus moved to approve the treasurer's reports and expenditure reports for January through April 2013, seconded by Trustee Stone.
Unanimous roll call vote carried the motion.

Accept Annual Report (revised July 8) for Cortland Community Library
Trustee Dockus moved to approve the revised Cortland Community Library Annual report for year ending April 20, 2013. Trustee Lanning seconded the motion. Unanimous voice vote carried the motion.

Approve bids for a Shelter House at Hetchler and Suppeland Parks
Mayor Stokes reported on his request of John Kocher. Mr. Kocher made the contacts, three companies were contacted and only one returned a call and provided information. Cleary Building Corp provided the amount of $30,472 to purchase and construct two shelters, one each at Hetchler Park and Suppeland Park. The cost of the needed

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concrete pad for the shelter at Suppeland Park was provided by Elliott and Wood in the amount of $5,668.

Trustee Stone moved to waive competitive bidding for the shelter house projects for Hetchler Park and Suppeland Park and approve the spending for two open air shelters for a combine cost of $30,472; and to approve a contract with Elliott and Wood for a concrete pad at Suppeland Park in the amount of $5,668; all monies to be taken from Capital Improvement Fund budget; seconded by Trustee Haier.
Unanimous roll call vote carried the motion. **Hetchler Park Shelter – C2013-03**
Suppeland Park Shelter – C2013-04
Elliott and Wood – concrete C2013-05

Mayor Stokes reported that Mr. Summerhill and Mr. Kocher would work to put a secure hydrant at Hetchler Park, locked and metered.

Comments/Concerns
Trustee Dockus asked that the June monthly reports for Water/Sewer and Operations & Maintenance be included with the next electronic board packet.

Trustee Stone reported tentative information from summer fest; Friday amount was $2,863.84; Saturday amount was $15,001 for a tentative total of $17,844.84. This would be an increase of $3,389.26 from 2012. The new power access in the park worked well. One vendor had a receptacle issue which was resolved.
Mr. Kocher passed a message along to the Festival & Parade Committee thanking them for the Sunday cleanup. It made his department's job much easier.

Trustee Lanning thanked the Festival & Parade Committee again stating this is a great committee to work with; it is a total team work committee. The Streets & Maintenance department did a wonderful job; went above and beyond what is required. The next meeting will be August 20, 2013.

President's Report
Mayor Stokes complemented all on the Festival. Everyone adjusted well with the crowds that showed up on Saturday.

Adjournment
Trustee Lanning moved and Trustee Stone seconded a motion to adjourn. Unanimous voice vote carried the motion. The meeting adjourned at 8:59 p.m.

Respectfully submitted

Cheryl Aldis

Cheryl Aldis
Town Clerk

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