



## **Town of Cortland**

### **Board of Trustees Town Board Meeting**

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

April 24, 2023, at 7:00 PM

### **MINUTES**

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#### **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, Doug Corson, Jim Walker, Mike Siewierski and Randi Olson. Shown as absent was Trustee Brad Stone. Quorum was present. Also present were Public Works Director Joel Summerhill, Engineer and Zoning Administrator Brandy Williams, Police Chief Lin Dargis, Clerk Cheryl Aldis and Attorney Kevin Buick.

#### **Swearing In of Newly Elected Trustees – Four-Year Terms**

Bradley Stone, Douglas Corson, and Charmaine Fioretto

Clerk Aldis swore in the newly elected officials, Charmaine Fioretto, and Doug Corson, for four-year terms. Trustee Stone was absent and will be sworn in at a later date.

#### **APPROVAL OF AGENDA**

Trustee Walker moved to approve the agenda as presented, seconded by Trustee Olson. Voice vote carried the motion.

Voting Yea: Trustee Siewierski, Walker, Corson, Fioretto, Olson.

Voting Nay: None.

Absent: Trustee Stone.

#### **PUBLIC WISHING TO SPEAK**

No public wishing to speak.

#### **CONSENT AGENDA**

1. **Approve Town Board Minutes of April 10, 2023; Approve Expenditure Reports for February and March 2023 and Accept Treasures Reports for February and March 2023**

Deputy Clerk Kaity Siewierski read the consent agenda into the record. Approve Town Board Minutes of April 10, 2023; Approve Expenditure Reports for February and March 2023 and Accept Treasures Reports for February and March 2023. Trustee Siewierski moved to approve the Town Board Minutes of April 10, 2023; Approve Expenditure Reports for February and March 2023 and Accept Treasures Reports for February and March 2023, seconded by Trustee Corson. Roll call vote carried the motion.

Voting Yea: Trustee Siewierski, Walker, Corson, Fioretto, Olson.

Voting Nay: None.

Absent: Trustee Stone.

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

2. **Proclamation Municipal Clerks Week April 30 - May 6, 2023**

Trustee Corson moved to approve a Proclamation for Municipal Clerks Week, April 30- May 6, 2023, seconded by Trustee Siewierski. Voice vote carried the motion.

Approved: May 22, 2023

Voting Yea: Trustees Siewierski, Walker, Corson, Fioretto and Olson

Voting Nay: None

Absent: Trustee Stone

3. **Authorization for Mayor to Execute an Agreement between Pink Moon Film, LLC, and the Town of Cortland**

Trustee Siewierski moved to Authorize the Mayor to Execute an Agreement between Pink Moon Films, LLC, and the Town of Cortland, seconded by Trustee Fioretto. Roll call vote carried the motion. *[Clerks Note: Dates changed to 9/5/2023-9/27/2023]*

Voting Yea: Trustee Siewierski, Walker, Corson, Fioretto, Olson.

Voting Nay: None.

Absent: Trustee Stone.

4. **Discussion Only – Public Safety Building Planning Report for 50 West Maple St**

Brandy Williams, Engineer, and Zoning Administrator discussed the Public Safety Building Planning Report for 50 W Maple Street. Ms. Williams broke down the phases within the report to explain the processes and estimated costs for each phase. Ms. Williams suggested that the best course of action for cost would be a low interest or no interest loan through USDA. Should the town pursue a low interest or no interest loan, the payments would be roughly \$21,000 per month or \$250,000 per year based upon the construction cost in the Larson & Darby report at \$5.9 Million. Ms. Williams mentioned that the next step is to go out for bid for selection of an architect, whom will prepare drawings for all phases. There was a consensus of the board to initiate construction of phase one.

5. **Approve Revised Job Descriptions for Public Works Department:**

- **General Maintenance Full Time**
- **General Maintenance Temporary Seasonal**

Trustee Corson moved to approve a job description for General Maintenance full time and approve a job description for General Maintenance Temporary Seasonal and repeal the following job descriptions: Director of Operations and Maintenance, General Maintenance, General Maintenance Non CDL, Buildings, Parks and General Maintenance, and Parks and Grounds General Maintenance, seconded by Trustee Fioretto. Roll call vote carried the motion.

Voting Yea: Trustee Siewierski, Walker, Corson, Fioretto, Olson

Voting Nay: None

Absent: Trustee Stone

6. **Approve Job Description for Temporary Engineer Intern**

Trustee Corson moved to approve a job description for a Temporary Engineer Intern, seconded by Trustee Olson. Roll call vote carried the motion.

Voting Yea: Trustee Siewierski, Walker, Corson, Fioretto, Olson

Voting Nay: None

Absent: Trustee Stone

## COMMENTS

Clerk Aldis reported she attended Lobby Day in Springfield and met/spoke with the Governor for a brief period and Tony McCombie, Illinois House Minority Leader.



## DEPARTMENT HEAD REPORTS

Ms. Williams reported that Curran was the lowest bidder for the Somonauk Road construction project. The contract has been executed and the project is set to begin next month. *[Clerks Note: Begins June.]*

Mr. Summerhill reported the pickleball nets have been received and will be placed in McPhillips Park soon.

Police Chief Lin Dargis reported he attended a training course about Domestic Violence and Strangulation in DeKalb along with many other Police departments. He discussed what took place and spoke to the board about the impact domestic violence has and that it is the most common call in our municipality.

## MAYOR'S REPORT

Mayor Pietrowski reported the sign regarding the construction of the splash pad at Supland park has been approved. He also reported that pickleball will soon be available in McPhillips Park.

## ADJOURNMENT

Trustee Siewierski moved to adjourn, seconded by Trustee Walker. Voice vote carried the motion. Meeting adjourned at 7:50 p.m.

Respectfully Submitted,



Kaitly Siewierski  
Deputy Clerk