

Administration & Finance Committee

Minutes of the Meeting on
September 7, 2022

**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 4:00 p.m. by Mayor George Yukich.

2. Pledge of Allegiance to the Flag.

3. Roll Call.

Members present at 4:00 p.m. were Mayor George Yukich, Trustee Beth Rodgers, Trustee Dan Fialko, Village Manager Carmen Maurella and Trustee Ruben Pazmino (via phone).

Also Present: Chief Building Official Joe Baber, Director of Public Works Brent Woods, Office Manager Debbie Stevens and Assistant to the Village Manager Gia Cassin.

Members absent: Finance Director John Sawyers

4. Approval of Amendments to the Agenda

5. Approval of Minutes.

a) June 1, 2022

Mayor Yukich stated the minutes from the June 1, 2022 Administration & Finance Committee meeting were being presented for approval as they were tabled from the previous A&F Committee meeting. The changes were redlined and included in the packet. Trustee Rodgers made a motion to approve the minutes; seconded by Trustee Fialko. The motion passed unanimously.

b) July 6, 2022

Mayor Yukich stated the minutes from the July 6, 2022 Administration & Finance Committee meeting were being presented for approval. Trustee Rodgers made a motion to approve the minutes; seconded by Trustee Fialko. The motion passed unanimously.

6. Public Comment.

None

7. Reports and Communications from Staff.

a) *Village Manager*

1. Village Manager Maurella stated within the last 2 weeks two new staff members started their employment with the Village, Bill Frossard and Sarah Pesavento.
2. Village Manager Maurella stated Arby's has officially opened. He also stated the Village should begin to see nice sales tax dollars from Arby's.

b) *Chief Building Official*

1. Chief Building Official Baber stated he is waiting for a start date as to when the roof replacement will begin.
2. Chief Building Official Baber stated he will be working with Facilities Coordinator Bill Frossard to bring him up to speed with current facility issues.
3. Chief Building Official Baber stated he found out that the Village of Lemont and the Village of Orland have removed their permit bonds. He also stated he feels this is an issue where contractors may not be held accountable for the work they are doing. Mayor Yukich asked if this impacts the Village of Homer Glen. Chief Building Official Baber stated no, our permit bonds cost the contractors \$100 but they are important to have in place to protect our residents.

8. Old Business

Trustee Fialko stated he wanted to discuss the soffit/fascia as it relates to the roof for the Village Hall. Village Manager Maurella asked Chief Building Official Baber what the status is. Chief Building Official Baber stated he is researching materials. The Committee discussed different types of materials. Village Manager Maurella stated due to price points, it was decided to bid out the soffit and fascia. Trustee Fialko asked when the roof work will begin. Village Manager Maurella stated staff is waiting for the contract to be signed.

Trustee Fialko stated he would like to discuss the rental units on Annico Drive. He also stated he would like to find a solution to stop the rent payments. Trustee Fialko stated the lease agreement for Annico is through May 2023. Trustee Rodgers stated the Village has discussed this topic in the past so there should be information on file. The Committee discussed the number of buildings we currently have and where we can find space within our current buildings or build a new building so we can stop renting space on Annico Drive. Chief Building Official Baber stated there is a backup generator at Public Works and where ever we house EMA it should have a backup generator as a safety precaution so we always have access to police and fire. Trustee Rodgers suggested doing an inventory of current items in EMA possession as well. Trustee Fialko stated he thinks that once the new EMA Coordinator is on board, it will be good to get his input.

Trustee Rodgers asked if the Village budgeted to restripe parking lots. Village Manager Maurella stated yes and the parking lots were just restriped but not seal coated.

9. New Business.

- a) Discussion of invoices for Mahoney, Silverman & Cross, LLC and Odelson, Sterk, Murphey, Frazier & McGrath.

Trustee Consolino asked Village Manager Maurella to add a discussion item to the A&F agenda to clear the air regarding legal invoices. Trustee Fialko stated he feels this is coming up because one (1) Trustee is voting “no” in the A&F Committee meeting and then again at the Village Board meetings.

Trustee Rodgers stated she votes no because she voted no in hiring a second attorney and will continue to do so. Trustee Fialko stated he thinks if the law firm is doing the work we hired them to do, she could consider changing her vote. Trustee Rogers stated that they were hired to be legislative council, and are now doing work outside of that scope. Trustee Fialko stated that Attorney Eric Hanson from Mahoney Silverman & Cross LLC is a real estate attorney, and he’s doing work beyond his original scope as well. Mayor Yukich stated that when Odelson, Sterk Murphey, Frazier & McGrath began working for the Village, it was for legislative items only. Mayor Yukich stated that there has never been a need for legislative council. Trustee Fialko stated he doesn’t feel Odelson, Sterk Murphey, Frazier & McGrath need to limit their scope. He then stated as an example with regard to the Union Local 150 discussions, the Village needed to utilize the current resources to work through those agreements, and not seek out a third (3rd) firm, as that would not make sense.

Mayor Yukich stated that for years, the Village has worked with one (1) firm, Mahoney, Silverman & Cross LLC and it worked fine. Trustee Fialko stated the Village Board requested the second attorney because Attorney Eric Hanson from Mahoney, Silverman & Cross LLC was not always responsive. Trustee Pazmino stated he agrees with Trustee Fialko and thinks that the service from Mahoney, Silverman & Cross LLC has been sub-par. Trustee Pazmino stated we should be discussing service and performance issues. Mayor Yukich stated the Village Board should not have held the check for work that was completed by Mahoney Silverman & Cross. Trustee Fialko stated the Village Board held the check because the Trustees and staff were still waiting on answers.

- b) Consider a Motion to Recommend Approval of the Village’s July Legal Bills from Mahoney, Silverman & Cross, LLC in the Amount of \$3,363.75.

Trustee Rodgers made a motion to Recommend Approval of the Village’s July Legal Bills from Mahoney, Silverman & Cross, LLC in the amount of \$3,363.75; seconded by Trustee Fialko. The motion passed unanimously.

Trustee Rodgers stated both law firms are still not being specific on the invoices as to whom from the Village contacted them specifically by name. Trustee Fialko

stated he thinks staff should get approval from the Village Manager before contacting legal. Village Manager Maurella stated this approval process is in place. Trustee Fialko stated the budget for both law firms is \$175,000.00.

- c) Consider a Motion to Recommend Approval of the Village's July Legislative Attorney Bills from Odelson, Sterk, Murphey, Frazier & McGrath in the Amount of \$9,466.25.

Trustee Pazmino made a motion to Recommend Approval of the Village's July Legislative Attorney Bills from Odelson, Sterk, Murphey, Frazier & McGrath in the amount of \$9,466.25; seconded by Trustee Fialko. Trustee Rodgers voted no. The Motion passed.

Trustee Rodgers asked what the Village has spent year to date for legal. Village Manager Maurella stated we have spent forty-five thousand dollars (\$45,000.00), possibly a little more.

- d) Consider a Motion to Recommend Approval of Payment to Austin Tyler Construction for 10% Retention and Delivery of Stored Materials for the Heritage Park Cul-de-sac and Sled Hill Project in the Amount of \$22,978.22.

Trustee Pazmino made a Motion to Recommend Approval of Payment to Austin Tyler Construction for 10% Retention and Delivery of Stored Materials for the Heritage Park Cul-de-sac and Sled Hill Project in the Amount of \$22,978.22; seconded by Trustee Rodgers. The motion passed unanimously.

Trustee Rodgers asked if this item was reviewed by the Parks Committee and if they had any recommendations. Village Manager Maurella stated no. Trustee Rodgers suggested getting input from the Parks Committee and asked that after that happens for those Parks Committee meeting minutes to be added to the next A&F packet. Trustee Fialko stated he agreed with Trustee Rodgers. The Trustees agreed this will need to go back to Parks Committee and all changed their vote to no at this time. The item will be brought back to A&F after it has been reviewed by the Parks Committee.

- e) Consider a Motion to Recommend Approval for the Bonnell Industries, Inc. Quote for a replacement Dump Body for Truck 129 in the Amount of \$23,274.43.

Trustee Pazmino made a Motion to Recommend Approval for the Bonnell Industries, Inc. Quote for a replacement Dump Body for Truck 129 in the amount of \$23,274.43, seconded by Trustee Rodgers. The motion passed unanimously.

Public Works Director Woods stated that truck 129 lost the bed of the truck, it slid off when the driver was using the truck to dump salt. He also stated when they brought it back to the shop, the bed of the truck was completely rusted. Public Works Director Woods stated the Bonnell Body will need to be replaced. He also stated Public Works will be rotating out one, maybe 2 trucks this year as the oldest truck is 20 years old. Public Works Director Woods stated

we will need truck 129, this winter, the truck is in decent shape, aside from the bed and could last several more years. Public Works Director Woods stated a new truck like this would cost approximately \$225k. Trustee Fialko asked if it was worth spending the \$24,000 for this repair, or worth waiting for a new truck. Public Works Director Woods stated they will need truck 129 to be fully operational to have a successful season, as new trucks would not arrive in time. Mayor Yukich stated he thought it would be worth getting the new truck, but understands the time line won't work. Public Works Director Woods stated the two (2) new trucks that are ordered will not be available until next summer. Trustee Fialko asked about looking for trucks that other facilities are getting rid of that could potentially work. Public Works Director Woods stated Jeff Turner from his team did look but could not find anything. Trustee Pazmino asked if leasing is ever an option. Office Manager Debbie Stevens stated the only time they ever leased anything was lease to own. Trustee Fialko asked what the best option would be in the situation we are in right now. Public Works Director stated that he felt there are circumstances where leasing would be consideration but again, in this case, there would be a long wait up to a year. Trustee Fialko asked if the Village could borrow a truck from the Township. Public Works Director Woods stated even if we did borrow a truck, we still need this truck 129 to be working. Public Works Director Woods stated the thing that would help right now would be the new dump body. He also stated it's available immediately and Jeff Turner from the team could install it.

- f) Consider a Motion to Recommend Approval for one of the three (3) quotes for the 2022 Parkway Tree Installation Program in the Amount of \$30,960.00.

Trustee Rodgers made a Motion to Recommend approval for one of the three (3) quotes for the 2022 Parkway Tree Installation Program in the amount of \$30,960.00; seconded by Trustee Fialko. The motion passed unanimously.

Trustee Rodgers asked if this was brought to the Environment Committee. Trustee Pazmino said it was discussed briefly at the Environment Committee. Trustee Fialko asked if this dollar amount includes the trees and the cost of installation. Village Manager Maurella stated yes. Trustee Fialko asked how many trees will be needed. Village Manager Maurella stated eighty (80). Office Manager Debbie Stevens stated that they didn't get any bids after publishing the RFP. Office Manager Debbie Stevens stated she met with Village Manager Maurella since residents didn't get trees last year. She also stated she obtained quotes, one was from a company that provided trees in previous years. Trustee Fialko asked if this was to replace the parkway trees that were infected with the ash borer bugs. Village Manager Maurella stated yes. Trustee Fialko requested we plant trees that do not make a mess. Village Manager Maurella stated the Village has a list of types of trees that residents have requested. He then stated the Village will try to accommodate the resident's requests. Office Manager Stevens also added that the Village does get input from experts that will assist in

picking the appropriate trees. The Committee discussed different types of trees and what would be best for the area.

- g) Consider a Motion to Recommend Approval the appointment of Ronald Kus as the new EMA Coordinator.

Trustee Fialko made a motion to Recommend Approval the appointment of Ronald Kus as the new EMA Coordinator; seconded by Trustee Pazmino. The motion passed unanimously, pending the amended Village Ordinance to adjust the residency requirement which is to be considered at the Village Board Meeting.

Village Manager Maurella stated the salary for the EMA Coordinator is \$15,000 and was the same salary for the previous EMA Coordinator here at the Village. He also stated the fee is comparable to other EMA Coordinator positions. Village Manager Maurella stated Ronald Kus was highly recommended by current EMA members. Trustee Rodgers asked if he lives in Homer Glen. Village Manager Maurella stated he lives just outside of the Village within Homer Township. Village Manager Maurella stated he will be requesting the residency requirement in the Ordinance to be amended at the next board meeting. Trustee Fialko stated he would like to include an amendment to the motion pending the potential change to the current Village Ordinance of the residency requirements.

- h) Consider a Motion to Recommend Approval the appointments of Michael Carlson and Tony Drabik as EMA Members.

Trustee Fialko made a Motion to Recommend Approval the appointments of Michael Carlson and Tony Drabik as EMA Members; seconded by Trustee Pazmino. The motion passed unanimously.

- i) Consider a Motion to Recommend Approval Resolution 22-009, a Resolution Supporting the Submission and Execution of an Illinois Transportation Enhancement Program (ITEP) Application and Agreement Between the Village of Homer Glen and the Illinois Department of Transportation, for a Walking Path Along the South Side of 151st Street.

Trustee Pazmino made a motion to Recommend Approval Resolution 22-009, a Resolution Supporting the Submission and Execution of an Illinois Transportation Enhancement Program (ITEP) Application and Agreement Between the Village of Homer Glen and the Illinois Department of Transportation, for a Walking Path Along the South Side of 151st Street; seconded by Trustee Rodgers. The motion passed unanimously.

Village Manager Maurella stated this resolution is part of ITEP (Illinois Transportation Enhancement Program), this project has been in the works for several years, and the right of way acquisitions are under way. Trustee Fialko

asked if the construction for the turn lanes will be happening at the same time as the sidewalks. Village Manager Maurella stated yes.

- j) Consider a Motion to Recommend for Approval Resolution 22-010, a Resolution approving an Intergovernmental Agreement (IGA) with the State of Illinois and the Village of Homer Glen, appropriating funds for the 151st Street re-construction project.

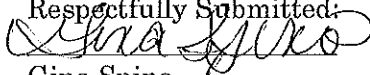
Trustee Pazmino made a motion to Recommend Approval Resolution 22-010, a Resolution approving an Intergovernmental Agreement (IGA) with the State of Illinois and the Village of Homer Glen, appropriating funds for the 151st Street re-construction project; seconded by Trustee Rodgers. The motion passed unanimously.

Village Manager Maurella stated this is the construction project that has been ongoing for approximately six (6) years and because there are funds being dedicated to it an IGA is being created. Trustee Fialko asked for confirmation that the Village was awarded grant funds. Village Manager Maurella stated yes.

10. Adjournment.

Motion by Trustee Fialko; seconded by Trustee Pazmino to adjourn. Motion carried. The meeting was adjourned at 5:02 p.m.

Respectfully Submitted:



Gina Spino

Finance Analyst