

Administration & Finance Committee

Minutes of the Meeting on
June 6, 2018

**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 4:09 p.m. by Mayor George Yukich.

2. Pledge of Allegiance to the Flag.

3. Roll Call.

Members present at 4:09 p.m. were Trustee Beth Rodgers, Trustee Sharon Sweas, and Finance Director/Treasurer John Sawyers.

Members Absent: Trustee Carlo Caprio and Village Manager Mike Mertens.

Also Present: Assistant Village Manager Heather Kokodynsky, Development Services Director Michael Salamowicz, Chief Building Official Joe Baber, Facilities Manager John Robinson, Administrative Analyst Sean Keane and Director of Planning & Zoning Vijay Gadde.

4. Approval of Amendments to the Agenda.

There were no amendments to the Agenda.

5. Approval of Minutes.

a) May 2, 2018

Mayor Yukich stated that the minutes from the May 2, 2018 Administration & Finance Committee meeting were being presented for approval. Trustee Sweas made a motion to approve the minutes from the May 2, 2018 meeting; seconded by Mayor Yukich. The motion passed.

6. Public Comment.

There were no comments from the public.

7. Reports and Communications from Staff.

a) *Assistant Village Manager Kokodynsky*

1. Assistant Village Manager Kokodynsky provided an update regarding Electrical Aggregation. She stated as of June 1, 2018, the ComEd price to compare is 7.358 cents/kWh and the Will County Governmental League Electrical Aggregation Group (WEAG) price remains at 7.19 cents/kWh. These prices are good through October 1, 2018. WEAG anticipates that the ComEd price will increase in October, which is the last month of our contract with Dynegy. Assistant Village Manager Kokodynsky indicated that Village staff is seeking the Committee's feedback on how to proceed. If the Committee recommends to continue the electric aggregation program, Village

staff will work with the Will County Governmental League (WCGL) to ensure adequate communication and program education.

Trustee Rodgers stated there were issues with the letters that went out to residents. Administrative Analyst Keane stated he believes these issues have been resolved.

The Committee would like to determine whether there will be any cost-savings for residents prior to making a decision on the matter.

2. Administrative Analyst Keane provided an update regarding the Request for Proposals (RFP) for IT Maintenance. The RFP for Managed IT Services will be published on June 15, 2018 at 8 a.m. The bid packets will be available at the front desk of Village Hall, as well as on the Village's website. The bid opening is scheduled for July 13, 2018 at 1:00 p.m. at Village Hall. Proposals will be opened and publicly read aloud. It is anticipated a contract will be awarded by the beginning of August.

3. Assistant Village Manager Kokodynsky discussed Worker's Compensation, Assets and Property Insurance. The Village of Homer Glen is currently insured through the Illinois Municipal League Risk Management Association (IMLRMA). The 2018 net premium paid by the Village was \$46,459.39.

We have been a member of IMLRMA since 2003. Assistant Village Manager Kokodynsky stated IMLRMA is vastly different from private insurance programs in many ways and is of great benefit to the Village. She also stated that staff can have a broker of record provide price quotes for the Village's insurance needs. Staff can then have IMLRMA review the price quotes and explain how their services may differ.

Finance Director Sawyers stated that if we do want to investigate other companies, we need to get a broker of record. Staff has shown interest in hiring Horton. Finance Director Sawyers stated he has worked with Horton previously. Trustee Rodgers and Trustee Sweas stated they feel comfortable staying with IMLRMA.

b) *Director of Planning & Zoning Gadde*

1. Director of Planning & Zoning Vijay Gadde discussed the Disconnection of Parcels per the Lemont-Homer Glen Boundary Agreement. The parcels with PINs 16-05-05-100-008-0000 (Trustee Deed) and 16-05-05-100-009-0000 (Warranty Deed) were purchased by the Will County Department of Transportation (WCDOT) for the W. 135th Street and Archer Avenue realignment. Subsequently, WCDOT transferred to the Illinois Department of Transportation (IDOT) part of parcels -008, -009, and -024 (Resolution 14-121) for the project on Archer Avenue.

Director of Planning & Zoning Gadde also stated, pursuant to the Boundary Agreement between the Villages of Homer Glen and Village of Lemont, Homer Glen agreed to disconnect the two subject parcels, subsequently to be annexed by Lemont. He also stated that he will check to see if IDOT approval is necessary to move forward with the disconnection process.

c) *Finance Director Sawyers*

1. Finance Director Sawyers presented the Village's revenue charts for April and May. He shared the data collected for Sales Tax, Home Rule Sales Tax, Income Tax, Use Tax, Gaming Taxes and Motor Fuel Tax.

d) *Chief Building Official Baber*

1. Chief Building Official Baber provided an update on the abandoned McHenry house on S. Bell Road. A request to consider the home abandoned was taken before the court but was not contested. After a 30-day waiting period, the Village's attorney will return to court at which time it is expected that the home and property will be deeded to the Village.

Mayor Yukich asked how much money the Village has spent on this endeavor thus far. Chief Building Official Baber stated he is in the process of gathering that data and that an RFP will occur following the collection of this information.

e) *Development Services Director Salamowicz*

1. Development Services Director Salamowicz provided an update on the Phase II Heritage Park 319 Grant. He stated the bid opening occurred on June 4, 2018. There were six bidders that will be reviewed.

2. Development Services Director Salamowicz provided an update on Phase I of Heritage Park. He stated this Phase is approximately 80% complete and anticipates will be finalized within a few weeks.

3. Development Services Director Salamowicz provided an update regarding the Fiddyment Creek Sanitary Sewer. He stated he will be getting proposals from firms we have worked with previously. Those proposals will then be brought to the Village Board for review.

4. Development Services Director Salamowicz provided an update regarding Goodings Grove Park. He stated a letter was sent to the contractor providing written notice of the Village's expectation to have the project completed within the next two weeks.

8. Old Business.

There was no old business to discuss.

9. New Business.

a) Consider a Motion Recommending Approval TRIA Architecture's Invoices for Professional Services Related to Phase II of the Village's Heritage Park Project in the Total Amount of \$ 79,410.00.

Trustee Rodgers made a motion to approve TRIA Architecture's invoices for Professional Services Related to Phase II of the Village's Heritage Park Project in the Total Amount of \$79,410.00; seconded by Trustee Sweas. The motion passed.

Trustee Sweas requested specific details regarding the contract/invoices.

- b) Consider for Approval the Village of Homer Glen's April Legal Bills from Mahoney, Silverman & Cross, LLC in the Amount of \$13,533.39.

Trustee Rodgers asked for a status report regarding Aqua Pools. Mayor Yukich stated he believes the engineers are in the process of review.

Trustee Rodgers made a motion to approve the Village of Homer Glen's April Legal Bills from Mahoney, Silverman & Cross, LLC in the Amount of \$13,533.39; seconded by Trustee Sweas. The motion passed.

- c) Consider a Motion Recommending Approval of Pay Estimate No. 5 from Patnick Construction Inc. for 2017 Drainage Improvement Project No. 2 (Including Work in the Woodbine, Meadowview, Chickasaw and Wedgewood Highlands Subdivisions and at the Northwest Corner of 151st Street and Will-Cook Rd), in the amount of \$ 85,741.26.

Trustee Sweas asked if the project was almost complete. Development Services Director Salamowicz stated that Patnick has completed the pavement work and will begin working on the landscaping. In addition, they still have restoration to do at the various locations.

Trustee Sweas asked if any residents have commented on the project. Development Services Director Salamowicz stated he has heard through Dale of the Homer Township Road District that the residents have seen improvements and have not experienced any flooding issues.

Trustee Rodgers asked that we remind the contractors to be mindful of the hours of construction.

Trustee Rodgers made a motion to approve Pay Estimate No. 5 from Patnick Construction Inc. for 2017 Drainage Improvement Project No. 2 (Including Work in the Woodbine, Meadowview, Chickasaw and Wedgewood Highlands Subdivisions and at the Northwest Corner of 151st Street and Will-Cook Rd) in the amount of \$ 85,741.26; seconded by Trustee Sweas. The motion passed.

- d) Consider a Motion Recommending Approval of Pay Estimate No. 4 from Austin Tyler Construction, Inc. for Phase I of the Heritage Park Project, in the Amount of \$ 561,041.69.

Trustee Rodgers made a motion to Approve Pay Estimate No. 4 from Austin Tyler Construction, Inc. for Phase I of the Heritage Park Project, in the Amount of \$ 561,041.69; seconded by Trustee Sweas. The motion passed.

10. Adjournment.

Motion by Trustee Rodgers, seconded by Trustee Sweas to adjourn. Motion carried.
The meeting was adjourned at 4:50 p.m.

Respectfully Submitted:

A handwritten signature in cursive script, reading "Gina Spino", is written over a horizontal line.

Gina Spino
Development Services Administrative Assistant/ AP & AR Clerk