



Town of Cortland

Board of Trustees Town Board Meeting

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

December 11, 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. Deputy Clerk Kaity Siewierski called roll showing as present; Mayor Mark Pietrowski, Trustees Charmaine Fioretto, Mike Siewierski, Randi Olson, and Brad Stone who arrived at 7:27p.m. Absent were Trustee Doug Corson and Jim Walker. Quorum was present with the mayor. Also, present were Public Works Director Joel Summerhill, Engineer and Zoning Administrator Brandy Williams, Clerk Cheryl Aldis, Police Chief Lin Dargis and Attorney Kevin Buick.

APPROVAL OF AGENDA

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

PUBLIC WISHING TO SPEAK

No public wishing to speak.

PRESENTATION

1. Dekalb County Visitors Bureau

Due to a time misunderstanding, prior to the board meeting, the Dekalb County Visitors Bureau presented to department heads and the mayor about what DCVB is and how they can advertise town events. The mayor recapped the presentation with the board afterwards.

PUBLIC HEARING

2. Tax Levy, Truth in Taxation Combined Levy for all corporate purposes for the Town of Cortland and for the Cortland Community Library, DeKalb County, Illinois, for the fiscal year beginning May 1, 2023, and ending April 30, 2024

Due to lack of proper notice and publication, the public hearing was postponed to a date to be determined.

CONSENT AGENDA

3. Approve Town Board Minutes of November 13, 2023; Accept Treasurer's Report and Approve Expenditure Report of October 2023

Trustee Siewierski moved to approve Town Board Minutes of November 13, 2023; Accept Treasurers Report and Approve Expenditure report of October 2023, seconded by Trustee Olson. Roll call vote carried the motion.

Voting Yea: Trustee Siewierski, Fioretto, and Olson

Voting Nay: None

Absent: Trustees Corson, Stone, and Walker.

Not Approved

Attest:

NEW BUSINESS FOR DISCUSSION AND POSSIBLE ACTION

4. Approval of Annual Tax Levy Ordinances – Julie Wons, Lauterbach & Amen
Combined Town and Library

SSA #1 – NeuCort Lakes Tax Abatement and Levy

SSA #9 – Richland Trails Tax Abatement and Levy

Due to lack of proper notice and publication, the approval of the Tax Levy Ordinances was postponed to a later date to be determined.

Trustee Siewierski made a motion to hold a special meeting on Thursday December 21, 2023, at 6:00 p.m. for the purpose of the Truth in Taxation combined Levy for all corporate purposes for the Town of Cortland and the Cortland Community Library, and the approval of the Annual Tax Levy Ordinances, seconded by Trustee Fioretto. Unanimous voice vote carried the motion.

5. Ratify Mayor's Approval of General Liability Insurance Renewals for December 1, 2023 (ICRMT), Government Crime Proposal (Hannover Insurance Group), Cyber Insurance (Assurance Agency), Envision Health Care HRA

Trustee Siewierski moved to Ratify Mayor's Approval of General Liability Insurance Renewals for December 1, 2023 (ICRMT), Government Crime Proposal (Hannover Insurance Group), Cyber Insurance (Assurance Agency), Envision Health Care HRA, seconded by Trustee Fioretto. Roll call vote carried the motion.

Voting Yea: Trustee Siewierski, Fioretto, and Olson

Voting Nay: None

Absent: Trustees Corson, Stone, and Walker

6. Approval of annual Service Fee by Assurance Agency in the amount of \$6,400 (*this is an annual fee for maintaining the town's liability insurances*)

Trustee Olson moved to approve an annual Service Fee by Assurance Agency in the amount of \$6,400, seconded by Trustee Siewierski. Roll call vote carried the motion.

Voting Yea: Trustee Siewierski, Fioretto, and Olson

Voting Nay: None

Absent: Trustees Corson, Stone, and Walker.

7. Illinois Public Risk Fund (IPRF) Workers' Compensation renewal \$35,287 (*This is an Annual Renewal, January 1, 2024-January 1, 2025*)

Trustee Siewierski moved to approve the Illinois Public Risk Fund (IPRF) Workers' Compensation renewal \$35,287 (*This is an Annual Renewal, January 1, 2024-January 1, 2025*), seconded by Trustee Fioretto. Roll call vote carried the motion.

Voting Yea: Trustee Siewierski, Fioretto, and Olson

Voting Nay: None

Absent: Trustees Corson Stone and Walker.

8. Consideration of a motion to approve a resolution approving the plat for the Penelope Almay Subdivision – Unit 4 within Chestnut Grove – Unit 1 Subdivision (*Resubdivision of Lot 13 Chestnut Grove Subdivision Unit 1*)

Trustee Fioretto moved to approve a resolution approving the plat for the Penelope Almay Subdivision – Unit 4 within Chestnut Grove – Unit 1 Subdivision (*Resubdivision of Lot 13 Chestnut Grove Subdivision Unit 1*), seconded by Trustee Olson. Roll call vote carried the motion.

Voting Yea: Trustee Siewierski, Fioretto, and Olson

Voting Nay: None

Absent: Trustee Corson, Stone, and Walker.

9. Approval of Town of Cortland Personnel Policy Handbook Amendments

Trustee Siewierski moved to approve the Town of Cortland Personnel Policy Handbook amendments, seconded by Trustee Fioretto.

Clerk Aldis reviewed the amendments with the board. She stated that these amendments would clean up the policy manual and keep compliance with the Paid Leave for all Workers Act.

Trustee Stone Arrived at 7:27 p.m.

Voting Yea: Trustees Fioretto, Olson, Siewierski and Stone.

Voting Nay: None.

Absent: Trustees Corson and Walker.

Roll call vote carried the motion.

10. Consideration of a motion to approve an Ordinance Regarding the Illinois Paid Leave for All Workers Act for the Town of Cortland (*This ordinance, if approved creates compliance with the Paid Leave for All Workers Act.*)

Trustee Siewierski moved to approve an Ordinance Regarding the Illinois Paid Leave for All Workers Act for the Town of Cortland (*This ordinance if approved creates compliance with the Paid Leave for All Workers Act.*), seconded by Trustee Olson.

Roll call vote carried the motion.

Voting Yea: Trustees Stone, Siewierski, Fioretto, and Olson

Voting Nay: None

Absent: Trustee Corson and Walker

11. Appointment of Lucinda Brunner as a Police Department FOIA Officer and Kaitlyn Siewierski as a general FOIA Officer

Trustee Siewierski moved to appoint Lucinda Brunner as a Police Department FOIA Officer and Kaitlyn Siewierski as a general FOIA Officer, seconded by Trustee Stone. Roll call vote carried the motion.

Voting Yea: Trustees Fioretto, Olson, Stone and Siewierski.

Voting Nay: None

Absent: Trustee Corson and Walker.

12. Consideration of an Ordinance Regarding Certain Variation Requests for Property Located at 73 W Elm St. *(This ordinance, if passed, would grant variation requests from applicant Ryan O'Donnell to certain regulations associated with hard surface paving requirements for Parcel 09-29-128-011 at 73 W Elm St. The hearing officer report, along with exhibits and staff report from the hearing, is attached as an exhibit. The Town Board May 1.) pass the ordinance, 2.) modify the ordinance, or 3.) fail to pass the ordinance (which would represent denial of the requests.))*

Trustee Stone moved to approve an Ordinance Regarding Certain Variation Requests for Property Located at 73 W Elm St. *(This ordinance, if passed, would grant variation requests from applicant Ryan O'Donnell to certain regulations associated with hard surface paving requirements for Parcel 09-29-128-011 at 73 W Elm St.)*, seconded by Trustee Fioretto. Roll call vote carried the motion.

Voting Yea: Trustees Fioretto, Olson, and Stone.

Voting Nay: Trustee Siewierski

Absent: Trustees Corson and Walker.

13. Consideration of an Ordinance Amending Title 7, "Public Ways and Property," Chapter 1, "Streets, Sidewalks and Public Ways," Section 10, "Garbage, Refuse and Injurious Materials Prohibited." *(If approved, this ordinance deletes current code language and replaces with new language.)*

Trustee Fioretto moved to approve an Ordinance Amending Title 7, "Public Ways and Property," Chapter 1, "Streets, Sidewalks and Public Ways," Section 10, "Garbage, Refuse and Injurious Materials Prohibited.", seconded by Trustee Stone. Roll call vote carried the motion.

Voting Yea: Trustee Stone, Siewierski, Fioretto, and Olson.

Voting Nay: None

Absent: Trustees Corson and Walker.

14. Consideration of a motion to approve contract from B&F Construction Code Services Inc. for Plan Review and Building Inspection Services.

Trustee Stone moved to approve contract from B&F Construction Code Services Inc. for Plan Review and Building Inspection Services, seconded by Trustee Siewierski.

Discussion ensued between the trustees.

Voting Yea: Trustee Fioretto

Voting Nay: Trustees Olson, Stone and Siewierski.

Absent: Trustee Corson and Walker.

Motion Failed.

PARKS ADVISORY COMMITTEE REPORT – LAISION CHARMAINE FIORETTO

Parks Advisory Committee Liasion, Trustee Fioretto reported the committee has been working on ideas for the unnamed parks within the town. The next meeting will be held December 12, 2023, at 6:30 p.m.

DEPARTMENT HEAD REPORTS

15. Public Works, Engineering/Zoning, Police, and Building Permit Reports

No reports made.

COMMENTS

Both Trustees Stone and Siewierski commented on public works and their leaf pick up. They both appreciated the service.

MAYOR'S REPORT

Mayor Pietrowski reported the Coffee with the Mayor and Police Chief went well. Only a few patrons joined. He also stated the Spaghetti with Santa went very well.

Mayor Pietrowski stated that there will be an open house on Saturday December 16, 2023, from 3-5 for kids and their families with the santa parade to follow.

ADJOURNMENT

Trustee Siewierski moved to adjourn, seconded by Trustee Olson. Roll call vote carried the motion. Meeting adjourned at 8:06 p.m.

Respectfully submitted,

Kaity Siewierski
Deputy Clerk