

# Administration & Finance Committee

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Minutes of the Meeting on  
May 4, 2022

**Village of Homer Glen  
14240 W 151<sup>st</sup> Street, Homer Glen, IL 60491  
Community Room**

1. Call to Order.

The meeting was called to order at 4:03 p.m. by Mayor George Yukich.

2. Pledge of Allegiance to the Flag.

3. Roll Call.

Members present at 4:03 p.m. were Mayor George Yukich, Trustee Beth Rodgers, Trustee Dan Fialko, Trustee Ruben Pazmino, Village Manager Carmen Maurella via phone and Finance Director John Sawyers.

Also Present: Chief Building Official Joe Baber, Superintendent of Parks & Facilities John Robinson, Director of Public Works Brent Woods and Superintendent of Public Works Pat Healy.

Members absent: None

4. Approval of Amendments to the Agenda. Trustee Fialko stated he would like to amend the agenda by moving item 9.e to become the first item in New Business to be discussed. The Committee agreed.

5. Approval of Minutes.

a) April 6, 2022

Mayor Yukich stated the minutes from the April 6, 2022 Administration & Finance Committee meeting were being presented for approval.

Trustee Pazmino made a motion to approve the minutes from the April 6, 2022 Administration & Finance Committee meeting; seconded by Trustee Fialko. Trustee Rodgers abstained. The motion passed.

6. Public Comment.

None

7. Reports and Communications from Staff.

a) *Village Manager*

1. Village Manager Maurella via phone stated he had no report.

b) *Finance Director*

1. Finance Director Sawyers provided the Village's revenue charts for April. He shared the data collection for Sales Tax, Home Rule Sales Tax, Income Tax, Use Tax, Gaming Taxes and Motor Fuel Tax. Finance Director Sawyers also shared the schedule of payroll and the proposed fixed ladder program.

c) Chief Building Official

1. Chief Building Official Baber stated he, along with some of the Public Works staff have been meeting with residents regarding flooding issues due to the large amounts of rain we have been having in the area.

2. Chief Building Official Baber stated there has been an increase in political signs being displayed throughout the village. He stated the current policy via the village ordinance is that signs are not allowed in right of ways and the Village will be enforcing the policy based on the ordinance.

3. Chief Building Official Baber stated he discovered building materials in the street and contacted the home owner to have them removed. He stated the owner removed the materials right away. Chief Building Official Baber stated he discovered this owner did not have a permit for the work that was being done on his property. He stated he spoke with the owner and the owner stated he would come in to apply for the permit. Chief Building Official Baber stated the resident did come to the Village Hall and he was informed the code states the permit fee would be tripled for violating the ordinance. Chief Building Official Baber stated this same resident violated this ordinance last year by not obtaining a permit. He also stated the resident has agreed to pay the single permit fee but not triple amount for the penalty fee. Chief Building Official Baber stated the resident is asking for the penalty fee to be waived. The Committee agreed the penalty should not be waived and the resident owes the permit fee and penalty fees per the ordinance.

8. Old Business

a) None.

9. New Business.

a) Consider a Motion to Recommend Approval of the Village's March Legal Bills from Mahoney, Silverman & Cross, LLC in the Amount of \$4,192.50.

Trustee Rodgers made a Motion to Recommend Approval of the Village's March Legal Bills from Mahoney, Silverman & Cross, LLC in the Amount of \$4,192.50; seconded by Trustee Pazmino. The motion passed unanimously.

- b) Consider a Motion to Recommend Approval of the Village's March Legislative Attorney Bills from Odelson, Sterk, Murphey, Frazier & McGrath in the Amount of \$11,966.17.

Trustee Pazmino made a Motion to Recommend Approval of the Village's March Legislative Attorney Bills from Odelson, Sterk, Murphey, Frazier & McGrath in the Amount of \$11,966.17; seconded by Trustee Fialko. Trustee Rodgers voted no. The motion passed.

Mayor Yukich stated this bill seems high. Trustee Fialko stated he reviewed the bill and the costs seem in line. Updated: The bulk of the charges were regarding the cost of hiring a Village Manager and Union negotiations.

- c) Consider a Motion to Recommend Approval of a 100% Fee Waiver for the Homer Township Public Library District at 14320 W. 151<sup>st</sup> Street, Homer Glen, Illinois.

Trustee Rodgers made a Motion to Recommend Approval of a 100% Fee Waiver for the Homer Township Public Library District at 14320 W. 151<sup>st</sup> Street, Homer Glen, Illinois; there was no second motion so the motion died.

- d) Consider a Motion to Recommend Approval of the All American Exterior Solutions bid for the Village Hall roof replacement, in the Amount of \$99,475.00 + \$125.00 per sheet of replaced roof sheeting.

Trustee Fialko made a Motion to Recommend Approval of the All American Exterior Solutions bid for the Village Hall roof replacement, in the amount of \$99,475.00 + \$125.00 per sheet of replaced roof sheeting; seconded by Trustee Pazmino. Upon further discussion the Committee rescinded the motions and have allowed the item to die. The Committee voted no and have suggested the Village staff go back out to bid.

Trustee Rodgers asked Chief Building Official Baber and Superintendent of Parks & Facilities Robinson who the lead is on this project. They both answered and stated they are managing it together. Trustee Fialko asked if this bid includes the entire roof. Superintendent of Parks & Facilities stated yes. Trustee Fialko stated he thinks because there is money in the budget it would be best to look at fixing all aspects of the roof to make sure it's done right. Superintendent of Parks & Facilities Robinson stated at this point the village would have to go out to bid again because it changes the bid. Trustee Pazmino stated he agrees with Trustee Fialko and asked how long would it take to go out to bid again. Superintendent of Parks & Facilities Robinson stated we have two options, we can go back out to bid just for the other parts of the roof or we can go back out to bid for everything, the roof and the other part of the roof such as fascia, gutters, etc. Trustee Rodgers suggested going back out to bid for everything but the RFP should list everything separately so we can see the specific cost for each.

- e) Consider a Motion to Recommend Approval of the Bid Proposal from The Kenneth Company for the Design, Procurement and Installation of Playground Equipment at the Heritage Park / Active Core in the Amount of \$224,000.00.

Trustee Fialko made a Motion to Recommend Approval of the Bid Proposal from The Kenneth Company for the Design, Procurement and Installation of Playground Equipment at the Heritage Park / Active Core in the amount of \$224,000.00; seconded by Trustee Pazmino. The motion passed unanimously.

Trustee Fialko asked what budget year these funds will be coming out of. Finance Director Sawyers stated FY23. Trustee Rodgers asked if an engineer has reviewed this proposal. Superintendent of Parks & Facilities Robinson stated this is the same design that was installed at Glenview Walk Park. Trustee Fialko asked if the Park Committee voted on this item. Trustee Reynders stated yes and it was unanimous.

- f) Discussion Regarding the Tria Architecture Invoices for Heritage Park Cul-de-sac Project.

The Committee discussed the Tria Architecture Invoices for the Heritage Park Cul-de-sac Project. Jim Petrakos from Tria Architecture was present. The Committee agreed to send the invoices to the next village board meeting.

- g) Consider a Motion to Recommend Approval of the Preform Traffic Control, LTD bid for providing road striping services.

Trustee Pazmino made a Motion to Recommend Approval of the Preform Traffic Control, LTD bid for providing road striping services; seconded by Trustee Rodgers. The motion passed unanimously.

Trustee Fialko asked what the difference is in price as compared to what it was in the past. Director of Public Works Woods stated it increased \$0.4 (four) cents per lineal foot.

- h) Consider a Motion to Recommend Approval of the Vulcan Construction Materials, LLC. bid for Stone and Gravel for 2022, in the Amount of \$34,852.80.

Trustee Pazmino made a Motion to Recommend Approval of the Vulcan Construction Materials, LLC. bid for Stone and Gravel for 2022, in the amount of \$34,852.80; seconded by Trustee Rodgers. The motion passed unanimously.

Trustee Fialko asked if the grades of stone are the same for all three companies that bid on the project. Public Works Director Woods stated yes.

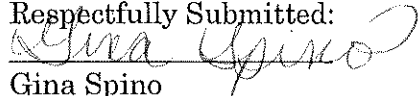
- i) Consider a Motion to Recommend Approval of the Davis Concrete Construction Co. bid for the 2022 Sidewalk and Curb Repair and Replacement Program, in the Amount of \$116,850.00.

Trustee Pazmino made a Motion to Recommend Approval of the Davis Concrete Construction Co. bid for the 2022 Sidewalk and Curb Repair and Replacement Program, in the amount of \$116,850.00; seconded by Trustee Rodgers. The motion passed unanimously.

#### 10. Adjournment.

Motion by Trustee Fialko; seconded by Trustee Pazmino to adjourn. Motion carried. The meeting was adjourned at 5:09 p.m.

Respectfully Submitted:



Gina Spino  
Finance Analyst