

TOWN OF CORTLAND
Town Hall
59 S. Somonauk Road
Cortland, IL 60112
BOARD OF TRUSTEES
Town Board Meeting
Monday, May 08, 2023
7:00 P.M.

- I. Call to Order/Pledge of Allegiance/Roll Call
- II. Approval of Agenda
- III. Public Wishing to Speak
- IV. Unfinished Business for Discussion and Possible Action
- V. New Business for Discussion and Possible Action
 - A. A Resolution Authorizing the Destruction of Audio Recordings of Closed Session Minutes (*This would approve the destruction of November 08, 2021, audio tape*)
 - B. Expenditure Authorization for Donation to Cortland Lions Club for SummerFest, \$20,000
 - C. Annual Police Report 2022
 - D. Discussion only – Town of Cortland Newsletter
 - E. Discussion only – Backyard Chickens
- VI. Department Head Reports
- VII. Comments
- VIII. Mayor's Report
- IX. Adjournment

RESOLUTION 2023-xx**A RESOLUTION AUTHORIZING THE DESTRUCTION OF
AUDIO RECORDING OF CLOSED SESSION MINUTES**

WHEREAS, the Open Meetings Act requires governmental bodies to audio or video record their closed meetings; and

WHEREAS, this governmental body has complied with that requirement; and

WHEREAS, the Open Meetings Act permits governmental bodies to destroy the verbatim record of closed meetings without notification to or the approval of a Records Commission or the State Archivist not less than eighteen (18) months after the completion of the meeting recorded, but only after:

1. It approves the destruction of a particular recording; and
2. Approves the written minutes of the closed meeting; and

WHEREAS, for the verbatim record by tape of the meetings set forth in paragraph 1 of this Resolution, at least eighteen (18) months have passed since the completion of those meetings, and this governmental body has approved written minutes for each of the meetings or portions of meetings set forth in paragraph 1; and

WHEREAS, this governmental body may order the destruction of the verbatim record even if it continues to withhold the approved written minutes of the closed session until some later period of time;

NOW THEREFORE BE IT RESOLVED by the Mayor and the Board of Trustees of the Town of Cortland, DeKalb County, Illinois, as follows:

1. Based upon the statements made within the preamble to this resolution, the Board of Trustees of the Town of Cortland hereby orders the destruction of the verbatim record being an audio tape of the following executive session meetings as listed in Exhibit A.
2. This Resolution shall be in full force and effective immediately upon its passage.

PASSED by the Board of Trustees of the Town of Cortland, DeKalb County, Illinois, at its regular Board meeting held on May 8, 2023.

Ayes:

Nays:

Absent:

APPROVED by the Mayor on the 08th day of May 2023.

(SEAL)

Mark Pietrowski, Mayor

ATTEST:

Cheryl Aldis, Town Clerk

EXHIBIT A

Item 1.

Town of Cortland Board of Trustees Meeting Dates, Closed Session Tapes:

November 8, 2021

ANNUAL REPORT 2022

Item 3.

CORTLAND POLICE DEPARTMENT



MISSION STATEMENT

TO PROTECT AND SERVE



VALUE STATEMENT

In line with our mission statement and core values, our officers strive to provide the best possible service and protection to our diverse community, improving quality of life for all who live, work and visit the Town of Cortland.

We take our oath of office seriously and work hard at fulfilling the high expectations set by society and our profession. We always welcome the opportunity to work with and learn from the community we serve. We work for you and welcome input in determining how we deploy our resources.

We strive to forge positive relationships within our community as this is the foundation for success in today's troubling times. Transparency in how and why we do the things we do is our intent. We work in partnership with other service providers in attempts to address the public safety issues our town faces. The stronger our partnership becomes, the more effective our communication will be. This will foster mutual respect, trust and understanding.

LETTER FROM THE CHIEF

To the Cortland Community:

It is my pleasure to present you the Cortland Police Department 2022 Annual Report. This report represents a summary of events and statistical data for the police department.

In line with our mission statement and core values, our officers strive to provide the best possible service and protection to our diverse community, improving quality of life for all who live, work and visit the Town of Cortland.

We take our oath of office seriously and work hard at fulfilling the high expectations set by society and our profession. We always welcome the opportunity to work and learn from the community we serve and protect. We strive to forge positive relationships within our community as this is the foundation for success in today's troubling times. We work in partnership with other service providers in attempts to address public safety issues our town faces.

The Cortland Police Department is currently staffed with six full time officers and three part-time officers. In 2022 we hired Officer Heather Melhouse who was working part-time until her recent resignation. In 2022 Bill Meisner also resigned. We also welcomed our new administrative assistant Lucinda Brunner.

The law enforcement profession faced many risks in 2022. From the ongoing recruitment and retention crisis to the spotlight on police use of force, and social unrest. These were challenging times; however, the members of this department continue to work diligently and professionally and there is never a question in doing their duty to serve and protect.

Sincerely,

Lin Dargis,
Chief of Police



The Town of Cortland...

Since incorporated in 1865, the Town of Cortland has been characterized by hometown living in a warm community atmosphere. Nestled in rural DeKalb County, Cortland is located along Illinois Route 38 and Somonauk Road.

Cortland is unique from neighboring villages and cities because it is an Incorporated Town. The 2020 census conducted shows Cortland has a population of 4,398 citizens. Cortland is the third largest Town in Illinois, with only the Towns of Cicero and Normal having a greater population.

The Cortland Police Department is dispatched through the DeKalb County Sheriff's Office E9-1-1 Center. Patrol and investigative services are supplemented by the Sheriff's Police. The expertise of the DeKalb County Major Crimes Task Force is available in the event of a major violent crime. The department patrols 3.64

BUDGET

TOWN BUDGET \$2,375,932

POLICE BUDGET \$856,745



DEPARTMENT

CHIEF OF POLICE

COMMANDER

6 F/T OFFICERS

3 P/T OFFICERS

1 P/T ADMINISTRATIVE ASST.

FLEET

2017 FORD EXPLORER

2018 FORD TAURUS

2019 FORD TAURUS

2020 CHEVROLET TAHOE

2021 Ford Explorer

2022 ACCOMPLISHMENTS



24/7 Police Department:

The Cortland Police Department continues to patrol 24/7 coverage as we can in order to help keep pace with the needs of the community. The Police Department is dispatched through the DeKalb County Sheriff's Office E911 Center.

Investigations continue to be supplemented by the Sheriff's Department. The DeKalb County Major Crimes Task Force is also available in the event of a major violent crime.

Use of Body Cameras:

The department continues to use body cameras to record audio and video events. These cameras are a part of the police uniform and this technology helps increase the safety of the public and the police. We also have cameras in our squad cars and continue to utilize the Visual Labs system.

Policies:

Lexipol continues to provide continuous updates for the department policies and procedures.

Training:

Officers continued receiving state mandated training as it becomes available through 2023. The lack of mental health crisis services across the country has resulted in law enforcement officers serving as first responders to most crises. This has brought about Crisis Intervention Training for officers. A Crisis Intervention Team (CIT) program is an innovative, community-based approach to improve the outcomes of these encounters. All members of the department are now trained in this program.

Crime Prevention Through Environmental Design (CPTED)

What is CPTED: It is the proper design and effective use of the built environment that can lead to a reduction in fear and incidence of crime and an improvement in the quality of life. CPTED is based on four overlapping principles: Natural Access Control; Natural Surveillance; Territorial Reinforcement and Maintenance. Maintenance is one of the best value solution to crime prevention. For instance, simply cutting trees and or bushes that are obstructing an outdoor **lighting fixture or blocking the view out of a window can be an effective tool.**

The GOAL of CPTED is to reduce opportunities for crime that may be inherent in the design or structures or in the design of the neighborhoods.

STATISTICS



Effective January 1st, 2021, the National Incident-Based Reporting System (NIBRS), was implemented nationwide to improve the overall quality of crime data collected by law enforcement; unlike data reported through the previous years UCR's traditional Summary System. NIBRS data goes much deeper because of its ability to provide circumstances and context for crimes.

NIBRS collects data for 52 offenses, plus 10 additional offenses for which only arrests are reported. It will include all offenses within a single incident and additional aspects about each event, like location, time of day, whether reported offenses were attempted or completed, expanded victim types, relationships of victims to offenders and offenses, demographic details, location data, property descriptions, drug types and quantities, the offender's suspected use of drugs or alcohol, the involvement of gang activity, and whether a computer was used in the commission of the crime.

Ultimately, NIBRS will improve the detail and overall quality of crime data, which will help law enforcement and communities around the country use resources more strategically and effectively. We continue to improve our data sharing with NIBRS. NIBRS is also interested in tracking how many mental health calls we have.

NIBRS GROUP A OFFENSES	2020	2021	2022
	24	27	26
Murder Offenses (includes attempted)	1	0	0
Non-Consensual Sex Offenses	4	1	3
Aggravated Assault	3	4	0
Simple Assault	16	16	20
Intimidation	0	5	3
Kidnapping /Abduction	0	0	0
Consensual Sex Offenses	0	1	0
Human Trafficking Offenses	0	0	0
Crimes Against Property	92	72	67
Robbery	1	1	0
Burglary/ Breaking and Entering	5	2	0
Larceny/Theft Offenses	33	20	35
Motor Vehicle Theft	0	0	0
Arson	0	0	0
Desruction of Property	26	16	22
Counterfeiting/Forgery	3	6	1
Fraud Offenses	24	28	9
Embezzlement	0	0	0
Extortion /Blackmail	0	0	0
Bribery	0	0	0
Stolen Property Offenses	0	0	0
Crimes Against Society	10	12	7
Drug/Narcotic Violations	8	9	6
Drug Equipment Violations	0	0	1
Gambling Offenses	0	0	0
Pornography/Obscene Material	0	0	0
Prostitution	0	0	0
Weapons Law Violations	2	2	0
Animal Cruelty	0	1	0
Grand Total	126	111	100

NIBRS REPORTABLE ARRESTS

Offense	Adult	Juvenile	Total
11D - Fondling		1	1
13A - Aggravated Assault	2		2
13B - Simple Assault	2		2
290 - Destruction/Damage/Vandalism of Property		1	1
35A - Drug/Narcotic Violations	6	1	7
520 - Weapons Law Violations	1		1
90C - Disorderly Conduct	1		1
90D - Driving Under the Influence	1		1
90Z - All Other Offenses	11		11
Total	24	3	27

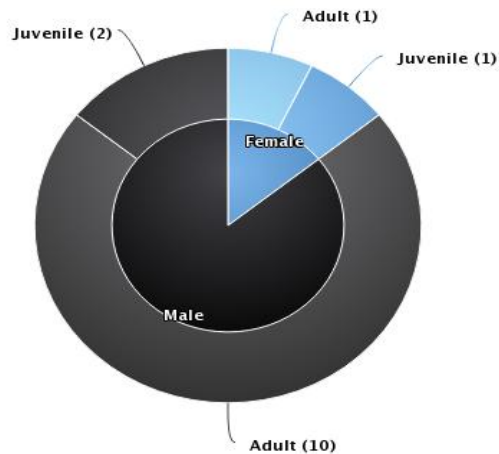


Arrest Distribution Breakdown Report

Beginning Date: 01/01/2021 Ending Date: 12/31/2021

Arrestee Sex by Arrestee Age

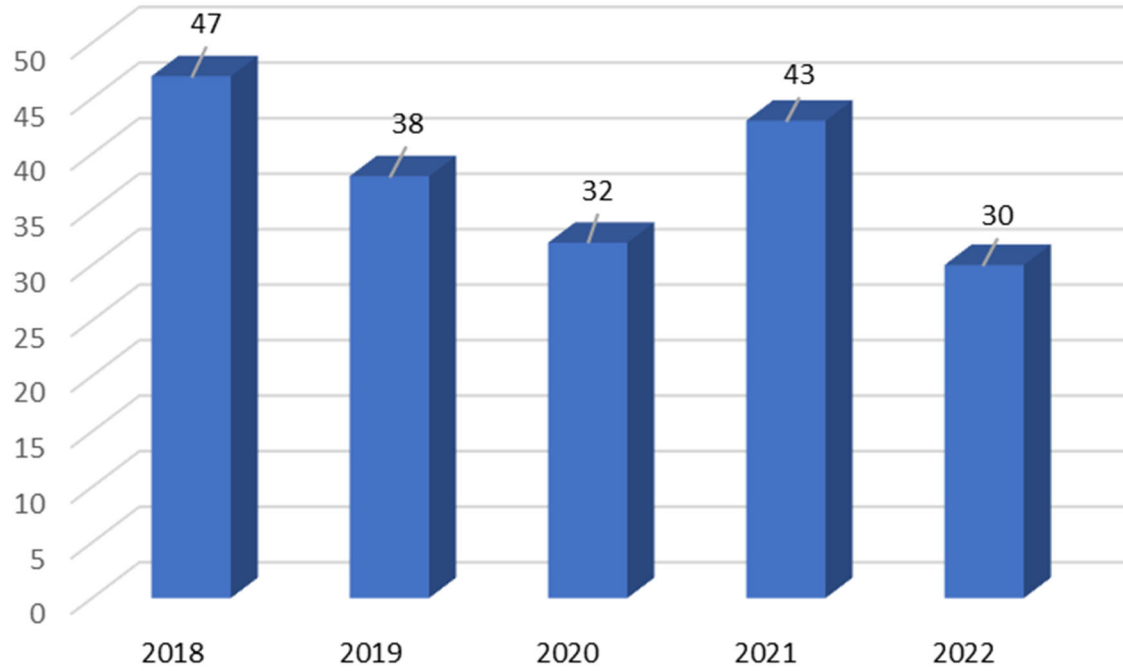
Agency: CORTLAND
Offense: Group A Offenses



*Counts based on Arrestee Sex or Arrestee Age may not match counts based solely on the number of offenses or number of victims



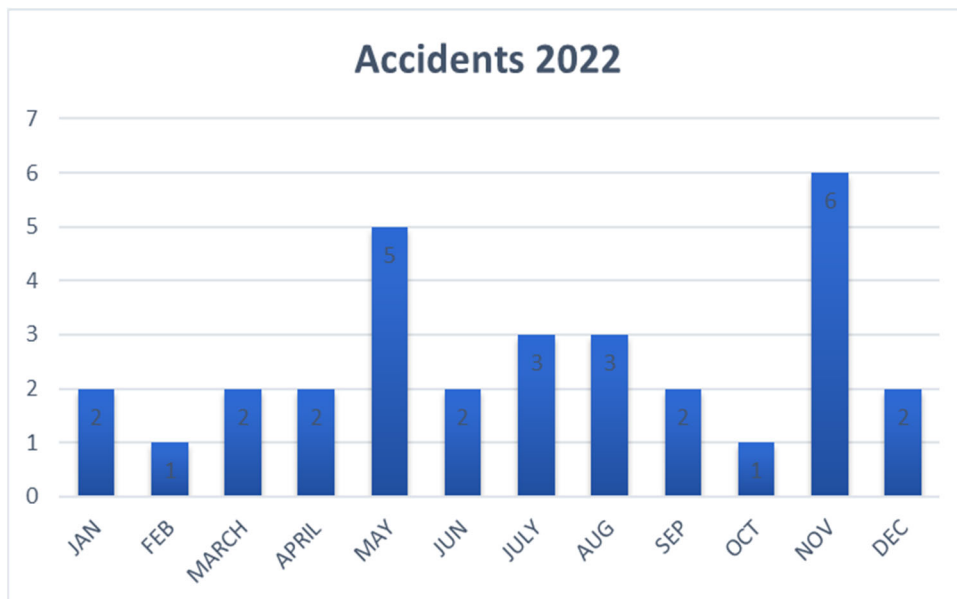
In 2022 the Cortland Police Department made a total of 39 arrests. Not all arrests are NIBRS reportable.



MOST INTERSECTION ACCIDENT

STATE ROUTE 38/SOMONAUK ROAD	5
STATE ROUTE 38 AND MISC	3
SOMONAUK RD AND MISC	7
NEIGHBORHOOD STREETS	13
STATE ROUTE 38/LOVES ROAD	2

ACCIDENTS BY MONTH



TRAFFIC OFFENSES

TRAFFIC & ORDINANCE WARNINGS

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL
2020	13	20	15	2	6	9	8	9	18	17	19	9	145
2021	3	3	5	7	13	18	10	10	7	3	3	8	90
2022	5	4	0	7	0	6	20	10	6	12	4	5	79

TRAFFIC CITATIONS

	2020	2021	2022
CANNABIS VIOLATIONS IN MOTOR VEHICLE	7	8	5
DISOBEY TRAFFIC CONTROL DEVICE	6	4	2
DRIVER LICENSE VIOLATIONS	30	21	12
DRIVER/PASSENGER SEAT BELTS	0	0	0
DRIVING UNDER THE INFLUENCE	5	1	3
ELECTRONIC COMMUNICATION WHILE DRIVING	0	0	2
EQUIPMENT VIOLATIONS	4	0	4
FAILURE TO YIELD VIOLATIONS	1	2	5
IMPROPER LANE USAGE	8	1	2
MISCELLANEOUS	12	6	9
OPERATE UNINSURANCE MOTOR VEHICLE	12	5	6
REGISTRATION VIOLATIONS	5	1	4
SPEEDING VIOLATIONS	26	16	5
TOTAL	112	65	59

PARKING TICKETS

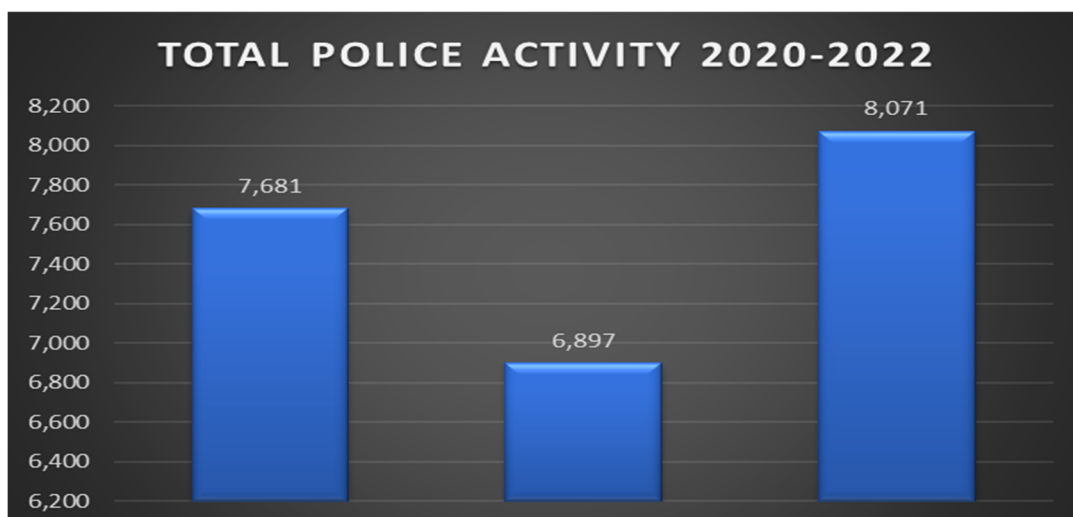
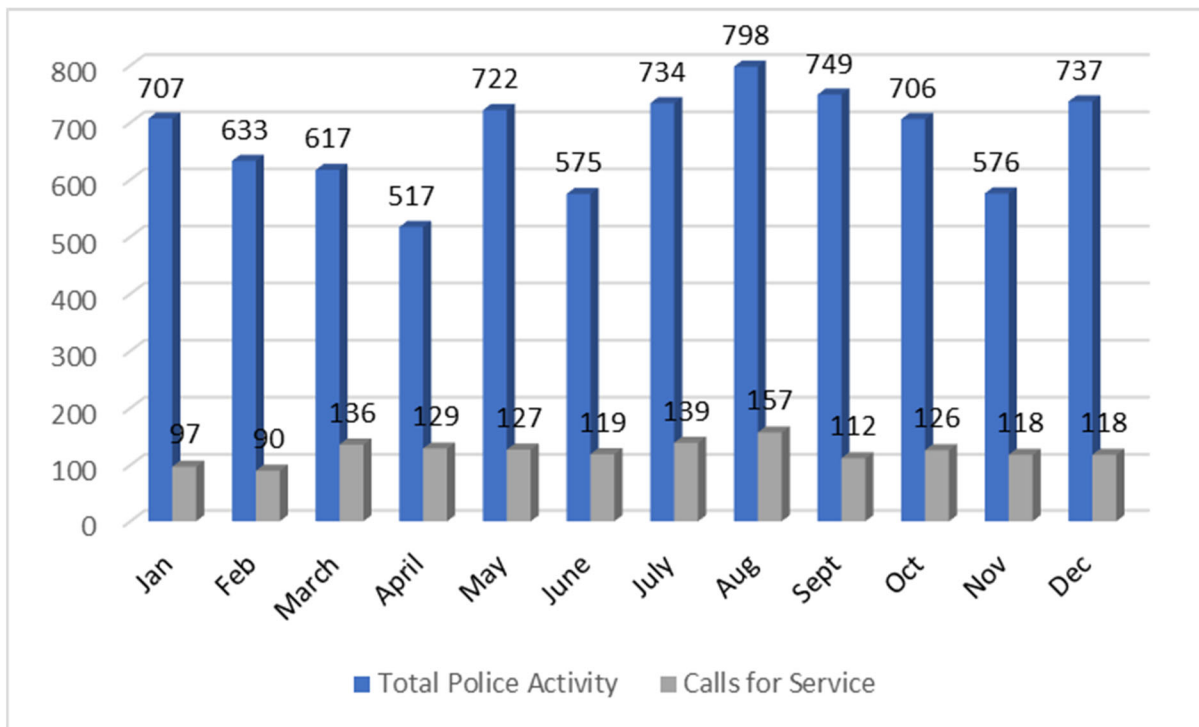
	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL
2020	27	9	5	1	1	4	1	2	1	2	3	15	71
2021	24	9	1	1	0	0	1	1	2	0	0	2	41
2022	48	2	1	1	0	0	0	0	0	3	2	0	58

BREAKDOWN of TOTAL POLICE ACTIVITY 2022

	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
TOTAL POLICE ACTIVITY	707	633	617	517	722	575	734	798	749	706	576	737	8071
CALLS FOR SERVICE	97	90	136	129	127	119	139	157	112	126	118	118	1468

CAD events are a sum of total police activity the department handles. A call for service reflects each time a person calls for a police response.

TOTAL POLICE ACTIVITY with CALLS FOR SERVICE



COMMUNITY PROGRAMS



Project ChildSafe

The Cortland Police Department provides up to six free firearm safety kits to each resident through a partnership with Project ChildSafe, the Nationwide Firearms Safety Education program. The safety kits, which include a gun lock, will be distributed while supplies last.

Project ChildSafe, a program developed by the National Shooting Sports Foundation (NSSF), has distributed more than 36 million firearm safety kits throughout the country since 2003. The program is supported by the firearms industry and donations by individuals and organizations.

By partnering with Project ChildSafe, the Cortland Police Department is participating in a national effort to promote firearms safety education to all gun owners. Project ChildSafe has distributed gun lock safety kits to all 50 states.

I/We Live Alone

“I/We Live Alone” is a program that helps police officers provide assistance for the elderly. Many problems face senior citizens such as elder abuse, neglect and exploitation. It is our goal to help keep older adults safe from crime and provide the assistance needed to reduce their fears.

Business Watch

Business watch is a crime prevention program to help reduce crime in the community. Its purpose provides a police presence when businesses close to ensure employees safety when leaving work and to reduce crime-related issues to businesses.

Crisis Intervention Training

Crisis Intervention Training (C.I.T.) is a critical part of officer training. This training gives officers the skills to identify and assist people with mental illness and other disorders, and to do their job safely and effectively.

One of the core tenets of CIT is that there is a huge advantage to having those who suffer from mental illness meet the police during a non crisis day. This helps them feel more comfortable with the officer during a crisis because they are familiar with them. If any family feels they could benefit from this option feel free to contact us and schedule a meeting. It is also extremely beneficial for us to have pre-crisis information from you as to what can be done to mitigate the crisis.

Internet Crimes Against Children (ICAC)

Internet Crimes Against Children is through the Illinois Attorney General’s office. This is a national network of coordinated task forces representing federal, state, and local law enforcement and prosecutorial agencies. These agencies are continually engaged in proactive and reactive investigations and prosecutions of persons involved in child abuse and exploitation involving the internet.



COMMUNITY PROGRAMS

Vacation Watch

The Cortland Police Department offers a service for residents to check in on your property while you are away. Residents may request this service before leaving home for an extended period of time. By registering your home with the Police Department, officers may provide extra patrols of your residence while you are away. Notifying the department also provides a way to contact the resident if there is a problem at the home.

Crime Prevention Checklist

A Crime Prevention Checklist can assist residents with home security. This checklist can help identify any security risks, both inside and outside of the home. The homeowners will then be in a better position to take the appropriate action to correct any problems to prevent themselves from becoming a victim of a crime.

Elder Watch

We partner with DeKalb County Elder Care Services to help older consumers recognize, refuse, and report fraud and scams.

Crime Prevention Through Environmental Design (CPTED)

CPTED is the proper design and effective use of the built environment that can lead to a reduction in the fear of and incidence of crime thereby improving the quality of life. CPTED is based on four overlapping principles: Natural Access Control, Natural Surveillance, Territorial Reinforcement, and Maintenance. The goal of CPTED is to reduce opportunities for crime that may be inherent in the design or structures or in the design of neighborhoods.