

TOWN OF CORTLAND
Town Hall
59 S. Somonauk Road
Cortland, IL 60112
BOARD OF TRUSTEES
Town Board Meeting
February 23, 2015
7:00 P.M.

Call to Order/ Pledge of Allegiance/ Roll Call

Mayor Stokes called the regular meeting to order at 7:08 p.m. followed by the Pledge of Allegiance. Roll call was taken by Deputy Clerk Rita Nielsen. Shown as present were Mayor Russ Stokes, Trustees Susan Dockus, Mike Siewierski, Ben Haier, Chuck Lanning, Brad Stone, and Doug Corson. A quorum was present. Also present were Town Clerk Cheryl Aldis, Engineer Brandy Williams, Water-Wastewater Superintendent Joel Summerhill, Public Works Director John Kocher, and accountant Wes Levy.

Approval of Agenda

Trustee Stone moved and Trustee Lanning seconded the motion to approve the agenda. Unanimous voice carried the motion.

Public Wishing to Speak

There was no one wishing to speak.

Consent Agenda

Deputy Clerk Nielsen read the consent agenda into the record.

Approve Town Board Minutes of January 26 and February 9, 2015

Approve January 2015 Expenditures and January 2015 Treasurer's Report

Trustee Dockus moved and Trustee Lanning seconded the motion to approve the consent agenda. Unanimous roll call vote carried the motion.

Unfinished Business

Approve Proposal for Sesquicentennial Book Project

Cindy Hardy, Designers Ink, was present to answer any questions regarding her proposal for services to prepare a historical book for the town. Finished book size will be 8.5 x 11, staple bound; 60 to 80 pages, full-color print, professional layout, design and pre-press. Project time frame for completion is August 5, 2015.

Trustee Haier moved to waive the bidding process and accept the proposal from Ms. Hardy to create a sesquicentennial book [including printing] not to exceed \$50,800 with funds to be taken from Capital Improvement Fund Community Projects. Trustee Dockus seconded the motion. Unanimous roll call vote carried the motion.

A 2015-05

Veteran's Memorial Concept Plans for Suppeland Park

A concept plan for the Veteran's Memorial Monument was presented to the board. The paperwork has been turned in to the Department of the Army in hopes of receiving a demilitarized cannon or other piece of equipment. A discussion of ideas regarding the military cannon and where it would be placed ensued. Mayor Stokes stated that until we know if we are going to receive the equipment it would be too early to know how it will be set in place. A down payment of 50% of the monument's costs is needed at this time. Some of installation work may be down by the Town. Trustee Lanning stated that the McGuan memorial stone may have to be moved and re-installed.

Trustee Stone moved and Trustee Corson seconded a motion to approve \$2,500 for monument (Monies to come from Capital Improvement Fund Community Projects.) Unanimous roll call vote carried the motion.

New Business

Approve Crop Damage Agreement with Mary Aldis

Engineer Williams reported that this is the amount owed to Mary Aldis [\$1,790] for crop damage caused when the Town built the North Avenue Lift Station in an easement. Payment will not come from the IEPA lift station loan. Superintendent Summerhill will determine what line item the funds will come from.

Trustee Lanning moved and Trustee Haier seconded a motion to approve payment to Mary Aldis.
Unanimous Roll call vote carried the motion. **A 2015-06**

Approve Job Description Title Change to Director of Water and Wastewater

This is a house keeping item to bring the water/wastewater department head title into consistency with the Town Code 1-6-14. By making this change no other code changes would be required where the title is used within the code.

Trustee Stone moved and Trustee Lanning seconded a motion to approve the title change from Superintendent to Director. Unanimous voice vote carried the motion.

Approve Sewer Ordinance Amendment

Trustee Dockus had three suggested scrivener error changes: In Section 1, paragraph 4, line 2 remove strike through from the word penalty. Section 1, J, line 3 adds the word address after the word property. Section 2, strike through the word Public Works and add italics to the word director. Scrivener's errors were identified and corrections will be made.

Trustee Dockus moved to approve the Sewer Ordinance Amendment (with scrivener error changes) and Trustee Lanning seconded the motion. Unanimous roll call vote carried the motion. **Ord 2015-03**

Approve Capital Asset Policy

Mr. Levy explained the purpose of a Capital Asset Policy. The purpose of this policy is to provide control and accountability over capital assets, and to gather and maintain information needed for the preparation of financial statements, and is established to safeguard assets and to insure compliance with GASB34 for governmental financial reporting.

Each department will be responsible for control of capital assets for their department. The Department Head will ensure that control is maintained by establishing a capital asset inventory schedule.

Trustee Dockus had questions and comments for Mr. Levy regarding the Capital Assets Policy. Mr. Levy answered questions and responded to comments.

Fund Balance Policy

Mr. Levy explained that because no one knows what the financials will look like in the future the purpose of this policy is to provide financial stability, cash flow for operations, and the assurance that Government will be able to respond to emergencies with fiscal strength. The fund balance will be composed of three primary categories: Non-spendable Fund Balance, Restricted Fund Balance, and Unrestricted Fund Balance.

Comments/Concerns

Trustee Dockus thanked Mayor Stokes for the appreciation dinner and recognition provided to her (upon retirement).

Trustee Siewierski made mention of the potential LGDF (Local Government Distributive Fund) cuts that could cost the town about \$200,000 if the Governor's proposal is approved.

Trustee Haier and Trustee Lanning also thanked Mayor Stokes for the appreciation dinner.

President's Report

Mayor Stokes notified the board that the appeal continuation process for the NPDES permit violation for Chestnut Grove has been extended another 90 days. The matter is still in the hands of the AG's Office.

Mayor Stokes attended the February 18 DeKalb Sycamore Area Transportation Study (DSATS) open house. There were maps of safe routes for pedestrian paths. Cortland was not included in the maps that were displayed. Mayor Stokes talked with the county engineer as well as the county board chairman who were optimistic that Cortland will be part of the walking and bike path projects.

Adjournment

The meeting was adjourned at 8:16 p.m. on a motion by Trustee Stone and a second by Trustee Haier. Unanimous voice vote carried the motion.

Respectfully submitted,



Rita Nielsen
Deputy Clerk