

Administration & Finance Committee

Minutes of the Meeting on
June 5, 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 4:00 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 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, Administrative Analyst Matt Walsh and Economic Development Director Janie Patch.

Members absent: None

4. Approval of Amendments to the Agenda.

None.

5. Approval of Minutes.

a) May 1, 2019

Mayor Yukich stated that the minutes from the May 1, 2019 Administration & Finance Committee meeting were being presented for approval.

Trustee Rodgers made a motion to approve the minutes from the May 1, 2019 Administrative & Finance Committee meeting; seconded by Trustee Sweas. Mayor Yukich also voted in favor of approval. The motion passed.

6. Public Comment.

There was no public comment.

7. Reports and Communications from Staff.

a) *Village Manager*

1. Village Manager Karie Friling stated former Customer Service Representative Chris Camardo has accepted the Permit Tech position in the Building Department.

b) *Finance Director*

1. Finance Director John Sawyers Finance Director Sawyers provided the Village's revenue charts for May. 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 Mike Salamowicz stated the final step of the watermain project is happening, which is chlorinating the line. He will then coordinate with Illinois American Water on next steps.

2. Development Services Director Salamowicz stated the sanitary sewer contractor was finally able to start working on the project again. He also stated the calibration testing of the sanitary meter with the City of Lockport's connection was completed.

d) *Facilities Manager*

1. Facilities Manger Robinson stated he met with the Village's Comcast representative to discuss our contract. He negotiated better service at a lower cost.

2. Facilities Manager Robinson stated the tree replacement contractor, Landscape Supply asked if we could give them a one year extension if they were able to give us the previous year's pricing.

8. Old Business.

None.

9. New Business.

- a) Consider a Motion to Recommend Approval of the April 2019 Mahoney, Silverman & Cross, LLC Legal Bills, in the Amount of \$12,148.75.

Trustee Rodgers asked if we will be able to recover any funds that are being spent on the dog bite case. Village Manager Karie Friling stated there is nothing in the code that states that we are able to recover the funds spent. She stated that she and Chief Building Official Baber will be revisiting the code.

Trustee Sweas made a motion to recommend approval of the April 2019 Mahoney, Silverman & Cross, LLC Legal Bills, in the amount of \$12,148.75; seconded by Trustee Gray. The motion passed unanimously.

- b) Consider a Motion to Recommend Approval of Ordinance #19-024, an Ordinance Declaring Surplus Property and Authorizing its Sale.

Mayor Yukich asked Facilities Manager Robinson what item we were going to put on auction. Facilities Manager Robinson stated we have the 2008 Ford Fusion and two (2) outdoor warning sirens.

Trustee Gray made a motion to recommend approval of Ordinance #19-024, an Ordinance Declaring Surplus Property and authorizing its Sale; seconded by Trustee Sweas. The motion passed unanimously.

- c) Consider a Motion to Recommend Approval of Pay Estimate No. 8 from Integral Construction, Inc. for the Active Core Project at Heritage Park, in the Amount of \$155,762.00.

Trustee Sweas stated she has a question on page five of the contract. There was a section for ComEd electric. She wanted to find out what that part of the bill includes. Karie Friling stated it was for the outdoor lighting.

Trustee Rodgers made a motion to recommend approval of Pay Estimate No. 8 from Integral Construction, Inc. for the Active Core Project at Heritage Park, in the amount of \$155,762.00; seconded by Trustee Gray. The motion passed unanimously.

- d) Consider a Motion to Recommend Approval of Pay Estimate No. 8 from Austin Tyler Construction, Inc. for the Fiddymont Creek Sanitary Sewer Project, in the Amount of \$153,080.08.

Trustee Gray asked if we are nearing the end of this project because he is still seeing quite a bit of pipe still unused. Development Services Director Salamowicz stated that there may seem like a lot of pipe left however the pipe installs quickly so the project is nearing completion.

Trustee Gray made a motion to recommend Approval of Pay Estimate No. 8 from Austin Tyler Construction, Inc. for the Fiddymont Creek Sanitary Sewer Project, in the amount of \$153,080.08; seconded by Trustee Rodgers. The motion passed unanimously.

- e) Consider a Motion to Recommend Approval of Change Order No. 7 from Austin Tyler Construction, Inc. for the Fiddymont Creek Sanitary Sewer Project, as a Deduction in the Amount of \$68,005.08.

Trustee Sweas asked Development Services Director Salamowicz to explain the different boring techniques. He explained the different processes. Due to the existing soil conditions, the contractor was unable to bore under the creek beds. Trustee Sweas asked if this causes more of a disturbance to the land. Development Services Director Salamowicz said yes but it could not be helped.

Trustee Gray stated that he had asked Village Manager Karie Friling about the reduction and that it was in the range of \$120,000- \$ 130,000. This particular reduction is in addition to the other deduction. Development Services Director reiterated that the Village is only paying for the products and services that were provided.

Trustee Sweas made a motion to recommend approval of Change Order No. 7 from Austin Tyler Construction, Inc. for the Fiddymont Creek Sanitary Sewer Project, as a Deduction in the amount of \$68,005.08; seconded by Trustee Gray. The motion passed unanimously.

- f) Consider a Motion to Recommend Authorization of the Distribution of a Request for Proposals for Information Technology Managed Services.

Trustee Gray stated the information provided in the packet states that staff has indicated that Current Technologies has not met expectations. Facilities Manager Robinson stated there have been several issues over the course of time such as meetings not being set up, computer equipment was needed and had to be purchased elsewhere because their pricing was more expensive, we were in need of software and they did not disclose to the Village staff that they needed payment up front.

Trustee Sweas made a motion to recommend Authorization of the Distribution of a Request for Proposals for Information Technology Managed Services; seconded by Trustee Rodgers. The motion passed unanimously.

10. Adjournment.

Motion by Trustee Rodgers; seconded by Trustee Sweas to adjourn. Motion carried. The meeting was adjourned at 4:36 p.m.

Respectfully Submitted:



Gina Spino
Development Services Administrative Assistant/ AP & AR Clerk