



## Town of Cortland

### Board of Trustees Town Board Meeting

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

September 11, 2023, at 7:00 PM

### MINUTES

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#### CALL TO ORDER / PLEDGE OF ALLEGIANCE / ROLL CALL

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

Trustee Stone moved that in accordance with town policy (*Ordinance No. 2007-11* and *Policy No. 2007-01*) and state statute to allow remote attendance via telephone of Trustee Randi Olson, due to family illness, seconded by Trustee Corson. Unanimous voice vote carried the motion. Randi Olson is phoned in at 7:04 p.m.

#### APPROVAL OF AGENDA

Trustee Corson moved to approve the agenda as presented with the removal of item E under New Business, seconded by Trustee Walker. Voice vote carried the motion.

#### PUBLIC WISHING TO SPEAK

No public wishing to speak.

#### CONSENT AGENDA

1. Approve Town Board Minutes of July 24, 2023 & August 14, 2023; Approve Expenditure report and Accept Treasurer's report of July 2023.

Trustee Walker moved to approve Town Board Minutes of July 24, 2023 & August 14, 2023; Approve Expenditure report and Accept Treasurer's report of July 2023, seconded by Trustee Fioretto.

Voting Yea: Trustees Stone, Walker, Corson, Fioretto, and Olson (via electronically)

Voting Nay: None

Absent: Trustee Siewierski

Roll call vote carried the motion.

#### NEW BUSINESS FOR DISCUSSION AND POSSIBLE ACTION

2. FY23 Audit Review – Brian LeFevre, Sikich

Brian LeFevre, Sikich, presented the FY23 Audit Review to the board. He discussed a few main points of interest in the annual financial report but was pleased with how smooth the audit went and how information was received in a timely fashion. The audit shows that the town is in a good financial position to provide municipal services. Additional information regarding the audit can be found in the packet.

3. Consideration of a Motion to Waive Liquor License Fee of \$100 for the Cortland Lion's Club Special Event Liquor License of September 9, 2023

Trustee Walker moved to Waive Liquor License Fee of \$100 for the Cortland Lion's Club Special Event Liquor License of September 9, 2023, seconded by Trustee Corson.

Voting Yea: Trustees Stone, Walker, Corson, Fioretto, and Olson (via electronically)  
Voting Nay: None  
Absent: Trustee Siewierski  
Roll call vote carried the motion.

4. Consideration of Reimbursement for the Cortland Lions Club Special Event Liquor License fee on September 09, 2023, in the amount of \$100

Trustee Corson moved to reimburse the Cortland Lions Club Special Event Liquor License fee of September 09, 2023, in the amount of \$100, seconded by Trustee Stone. [Clerks note: Personal check written by Dan Black.]

Voting Yea: Trustees Stone, Walker, Corson, Fioretto, and Olson (via electronically)  
Voting Nay: None  
Absent: Trustee Siewierski  
Roll call vote carried the motion.

5. Approval of Cortland Lions Club Event – Annual Parade – Sunday, October 8, 2023  
Trustee Corson moved to approve the Cortland Lions Club Event – Annual Parade on Sunday, October 8, 2023, seconded by Trustee Walker.

Voting Yea: Trustees Stone, Walker, Corson, Fioretto, and Olson (via electronically)  
Voting Nay: None  
Absent: Trustee Siewierski  
Roll call vote carried the motion.

#### **UNFINISHED BUSINESS FOR DISCUSSION AND POSSIBLE ACTION**

7. TIF Discussion - Potential Programs

Mayor Pietrowski renewed the discussion of creating diverse types of TIF programs from the previous meeting. The Town of Cortland may utilize its TIF funds to enhance economic development opportunities, purchase property to further interests within the TIF district, repair or demolish blighted or neglected property once Town ownership has been established, ensure all homes within the TIF district have driveways to eliminate primary off-street parking, sidewalk completion programs; town infrastructure including, water, sewer and road projects, parking lot expansion, government building infrastructure, ADA compliance and anything else that the Town Board may deem in the best economic or future interest of the Town. Projects could be taken on a case-by-case basis. Programs created by the Town Board, such as driveway, façades, porches, etc. The TIF is not intended for personal enrichment of residents. Use of TIF funds should benefit the overall goals of the Town.

#### **DEPARTMENT HEAD REPORTS**

8. Public Works, Police Department, Engineer/Zoning and Monthly Permit Reports

Ms. Williams reported she filled out a notice of intent application for a grant that would cover up to 75% reimbursement for updating the town's building code to current standards. The application has made it to the second round. She will be completing the application as required. In relationship to building code changes, she will ask for consideration that the town no longer require permits for window for window, door replacement and roofs.

Mr. Summerhill reported he will be installing a water bottle filler at town hall. They have installed this device at the Police and the Public Works building as well as an icemaker.

Commander VanWankum responded to a question regarding a property on East Meadow Drive. He stated the Police Department is doing everything the law will allow and are providing extra watches. He asked that neighbors call while events are happening. Their help in this matter is appreciated.

## COMMENTS

Trustee Corson commented that the Sock Hop event, held by the Cortland Lions Club, was well received. No other comments made.

## MAYOR'S REPORT

9. Habitat for Humanity Home Preservation Program  
Mayor Pietrowski reviewed the provided information with the board and asked for suggestions.
10. Technology Upgrade Discussion for Electronic Sign  
Mayor Pietrowski reported it has been determined that the town needs to remit a payment for the modem data package to continue communicating with town hall and the electronic sign.

## ADJOURN TO EXECUTIVE SESSION

Exception to Open Meeting Act 5 ILCS 120/2 (c) (5))The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired and; 5ILCS 120/2(c)(2) Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.

Trustee Stone moved to adjourn to Executive Session under exception to Open Meetings Act 5 ILCS 120/2(c)(5), the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired, and 5ILCS 120/2(c)(2) Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees, seconded by Trustee Corson.

Voting Yea: Trustee Stone, Walker, Corson, Fioretto, and Olson (via electronically)

Voting Nay: None

Absent: Trustee Siewierski

Roll call vote carried the motion.

The Board of Trustees moved to Executive Session at 7:55 p.m.

## RECONVENE OPEN SESSION

Trustee Stone moved to reconvene to open session, seconded by Trustee Walker. Voice vote carried the motion. The regular meeting of the Board of Trustees reconvened at 8:09 p.m.

## POSSIBLE ACTION AFTER EXECUTIVE SESSION

No action required.

## ADJOURNMENT

Trustee Walker moved to adjourn, seconded by Trustee Olson. Unanimous voice vote carried the motion. Meeting adjourned at 8:10 p.m.

Respectfully submitted,

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Kaity Siewierski  
Deputy Clerk