



## **Town of Cortland**

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

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

November 13, 2023 at 7:00 PM

#### **AGENDA**

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

#### **APPROVAL OF AGENDA**

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

#### **CONSENT AGENDA**

1. Approval of Town Board Minutes of October 23, 2023

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

2. Consideration of a motion to approve purchase of two solar light pole units from Fonroche Lighting America in the amount of \$12,361 (Capital Outlay, line item 01-6100-811)
3. Discussion of Town and Cortland Community Library Combined Tax Levy - Truth in Taxation Hearing (*35 ILCS 200/18-55*)

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

4. Consideration of approval of employee Health, Dental, Vision and Life Insurance renewals for 2024
5. Approval of 2024 Dates of Town Board, Planning Commission & Parks Advisory Committee (*5 ILCS 120/2.02a*)
6. Consider Mayor's appointment of Curtis Kouba to Parks Advisory Committee, term to expire April 2025

#### **PARKS ADVISORY COMMITTEE REPORT**

#### **DEPARTMENT HEAD REPORTS**

7. Public Works Report, October 2023
8. Engineering/Zoning Report - November 2023
9. Police Department Report - October 2023
10. Building Permits - October 2023

#### **COMMENTS**

#### **MAYOR'S REPORT**

#### **ADJOURNMENT**



## Town of Cortland

### Board of Trustees Town Board Meeting

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

October 23, 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, Mike Siewierski, Doug Corson, and Randi Olson. Shown as absent were Trustees Jim Walker and Brad Stone. Quorum was present. Also present were Public Works Director Joel Summerhill, Engineer and Zoning Administrator Brandy Williams, Police Chief Lin Dargis, Attorney Kevin Buick, and Bookkeeper Julie Wons of Lauterbach & Amen.

#### APPROVAL OF AGENDA

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

#### PUBLIC WISHING TO SPEAK

There was no public wishing to speak.

#### CONSENT AGENDA

1. Approve Town Board Minutes of September 25, 2023; Approve Expenditure report and Accept Treasurer's report of September 2023

Clerk Aldis read the consent agenda into the record. Approve Town Board Minutes of September 25, 2023; Approve expenditure report and Accept treasurer's report of September 2023. Trustee Corson moved to approve the consent agenda as read, seconded by Trustee Siewierski. Trustee Stone arrived prior to this vote.

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

Voting Nay: None

Absent: Trustee Walker

Roll call vote carried the motion.

#### NEW BUSINESS FOR DISCUSSION AND POSSIBLE ACTION

2. Preliminary Draft of Town of Cortland and Cortland Community Library Combined Tax Levy

Julie Wons, Lauterbach & Amen, reviewed the proposed tax levy with the board. The estimated tax levy is \$1,082,500. No action taken.

3. Consideration of a motion to accept and sign proposal from Gjovik Ford for the purchase of two 2024 Ford F-350 trucks (with plows) in the amount of \$124,854 (*Expenditure has been included in the budget, Capital Outlay Equipment, line 06-7300-812, 07-7400-812 and 01-6100-812*)

Approved: \_\_\_\_\_

Page 1 of 3

Attest: \_\_\_\_\_

Trustee Corson moved and Trustee Olson seconded a motion to authorize the purchase of two 2024 Ford F-350 trucks from Gjovik Ford (with plows) in the amount of \$124,854 (*Expenditure has been included in the budget, Capital Outlay Equipment, line 06-7300-812, 07-7400-812 and 01-6100-812*).

Mr. Summerhill reported that he had attempted to order trucks in 2020 and now again in 2023. He sent requests for proposals to 13 dealerships and received 4 proposals. Gjovik is the lowest and best proposal. He is not sure if he can receive the trucks in this attempt due to the autoworkers strike. He has a 150-day delivery built into the contract. He stated he would, once the new trucks are delivered, schedule the 2007 van as surplus equipment but would keep the 2005 pickup truck until it is no longer be road worthy.

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

Voting Nay: None

Absent: Trustee Walker

Roll call vote carried the motion.

4. Consideration of a motion to approve purchase of two solar light pole units from Fonroche Lighting America in the amount of \$12,261 (Robinson Farm Subdivision, Capital Outlay, line 01-6100-811)

Trustee Corson moved to approve the purchase of of two solar light pole units from Fonroche Lighting America in the amount of \$12,261 (Robinson Farm Subdivision, Capital Outlay, line 01-6100-811), seconded by Trustee Siewierski. Ms. Williams reported that these solar lights would be placed at the intersections of Walnut St and Llanos St along Robinson Avenue. Residents have been asking for additional lighting. The town has been in discussions with ComEd for 1-1/2 years without success. These lights would be a pilot program. The solar portion is bolted onto a traffic rated pole that can be moved as needed. They have a five-year warranty, battery, and light at 100% light through the night. There is a 10-year warranty on the pole.

Discussion ensued. An alternative product was presented for consideration at a lesser cost. It was determined that the new option would be explored, and information brought back to the next meeting.

Trustee Corson moved to amend his motion to defer action to November 13, 2023, which was seconded by Trustee Siewierski.

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

Voting Nay: None

Absent: Trustee Walker

Roll call vote carried the motion.

5. Consideration of a motion to approve a Supplemental Resolution for Improvement under the Illinois Highway Code in the amount of \$30,000 (*from Motor Fuel Tax Rebuild Illinois Funds - Prairiefield Ave Project*)

Trustee Siewierski moved to approve a Supplemental Resolution for Improvement under the Illinois Highway Code in the amount of \$30,000 (*from Motor Fuel Tax*

Approved: \_\_\_\_\_

Page 2 of 3

Attest: \_\_\_\_\_

*Rebuild Illinois Funds - Prairiefield Ave Project*), seconded by Trustee Olson. Ms. Williams reported that additional concrete work was requested by the town as part of the road project. The original resolution was in the amount of \$190,000. The original contract was \$172,215.05. The final pay estimate is anticipated to be \$216,486.34. The supplemental resolution in the amount of \$30,000 would allow the overage to be paid with Rebuild Illinois Funds.

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

Voting Nay: None

Absent: Trustee Walker

Roll call vote carried the motion

**Res No 2023-10**

## **DEPARTMENT HEAD REPORTS**

### **6. Public Works and Permit Reports**

Department reports included in the packet were Public Works and monthly Permits. Submitted to the table was Police Department.

## **COMMENTS**

Trustee Fioretto commented that the merry-go-round at McPhillips Park is difficult to turn. She thought it would be easier as it is for wheelchair users. The equipment looks fantastic.

Trustee Corson stated that rumors regarding the grain elevator being torn down are incorrect. The owner is looking at options for alternative uses of existing structures.

Trustee Siewierski stated an excellent job was done on the Prairiefield Ave road project and the walking/bike path progress.

## **MAYOR'S REPORT**

Mayor Pietrowski reported that Trunk or Treat was well attended with approximately 600 people attending the activities. The Press Box food truck was well received. Girl Scout Cookie sales are January 5 through 21, 2024. They will deliver door to door February 1 through March 10, 2024.

## **ADJOURNMENT**

Trustee Siewierski moved, and Trustee Stone seconded a motion for adjournment. Voice vote carried the motion. The meeting was adjourned at 7:42 p.m.

Respectfully submitted,

Cheryl Aldis, Town Clerk

Approved: \_\_\_\_\_

Attest: \_\_\_\_\_



# Town of Cortland

## Agenda Request

Item 2.

(SUBMIT FORM TO THE TOWN CLERK NO LATER THAN ONE WEEK BEFORE THE SCHEDULED MEETING)

**ALL REQUESTS ARE SUBJECT TO THE APPROVAL OF THE MAYOR**

☐ RESOLUTION ☐ ORDINANCE ☐ INFORMATION ☒ OTHER

DATE PREPARED: 10/16/23

FOR MEETING ON: 10/23/23

DESCRIPTION/TITLE: AUTHORIZATION TO PURCHASE 2 (TWO) SOLAR LIGHT POLE UNITS

REQUIRED ACTION: MOTION FOR BOARD APPROVAL AND AUTHORIZATION FOR MAYOR TO EXECUTE QUOTE (ACTION ITEM)

STAFF RECOMMENDATION: ENGINEER RECOMMENDS THE BOARD CONSIDER THE PURCHASE

STATEMENT OF SUMMARY: SEVERAL RESIDENTS HAVE REQUESTED ADDITIONAL LIGHTING ALONG ROBINSON AVENUE. FOR OVER A YEAR, THE TOWN HAS BEEN IN COMMUNICATION WITH COMED REGARDING POSSIBLE INSTALLATION OF TWO LIGHTS POLES ALONG ROBINSON AVENUE AT THE INTERSECTIONS WITH WALNUT AND LLANOS STREETS. LAST YEAR'S AND THE CURRENT YEAR'S BUDGET HAVE INCLUDED \$15,000 FOR THE INSTALLATION OF TWO POLES. DUE TO ADDITIONAL WORK AND COSTS ASSOCIATED WITH THE INSTALLATION OF POLES SIMILAR TO THE EXISTING POLES, STAFF HAS RESEARCHED SOLAR POWERED LIGHT POLES.

### AGENDA PLACEMENT:

☐ BOARD REVIEW OF PENDING BUSINESS ☒ NEW BUSINESS ☐ CONCERNS ☐ STAFF REPORTS  
☐ COMMITTEE OF THE WHOLE ☐ PRESIDENT'S REPORT ☐ CONSENT AGENDA ☐ UNFINISHED BUSINESS  
☐ PUBLIC HEARING

Prepared by: BCW

Approved by:

Date

f:\engineering and zoning\2023\board reports\102323 board meeting agenda items\agenda request - authorization of purchase of solar lights.doc

Opportunity Owner	Austin Brennan	Quote Number	00082120
Payment Terms	50% deposit, 50% Net 30 from Ship Date-contingent on credit approval	Quote Name	G7140-Cortland IL-Robinson Ave Intersections-RevA
Shipping Terms	Prices are FOB Origin	Quote Date	9/26/2023
		Quote Expiration Date	12/26/2023
		Est. Lead Time	12-14 Weeks
		Ship To Name	Town of Cortland
		Ship To	United States

Beware of Fraud: Any advance payment request will only be made on the basis of a proforma invoice sent by Fonroche Lighting America.  
 Shipping and Handling Not Included - Request estimate.

Fonroche Model Number	Fonroche Product Description	Price System	Quantity	Amount
[CK16B-4K-T4] [P310F-4P]HW-MC POLE: 20Ft. Round Tapered Pole-Anchor Base-1-4FT Arm Fixture Color - BK	SmartLight Assembly with 1248Wh-24V NiMH Battery , special extreme temperature (from -40°C to +70°C), 310W solar module with Top of Pole assembly and Intelligent management/control system. Provisioned for Single Fixture configuration. Single CK16B Fixture 4K Color Temp.-Type 4 - . Power Assembly color is black. High wind and enhanced marine coating. 20Ft. Round Tapered Pole-Anchor Base-1-4FT Arm 5 Year Warranty All Night Lighting 365 Days a Year - Full Battery Replacement Assumes No Shading   Tilt optimized for snow conditions  45 Degrees Tilt 100% =30 Watts worst case conditions.All Night at 100%	USD 5,159	2.00	USD 10,318
Total Line Items				USD 10,318
Shipping & Handling Est.				USD 2,043
Quote Total				USD 12,361

**This quotation is subject to the following terms and conditions**

Seller's Terms and Conditions of Sale in effect on the date of this order shall apply to this quote and are hereby incorporated by reference.  
 Seller's Terms and Conditions of Sale may be viewed at <https://www.fonrochesolarlighting.com/about-us/terms/>

Pricing is based on Fonroche Lighting America's Standard Terms & Conditions and any additional terms stipulated herein. It is the Representative's responsibility to convey these terms to the customer. Without prior written approval from Fonroche Lighting America's Sales Director, any deviation from these terms may constitute a change in this pricing at the time of order. In the event that Fonroche Lighting America is unable recuparate difference in pricing from end customer, it may deduct the difference from representative's commission.

# APPLICATION DESIGN

## Robinson Ave Intersections Cortland - IL



**River Landing - West Chapel, FL**

Project Number:	<u>G7140</u>
Date:	9/26/2023
Written by:	Cuong VU
Version :	A



# The global leader in solar lighting

Fonroche Lighting America is proud to be part of Fonroche Lighting, the global leader in off-grid solar street lighting. The deep resources and broader scope of an established market leader lets us take solar lighting even further, from the State Treasury in Salem, Oregon to the West African Republic of Senegal. Over 150,000 Fonroche SmartLight systems have been deployed worldwide.

With five offices in the USA and installations across the country, Fonroche is never far away. Some solution providers enter the solar lighting market—then move on. We're a reliable partner that sticks around. You get the responsive support and smart answers that you need now—and the confidence that we'll be here for you far in the future. And we can take on projects of any size, from local to national. That's why so many municipalities, military and federal facilities, tribes, commercial properties, and developers trust us to deliver the full promise of solar lighting.



**Olton City Park – Olton, TX**

## The **3** key benefits for your project

### - OFF-GRID

100% solar, not connected to the utility grid. No outages.

**365 nights of light a year – guaranteed.**

### - POWERFUL

Powerful illumination, on a par with grid-connected systems.

### - COST-EFFICIENT

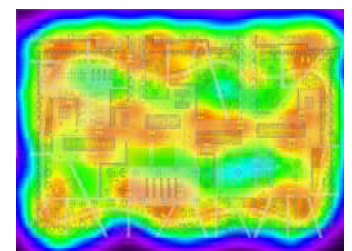
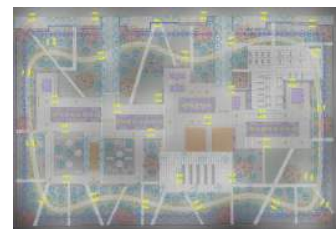
No maintenance for the first 10 years. Rapid installation. No operating costs.

## Feasibility of your solar lighting project

To guarantee powerful, cost-effective off-grid lighting, Fonroche operates its own **design offices**.

We assess the feasibility of each project in four stages:

1. First, we define your **lighting requirements**.
2. Next, we analyze the last 10 years of **local weather data** to determine how much energy our PV panels will generate.
3. On this basis, we **calculate** what size and how many products we need to install.
4. Finally, our sales team draws up a **cost estimate**.





## 1 Project = 1 Study



1



### 10-Year Analysis of local weather data

We use the **PVsyst** software suite and **Meteonorm** historical time series irradiation data to calculate the real-world operating conditions — orientation and tilt angle of the panel, shadow, etc. — and external parameters, such as direct and diffuse irradiation, temperature and the solar calendar.

2



### Simulation of product(s) over a typical year

Our teams have developed a solar sizing software application, which we use to determine which products will best meet your needs. We then simulate how these products operate over a typical year, based on the average conditions for **the last decade**.

3



### Sizing the project to your needs

We use a set of key criteria to optimally specify your project:

- Average battery charge level over the year
- Minimum charge level
- Comparative analysis of energy generated by the panel vs. energy used by the system
- Worst-case scenario (lowest irradiation, longest night)

4



### Results

Based on our experience, we propose the **optimal solution** in terms of lighting **performance** and **cost effectiveness**.

Autonomy of  
**365**  
nights of lighting /year

## SMARTLIGHT SYSTEM CONFIGURATION



Non pro-rated

### Project-Specific System Specifications

#### PHOTOVOLTAIC MODULE

PV panel power rating 310 Wp

PV panel tilt angle 45°



#### POWER 365: SMART STORAGE AND MANAGEMENT

Battery capacity (Must be NiMH) 1248 Wh



#### LED LIGHT UNIT

Lighting power 30 W nominal

LED light unit specification 4000K - 180 Lm/w



#### POLE & CROSSPIECE

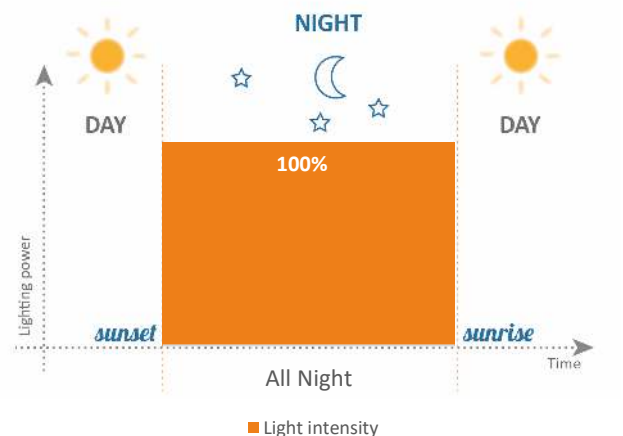
Pole height 20'

Protective treatment Powder Coated

**POWER 365**  
Ultimate Solar Lighting Technology by Fonroche



Chosen lighting profile for your project



# PHOTOMETRIC STUDY

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*\*Note: these results are only valid if the Smartlight PV panel is at an azimuth angle of zero degrees and is completely free of shadow.*

*\*\*These results are subject to change due to technological or regulatory advances. This technical report is valid for 60 days from the date you receive it.*

# Robinson Ave Intersections



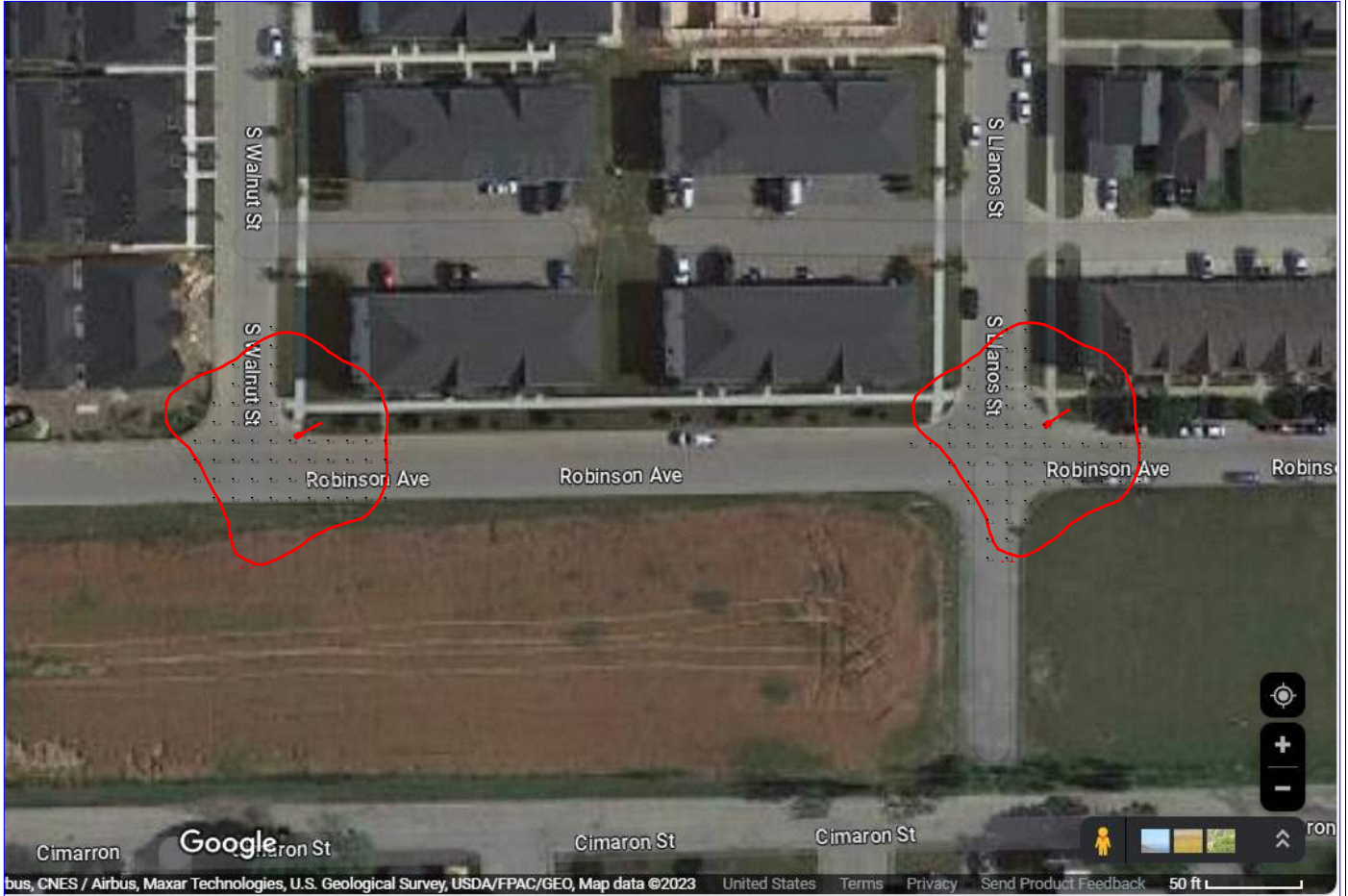
Lighting Plan Rev A


Project Number: G7140

By: Cuong Vu  
cuong.vu@fonroche.us

Date: 9/26/2023

4900 David Strickland Road  
Forest Hill, TX 76119 | USA  
Phone Number: (339) 225 4530  
www.fonrochesolarlighting.com



Luminaire Schedule						
Symbol	Qty	Label	Arrangement	Total Lamp Lumens	LLF	Description
	2	T4-CK16B-4K-30W-20'	Single	5400	0.900	YTR215964

Calculation Summary							
Label	CalcType	Units	Avg	Max	Min	Avg/Min	Max/Min
Intersection - Left	Illuminance	Fc	0.49	1.8	0.1	4.90	18.00
Intersection - Right	Illuminance	Fc	0.45	1.9	0.1	4.50	19.00

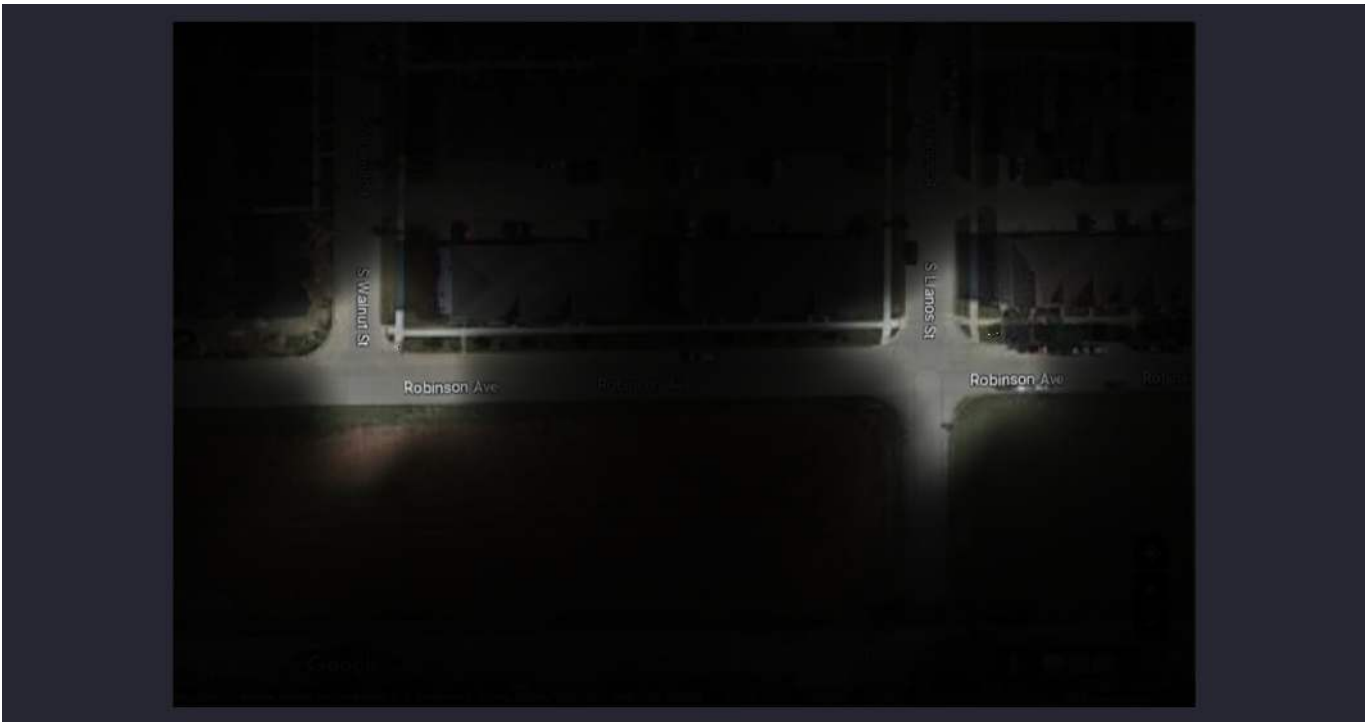
Robinson Ave Intersections



Lighting Plan Rev A  
Project Number: G7140

By: Cuong Vu  
cuong.vu@fonroche.us  
Date:9/26/2023

4900 David Strickland Road  
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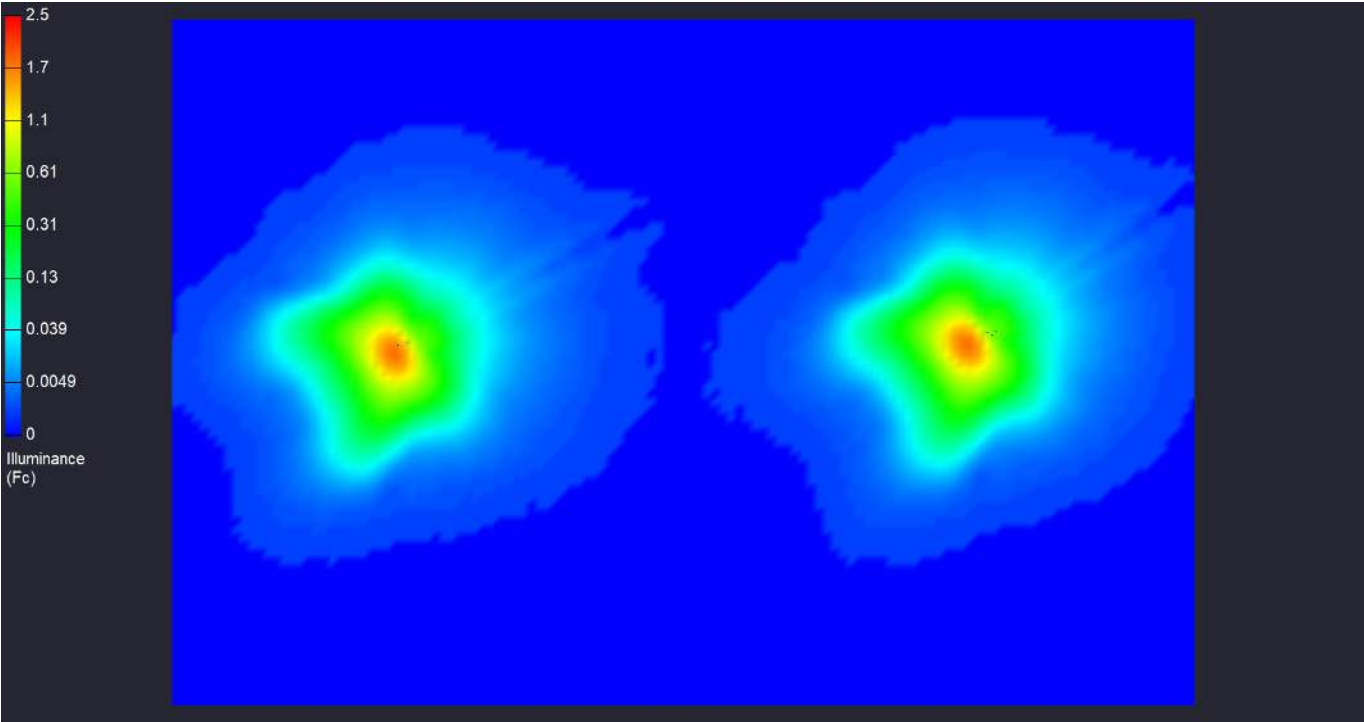
# Robinson Ave Intersections



Lighting Plan Rev A  
Project Number: G7140

By: Cuong Vu  
cuong.vu@fonroche.us  
Date:9/26/2023

4900 David Strickland Road  
Forest Hill, TX 76119 | USA  
Phone Number: (339) 225 4530  
www.fonrochesolarlighting.com





## A few examples





## Solar lighting

Your commitment to sustainability

### Contact us

**Austin Brennan**

*Inside Sales Representative*

**P: (339) 225-4530 x207**

**E: [Austin.brennan@fonroche.us](mailto:Austin.brennan@fonroche.us)**

FIND OUT MORE AT

**[www.FonrocheSolarLighting.com](http://www.FonrocheSolarLighting.com)**

FONROCHE LIGHTING AMERICA | 4900 David Strickland Road  
Forest Hill, TX 76119 | USA  
Telephone : 339-225-4530

# TOWN OF CORTLAND 2023 TAX LEVY REQUEST

DeKalb County

## 2022 TAXABLE VALUATION

\$84,861,520  
\$84,861,520

## 2023 ESTIMATED \*\* TAXABLE VALUATION

\$93,110,728  
\$93,110,728

9.72% Increase in EAV  
New Construction of \$1,184,294

	2022 Levy Request	2022 Actual	2022 Actual Rate	2023 Levy Request	2023 Calculated Rate	Max Rate	% increase	\$ increase
<b>Town of Cortland</b>								
Corporate	\$ 500,000	\$ 499,087.57	0.5881%	500,000	0.5370%	<b>1.000%</b>	0.18%	\$ 912
IMRF	55,000	54,913.89	0.0647%	55,000	0.0591%		0.16%	86
Police	150,000	149,729.67	0.1764%	194,000	0.2084%	<b>0.600%</b>	29.57%	44,270
Social Security	52,000	51,909.79	0.0612%	52,000	0.0558%		0.17%	90
<b>Total Town Levy</b>	<b>757,000</b>	<b>755,640.92</b>	<b>0.8904%</b>	<b>801,000</b>	<b>0.8603%</b>		<b>6.00%</b>	<b>45,359</b>
<b>Cortland Library</b>								
Operations and Maint	5,000	4,972.89	0.0059%	5,000	0.0054%	<b>0.200%</b>	0.55%	27
IMRF	10,500	10,463.43	0.0123%	10,500	0.0113%		0.35%	37
Library	230,825	229,855.91	0.2709%	247,000	0.2653%	<b>0.600%</b>	7.46%	17,144
Audit	2,000	1,994.25	0.0024%	2,000	0.0021%		0.29%	6
Tort	5,000	4,989.86	0.0059%	5,000	0.0054%		0.20%	10
Social Security	12,000	11,956.99	0.0141%	12,000	0.0129%		0.36%	43
<b>Total Library Levy</b>	<b>265,325</b>	<b>264,233.33</b>	<b>0.3114%</b>	<b>281,500</b>	<b>0.3023%</b>		<b>6.53%</b>	<b>17,267</b>
<b>Total Town &amp; Library</b>	<b>1,022,325</b>	<b>1,019,874.25</b>	<b>1.2018%</b>	<b>1,082,500</b>	<b>1.1626%</b>		<b>6.14%</b>	<b>62,626</b>
SSA #1	430,002	430,001.50	0.5067%	442,902 *	0.4757%		3.00%	12,900
SSA #9	201,388	201,388.00	0.2373%	207,430 *	0.2228%		3.00%	6,042
<b>Total</b>	<b>\$ 1,621,559</b>	<b>\$ 1,651,264</b>	<b>1.9458%</b>	<b>\$ 1,732,831</b>	<b>1.8610%</b>		<b>4.94%</b>	<b>\$ 81,567</b>

\*Recapture - Town 1,094.00  
\*Recapture - Library 382.00

\* SSA tax levies estimated until final tax reports are received from Muni-Cap and DTA.

## Town of Cortland - Medical Alternatives for 1/1 renewal

MEDICAL CARRIER:	Current - Humana		BCBSIL ACA Proposal (1/1 Eff)		
	Current Plan		Option #1		
Plan (Network)	IL 100/70 ChoicePOS 08 Coins w/ HRA		G508OPT - Blue Choice Options PPO		
	In-Network	Out-of-Network	Tier 1: BCO	Tier 2: PPO	Out-of-Network
Individual Deductible	\$5,000	\$15,000	\$1,500	\$3,750	\$7,500
Family Deductible	\$10,000	\$30,000	\$4,500	\$11,250	\$22,500
Coinsurance (Member Pays)	0%	30%	10%	30%	50%
Individual OOP*	\$5,000	\$23,000	\$5,850	\$7,850	Unlimited
Family OOP*	\$10,000	\$46,000	\$14,650	\$18,200	Unlimited
Primary Care Physician Services	Deductible	Deductible + 30%	\$35/visit	\$60/visit	Ded + 50%
Specialist Services	Deductible	Deductible + 30%	\$50/visit	\$100/visit	Ded + 50%
Urgent Care	Deductible	Deductible + 30%	\$75/visit	\$75/visit	Ded + 50%
Emergency Room	Deductible		\$600 + Deductible + 10%		
Inpatient Hospital Services	Deductible	Deductible + 30%	\$250 + Ded + 10%	\$500 + Ded + 30%	\$600 + Ded + 50%
Outpatient Hospital Services	Deductible	Deductible + 30%	\$200 + Ded + 10%	\$400 + Ded + 30%	\$500 + Ded + 50%
Rx Copay (Retail Preferred)	\$10 / \$40 / \$65 / 25% coinsurance		\$10/\$20/\$50/\$100/\$250/\$350		
Monthly Rates	Current Rates		Proposed Rates		
Employee Only	10	\$807.33	10	\$806.99	
Employee + Spouse	2	\$1,776.12	2	\$1,613.98	
Employee + Child(ren)	2	\$1,533.93	2	\$1,492.93	
Family	0	\$2,502.73	0	\$2,299.92	
TOTAL Monthly	\$14,693		\$14,284		
TOTAL Annually	\$176,321		\$171,405		
Proposal vs. Current (\$)			-\$4,916		
Proposal vs. Current (%)			-3%		

\*Out-of-Pocket limits include the deductible

\*This spreadsheet is for comparison purposes only. Refer to your contract for actual benefits

CBIZ has made every effort to supply you with an accurate and comprehensive proposal, however, we will not be bound by any typographical errors or omissions contained

# Town of Cortland

DENTAL CARRIER:	SunLife - Current		
Plan (Network)	Dental PPO (MAC Plan)		
	In-Network		Out-of-Network
Deductible			
Individual	\$50	\$50	
Family	\$150	\$150	
Waived for Preventive?	Yes		
Coinsurance			
Preventive	100%	100%	
Basic	100%	80%	
Major	60%	50%	
Calendar Year Maximum	\$1,000		
Monthly Rates		Inforce	Renewal
Employee:	10	\$28.86	\$28.86
Employee + Spouse:	3	\$58.00	\$58.00
Employee + Child(ren):	1	\$76.07	\$76.07
Family:	0	\$105.20	\$105.20
		Inforce	Renewal
TOTAL Monthly	14	\$539	\$539
TOTAL Annually		\$6,464	\$6,464
Plan Difference vs Inforce	\$0		
Plan % Change vs Inforce	0%		
Rate Guarantee	1 Year		

# Town of Cortland

VISION CARRIER:	Humana - Current		
Plan (Network)	Vision PPO Plan		
	In-Network	Out-of-Network	
Eye Exam	Reimbursement:		
Frequency	Once every 12 months		
Benefit	\$10 copay	Up to \$30	
Lenses			
Frequency	Once every 12 months		
Benefit	Reimbursement:		
Single Vision	\$15 copay	Up to \$25	
Bifocal	\$15 copay	Up to \$40	
Trifocal	\$15 copay	Up to \$60	
Lenticular	\$15 copay	Up to \$100	
Contact Lenses	Reimbursement:		
Frequency	Once every 12 months		
Allowance	\$130 allowance; 15% off balance over \$130	\$105 allowance	
Frames	Reimbursement:		
Frequency	Once every 24 months		
Allowance	\$130 allowance; 20% off amount over allowance	Up to \$65	
Monthly Rates	Inforce		Renewal
EE:	11	\$6.90	\$7.31
EE + Spouse:	2	\$13.80	\$14.63
EC:	1	\$13.11	\$13.90
Family:	1	\$20.60	\$21.84
	Inforce		Renewal
TOTAL Monthly	15	\$137	\$145
TOTAL Annually		\$1,647	\$1,745
Plan Annual Total			
Plan Difference vs Inforce	\$98		
Plan % Change vs Inforce	6%		
Plan Difference vs Renewal			
Plan % Change vs Renewal			
Rate Guarantee			



**Current**

Life and AD&D	Principal
Benefit Amount	\$50,000
Total Employees	16
Life/AD&D Rate	\$0.334
Total Volume	\$782,500
Total Monthly	\$261
Total Annually	\$3,136
Rate Guarantee	



**Town of Cortland**  
59 South Somonauk Road  
P.O. Box 519  
Cortland, Illinois 60112-0519  
www.cortlandil.org

Item 5.

**2024 TOWN MEETING DATES – DRAFT**  
**All meetings are held at 59 S Somonauk Road, Cortland, IL at 7 p.m.**  
**unless otherwise published**

**Town Board Meeting Dates**

January 08, 2024  
January 22, 2024  
February 12, 2024  
February 26, 2024  
March 11, 2024  
March 25, 2024  
April 08, 2024  
April 22, 2024  
May 13, 2024  
May 28, 2024 (Tuesday)  
June 10, 2024  
June 24, 2024  
July 08, 2024  
July 22, 2024  
August 12, 2024  
August 26, 2024  
September 09, 2024  
September 23, 2024  
October 15, 2024 (Tuesday)  
October 28, 2024  
November 12, 2024 (Tuesday)  
November 25, 2024  
December 09, 2024  
December 23, 2024

**Planning Commission Meeting Dates,  
if needed**

January 04, 2024  
February 01, 2024  
March 07, 2024  
April 04, 2024  
May 02, 2024  
June 06, 2024  
July 04, 2024  
August 01, 2024  
September 05, 2024  
October 03, 2024  
November 07, 2024  
December 05, 2024

**Parks Committee Meeting Dates,  
if needed**

January 09, 2024  
February 13, 2024  
March 12, 2024  
April 09, 2024  
May 14, 2024  
June 11, 2024  
July 09, 2024  
August 13, 2024  
September 10, 2024  
October 16, 2024 (Wednesday)  
November 12, 2024  
December 10, 2024

Presented to Town Board on November 13, 2023

Approved: \_\_\_\_\_



## 2024 Holidays (Draft)

Monday, January 1, 2024	New Year's Day
Monday, January 15, 2024	Martin Luther King Jr. Birthday
Monday, February 19, 2024	President's Day
Friday, March 29, 2024	Spring Holiday (Personnel other than Police)
Sunday, March 31, 2024	Easter (Police Department Only)
Monday, May 27, 2024	Memorial Day
Thursday, July 04, 2024	Independence Day
Monday, September 02, 2024	Labor Day
Monday, October 14, 2024	Columbus Day
Monday, November 11, 2024	Veteran's Day
Thursday, November 28, 2024	Thanksgiving Day
Friday, November 29, 2024	Thanksgiving Friday
Tuesday, December 24, 2024	Christmas Eve
Wednesday, December 25, 2024	Christmas Day



## Public Works Department Monthly Report October 2023

Listed below is a summary of the activities of the Public Works Department for October

### STREETS, PROPERTIES, AND STORM SEWER

- Patched potholes as needed.
- Mowed Town property
- Swept the streets on the parade route.
- Distributed/collected barricades for the parade.
- Installed the "temporary No Parking" signs for the parade.
- Completed residential limb/stick chipping.
- Started leaf pick up.
- Replaced over 100ft of broken sidewalk at various locations.
- Continued the ped path north and extended the culvert on Klein Avenue
- Poured concrete and installed bike racks.
- Installed 3 new garbage cans. Two along the path and one at the splash pad.
- Repaired two LED drivers in streetlights.







## EQUIPMENT/VEHICLE MAINTENANCE AND REPAIRS

- Squad 21 Oil Change and fill tires with air.
- Squad 20 Oil Change
- Squad 19 Oil Change
- Squad 17 Oil Change
- Truck 01 Oil Change
- Truck 06 Oil Change
- Truck 10 Oil Change
- Truck 12 Oil Change
- Truck 17 Oil Change
- Replaced Tires on the Leaf Vac
- Leaf Vac Oil Change
- All Trucks and Trailers went to the safety lane.
- Truck 01 had a new rear tire installed because of a puncture.

## TRAINING

Jeff Lemke has obtained his Class A CDL

## WATER AND WASTEWATER

### GENERAL

- Completed work orders for:
 

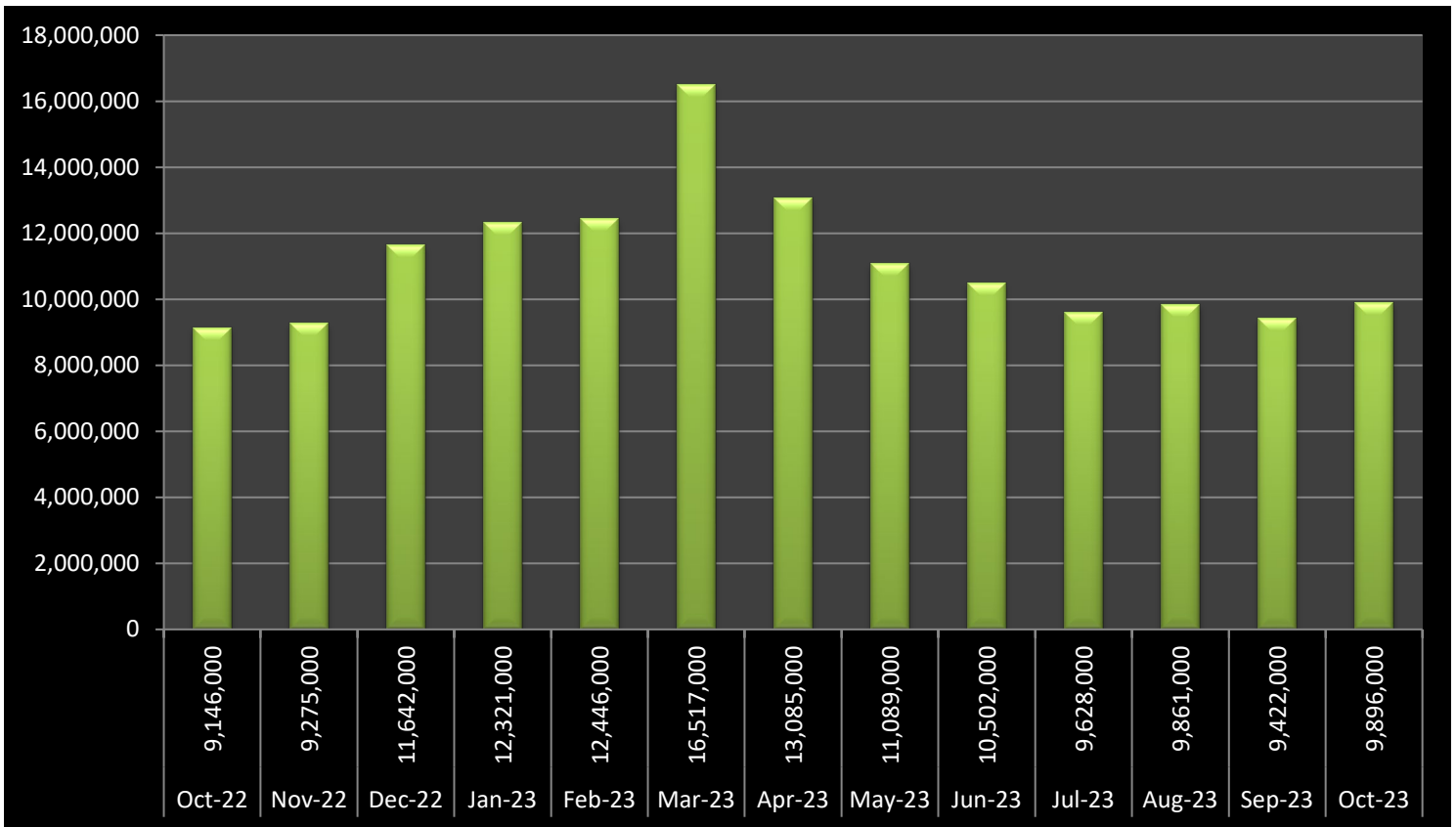
Shut-Off Service:	0
Turn On Service:	0
Final Read:	15
Courtesy Read:	0
Julie Locate Requests:	87
New Meters Installed:	
Existing Meters Replaced with New Meters:	2
Other:	
Final Inspections:	0
Total Work Orders:	7

### WASTEWATER

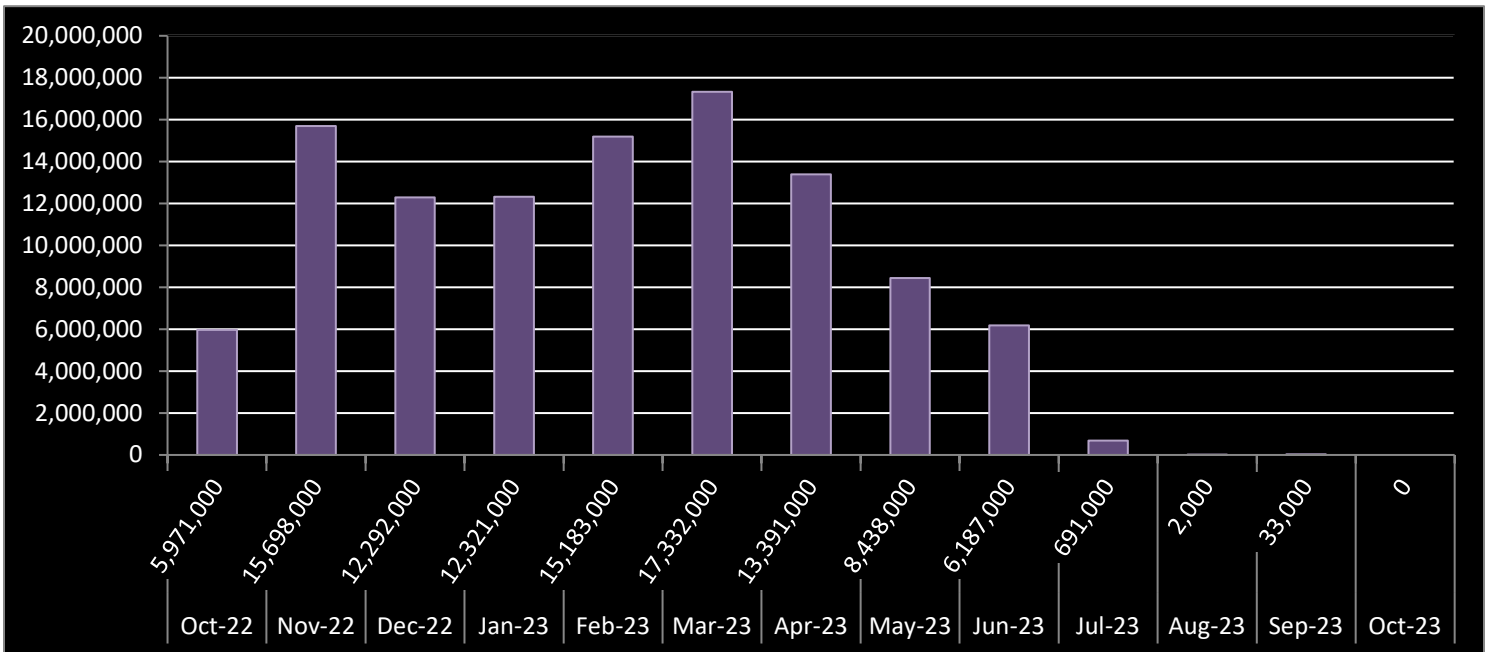
- Approx. 9,896,000 gallons flowed into the treatment plant.
- Approx. 0 gallons were discharged.
- The Discharge Monitoring Report (DMR) was completed and filed with the IEPA.
- Completed monthly wastewater sampling.
- Completed normal sewer main jetting.
- Continued with maintenance overhaul of all the process equipment at STP and disc filters.
- Replaced all discs in the disc filter units.



## INFLUENT

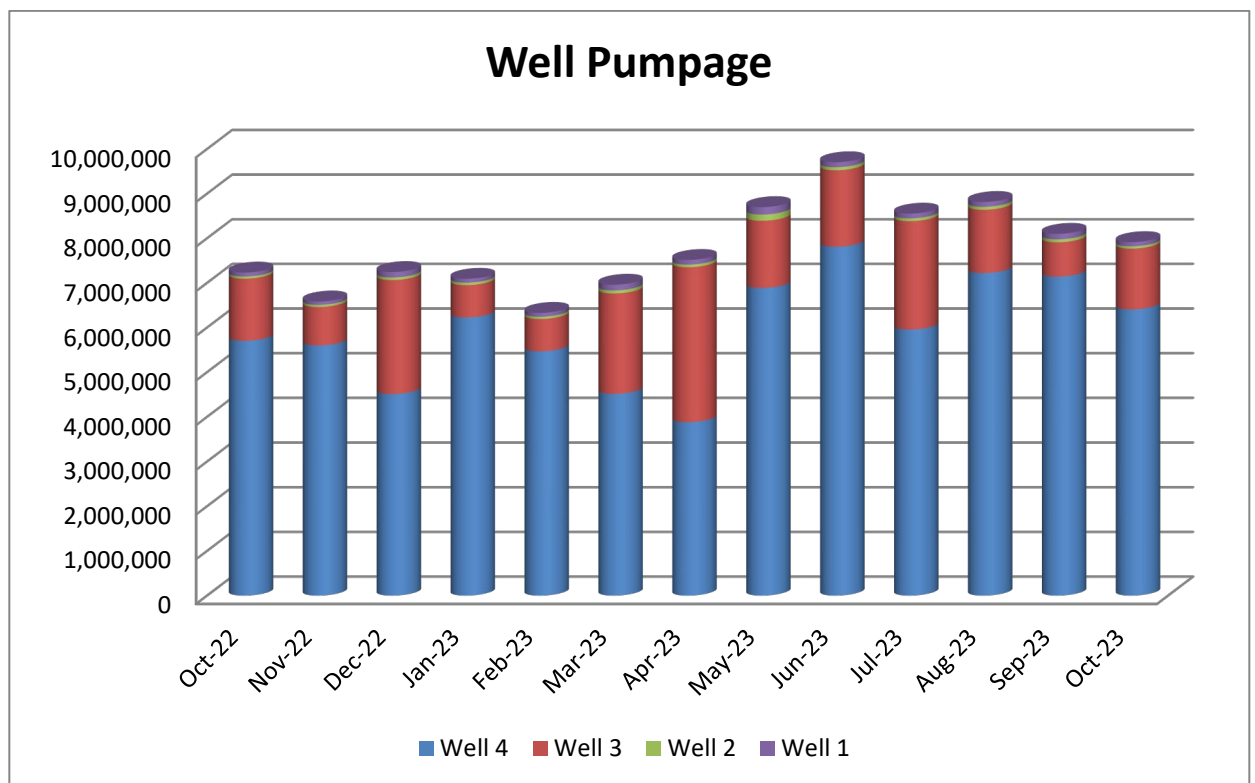


## EFFLUENT



## WATER

- Completed daily lab samples related to water quality. (pH, Fluoride, Chlorine, Hardness)
- Monthly chemical injection reports were completed and mailed to the IEPA.
- Completed monthly sampling.
- Completed meter reading for utility billing.
- Completed re-reads.
- Rebuilt the Well 2 CL2 pump.
- Completed scheduled Radium sampling.



Well 1	94,400
Well 2	52,300
Well 3	1,363,000
Well 4	6,406,200

Total pumpage of treated water from wells for October 2023: 7,915,900



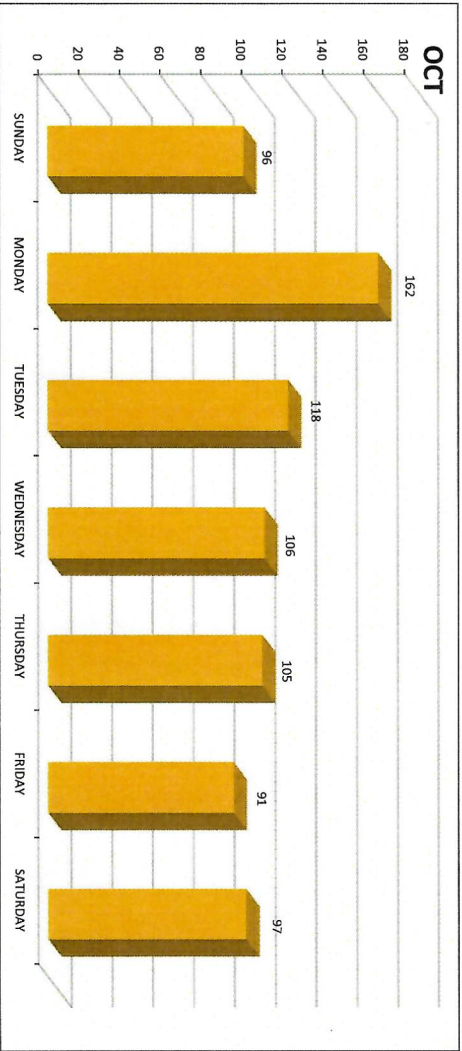
## **Engineering, Zoning, and Building Department Report November 2023**

- **Cultivate Power Solar Farm:** On Thursday, November 2<sup>nd</sup>, the Planning Commission heard an informational presentation from Cultivate Power regarding a potential 5MW project south of Barber Greene east of Somonauk Road. The following day, the town received a Special Use Permit petition and supporting documents.
- **BRIC Grant:** The Town's Notice of Intent to request Building Resilient Infrastructure and Communities (BRIC) funds in the amount of \$40,000 to update the Town's building codes was approved. The Town's request will be included in IEMA's request to FEMA. If awarded, the grant is a 25% match to update from the 2006 Edition to the most current building code edition. This process will need to adhere to the latest state bill setting forth standards for building codes which becomes effective January 2025.
- **Airport Road Box Culvert:** IDOT Bridge Office completed an inspection of the culvert and noted deficiencies which require the road to be posted as "Legal Load Only" which means no overweight permits can be issued. Staff has requested the approximately \$800,000 project be included in the MPO's TIP for FY 2028 with consultant selections likely occurring the FY prior. The structure will be monitored and if required the project may be completed sooner with IDOT authorization.
- **Pedestrian Path:** Stone has started to be placed in the path extension north at Cortland Center Road to Prairiefield Avenue. This will complete the work for this year. Next year, the town will partner with the County to construct the segment from Prairiefield Avenue to Barber Greene. The County plans to construct a path from Loves Road to Peace Road in 2024. Paving of the County's segment and all path the Town had constructed will be paved in 2025. Funding is currently included in the MPO's TIP with the town being responsible for 20% of the town's portion of the project.
- **Pre-annexation Agreement:** The Town is in receipt of a draft annexation agreement for the parcel for land located east of Airport Road, between the UP Railroad and Route 38. The applicant's intention is to develop a Solar Farm.
- **Wastewater Treatment Plant:** Annual dam inspections were completed and provided to IDNR.
- **Somonauk Road:** Construction is complete. Final reviews and approvals are currently underway. Final close-out will take place in the coming months. Current pay estimate is approximately \$416,000 compared to the original contract amount of \$422,000. The request for IDOT to reimburse the Town Engineer's salary for this work was approved.
- **Prairiefield Avenue:** Construction is complete. Final pay estimate paperwork has been sent to IDOT for approval. Project close-out will be completed in the coming months.

PORTLAND POLICE DEPARTMENT 2023 (THRU OCT)

SUMMARY	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Group A Offenses (NIBRS)	3	11	6	6	10	10	9	12	12	12	0	0	91
Mental Health Calls (NIBRS)	6	1	3	1	1	2	1	2	2	3	0	0	22
Community Contacts	88	171	48	66	127	60	84	97	75	34	0	0	850
Drug Offenses	1	0	2	1	1	2	2	2	2	3	0	0	16
Alcohol Offenses	0	0	0	0	0	0	0	0	0	0	0	0	0
Juvenile Offenses	0	0	4	1	2	1	1	0	3	1	0	0	13
Municipal Code	1	1	1	1	13	8	4	6	0	1	0	0	36
Traffic Stops	4	11	28	24	35	28	56	23	28	25	0	0	262
Warnings	4	5	10	21	18	17	44	15	18	19	0	0	171
Tickets Issued	1	2	14	10	26	12	22	9	15	17	0	0	128
Accidents	3	1	1	3	4	2	4	4	3	6	0	0	31
Criminal Arrests	1	9	4	6	15	10	8	14	7	7	0	0	81
*Warrant Arrests (# also included in Criminal Arrests)	0	2	0	0	1	4	0	1	0	1	0	0	9
Calls For Service	143	120	144	140	159	185	180	176	150	133	0	0	1,530
CAD Events	1,122	1049	1058	1098	1189	1115	1270	1122	1143	775	0	0	10,941
Case Reports	39	30	38	35	59	56	48	49	45	41	0	0	440
Parking Tickets	27	4	0	1	0	1	0	0	0	0	0	0	33
Total	1,443	1,417	1,361	1,414	1,660	1,513	1,733	1,532	1,503	1,078	0	0	14,654

<b>SPECIAL SERVICES FOR OCT 2023</b>	
ASSIST OTHER AGENCIES	05
ASSIST MOTORISTS	06
KEYS IN CAR	05
HOUSE/BUSINESS CHECK	122
EXTRA PATROL	244
FOOT PATROL	00
SCHOOL PATROL	05
STATIONARY PATROL	93
CONCENTRATED PATROL	36
COMMUNITY CONTACT	34



SQUAD CAR MILEAGE as of October 2023		
VEHICLE	YEAR	MILES
Ford Explorer	2021	14575
Ford Explorer	2017	114381
Ford Taurus	2018	53986
Ford Taurus	2019	36351
Chevy Tahoe	2020	37584

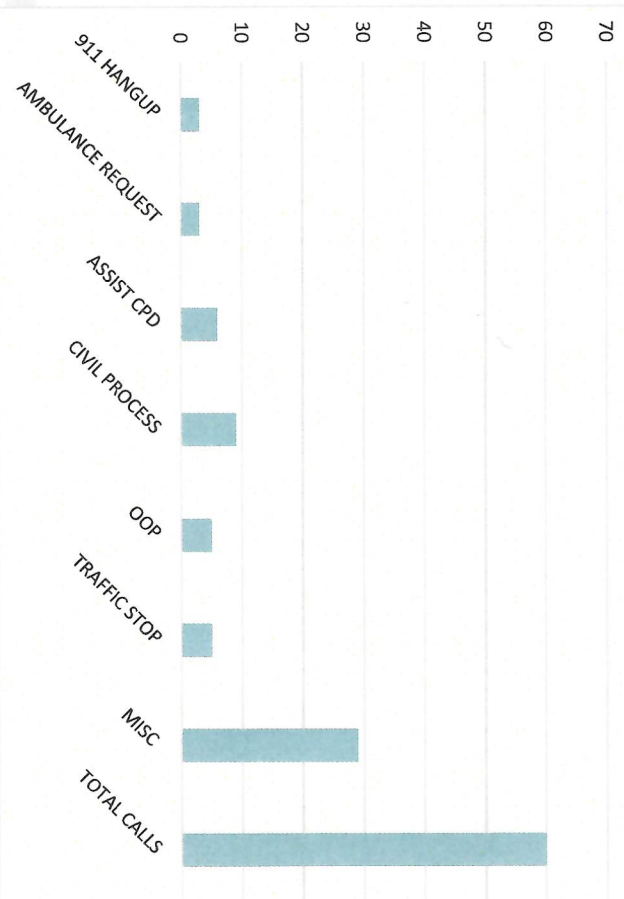
SQUAD CAR EXPENSES	
(01-6200-241)	
Exxon Mobil Car Wash	\$62.00
Napa Auto	\$102.61
Communications Direct	\$226.65
Belle Tire	\$94.99



Item 9.

	DAVENPORT T 9726	DARGIS 971	FRENCH 975	HARRIS 974	RYDER 976	HOPKINS 979	SAWYER 977	SCHAIBL E 978	VANWANKU M 972	TOTAL
SU										
Case Reports	0	16	11	152	4	50	120	77	41	471
Community Contacts	3	14	18	506	2	44	139	20	19	765
Warnings	0	0	2	37	0	1	123	5	0	168
Tickets Issued	0	0	2	9	1	2	99	16	0	129
Accidents	0	0	0	10	0	4	7	9	2	32
Criminal Arrests	0	0	1	26	0	3	41	6	1	78
Total Calls	21	188	104	4963	62	859	2891	1487	512	11087
Traffic Stops	0	0	4	60	0	1	182	15	1	263
Self Initiated	9	90	59	4668	39	670	2581	1151	295	9562
Parking Tickets	0	0	10	8	0	0	7	1	7	33
Total	33	308	211	10439	108	1634	6190	2787	878	22588

DCSO Cortland Calls



2023 MONTHLY PERMITS ISSUED	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	Yearly Total
NEW CONSTRUCTION													
RESIDENTIAL	1	2	3	3	3	2	1	3	1	3			22
INDUSTRIAL / COMMERCIAL BLDG													0
SALT SHED													0
REMODELING/RENOVATION													
ELECTRICAL / ELEC SERVICE UPGRADE		1			1		2						4
PLUMBING			1	1	1		1	1					5
HVAC	4	1						1					6
REMODEL / REPAIR / ALTERATION					1		1			1			3
REPLACEMENT DOORS	1				1	1	1		1	1			6
REPLACEMENT WINDOWS	1	2	1	1	1	1	1	2	2				12
ROOF	1	1	1	3	3	2	6	3	16	4			40
ROOF OVER PORCH/BACK DOOR COVER													0
SIDING							1	1					2
ADDITION					1								1
RADON MITIGATION													0
DEMOLITION													
GARAGE													0
HOUSE													0
INDUSTRIAL / COMMERCIAL BLDG													0
OTHER						1							1
MISCELLANEOUS													
ELECTRICAL - WATER TOWER													0
FIRE ALARM SYSTEM													0
FIRE SPRINKLER SYSTEM							5						5
IRRIGATION SYSTEM ELECTRICAL													0
LIFT STATION													0
WATER SERVICE													0
HOT WATER HEATER					2		2						4
SEWER REPAIR													0
DUMPSTER ENCLOSURES													0
SITE GRADING	1					1							2
WIRELESS CELL ANTENNA													0
ALL OTHER IMPROVEMENTS													
AES FIRE RADIO													0
AIR CONDITIONER									1				1
DECK		1		1		1							3
DECK/PATIO - PRIVACY WALL													0
DIESEL CANOPY													0
DRIVEWAY / DRIVEWAY EXT				3	3	1	3	1					11
EXCAVATION													0
FENCE	2	2	2	7	5	4	14	10	2	4			52
FIREPLACE													0
GARAGE								1					1
GARAGE HEATER													0
GAS LINE FOR POOL													0
GRAVEL LOT EXTENSION													0
OUTDOOR FIREPLACE/ PATIO WALL													0
PERGOLA/GAZEBO													0
PARKING LOT NEW													0
PARKING LOT ADDITION													0
PAVING													0
POOL / HOT TUB								1					1
PORCH													0
RAMP													0
SHED				1	1		1		1				4
SIGN	1					1				1			3
SOLAR PANELS	1	1	1			2	1	3	2	1			12
CONCRETE SLAB							1						1
CONCRETE STEPS/STOOP					1								1
STORAGE BUILDING													0
UTILITY PERMIT		1	1	1	1				2	2			8
WHOLE HOUSE GENERATOR				1		1	1		2				5
TOTAL	13	12	10	22	25	18	42	27	30	17	0	0	216