



Town of Cortland

Board of Trustees Town Board Meeting

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

June 09, 2025 at 7:00 PM

AGENDA

CALL TO ORDER / PLEDGE OF ALLEGIANCE / ROLL CALL

APPROVAL OF AGENDA

PUBLIC WISHING TO SPEAK

CONSENT AGENDA

1. **Approve Minutes of May 12, 2025**

NEW BUSINESS FOR DISCUSSION AND POSSIBLE ACTION

2. **Annual Appointment of Town of Cortland Police Chief**
Consider a Motion to Confirm Mayor's Appointment of Linus Dargis as Police Chief in accordance with Title 1 of the Town Code and Town of Cortland Personnel Policy Handbook . This is an annual appointment.
3. **Annual Appointment of Town of Cortland Zoning Administrator**
Motion to Confirm Mayor's Appointment of Brandy Williams as Zoning Administrator in accordance with Title 1 of the Town Code and Personnel Handbook. This is an annual appointment.
4. **Appointment of Town Attorney and as Open Meeting Act (OMA) Officer**
Motion to Confirm Mayor's Appointment of Kevin Buick of Foster & Buick Law Firm as Town Attorney and as OMA Officer of the Town of Cortland. This follows the term of the Mayor.
5. **Contract CivicPlus-(Municode) Annual Rate for Supplements** *(This contract, effective June 1, 2025, changes the Town rate from \$18 per page to \$1,000 per year. There remains additional charges for special graphs and tables.)* The first year of the contract is a 50% discount.
Consider a motion to ratify the Mayor's signature.
6. **Spruce Street Sidewalk Contract***(This sidewalk would connect at the ramp at Carol Avenue to the stub north of Pine Avenue. The work will coincide with the repaving of North Spruce Street and West Amber Avenue.)*
Consider a motion to authorize mayor to execute contract with Wm. Olsen for approximately 595 feet of sidewalk along Spruce Street in the amount of \$24,900, funded by Capital Outlay account 01-6300-811.
7. **Xerox Business Solutions Lease and Service Agreement** *(This lease and service agreement would cost \$168.32 per month, excluding tax and overage on maximum copy amounts. This is a 5-year term, replacing expiring lease of July 2025. Anticipated installation would be mid to late July, if approved. The expiring lease and service agreement was \$222.71 per month and was also a 5-year term.)* Consider a motion to approve the Xerox Lease and Service Agreement for a term of 5-years
8. **Trail Maintenance and Jurisdiction Agreement** *(The joint funding agreement requires the Town to acknowledge jurisdiction of the applicable trail segments and to*

confirm the Town will be responsible for the maintenance of same trails.)

Consider a motion for Town Board approval and authorization of Mayor's signature on schedule 6 Maintenance and Jurisdiction of the County Resolution of Joint Funding Agreement

9. **DCEO Stormwater Management Grant Agreement 25-203549 - Hetchler Park Detention in the amount of \$56,250** *(This grant will cover costs associated with Equipment/Material/Labor and Excavation/Site Prep/Demo (Exhibit A, page 24))*
Consider a motion to ratify the Mayor's signature of May 28, 2025.
10. **DCEO Reconstruction Grant Agreement 25-203550 - Hetchler Park Detention in the amount of \$18,750** *(This grant will cover costs associated with Equipment/Material/Labor and Excavation/Site Prep/Demo (Exhibit A, page 24))*
Consider a motion to ratify the Mayor's signature of May 28, 2025
11. **Cortland Lions Club Special Event Liquor License Fee Waiver**
*(This is a consideration for a local service club. (The Class E License is a temporary license.)*Consider a motion to waive the \$100 Class E Liquor License; Title 3, Chapter 9, Section 14-5-c for the Cortland Lions Club SummerFest
12. **Cortland Lions Club Application for Variance of Town Code; Noise**
Consider a motion to approve the Cortland Lions Club Application for Variance of Town Code Title 5, Chapter 4, Section 5-4-4 Exemptions D Community Events to add night hours until 12 a.m. Sections 5-4-2 A & B for August 9 & 10 2025
13. **Welcome to Cortland Sign Slogan Contest**
Consider a motion to approve one of the submitted slogans to be added to the new Welcome to Cortland Signs
14. **Discussion only - Proposed Ordinance to Amend Town Code to Allow Chickens**
15. **Robinson Farm TIF Development Agreement Review**
Consideration to authorize Mayor to engage TIF Counsel to review possible removal or alteration of Affordable Housing requirements on Robinson Farm lots

UNFINISHED BUSINESS FOR DISCUSSION AND POSSIBLE ACTION

16. **US Solar Floating Commercial Subscription Agreement** *(This Agreement sets forth the terms and conditions of a subscription to the community solar garden described in Exhibit B ("Project") and installed project site as described Exhibit B ("Project Site") in the document. This is a 20-year term Agreement.)*
Consider a motion to approve US Solar Floating Commercial Subscription Agreement

DEPARTMENT HEAD REPORTS

17. **Annual Police Report 2024**
18. **April Public Works Report**

COMMENTS

MAYOR'S REPORT

ADJOURNMENT