

Administration & Finance Committee

Minutes of the Meeting on
August 4, 2021

**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 4:02 p.m. by Mayor George Yukich.

2. Pledge of Allegiance to the Flag.

3. Roll Call.

Members present at 4:02 p.m. were Mayor George Yukich, Trustee Beth Rodgers, Trustee Dan Fialko, Trustee Ruben Pazmino, Interim Village Manager Matt Walsh and Finance Director John Sawyers.

Also Present: Development Services Director Mike Salamowicz, Chief Building Official Joe Baber, Public Works Director Brent Woods and Public Works Superintendent Pat Healy.

Members absent: None

4. Approval of Amendments to the Agenda.

5. Approval of Minutes.

a) July 7, 2021

Mayor Yukich stated that the minutes from the July 7, 2021 Administration & Finance Committee meeting were being presented for approval.

Trustee Rodgers made a motion to approve the minutes from the July 7, 2021 Administration & Finance Committee meeting; seconded by Trustee Fialko. The motion passed. Trustee Pazmino abstained. (Trustee Pazmino updated his vote from abstain to present for this motion regarding the July A&F minutes at the September 1, 2021 A&F Committee Meeting after reviewing Robert's Rules of Order.)

6. Public Comment.

None

7. Reports and Communications from Staff.

a) *Interim Village Manager*

1. Interim Village Manager Walsh stated Public Works Director Brent Woods and IT Technician Sean McKee determined a way to lower the cost of the Village's Verizon bill. Mayor Yukich asked if the Village only uses Verizon for the cell phone bill and Interim Village Manager Matt Walsh stated yes.

b) *Finance Director*

1. Finance Director John 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. Trustee Fialko asked for a detailed explanation of the Use Tax. Finance Director Sawyers explained the chart in greater detail. Finance Director Sawyers shared the Will County Tax Levy chart and explained it. Trustee Fialko asked what the Township's responsibility is. Finance Director Sawyers stated when it first started it was supposed to be a rebate that was given to residents. Trustee Rodgers asked if there is a document stating the details. Finance Director Sawyers stated he was not sure but a plan needs to be put in place so that the levy doesn't negatively impact our residents.

Trustee Rodgers asked if there could be a workshop to explain the Will County Tax Levy to everyone including our residents. Finance Director Sawyers stated yes. Trustee Fialko asked when a good time to have the workshop would be. Interim Village Manager Walsh stated it could be added to a meeting in October.

c) *Development Services Director*

1. Development Services Director Mike Salamowicz stated there are two properties that have violations that have a failure to comply. He stated the Village will be working with the attorney to file in Will County against the two properties. Trustee Fialko asked what the issues are. Development Services Director Salamowicz stated the violations are for construction without a permit and filling in a detention pond. Mayor Yukich stated these issues have been going on for over a year. Development Services Director Salamowicz concurred.

8. Old Business

Trustee Fialko asked for an update regarding the Request For Proposal (RFP) for the Village Roof. Interim Village Manager stated the RFP has not been sent out yet, however the draft has been revised. Trustee Fialko asked if the RFP is for the entire roof. Interim Village Manager Walsh stated yes. Chief Building Official Joe Baber stated it is better to replace the entire roof instead of patching areas. He stated that was done in the past and it has caused issues. Trustee Fialko stated at the previous meeting there was discussion about using local resources and asked for an update. Interim Village Manager Walsh stated the RFP will get posted to the Village Website and sent out to all registered contractors we have on file with the Village. Trustee Fialko stated he would like local business to have consideration on Village projects.

9. New Business.

a) Consider a Motion to Recommend Approval of the Village's June Legal Bills from Mahoney, Silverman & Cross, LLC in the Amount of \$3,558.75.

Interim Village Manager Walsh stated there was a typo on the agenda for this item. The agenda reflected the previous invoice amount for May; however, the supplement sheet is correct.

Trustee Fialko asked about the charges for Onondaga Court and why the attorney had to be involved. Interim Village Manager stated the charges are for filing for tax exemption.

Trustee Rodgers made a Motion to Recommend Approval of the Village's June Legal Bills from Mahoney, Silverman & Cross, LLC in the amount of \$3,558.75; seconded by Trustee Fialko. The motion passed unanimously.

- b) Consider a Motion to Recommend Approval of the Reduction of the Performance Bond for the Shorewood Home & Auto Development to the new Amount of \$51,021.30, in accordance with Village Code.

Trustee Fialko asked if this document is indicating that Shorewood Home and Auto met the requirements. Development Services Director Salamowicz stated yes and explained how the process works.

Trustee Rodgers made a Motion to Recommend Approval of the Reduction of the Performance Bond for the Shorewood Home & Auto Development to the new amount of \$51,021.30, in accordance with Village Code; seconded by Trustee Fialko. The motion passed unanimously.

- c) Discussion of Mudjacking Purchase.

Trustee Fialko stated this is the item that was being questioned at the previous board meeting but requested clarification. Finance Director Sawyers stated this item is a recurring function of the road district related to a sidewalk program the Road District had in place. Trustee Fialko asked if this item was put out to bid. Interim Village Manager Walsh stated no. Trustee Fialko asked if there was a reason why it didn't go out to bid. Interim Village Manager Walsh stated the amount of the project was below the state limit in terms of dollar amount. Development Services Director Salamowicz stated the project for the Mudjacking was in place prior to the transfer of the Road District.

- d) Discussion of Ongoing and Annual Village Contracts.

Interim Village Manager Walsh passed out a draft spreadsheet to obtain feedback from the committee. Trustee Fialko referenced a document that states the attorney and Village Manager are to work together on Village Contracts. Trustee Fialko stated he could provide the document. Trustee Rodgers asked if the committee could have a week to review the draft spreadsheet and provide feedback. Interim Village Manager Walsh stated yes.

10. Adjournment.

Motion by Trustee Rodgers; seconded by Trustee Fialko to adjourn. Motion carried.
The meeting was adjourned at 4:37 p.m.

Respectfully Submitted:



Gina Spino
Finance Analyst