

Administration & Finance Committee

Minutes of the Meeting on
October 5, 2016

**Village of Homer Glen
14240 W 151st Street, Homer Glen, IL 60491
Community Room**

1. Call to Order.

The meeting was called to order at 4:40 p.m. by Mayor Yukich.

2. Pledge of Allegiance to the Flag.

3. Roll Call.

Members present at 4:40p.m. were Mayor George Yukich, Trustee Carlo Caprio, Trustee Sharon Sweas, Trustee Beth Rodgers and Village Manager Mike Mertens.

Members Absent: Treasurer John Sawyers.

Also Present: Village Clerk Ann Holtz, Development Services Director Mike Salamowicz, Economic Development Director Janie Patch, Planning and Zoning Director Mike Schwarz, Assistant Planner Caron Bricks and Assistant Village Manager Heather Kokodynsky.

4. Approval of Minutes.

a) September 7, 2016

Mayor Yukich stated that the minutes from the September 7, 2016 Administration & Finance Committee meeting were being presented for approval. Trustee Sweas made a motion to approve the minutes from the September 7, 2016 meeting; seconded by Trustee Caprio. The motion passed unanimously.

5. Old Business.

a) Discussion Regarding a Draft Video Gaming Ordinance.

Manager Mertens stated that staff is still working on the draft version of the revised video gaming ordinance.

b) Liquor License Clarifications.

Manager Mertens explained that staff will be adding information to the liquor ordinance regarding BASSET training.

c) Consider for Approval a Motion to Amend SOP No. 012 Village of Homer Glen Community Meeting Room Policy.

Trustee Sweas made a motion to amend SOP No. 012 Village of Homer Glen Community Meeting Room Policy; seconded by Trustee Rodgers. Mayor Yukich also voted in favor of the motion. The motion passed.

The City of Lockport has contacted the Village of Homer Glen and the Village of Romeoville, with a request to potentially assist in the cost(s) of the WWTP studies. The initial study scope is estimated to cost \$41,000, while the secondary study scope is estimated to cost \$47,000. The City of Lockport is hoping that both Homer Glen and Romeoville would contribute \$23,500 each, for the studies, and it is assumed Lockport would pay the remaining \$41,000 study costs.

Discussion occurred amongst the Committee members. The Committee members were favorable to participation in the study.

At 5:31p.m. Trustee Rodgers made a motion to go into executive session for the purposes of discussing personnel; seconded by Trustee Caprio. The motion passed unanimously.

At 5:49p.m., Trustee Caprio made a motion to adjourn executive session and resume the regular meeting; seconded by Trustee Sweas. The motion passed unanimously.

Following executive session, Trustee Caprio made a motion to advertise for the Director of Planning and Zoning position at a salary range of \$80,000 - \$105,000; seconded by Trustee Sweas. The motion passed unanimously.

- c) Consider a Motion to Approve the Supplemental Work Proposals from Copenhagen Construction for Additional Drainage Work Within the Village of Homer Glen.

Trustee Sweas made a motion to approve the supplemental work proposals from Copenhagen Construction for additional drainage work within the Village of Homer Glen in the amount of \$17,800; seconded by Trustee Rodgers. Mayor Yukich voted in favor of the motion. The motion passed.

Discussion occurred amongst the Committee members regarding specifics of a drainage issue.

- d) Consider a Motion to Approve the Invoice from PT Ferro for the Resurfacing of a Part of the Village Hall Parking Lot.

Trustee Sweas made a motion to approve the invoice from PT Ferro for the resurfacing of a part of the Village Hall parking lot, in the amount of \$103,468.40; seconded by Trustee Rodgers. Mayor Yukich voted in favor of the motion. The motion passed.

- e) Discussion Regarding a Draft Resident and Business Survey.

Manager Mertens stated that late this afternoon the Board was provided with a draft version of the Residential and Business Survey. The thought process is to advertise the resident survey through the website, Mayor's blog and in the newspaper. The business survey can be sent to existing business. Manager Mertens asked that the Board review the survey and provide feedback.

Trustee Sweas asked that all cooking and warming elements, including but not limited to sterno, hot plates, etc., are prohibited.

d) Discussion Regarding Grand Opening of Village Hall Building.

Manager Mertens stated that a tentative agenda went out with the invitations. The agenda lists the Homer Glen Lands Day tree planting and the official ribbon cutting ceremony.

e) Lighting Code Review.

Manager Mertens stated that the lighting code will be reviewed by the end of November.

6. New Business.

a) Consider for Approval the Village's August Legal Bills from Mahoney, Silverman & Cross, LLC in the Amount of \$3,217.50.

Trustee Sweas made a motion to approve the Village's August Legal Bills from Mahoney, Silverman & Cross, LLC in the amount of \$3,217.50; seconded by Trustee Caprio. The motion passed unanimously.

b) Discussion Regarding Homer Glen's Potential Financial Contribution to the City of Lockport for Waste Water Treatment Plant Studies.

Manager Mertens stated that Lockport currently has two waste water treatment plants (WWTP). The Village has four subdivisions that are treated by Lockport's Division WWTP (via sewers owned and operated by Illinois American Water Company). These are Glenview Walk Estates, Messenger Woods and Evlyn's Gate and Evlyn's Gate North subdivisions. In addition, the future 159th Street sanitary sewer, bounded by Cedar Road and Gougar Road (east-west) and 159th Street and 151st Street (north-south), will be tributary to the City of Lockport's Bonnie Brae WWTP.

The City of Lockport is currently reviewing a proposal from their consulting engineering firm. The initial scope of the proposal would provide the City with information regarding the current and future capacities of the Division Street WWTP in relation to current and future needs, for the next 10-year and 20-year growth projections. The study would provide information as to the maximum capacity that could be obtained within the current footprint of the WWTP and what additional property may be required to meet future growth requirements. A secondary scope would provide similar information related to the potential need to construct a new "regional" WWTP. It is possible, that with the construction of a new regional WWTP, that the older Bonnie Brae WWTP could be decommissioned.

The purpose of the voluntary survey is to obtain feedback from the residents and business. Ideally, the Village would send out community surveys on a yearly basis. The surveys would be used to find out what specific areas the Village can improve upon and what areas are considered to be satisfactory.

Trustee Sweas stated that contact information should be obtained from each person who takes the survey. Manager Mertens stated that people are more inclined to take the survey if it is anonymous. A person can only take the survey once because an email address is required and if someone tries to take a survey again using the same email address that person would be denied access to the survey.

Trustee Rodgers would like to review other community surveys such as the Village of Orland Park. Manager Mertens stated that the survey on Orland Park's website cost approximately \$15,000 to \$20,000.

- f) Discussion Regarding the Jensen Property Concept Plan/Proposed Amendment to the Comprehensive Plan.

Director Schwarz showed the Committee the area that is known as the "Jensen Property" on the Village's Zoning Map. The Jensen Property is 119 acres and located on the north side of 159th Street. Director Schwarz asked the Committee for direction regarding the future use of the property. He stated that the comprehensive plan designates this area as a business park. Director Schwarz asked if the Board would be willing to change the land use designation from Business Park to Residential for 40 of the 119 acres.

Trustee Caprio stated that he would not want to see a residential community at that location. Trustee Rodgers stated that she is only in favor of commercial fronting the 159th Street corridor. Trustee Sweas stated that she is opposed with the residential concept plan provided to the Committee. Mayor Yukich stated that he is concerned with the lot sizes shown in the concept plan. Mayor Yukich and Trustee Rodgers agreed that the proposed small lot sizes (10,000 sq. ft.) are not suitable for Homer Glen. Trustee Caprio stated that regardless of the lot sizes, the land fronting 159th Street should remain designated as commercial. Manager Mertens asked if the Committee would be interested in having commercial in the front of the property and residential in the back of the property. Mayor Yukich stated that he is agreeable to residential in the back as long as commercial property fronts 159th Street. Manager Mertens stated that the Jensen Property Concept Plan will be brought before the Community and Economic Development Committee at their upcoming meeting. The Committee concluded that they were not opposed to commercial development fronting 159th Street with residential properties in the back as long as the sizes of said properties were spread out and the lot sizes were increased.

7. Discussion/Update Items.

a) Village Manager's Update.

1) Discussion Regarding the Village's Standing Committees Ordinance.

The Village Manager commented that the Plan Commission does not have a Trustee to represent it. Manager Mertens stated that he would like to have a discussion about this matter in the future.

b) Village Finance Director's Update

None.

c) Development Services Director's Update

None.

8. Public Comment.

- a) Margaret Sabo expressed concerns with the Jensen concept plan presented to the A&F Committee as the lot sizes are too small for Homer Glen. She stated that the Village of Homer Glen was incorporated because residents wanted to control the density and identity of Homer Glen. Mrs. Sabo also requested that the conservation design ordinance be reviewed.

9. Adjournment.

Motion by Trustee Rodgers, seconded by Trustee Sweas to adjourn. Motion carried.
The meeting was adjourned at 6:27 p.m.

Respectfully Submitted:



Heather M Kokodynsky
Assistant Village Manager