

TOWN OF CORTLAND

Town Hall

59 S. Somonauk Road

Cortland, IL 60112

BOARD OF TRUSTEES

Committee/Business Meeting

September 10, 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 7:00 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, Chuck Lanning and Mike Siewierski. Shown as absent was Doug Corson. Other officials present were Clerk Cheryl Aldis, Treasurer Mark Davenport and Engineer Noah Carmichael. 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 letter f: Discussion regarding health insurance rebate. Unanimous voice vote carried the motion.

Public Wishing to Speak

There was no one wishing to speak

Committee of the Whole

Police Department Report for August, 2012 was submitted to the table. All other reports were in the packet.

Aldis Property Punch List

Mr. Carmichael presented potential remedies to the Aldis Farm punch list of uncompleted items presented at the August 20, 2012 board meeting. Mr. Ed Aldis was present for this discussion.

1. Irrigation line installation. Mr. Aldis agreed that installation of the irrigation main could take many years, and he is not pushing for this to be done.
2. Replacing clay and debris with 8"-10" black dirt, in easement area. Mr. Carmichael suggested that an inspection of this be made when crop is out of field. Mr. Aldis agreed this is not urgent.
3. Level clay berms along North Ave. along field lines east and west of the house property area. This work could possibly be done by Town staff when crop is removed.
4. Fix field tile broken during construction. Again, this could be done by locating tile and using Town staff to repair. Mr. Aldis agreed that this is a solution.
5. Provide buffalo box for water hook-up. Water Dept. has indicated that water service can be installed within 1-2 days once a formal request is made by Aldis family. The Town is obligated by the Annexation Agreement to provide the Aldis property a sewer/water connection at no cost. Connection to the sewer will be provided once a gravity sewer system is installed adjacent to the farm site. Mr. Aldis agreed.
6. Remove junction vault in field. A bid to remove vault has been received from Wagner Excavating in the amount of \$6,429.00. This bid includes removal of fire hydrant adjacent to railroad.

Approved: September 24, 2012

Attest: Clay TC

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7. Removal of fire hydrant. Mr. Aldis stated that the fire hydrant does not need to be removed. The Town will save \$860.00 from bid if they do not have to remove the hydrant.

Mr. Aldis agreed that as long as progress is being made these are all acceptable solutions.

Review Fehr-Graham Proposal for Professional Services for IEPA Revolving Loan Program for North Avenue Lift Station Construction Observation

Mr. Carmichael presented the Fehr-Graham proposal explaining that the proposal that has been prepared is based on the Town obtaining property rights from Mr. Olsen. Mr. Carmichael met with Mr. Olsen in the spring of 2012 and understood at that time that Mr. Olsen was receptive to the Town purchasing property for the lift station. When Mr. Carmichael met with Mr. Olsen recently to present proposal he was not able to get a commitment from Mr. Olsen for the Town to purchase the property. Mr. Carmichael informed the Town Board that arrangements must be made in the next two weeks to execute documents or new design plans and bidding process will have to start over.

Trustee Dockus asked for the following changes to be made to the General Conditions Agreement. Page 1, #2, line 4 – change of to or and make to makes; Page 2, #22, Change from Stephenson County to DeKalb County; Page 4, Item D, work must be completed date needs to be change to September 2013.

Discussion Regarding Policy Changes for Submitting Documents

Mrs. Dockus presented recommended changes to Town Policies. All items presented to the Town Board for action – including but not limited to ordinances resolutions, purchases, contracts, agreements, proposals and bids must be submitted to the Board in written form (and not simply as a listed agenda item or a Town Board Agenda Request) as part of the Board packet prior to the meeting at which action on the item is needed. Such items must include complete documentation, including all exhibits and attachments. If attorney review is needed that review must be completed prior to action on the item with the attorney's written comments submitted to the Board in the packet along with the item. It was the consensus of the board that this be adopted as Board policy.

Discussion of Intergovernmental Agreement Between the Town and Kaneland School District

Mayor Seyller presented Agreement. Many questions remained unanswered regarding the agreement. It was decided that legal input would be necessary before the Town could proceed. The document that was presented was between Elburn and Kaneland, the school size and number of students does not agree with the Town's Land/Cash Ordinance. The sample agreement does not reflect information in the table for a 2 bedroom detached single family residence. Consensus was to get attorney review and bring back at later date.

Insurance Rebate

Mr. Davenport reported that the Town received a premium rebate from Humana in the amount of \$683.00 as required by new law. Mr. Davenport's recommendation was to reduce next month's premium (by approximately \$48.00) for employees who pay their own insurance or dependent coverage. The balance will offset next month's premium.

New Business

Approve Repair Bid for Patching Cell Liner - J.H. Water, Inc.

A bid in the amount of \$6,550 was reviewed for repairing Sewer Treatment cell liner. Trustee Stone moved to table bid until question regarding guarantee, prevailing wages and certificate of

insurance naming Town as additional insured could be answered. Trustee Barzso seconded motion.

Roll call vote:

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

Nays: None

Absent: Trustee Corson

5 - yea; 0 - nay; 1 - absent; motion carried.

Approve TIF Development Agreement (Worthington Enterprises, LTD)

Trustee Barzso moved and Trustee Stone seconded a motion to approve TIF Development Agreement with Worthington Enterprises, LTD.

Trustee Dockus noted that all corrections that were discussed at the August 27 meeting have been addressed and corrections have been made to documents.

Mr. George Caravelli was present and stated that he understood that Ordinances 2005-34 and 2006-32, Amending the Special Use Permit of (Ordinance No. 2003-13) for A Planned Residential Development and Approving A Preliminary Development Plan/Plat for Robinson Farm (Section Two Exhibit A) specifically lists additional conditions, standards, restrictions and requirements. And that approval of the preliminary development plan is subject to conditions unless special use permit is amended.

Roll call vote:

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

Nays: None

Absent: Trustee Corson

5 - yea; 0 - nay; 1 - absent; motion carried.

Approve Policy: When Documents Should be Brought to the Board for Approval

Trustee Siewierski moved and Trustee Dockus seconded a motion to amend Town Board Policy to include the following: All items presented to the Town Board for action – including but not limited to ordinances resolutions, purchases, contracts, agreements, proposals and bids must be submitted to the Board in written form (and not simply as a listed agenda item or a Town Board Agenda Request) as part of the Board packet prior to the meeting at which action on the item is needed. Such items must include complete documentation, including all exhibits and attachments. If attorney review is needed that review must be completed prior to action on the item with the attorney's written comments submitted to the Board in the packet along with the item.

Roll call vote:

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

Nays: None

Absent: Trustee Corson

5 - yea; 0 - nay; 1 - absent; motion carried.

Comments/Concerns

Property maintenance concerns were addressed. Mayor Seyller as well as some Trustees received a letter from a resident who had property maintenance concerns. Mayor Seyller will contact resident. There is one property in particular where the Town needs to consult with someone to determine if growth is prairie grass or weeds.

Trustee Barzso will talk with Mr. Kocher (Director of Streets and Maintenance Department) regarding dumping of junk in corner of detention pond.

President's Report

Northern Illinois Mayor's meeting will be held Sept. 20. Also, if anyone is interested in attending the IML Conference they should contact the Clerk's Office.

Adjournment

Trustee Barzso moved and Trustee Lanning 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