



Town of Cortland

Board of Trustees Town Board Meeting

Town Hall, 59 S. Somonauk Road Cortland, IL 60112

April 10, 2023, at 7:00 PM

MINUTES

CALL TO ORDER / PLEDGE OF ALLEGIANCE / ROLL CALL

Mayor Pietrowski called the regular meeting of the Board of Trustees to order at 7:00 p.m. The Pledge of Allegiance was recited. Clerk Cheryl Aldis called roll showing as present; Mayor Mark Pietrowski, Trustees Charmaine Fioretto, Brad Stone, Jim Walker, Doug Corson, Randi Olson, and Mike Siewierski. Quorum was present. Also present were Public Works Director Joel Summerhill, Engineer and Zoning Administrator Brandy Williams, Police Chief Lin Dargis and Attorney Kevin Buick.

APPROVAL OF AGENDA

Trustee Corson moved to approve the agenda as presented, seconded by Trustee Siewierski. Unanimous voice vote carried the motion.

PUBLIC WISHING TO SPEAK

No public wishing to speak.

PUBLIC HEARING - FY24 PROPOSED BUDGET

Mayor Pietrowski opened the public hearing at 7:02 p.m. Clerk Aldis read the notice into the record. The notice was published in the *Daily Chronicle* on March 25, 2023, meeting the requirements of the law. Mayor Pietrowski asked if there was any testimony to be given by the public. Hearing none, he asked if there was any comment from the board or staff. Hearing none, Trustee Siewierski moved to close the public hearing, seconded by Trustee Stone. The public hearing closed at 7:04 p.m.

CONSENT AGENDA

1. Approve Town Board Minutes of February 27, March 13, 2023, and Approve Executive Session Minutes of March 13, 2023

Trustee Siewierski moved to Approve Town Board Minutes of February 27, March 13, 2023, and Approve Executive Session Minutes of March 13, 2023, seconded by Trustee Stone. Unanimous roll call vote carried the motion.

NEW BUSINESS FOR DISCUSSION AND POSSIBLE ACTION

2. Review FY24 Proposed Budget with Possible Approval

Julie Wons and Wes Levy, Bookkeepers for Lauterbach & Amen reviewed the FY24 proposed budget with the board.

Mr. Levy reported that the budget process began in January by meeting with the mayor and the department heads. This budget is being presented at summary level this evening.

Ms. Wons reported that, in total, budgeted revenues are \$5,668,155 and budgeted expenses are \$5,692,106. Revenues are flat compared to 2023, while expenses are up \$350,000. There are no COVID grant funds in FY24. In FY23 the general fund had total budgeted revenues of \$2,407,381, total budgeted expenses of \$2,364,923, and included a transfer of \$10,000 to parade and festival. Overall, the FY24 budget has a deficit of \$23,951 - close to a balanced budget. Not included in this proposed budget: new squad car or full-time code enforcement officer.

There was discussion regarding increasing the donation to the Cortland Lions Club for summer fest by an additional \$10,000.

Approved:

Attest:

The town is expected to end FY23 with a 37% reserve attributable to prior years ARPA funds and maintaining the town's fund balance policy. COVID funds helped to achieve this status. Mr. Levy stated that next year revenue projections could be less due to ARPA funds ending and currently good interest rates decreasing. Interest rates are bolstering revenue right now. Overall, the FY24 budget has a deficit of \$23,951 - close to a balanced budget.

Mr. Levy reported that the Cortland Community Library proposed budget shows revenues of \$273,000 and \$277,400 in expenses. They predict a \$4,000 surplus at the end of FY24.

Trustee Corson moved to approve the combined Town and Library Budget as proposed with an amendment to include an additional \$10,000 donation from the Town budget to a total of \$20,000 for the 2023 summer fest; the FY25 budgeted donation is scheduled to be \$10,000, seconded by Trustee Walker. Unanimous roll call vote carried the motion.

3. Approve An Ordinance Authorizing the Sale of Surplus Property Owned by The Town of Cortland, DeKalb County, Illinois (*65 ILCS 5/11-76-4 for the sale of town owned surplus property including Cell Phones, Misc. Work Equipment, Misc. Fencing Materials, Shop Truck Toolboxes W/Crane, Tank, Tree Shear, Pallet Spinner, Axle, Sandblasting Material, Sandblaster, Bridgeport Milling Machine*)

Trustee Corson moved to approve an ordinance as amended to include misc. office chairs and obsolete cellphones, Authorizing the Sale of Surplus Property Owned by The Town of Cortland, DeKalb County, Illinois, seconded by Trustee Siewierski. Unanimous roll call vote carried the motion.

Ord. 2023-03

4. Approve proposal of Administrative Computer Software Conversion Services Agreement from Civic Systems LLC for Casselle Clarity to Casselle Connect, not to exceed \$13,600. (*Accounting software upgrade from Clarity to Connect, for enhanced utility billing features and online bill pay compatibility*)

Trustee Siewierski moved to Approve the proposal of Administrative Computer Software Conversion Services Agreement from Civic Systems LLC for Casselle Clarity to Casselle Connect, not to exceed \$13,600, seconded by Trustee Corson. Unanimous roll call vote carried the motion.

A2023-06

5. Approve Statement of Work (SOW) Agreement by and between Sikich LLP and the Town of Cortland for the FY23 Audit

Trustee Corson moved to Approve a Statement of Work (SOW) Agreement by and between Sikich LLP and the Town of Cortland for the FY23 Audit, seconded by Trustee Olson. Unanimous roll call vote carried the motion.

A2023-07

6. Motion to waive formal bidding requirements in awarding of Vortex Aquatic Structures International contract for purchase of the Town's Splash Pad (*In accordance with 65 ILCS 5/8-9-1 must pass by two-thirds vote*)

Trustee Olson moved to waive formal bidding requirements in awarding Vortex Aquatic Structures International contract for purchase of the Town's Splash Pad (In accordance with 65 ILCS 5/8-9-1 must pass by two-thirds vote), seconded by Trustee Corson. Unanimous roll call vote carried the motion.

7. A Resolution Authorizing the Mayor to Execute a Purchase Contract with Vortex Aquatic Structures International to Begin Implementation of The Town's Splash Pad (*This Resolution authorizes the mayor to execute an agreement with Vortex Aquatic Structures International to begin implementation of the town's splash pad.*)

Trustee Corson moved to approve a Resolution Authorizing the Mayor to Execute a Purchase Contract with Vortex Aquatic Structures International to Begin Implementation of The Town's Splash Pad, seconded by Trustee Walker. Unanimous roll call vote carried the motion.

Res. No. 2023-06

Approved:

Attest:

COMMENTS

Mayor Pietrowski commented to the board regarding social media discussion about chickens in town. Consensus of the board at this time is they have not changed their minds about the use.

Trustee Corson informed the board that the church has been purchased, they are renovating it with new flooring and painting. The intention is to leave the structure as is. The owner is aware that rezoning of the property is required. The prevailing use at this time is professional office.

Trustee Stone thanked the Public Works department staff for helping a neighbor who had a flagpole fall during the storm. Trustee Stone also commented on the roof at wellhouse #2.

A comment was made that the residents were pleased with the branch pick-up offered after the storms by the town.

DEPARTMENT HEAD REPORTS

Engineer and Zoning Administrator, Brandy Williams, reported there will be a Public Hearing for variances for 86 S Somonauk Rd. on May 4, 2023. Also, discussion ensued about solar farms on airport and Barber Greene.

MAYOR'S REPORT

Mayor Pietrowski reported Congresswoman Lauren Underwood visited Town Hall. Mayor Pietrowski invited town staff and included the library and Fire Protection District. He is hopeful to see good things come from this.

- Reported that the Easter Egg Hunt had a great turnout.
- Fire department will be hosting their Pancake Breakfast April 30, 2023.
- Clerk Aldis will be attending Lobby Day in Springfield IL.

ADJOURNMENT

Trustee Stone moved to adjourn, seconded by Trustee Walker. Unanimous voice vote carried the motion. Meeting adjourned at 8:18 p.m.

Respectfully Submitted,

Kaity Siewierski
Deputy Clerk