TOWN OF CORTLAND
Town Hall
59 S. Somonauk Road
Cortland, IL 60112
BOARD OF TRUSTEES
Town Board Meeting
December 14, 2015
7:00 P.M.

Call to Order/ Pledge of Allegiance/ Roll Call
Mayor Stokes called the regular meeting to order at 7:00 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 Brad Stone, Charmaine Fioretto, Mike Siewierski, Ben Haier, Chuck Lanning, and Doug Corson. Also present were Clerk Cheryl Aldis, Public Works Director John Kocher, Police Chief Lin Dargis, Office Roy Garcia, Water/Wastewater Director Joel Summerhill, and Attorney Tim Conklin and Bookkeeper Wes Levy. Cortland Community Library Director was also present.

Approval of Agenda
Trustee Stone moved and Trustee Siewierski seconded a motion to approve agenda. Unanimous voice vote carried the motion.

Proclamation Recognizing Cody I Owen Read by Mayor Stokes
WHEREAS, the Town of Cortland recognizes the importance of its citizenry; and

WHEREAS, his friends and colleagues gather today to honor Cody I. Owen who established lasting relationships with individuals and organizations; and

WHEREAS, his community involvement was wide and varied, Scouting, KEC aviation program where he returned as a teacher in the program and was a builder of flight simulators used by the class, and Cortland Community Library where he began working at age 15 as well as achieving Eagle Scout status;

NOW, THEREFORE, the Mayor and Town Board presents this Proclamation to express the Board's sentiment to the memory of Cody I. Owen by dedicating the "cross over bridge" at Cortland Community Park in his name for his commitment to his community and remembrance of scouting of which he was so fond.

Dated this 14th day of December, 2015.

Recognition of the Life of Cody I Owen
[Cody Ivan Owen, age 24, of Cortland, passed away Friday, December 5, 2014 at Loyola University Medical Center in Maywood, IL from medical complications due to his battle with cancer. He was born October 17, 1990 in Aurora, IL, the son of Scott and Deidra (nee Buri) Owen.]

A multitude of family, friends and boy scouts were present to honor Cody I. Owen. Trustee Lanning was the first to speak. Trustee Lanning opened the dedication recognizing Cody for his talents, intelligence, dedication to his community, love for computers, aviation, and his love for his family and friends. Trustee Lanning spent a lot of time with Cody at the airport and personally. Trustee Lanning expressed his great affection for Cody as did Barb Coward Cortland Community Library Director, Mr. Bruce Griffith, Work Based Learning and Special Project Coordinator, who was Cody's aviation teacher. There were several people in the audience who expressed their affection and regard for Cody.

Public Wishing to Speak
Mark Pietrowski spoke to the issue of the Town having one waste hauler and the Request for Proposal. He expressed his preference for using a "local company" and informed the board that he uses D. C. Trash. Mr. Pietrowski stated that the County has passed its budget and that the jail expansion plan does not raise taxes. The bike path for Barber Greene is on the 2017 DSAT's, plan, they are working to secure funding.

Mayor Stokes explained to the few residents that were in the audience that there will be no questions or discussion regarding the RFP's. The RFP's will be distributed to the table and Trustees will be asked to take them home and review them. All discussion will take place at the committee meeting on January 11. Mayor Stokes is planning on keeping the agenda short so that the meeting can be dedicated to working through the RFP's and how to proceed from there.

Consent Agenda
Deputy Clerk Nielsen read the consent agenda into the record.
Approve Town Board Minutes of November 23, 2015
Approve An Ordinance Abating SSA Taxes for SSA No. 1 and Approving the Amended Special Tax Roll **Ord 2015-19**
Approve An Ordinance Abating SSA Taxes for SSA No. 4 and Approving the Amended Special Tax Roll **Ord 2015-20**
Approve An Ordinance Abating SSA Taxes for SSA No. 5 and Approving the Amended Special Tax Roll **Ord 2015-21**
Approve An Ordinance Abating SSA Taxes for SSA No. 6 and Approving the Amended Special Tax Roll **Ord 2015-22**
Approve An Ordinance Abating SSA Taxes for SSA No. 7 and Approving the Amended Special Tax Roll **Ord 2015-23**
Approve An Ordinance Abating SSA Taxes for SSA No. 8 and Approving the Amended Special Tax Roll **Ord 2015-24**
Approve An Ordinance Abating SSA Taxes for SSA No. 9 and Approving the Amended Special Tax Roll **Ord 2015-25**

Trustee Siewierski moved and Trustee Stone seconded a motion to approve the Consent Agenda. Unanimous roll call vote carried the motion.

Request for Proposal
Mayor Stokes distributed the RFP's to each Trustee. RFP's will be discussed at the January 11 meeting. Trustees will review and bring questions to the table at that meeting. The following companies submitted RFP's: Advanced Disposal, DC Trash, Waste Management, Northern Illinois Disposal, and Groot.

New Business
Approve 2015 Tax Levy for the Town and Cortland Community Library
Mr. Levy was available to answer any questions. Tax Levy information had been disseminated at two previous meetings. There being no questions for Mr. Levy, Trustee Corson moved and Trustee Haier seconded the motion to approve the 2015 Tax Levy for The Town and Library. Unanimous roll call vote carried the motion.
Ord 2015-26

Authorization to create checking account with Illinois National Bank (INB) in relation to Illinois Funds (EPAY)
Mr. Levy explained that the Towns current EPAY receipts account through IL Funds can no longer accept electronic deposits. In the past IL Funds has operated similar to a checking account allowing various types of transactions. As of February 2016 the IL Funds will be transitioning to a traditional money market account and will no longer be offering these traditional services, but they have partnered with Illinois National Bank to service existing clients and EPAY users. The new Illinois National Bank account will operate in similar fashion to the outgoing IL Funds account and be used for EPAY water/sewer online utility payments. Therefore authorization to create a checking account with INB is required. Trustee Lanning moved and Trustee Corson seconded a motion to authorize creating a checking account with INB. Unanimous roll call vote carried the motion.

Approve Town Board and Planning Commission Dates
Trustee Siewierski moved and Trustee Haier seconded a motion to approve meeting dates. Unanimous voice vote carried the motion.

Approve Insurance Carrier Premiums for 2016
A summary of the insurance carrier premiums quoted and payment options were in the packet for review. Mr. Levy was available to answer any questions. [Staff recommendation was to accept quote from Argonaut.] Trustee Lanning moved and Trustee Corson seconded a motion to approve 2016 premiums quote. Unanimous roll call vote carried the motion.

Approve Amended Contract with Lauterbach and Amen to Include Utility Billing Services
Mayor Stokes informed the Trustees that he would like to move in a different direction with water/sewer billing. The Clerk's Office has been responsible for utility billing for many years. It was never the Clerk's Office responsibility, however, due to a staffing shortage in 2009 the Clerk's office took it on. Mayor Stokes has reviewed and considered options for what is the best solution to move this out of the Clerk's Office. Lauterbach and Amen (who is currently under contract to perform in-house financial services to the Town) does utility billing for other municipalities. Mayor Stokes asked Lauterbach and Amen to put together a proposal that would include utility billing to their current services. Mr. Levy was present to answer any questions. A savings analysis between outsourcing-in-house and hiring a full-time employee showed a savings of about 6% for the first year and 14% by year 4. Trustee Lanning moved and Trustee Corson seconded a motion to approve amending the existing contract to include utility billing. Unanimous roll call vote carried the motion.

Emergency Operation Plan
Officer Roy Garcia presented a power point presentation on the Town's Emergency Operation Plan (EOP) that he and Town Staff have been working on. State and local jurisdictions must comply with National Incident Management System (NIMS) in order to qualify for Federal Homeland Security/Preparedness Grants. Staff has been working to make sure the Town is in compliance with Federal Mandates. Town Officials, in conjunction with the DeKalb County Office of Emergency Management, Cortland Fire Protection District, DeKalb County Sheriff's Office, DeKalb County Hazard Mitigation Planning Committee, have developed an emergency operation plan that will enhance their emergency response capability for any large scale emergency or disaster in the Town. This plan, when used properly and updated annually, can assist Town administration in accomplishing one of their primary responsibilities: protecting the lives and property of the residents of Cortland. Elected officials set the tone and direction in the community for prevention, mitigation, preparedness, and response and recovery activities. They do so by providing policy, mission, direction and authority. Actions taken during an incident can either help or hinder the desired outcome. Therefore, it is important that elected officials understand what their role is prior to a disaster. Town officials will be expected to take a 3 hour certification course on line. A record of the certification of completion will be kept at the Federal level and at the Town. Officer Garcia will provide the link to the Clerk's Office and it will be emailed to all Trustees.

Department Reports
Director Kocher reported that trench has been dug in preparation for running a propane gas line for a generator that would operate public works and police department building during a power outage. Director Kocher also reported that leaf pick-up went very well. New banners and trees have been put up.

Director Summerhill was present to answer any questions. He and Jeff Lemke were asked to participate in a movie (infomercial) that used the Sewer Treatment Plan as a backdrop. They were filmed in a walking scene. It started at 6:30 a.m. and they were done by 7:30 a.m.

Chief Dargis reported that he has hired Mr. Dan Gregory as a part-time officer. Mr. Gregory put himself through police academy. Mr. Gregory had also been active duty military. He is presently a part-time officer with Elburn.

Comments and Concerns
Trustee Fioretto mentioned that the road work on the south side of Somonauk made it much better.

Trustee Ben Haier was concerned as to whether or not the Town was communicating enough information to the residents. He knows that the Town has a newsletter and website where residents can get information, but was wondering if a Facebook page, updated daily, would help residents keep informed. Mr. Haier used Sycamore as an example of how a Facebook page could work.

Mayor Stokes explained that the Town does not have staff that would have time to concentrate on updating a Facebook page. Mayor Stokes also explained that the Town does not have a policy to allow for having a social media page; however, policy could be written and reviewed by the Town Board if Mr. Haier would want to look into this.

President's Report
Mayor had nothing to report at this time.

Adjournment
The meeting was adjourned at 8:30 p.m. on a motion by Trustee Haier and a second by Trustee Fioretto. Unanimous voice vote carried the motion.

Respectfully submitted,

Rita Nielsen
Deputy Clerk