

Administration & Finance Committee

Minutes of the Meeting on
August 7, 2019

**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 4:01 p.m. by Mayor Yukich.

2. Pledge of Allegiance to the Flag.

3. Roll Call.

Members present at 4:01 p.m. were Mayor Yukich, Trustee Sharon Sweas, Trustee Beth Rodgers, Trustee Keith Gray, Finance Director John Sawyers and Village Manager Karie Friling.

Also Present: Development Services Director Michael Salamowicz, Facilities Manager John Robinson, Chief Building Official Joe Baber and Administrative Analyst Matt Walsh.

Members absent: None

4. Approval of Amendments to the Agenda.

None.

5. Approval of Minutes.

a) July 10, 2019

Mayor Yukich stated that the minutes from the July 10, 2019 Administration & Finance Committee meeting were being presented for approval.

Trustee Gray made a motion to approve the minutes from the July 10, 2019 Administration & Finance Committee meeting; seconded by Trustee Rodgers. The motion passed.

6. Public Comment.

There was no public comment.

7. Reports and Communications from Staff.

a) *Village Manager*

1. Village Manager Friling stated she is looking forward to meeting with the board regarding her 100-day report.

b) *Finance Director*

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

c) *Development Services Director*

1. Development Services Director Salamowicz stated the Village has received the operating permit for the 159th Street water main. He stated we are also finishing the restoration on the sanitary sewer. In addition, he stated the paving is complete on the 151st Street bike trail. He stated there will be some ADA ramps also added at certain points of the trail.

Mayor Yukich asked why part of the path was closed off. Development Services Director Salamowicz stated that Facilities Manager John Robinson received a call from a resident stating he saw individuals driving vehicles on the bike trail. Development Services Director stated there was no evidence of vehicles being on the path but Facilities Manager Robinson closed the path as a safety precaution. Development Services Director Salamowicz also stated a split rail fence will be installed to deter drivers from mistaking the path for the road.

Trustee Rodgers asked who will be watering the seeding. Facilities Manager Robinson stated his crew will be watering the areas with pond water.

8. Old Business.

None

9. New Business.

a) Discussion Regarding Penalties and Fines Associated with Village Code Violations.

Village Manager Friling stated Village Codes and Violations came up at a previous A & F Committee meeting. The discussion was focused on if our fines are appropriate. Chief Building Official Baber presented a spreadsheet that illustrates the code, violation name, fine and if the individual must appear in court. Chief Building Official Baber stated there are issues with the current code and violators not paying. Village Manager Friling stated Village Staff is looking for direction in making changes to the code to increase compliance.

Chief Building Official Baber also stated he has Village Attorney Eric Hanson from Mahoney, Silverman & Cross reviewing documents from ProChamps. This is the company the Village is considering working with regarding the foreclosed properties in Homer Glen.

Trustee Gray asked if this program is going to generate revenue for the Village. Finance Director Sawyers stated it will generate revenue, approximately \$40,000.

Trustee Sweas stated she thinks the animal violation fines need to be increased. Chief Building Official Baber stated as part of the review of the code violations, that will also be researched. There was also discussion regarding the recent dog bite case and how the violations are currently being handled.

- b) Consider a Motion to Recommend Approval of the Village of Homer Glen's July Legal Bills from Mahoney, Silverman & Cross, LLC in the Amount of \$9,581.25.

Trustee Sweas made a motion to recommend approval of the Village of Homer Glen's June Legal Bills from Mahoney, Silverman & Cross, LLC in the amount of \$9,581.25; seconded by Trustee Rodgers.

- c) Consider a Motion to Recommend Approval of the Village of Homer Glen's Farnsworth Bills in the Amount of \$22,019.54.

Trustee Gray asked why the invoices are dated so far back. Development Services Director Salamowicz explained that he has had multiple conversations with the staff at Farnsworth regarding the issues with the billing.

Trustee Gray made a motion to recommend approval of the Village of Homer Glen's Farnsworth Bills in the amount of \$22,019.54; seconded by Trustee Sweas.

- d) Discussion of the Proposals Received for Information Technology Managed Services.

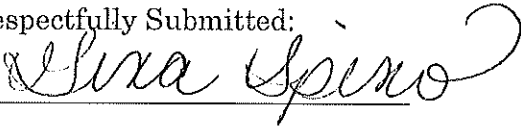
Facilities Manager Robinson stated an RFP was created and we received 9 bid proposals. Facilities Manager Robinson, Administrative Analyst Matt Walsh and Karie Friling reviewed the top three. Facilities Manager Robinson and Administrative Analyst Walsh met with the Villages current IT provider to discuss our expectations. The Village staff is recommending we keep our current provider.

Facilities Manger Robinson also stated there is a now a computer replacement program in place to allow for budgeting.

10. Adjournment.

Motion by Trustee Gray; seconded by Trustee Rodgers to adjourn. Motion carried.
The meeting was adjourned at 4:28 p.m.

Respectfully Submitted:



Gina Spino
AP & AR Clerk