HOMER TOWNSHIP
BOARD MEETING MINUTES

approved July 15th 2019

APPROVED

June 10, 2019 at 7:00 P.M.
Homer Township Hall
16057 S. Cedar Road
Lockport, Illinois 60491

Draft presented to the Board on July 15th 2019

The Board of Town Trustees met at the Homer Township Old Town Hall, 16057 Cedar Road, Lockport, IL 60491 on June 10th 2019. Supervisor Pam Meyers conducted the Meeting of Township Board where the following official business was transacted. Also present was Mike DeVivo Highway Commissioner, Attorney Sramek, Assessor Karen Szynkowski and Clerk Kathy Kruczek

The Meeting began at 7:00 PM with the Pledge of Allegiance and ended at 8:38 PM

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1. **Call to order and Pledge of Allegiance to the Flag of the United States of America**
2. **Roll Call**
   - **A. Present: Supervisor Meyers; Trustees Fijan, Offord, Kalas and Kruczek**
3. **Matters from the Public:**
   - **A.** Dan Hagan with the Homer Stallions questioned the need for a consultant to evaluate the Football Tower in relation to windows. He states the windows there are 19 years old and feels it's pretty obvious it needs new windows. Supervisor Meyers stated the Boards practice is to try to get a minimum of three proposals for a project. Two of such proposals from professionals in the industry indicated that the problem with the windows is more so a problem with the building despite the windows being old. There are issues with moisture in the building and the masonry is spalling and becoming very soft. The issue of moisture must be addressed first and then windows. It was recommended that the Township seek the opinion of a Structural Engineer to address the water/moisture issues in the building and proceed from there.
   - **B.** Jennifer Consolino asked what the status was for videotaping. Supervisor Meyers said it will be addressed later in the evening as indicated on the agenda.
   - **C.** Steve Balich voiced his concern over videotaping. He also questioned on behalf of another person who was not yet present at the meeting (Regina Robinson) as to why the Township pays monies for Parade entertainment yet other volunteer organizations who donate services are required to pay for insurance. It is his contention that a volunteer should not have to pay for insurance. Supervisor Meyers stated the insurance requirements are not new and many participants do not have to pay for the additional insurer endorsement coverage. She has spoken to John Robinson (Regina Robinson's spouse) in regard to this matter. Mr. Robinson has indicated to Supervisor Meyers that the Military Vehicles which are to be in the parade are part of a club that they belong to and that the club does not want to pay the approximately $100.00 their insurer would charge for the additional insured endorsement. She stated the Township insurer requires the Township to be covered/added to the policy for these types of events to protect the tax payers, especially where there is large equipment or high risk participation. An offer was made on behalf

of the Township to pay the insurance on behalf of the club because they hoped to include the military vehicles in the parade, but she has yet to hear back from Mr. Robinson. She also informed Mr. Balich that the videotaping would be addressed as indicated in the Agenda.

D. Regina Robinson (came later in the evening) asked why after three years is the Township now asking for insurance? In addition she stated the Military Club participates in many parades and they have never been asked for an insurance policy indemnifying that Town. Supervisor Meyers stated she can't speak for other cities but noted there are many types of insurance. She can only speculate that perhaps other cities have different types of insurance or they have purchased special parade insurance coverage. Homer Township belongs to a risk management insurance group which requires us to manage risk and allows us to afford the cost of the significant amount of insurance needed. A meeting and conference call with staff and the insurance company occurred about one week ago where what needed to be insured was verified. Supervisor Meyers stated that Mr. Robinson told her that he never submitted previous applications or insurance to participate in the parade. While she does not know why or what the circumstances were in the past, an application and insurance is indicated at present. In addition, Supervisor Meyers said she posed the question to the insurance company as to why Homer Township is the only entity requiring additional insurance for festivities such as this. The insurance company disagreed and indicated that they are providing additional insurance coverage for many other Townships, both as sponsors of events or so that those Townships may participate in other events such as city/village parades. Supervisor Meyers indicated Homer Township enlists professionals such as attorney's and insurers to provide professional guidance and considers it would be negligent to not follow their advice.

Regina Robinson also asked about why we don't have the High School Band in the Parade? Supervisor Meyers indicated the Lockport Township High School Band has been asked on several occasions and they have participated previously. They have agreed to alternate their participation between Lockport and Homer parades annually and this year they will be in the Homer Parade.

4. Public Hearing:

A. Motion to commence public hearing of Homer Township Road District and Homer Township Budget and Appropriation Ordinances for Fiscal Year 2019-20 by Trustee Kalas, second by Trustee Offord. Public Hearing Begins.

B. Public input regarding the proposed budgets.

1) Jennifer Consolino asked how many paid employees does the Township have. Supervisor Meyers answered records are posted in the office and the Better Government Association posts it as well, it's very public information and available to all.

Jennifer Consolino also asked if Sendra Park is the only Grant we have ever requested? Supervisor Meyers stated it is one of our current grants, we have explored others and received other grants. We have received a grant from the Department of Natural Resources for the Trantina first phase which the Township must administer.

Jennifer Consolino asked about the $15000.00 earmarked for the parade and what it covers. Supervisor Meyers stated most of it goes to performers, miscellaneous expenses and advertising.

Jennifer Consolino asked about the $5000.00 budget for the Halloween Party which was at the Library? Supervisor Meyers stated the $5000.00 is a budget and not indicative of what is actually spent or what we intend to spend. Budgets are made to try to cover anticipated expenses. It is up to the Board as to whether they want to join in with the Library or plan their own event. The monies previously paid were for characters performers at the party, advertising and things of that nature.

2) Mr. Fleming asked about the accumulation of monies in open space. Supervisor Meyers said monies are coming from multiple sources. In part a small amount is left over from the bond. Some of it is from a cooperative agreement in which property near to 147th & Bell was carved out of an Open Space

parcel and the proceeds were distributed back into the Open Space Fund. Income is also generated from farm leases, fund raising and rental units.

Mr. Fleming asked what the game plan is for Open Space given the substantial amount of monies in this account and can this money be refunded to residents. Supervisor Meyers indicated the properties do not receive property taxes. Enabling this fund keeps Open Space self-sustaining so we don't need to go to taxes. Open Space continues to seek non tax alternate revenue sources to sustain the property, safety improvements and other program objectives. Supervisor Meyers quoted minutes from the April 8th Board Meeting Approved minutes which reads, "The Open Space Funds are legally assigned for Open Space purposes alone. They cannot be used to put in another fund or for Parks or Sports. Without a long term funding source, for example property tax, the funds will continue to be depleted until ongoing fundraising or procuring of alternate revenue sources continue. Even if grant funding for future projects were secured most grants require the recipient to match a share of the funding". Supervisor Meyers explained how grants work and stated depleting the fund will put it at the mercy of the tax payers and negate any future developments.

Mr. Fleming questioned what is included in professional services at $25,000.00 in Open Space. Supervisor Meyers stated professional services includes architects, landscape architects, engineering etc.

Supervisor Meyers went on to explain the difference between budgets and actual and their relation to several other accounts in which Mr. Fleming inquired about. A budget does not necessarily mean that monies will be spent but rather that they have been accounted for if need be indicated. If the monies are not spent then they will stay within the account.

Mr. Fleming asked about the $450,000.00 Capital Reserve. Supervisor Meyers said the purpose of the Capital Reserve is for Grant Match/ future development of remaining open space properties. The amount hoping to accumulate is 3 million dollars and the duration is for 10 years. That is the purpose of the Capital Reserve and what it is established for. Its use depends on what the Board approves, what committees are working on, other projects, properties and perhaps a Grant Match.

Supervisor Meyers again explained Budget versus Actual in relation to Mr. Flemings question under the Park Fund and professional services of $25,000.00. His concern is what was spent last year in comparison to this year. Supervisor Meyers said the Board doesn't know off hand what was actually spent but the Board receives a Budget vs actual expenditures report monthly. In addition, she cited that Mr. Fleming has submitted FOIA requests for just such information previously as well. Budget planning begins in December at which time the Board members and committee members input for projects that have been approved or that the committees are planning to work on is accounted for. This information is used to calculate projected budgets for the upcoming year. Just because the year before no monies were spent does not mean the new year will follow suit. Budgeting is a forecast tool to anticipate potential future needs.

Mr. Fleming asked about the Park Fund which has capital improvements of $195,000.00 which is up by $75,000.00. Supervisor Meyers stated this number is based on projects that were approved some of which were approved last fall. Those amounts are based on anticipated capital improvement projects and there are more coming. The Board is trying to complete these projects based on the limited construction time available. Ending balances and reserves are needed because of the distribution of tax monies which comes in increments. Reserve money is used to sustain the account and pay monies out as the tax money is not received in one lump sum thus making a reserve/ending balance necessary. Supervisor Meyers offered to provide to Mr. Fleming the more intricate details of the finances should he desire at later time.

Mr. Fleming asked about the $12,000.00 for Special Needs. Trustee Offord stated this money is for out of district fees for the SRA (Special Recreation Association) because we do not have a Park District.

Mr. Fleming asked about Public Transportation Services that went from $25,000.00 to $75,000.00. Supervisor Meyers said the Township does not provide individual transportation services right now but we do pay for Pace Bus Services currently used by residents in our community. It is a goal of the Board to increase public transportation for seniors and special needs. The Committee is exploring what other entities offer their citizens and are working on some projects and ideas using available funds to be able to achieve these goals.

3) Christine Trzos asked who applies for Grants and is there a Grant writer at the Township. Supervisor Meyers stated Professional Services are utilized to assist with Grants. Christine Trzos feels the Township should have a grant writer on staff who can apply for Grants. Supervisor Meyers explained Grants are highly competitive and the Township has applied and not received them. Supervisor Meyers stated she has applied for Federal Grants and it is the State that administers them. She also added, when the State of Illinois was in financial crisis many Grants were called back. She cited the example of a current ongoing Grant with Lockport Heights Sanitary District. Supervisor Meyers added it is cost prohibitive to have a full time Grant writer employed at the Township while maintaining costs.

4) Maureen Dioguardi deferred her time to speak to Roy Adcock (Roy Adcock is a Board Member from the Lockport Heights Sanitary District (District has an IGA with the Township to enable funding from the CDBG Grant). He stated he has been working with the Township on this one Grant which has been in process for over 3 and ½ years. Supervisor Meyers stated this is a ten year project for replacing the sewers and water mains in a much needed area. He stated the Township works very hard on this and that he appreciates all that has been done. Supervisor Meyers added by contracting out for services it actually keeps costs down and ultimately keeps taxes low. Supervisor Meyers thanked Mr. Adcock.

C. Motion to adopt FY 2019-20 Homer Township Road District Ordinance Number HTRD-06102019 BUDGET AND APPROPRIATION by Trustee Fijan, second by Trustee Kalas. All Yes- No Discussion- Motion Carries

D. Motion to adopt FY 2019-20 Homer Township Budget and Appropriation Ordinance Number HT2019-0610-ORD1 by Trustee Fijan, second by Trustee Offord. All Yes- No Discussion- Motion Carries.

E. Motion to close Public Hearing and return to regular meeting by Supervisor Meyers second by Trustee Offord. Public Hearing concluded.

5. Accounting: Motion to approve May, 2019 account payables and receivables by Trustee Kalas, second by Trustee Fijan. No Discussion- All Yes- Motion Carries.

A. May, 2019 account payables and receivables

1) Request motion to approve May, 2019 account payables and receivables of the following funds:
   - **a)** Equipment & Building
   - **b)** Founders Crossing Bond
   - **c)** Founders Crossing (Operating)
   - **d)** General Assistance
   - **e)** Open Space
   - **f)** Park Maintenance
   - **g)** Park Developer Contributions
   - **h)** Road and Bridge
   - **i)** Town

B. Line Item Transfer of Budget Appropriation:

1) None submitted

C. Requests for funding contributions:

1) None submitted

6. **Highway Commissioner Mike DeVivo Report: The Road District is concentrating on one subdivision, Chickasaw Hills and will be opening bids on Wednesday. This Bid opening is part of an IDOT publication. He stated he has also been requested, not on an official petition yet, but to accept a road, Linsey Lane in an unincorporated area. The residents have been made aware that the road needs to be brought to industry standards. Once Mr. DeVivo receives a petition they will go through the motions as indicated. Mr. DeVivo will keep the Board updated.**

7. **Assessor Karen Szynkowski Report: She has been working on new Commercial properties that are popping up all over the place.**

8. **Clerk Kathy Kruczek Report** *(Action/Motion may be requested)*:
   - **A.** ***Minutes:*** (Note: Approved Township minutes available online at: www.homertownship.com)
     - **1)** Minutes presented for Board approval:
       - **a)** May 13, 2019 Regular Board Meeting
         1. **Motion to approve the May 13th Regular Board Meeting Minutes by Supervisor Meyers, Second by Trustee Fijan, Yes- Supervisor Meyers, Trustee Fijan and Trustee Kruczek. Abstain -Trustee Offord and Trustee Kalas. No Discussion- Motion Carries**
       - **b)** May 13, 2019 *Executive Session* Board Meeting
         1. **Motion to approve the May 13th, 2019 Executive Session Board Meeting without release by Trustee Fijan, second by Supervisor Meyers- Yes- Supervisor Meyers, Trustee Kruczek and Trustee Fijan. Abstain- Trustee Offord and Trustee Kalas. No Discussion- Motion Carries.**
   - **B.** ***FOIA Report:***
     - **1)** FOIA tracker report: May 2019

9. **Supervisor Pam Meyers Report** *(Action/Motion may be requested)*:
   - **A. Status Report Administration:**
     - **1)** ***Intergovernmental Agreements:***
       - **a) Will County CDBG Program-Homer Township/Lockport Heights Sanitary District**
         1. Presentation of final draft of CDBG Grant Agreement including Exhibit A & B
         2. **Motion to approve the agreement and direct the Township Supervisor to execute the documents by Trustee Kalas, second by Trustee Offord- No Discussion- All Yes- Motion Carries.**
     - **2)** ***HAC payment schedule for fencing upgrades:***
       - **a)** HAC will make two payments to the Township
         1. Township has received the first payment and the last payment is due Oct. 15, 2019.
     - **3)** ***Recording and Publishing Township Board meetings:***
       - **a)** Video/audio recording
       - **b)** Publication format/methodology
       - **c)** Integrating recordings with the minutes, complying with FOIA requests for those without electronic means and maintaining permanent storage. **Supervisor Meyers has spoken with LCTV, there is a possibility that they will be able to work with us to do something similar with us as they do with Lockport Township and the Village of Lockport. Supervisor Meyers has also spoken with the Township's IT specialist and some other professionals and is gathering more information as to how to best proceed.**

   - **B. Status Report Facilities/Property Management:**
     - **1)** ***Senior Housing Facility:***
       - **a)** All rents and leases are current with no vacant units.
     - **2)** ***Administration Building:***

a) The main entrance of the building will need to be closed for a few days, as flooring replacement work will begin this week. We will attempt to keep the building accessible to the public by directing them to the side entrance of the building.

3) ***Morris Park/sports fields:***
   a) Homer Soccer Club is requesting to extend their season by one week due to the excessive rainfall this year.
   b) ***Storage shed planning:***
      1. The proposed location of the new shed is incompatible with existing underground utilities. Contractor was consulted to review and identify existing locations of the irrigation system lines and operating infrastructure (non-detectable by JULIE). JULIE has been scheduled to mark additional electrical lines/underground utilities. Supervisor and Chairman Kruczek conducted a site visit to evaluate potential location options. Once a site is identified, we can move forward with the preparation of the required site plan, solicitation of proposals and completion of Will County permit application.

4) ***Town Center Park/sports fields:***
   a) The insurance claim regarding damage to the backstop safety netting has been reopened. TOIRMA has recommended we solicit proposals for repairs or replacement of the netting and submit them for claim review. We have reached out to contractors for their recommendations and are awaiting proposal(s) to submit to TOIRMA.
   b) Upon reaching out to contractors for proposals to replace the Football Announcer Tower windows, we have been advised that the extreme moisture issues of the building need to be fixed prior to replacing the windows. The professional opinions are that the moisture in the walls of the building are a result of faulty construction practices, windowsills tilted inward, etc. It is proposed that those issues need to be corrected first, and that a structural engineer should be hired to evaluate the situation and prepare a scope of work for remediation/building restoration. **Trustee Kalas believes the proposal from Paschen addresses the issue of moisture and while he acknowledges the building may have other issues he would like to move forward with Paschen and just do what's presented. Supervisor Meyers stated a structural engineer would provide the full scope of work needed and is what is recommended by Paschen. She stated Paschen has an opinion but they are not structural engineers. Furthermore she spoke with Paschen's construction manager and it was stated that to move forward with the building a structural engineer is indicated to address the full scope of work needed and to secure permits for the project. Trustee Kalas is concerned that the Football Season starts soon and is looking for other options for a temporary fix. Trustee Kalas questioned the cost of a structural engineer. Supervisor Meyers did not know the cost. Trustee Fijan asked at what point you decide a Structural Engineer is needed for a project. Supervisor Meyers said it is based on the recommendations by the professionals and the Board will decide if a Structural Engineer is indicated this evening.**
      1. Motion to direct Supervisor to hire a structural engineer to evaluate the building and prepare a scope of work for remediation and restoration by Trustee Fijan, second by Trustee Kalas- All Yes- Motion Carries.

5) ***Township Hall windows:***
   a) Proposal for replacement windows and associated minor repairs at Town Hall was tabled until the June, 2019 meeting.
      1. Motion to accept Job Order Contract 066880.00 in the amount of $19,131.23 by Trustee Fijan, second by Trustee Offord, No Discussion Yes- Supervisor Meyers, Trustee Fijan, Offord and Kruczek, No- Trustee Kalas. Motion Carries.

6) ***Culver Park Fencing repairs:***
   a) See Park & Recreation Committee report (this agenda).

7) ***Culver Park Detention Basin Retrofit/IEPA Grant Project***
   a) Work continues on the project despite the inordinate amount of rain we are receiving. The contractor has begun brush cutting, spot treating invasive species, erosion repairs and the native plant plugs are being installed.

10. TOWNSHIP LIAISON REPORTS (Action/Motion may be requested):

A. Military & Veteran Affairs Liaison Representative Karen Szynkowski: **Several Memorial Services occurred throughout the community in honor of Memorial Day and D Day.**

11. TOWNSHIP COMMITTEE REPORTS

A. **Events,** Chairman vacancy

1) Township Annual Parade:
   a) Supervisor and staff continue to absorb the responsibility for organizing and managing the event scheduled for June 22, 2019. Numerous former participants are returning and a few new ones have applied. Requesting assistance from officials and staff to assist and/or enlist responsible volunteers to direct and operate the event.
2) Movie in the Park (cooperative effort between Library and Township at Sendra Park/Storywalk Trail)
   a) A date needs to be set prior to mid-August to avoid expiration of the 'rain date license credit' previously given for the Incredibles movie event. Requesting assistance from officials and staff to assist in managing and operating the event. **Supervisor Meyers stated the SRA is planning Party in the Park on July 22nd. She feels it would be in the best interest of the Township to plan the Movie in the Park at the same time.**
3) Seeking Board input and direction regarding the vacancy of committee chair: **Supervisor Meyers informed the Board of the functions and responsibilities of this committee and suggested that a new Chairman and members of the committee are needed. She offered that perhaps one of the officials would like to volunteer for the Chairmanship, outreach put forth for volunteers or if the Board desires, the committee could be dissolved and the event responsibilities could be divided between officials and staff. The consensus of the Board is to wait for now.**

B. **Open Space Planning & Operations Chairman Tom Fijan**

1) Received proposal to complete prescribed native prairie burn at Trantina site.
   a) **Motion to accept proposal from Homer Environmental in the amount of $3,000 by Supervisor Meyers, second by Trustee Kalas, No Discussion- All Yes, Motion Carries.**
2) With the Board's approval, Committee is anticipating setting the date of August 24, 2019 from 10 a.m. to 4 p.m. for the resale, 'junk in the trunk' type event at Trantina Farm. **Trustee Fijan explained to the Board how this event would take place. The Board consensus is that Trustee Fijan should move forward with the committee plans. Trustee Kalas asked if the participants would have to get insurance. Trustee Fijan wasn't sure but said car insurance is mandatory. Supervisor Meyers said individuals don't necessarily require insurance. Organizations and those hired are required to have insurance. However, everyone is required to fill out a hold harmless in all events.**
3) Committee is requesting authorization from the Town Board to arrange interviews with professional service consultants used by the Township to discuss potential grant opportunities and site planning necessary to facilitate further planning and put forth proposals to the Board for the next phases of Trantina development project (expanded parking, building sites, etc.). **Motion by Supervisor Meyers to hire professionals to discuss grant opportunities and site planning for the Trantina Development Project, second by Trustee Offord, Discussion: Trustee Kalas asked if this was just for proposals at this time. Trustee Fijan answered yes. All Yes- Motion Carries.**

C. **Parks & Recreation Chairmen Ed Kalas & John Kruczek**

1) Motion required approving proposal submitted for fencing repairs/replacements at Culver baseball fields that was tabled at the May 13, 2019 Board meeting. **Motion to approve proposal for fencing repairs/replacement at Culver Baseball Field by Trustee Kalas, second by Supervisor Meyers. Discussion: Trustee Kalas stated he wished the Board would have voted on this at last meeting. Supervisor Meyers pointed out to Trustee Kalas that the item was tabled until this Board Meeting because the Board was unaware Trustee Kalas would miss the last Board Meeting and given the fact that he was the lead on this issue they wanted his input on this matter. Supervisor Meyers asked Trustee Kalas if he had a particular proposal in mind for this fencing. Trustee Kalas stated the consensus from committee was Fence Master. Supervisor Meyers stated Fence Master's total cost is $6630.00. Supervisor Meyers asked Trustee Kalas if he wished to amend**

his motion to read, Motion to approve proposal by Fence Master for fencing repairs/replacements at Culver baseball field in the amount of $6630.00 and Kalas responded affirmatively. All Yes- Motion Carries.

2) Lincolnway SRA and Committee has planned 'Party in the Park' for July 22 at Sendra Park. **Trustee Kalas added the Movie in the Park would be really good the same day as the Party in the Park.**
3) Trustee Kruczek has evaluated the Township's irrigation/utility shed at Town Center baseball complex and determined it has deteriorated to an extent that the exterior needs new siding and repairs. Trustee Kalas feels the entire utility shed at the Complex needs to be replaced.
   a) **Motion to direct the Supervisor to solicit proposals for the work on the utility shed at Town Center Baseball Complex by Trustee Kruczek, second by Supervisor Meyers. Discussion: Supervisor Meyers stated the exterior looks pretty rough but when inside the framing looks pretty good. All Yes- Motion Carries**
4) Debbie Stevens has submitted a letter of resignation from the Park & Rec Committee.
   a) **Motion to accept the letter of resignation from Debbie Stevens for the Park & Rec Committee by Trustee Fijan, second by Trustee Offord. Discussion: Supervisor Meyers stated her service to the Township is greatly appreciated. Trustee Kalas praised her for her service as well. All Yes- Motion Carries**

5) **Trustee Kalas stated that because of the Open Meetings Act he could not attend site inspections that were done by Supervisor Meyers and Trustee Kalas so moving forward he wants Trustee Kruczek to do the minutes and agenda for the Park & Rec Committee. Supervisor Meyers stated it is a violation of the Open Meetings Act for three officials to meet and discuss Township Business without posting an agenda. Supervisor Meyers added that her understanding was that they were all assigned certain projects from the Park & Rec Committee and Trustee Kruczek was assigned to follow through with the shed at the Complex. She stated Trustee Kruczek had asked her to open the buildings for inspection and that is what she did. If the Co-chairs of the Park & Rec Committee are having difficulties she suggests they sit down and discuss them.**

D. **Senior Citizen & Special Needs Advocacy Chairman George Offord:**
   1) **Trustee Offord stated we have already discussed the budget increases for the SRA.**
   2) **The Lemont Township Director of Human Services Debra Smith reached out to us, they have a luncheon program open to the public. She mentioned the following:**
      a. **That there are other programs whereby the Townships can work cooperatively to benefit residents in which Trustee Offord will obtain a list.**
      b. **There is a potential for developing cooperative programs for all seniors in the Tri-Township area which includes Lockport, Lemont and Homer Glen Townships.**
      c. **Homer Township cannot levy a tax on behalf of the SRA, however the Illinois Statutes do provide that municipalities and Park Districts can do so by these laws.**
      d. **There will be no July meeting due to the holiday.**

12. **New Business** *(Action/Motion may be requested)*:
   A. Request from Arts Guild of Homer Glen (a local 501C3) to use Town Hall for one week to conduct a children's Art Camp. Applicant is requesting a special permit (normally nonprofits can reserve for maximum of two days per month) and to waive fees.
      1) **Motion to authorize the use/event for the Arts Guild of Homer Glen to use the Town Hall for one week to conduct a children's Art Camp by Supervisor Meyers, second by Trustee Offord. Discussion: Trustee Fijan asked how many chaperones per children. Supervisor Meyers stated as she understands it the class is instructional. Supervisor Meyers added there are people in the audience who are part of this event who can better answer. From the audience: There will be two sessions of different age groups which are then divided into sections. These sections will include instruction on art, music and theatre. Smaller children ages 5 to 7 will be in the morning sessions and older children in the afternoon for a total of 30 children. Trustee Fijan is concerned about supervision of the children. It was explained that the instructors are all experienced teachers and do know how to control a group of children. There will also be volunteers of at least three people in each class. All Yes- Motion Carries.**

B. First the rain and now…Here comes the Mosquitoes. Clark has begun the mosquito abatement program and is reaching out to the public to do their part. They have provided informational publications and have added a new online Resident Hotline where the community can report issues and/or sign up to receive text or email notifications of scheduled adult mosquito control applications in the area.

13. Old Business: None

14. Executive Session: A public body may hold closed meetings permissible by Open Meetings Act, 5 ILCS 120/2 to discuss matters pertaining to permitted Exceptions*

A. No Executive/closed session was called.

15. Action required outside of/as a result of Executive/Closed Session:

A. None

16. Adjournment: Motion by Trustee Kalas to adjourn second by Trustee Offord- No Discussion- All Yes- Motion Carries at 8:38 PM.

HOMER TOWNSHIP

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A G E N D A

BOARD OF TRUSTEES COMBINED PLANNING/BUSINESS MEETING

June 10, 2019 at 7:00 P.M.
Homer Township Hall
16057 S. Cedar Road
Lockport, Illinois 60491

This meeting is subject to the Open Meetings Act

Visit our Website: www.homertownship.com

1. **Call to order and Pledge of Allegiance to the Flag of the United States of America**
2. **Roll Call**
3. **Matters from the Public:**
   Please sign in prior to the meeting if you wish to speak during public comment. Comments are limited to 3 minutes.
   A. Open the floor for public input regarding matters NOT related to Budget Public Hearing.
4. **Public Hearing:**
   A. Request motion to commence public hearing of Homer Township Road District and Homer Township Budget and Appropriation Ordinances for Fiscal Year 2019-20.
   B. Open the floor for Public input regarding the proposed budgets.
   C. Request motion to adopt FY 2019-20 Homer Township Road District Ordinance Number **HTRD-06102019 BUDGET AND APPROPRIATION.**
   D. Request motion to adopt FY 2019-20 Homer Township Budget and Appropriation Ordinance Number **HT2019-0610-ORD1**.
   E. Request motion to close Public Hearing and return to regular meeting.
5. **Accounting** *(Action/Motion may be requested)***:**
   A. May, 2019 account payables and receivables
      1) Request motion to approve May, 2019 account payables and receivables of the following funds:
         a) Equipment & Building
         b) Founders Crossing Bond
         c) Founders Crossing (Operating)
         d) General Assistance
         e) Open Space
         f) Park Maintenance
         g) Park Developer Contributions
         h) Road and Bridge
         i) Town
   B. Line Item Transfer of Budget Appropriation:
      1) None submitted
   C. Requests for funding contributions:
      1) None submitted

6. **Highway Commissioner Mike DeVivo Report**:

7. **Assessor Karen Szynkowski Report**:

8. **Clerk Kathy Kruczek Report** (*Action/Motion may be requested)*:
   - **A.** ***Minutes:*** (Note: Approved Township minutes available online at: www.homertownship.com)
     - **1)** Minutes presented for Board approval:
       - **a)** May 13, 2019 Regular Board Meeting
         - **1.** Motion(s) required
       - **b)** May 13, 2019 *Executive Session* Board Meeting
         - **1.** Motion(s) required for approval, with or without release
   - **B.** ***FOIA Report:***
     - **1)** FOIA tracker report: May 2019

9. **Supervisor Pam Meyers Report** *(Action/Motion may be requested)*:
   - **A. Status Report Administration:**
     - **1)** ***Intergovernmental Agreements:***
       - **a) Will County CDBG Program-Homer Township/Lockport Heights Sanitary District**
         - **1.** Presentation of final draft of CDBG Grant Agreement including Exhibit A & B
         - **2.** Motion required approving the Agreement and directing Township Supervisor to execute documents.
     - **2)** ***HAC payment schedule for fencing upgrades:***
       - **a)** HAC will make two payments to the Township
         - **1.** Township has received the first payment and the last payment is due Oct. 15, 2019.
     - **3)** ***Recording and Publishing Township Board meetings:***
       - **a)** Video/audio recording
       - **b)** Publication format/methodology
       - **c)** Integrating recordings with the minutes, complying with FOIA requests for those without electronic means and maintaining permanent storage
   - **B. Status Report Facilities/Property Management:**
     - **1)** ***Senior Housing Facility:***
       - **a)** All rents and leases are current with no vacant units.
     - **2)** ***Administration Building:***
       - ***a)*** The main entrance of the building will need to be closed for a few days, as flooring replacement work will begin this week. We will attempt to keep the building accessible to the public by directing them to the side entrance of the building.
     - **3)** ***Morris Park/sports fields:***
       - **a)** Homer Soccer Club is requesting to extend their season by one week due to the excessive rainfall this year.
       - **b)** ***Storage shed planning:***
         - **1.** The proposed location of the new shed is incompatible with existing underground utilities. Contractor was consulted to review and identify existing locations of the irrigation system lines and operating infrastructure (non-detectable by JULIE). JULIE has been scheduled to mark additional electrical lines/underground utilities. Supervisor and Chairman Kruczek conducted a site visit to evaluate potential location options. Once a site is identified, we can move forward with the preparation of the required site plan, solicitation of proposals and completion of Will County permit application.
     - **4)** ***Town Center Park/sports fields:***
       - **a)** The insurance claim regarding damage to the backstop safety netting has been reopened. TOIRMA has recommended we solicit proposals for repairs or replacement of the netting and submit them for claim review. We have reached out to contractors for their recommendations and are awaiting proposal(s) to submit to TOIRMA.

b) Upon reaching out to contractors for proposals to replace the Football Announcer Tower windows, we have been advised that the extreme moisture issues of the building need to be fixed prior to replacing the windows. The professional opinions are that the moisture in the walls of the building are a result of faulty construction practices, windowsills tilted inward, etc. It is proposed that those issues need to be corrected first, and that a structural engineer should be hired to evaluate the situation and prepare a scope of work for remediation/building restoration.

1. Motion is required to direct Supervisor to hire a structural engineer to evaluate the building and prepare a scope of work for remediation and restoration.

5) ***Township Hall windows:***

a) Proposal for replacement windows and associated minor repairs at Town Hall was tabled until the June, 2019 meeting.

1. Motion required to accept Job Order Contract 066880.00 in the amount of $19,131.23

6) ***Culver Park Fencing repairs:***

a) See Park & Recreation Committee report (this agenda).

7) ***Culver Park Detention Basin Retrofit/IEPA Grant Project***

a) Work continues on the project despite the inordinate amount of rain we are receiving. The contractor has begun brush cutting, spot treating invasive species, erosion repairs and the native plant plugs are being installed.

10. TOWNSHIP LIAISON REPORTS (Action/Motion may be requested):

A. Military & Veteran Affairs Liaison Representative Karen Szynkowski

11. TOWNSHIP COMMITTEE REPORTS (Action/Motion may be requested):

A. Events, Chairman vacancy

1) Township Annual Parade:

a) Supervisor and staff continue to absorb the responsibility for organizing and managing the event scheduled for June 22, 2019. Numerous former participants are returning and a few new ones have applied. Requesting assistance from officials and staff to assist and/or enlist responsible volunteers to direct and operate the event.

2) Movie in the Park (cooperative effort between Library and Township at Sendra Park/Storywalk Trail)

a) A date needs to be set prior to mid-August to avoid expiration of the 'rain date license credit' previously given for the Incredibles movie event. Requesting assistance from officials and staff to assist in managing and operating the event.

3) Seeking Board input and direction regarding the vacancy of committee chair.

B. Open Space Planning & Operations Chairman Tom Fijan

1) Received proposal to complete prescribed native prairie burn at Trantina site.

a) Motion required accepting proposal from Homer Environmental in the amount of $3,000.

2) With the Board's approval, Committee is anticipating setting the date of August 24, 2019 from 10 a.m. to 4 p.m. for the resale, 'junk in the trunk' type event at Trantina Farm.

3) Committee is requesting authorization from the Town Board to arrange interviews with professional service consultants used by the Township to discuss potential grant opportunities and site planning necessary to facilitate further planning and put forth proposals to the Board for the next phases of Trantina development project (expanded parking, building sites, etc.).

C. Parks & Recreation Chairmen Ed Kalas & John Kruczek

1) Motion required approving proposal submitted for fencing repairs/replacements at Culver baseball fields that was tabled at the May 13, 2019 Board meeting.

2) Lincolnway SRA and Committee has planned 'Party in the Park' for July 22 at Sendra Park.

3) Trustee Kruczek has evaluated the Township's irrigation/utility shed at Town Center baseball complex and determined it has deteriorated to an extent that the exterior needs new siding and repairs.

a) Motion required directing the Supervisor to solicit proposals for the work.

4) Debbie Stevens has submitted a letter of resignation from the Park & Rec Committee.

a) Motion required accepting the resignation.

D. Senior Citizen & Special Needs Advocacy Chairman George Offord:

12. New Business *(Action/Motion may be requested)***:**

A. Request from Arts Guild of Homer Glen (a local 501C3) to use Town Hall for one week to conduct a children's Art Camp. Applicant is requesting a special permit (normally nonprofits can reserve for maximum of two days per month) and to waive fees.

1) Motion required to authorize the use/event.

B. First the rain and now…Here comes the Mosquitoes. Clark has begun the mosquito abatement program and is reaching out to the public to do their part. They have provided informational publications and have added a new online Resident Hotline where the community can report issues and/or sign up to receive text or email notifications of scheduled adult mosquito control applications in the area.

13. Old Business *(Action/Motion may be requested)***:**

14. Executive Session: A public body may hold closed meetings permissible by Open Meetings Act, 5 ILCS 120/2 to discuss matters pertaining to permitted Exceptions*

A. Motion required to enter closed meeting for the purpose(s) of *see below .

1) Call to Order

2) Roll Call

3) Motion to adjourn Closed Session and return to regular meeting

*Potential Exceptions permissible under the Open Meetings Act:

2C1	Appointment, employment compensation, performance of public body employees.
2C2	Employee collective negotiations or salary schedule deliberations
2C3	Filling a vacant public office
2C5	Purchase/lease of real property
2C6	Setting price for sale/lease of public body property
2C8	Security procedures
2C11	Litigation
2C21	Discussion of minutes of Executive/Closed Meetings

Note: see Open Meetings Act 5ILCS 120/2 for a complete list of legal exceptions.

15. Action required outside of/as a result of Executive/Closed Session:

A. Supplementary action, if any.

16. Adjournment

NEXT SCHEDULED MEETING

HOMER TOWN BOARD REGULAR BUSINESS/PLANNING

Date: July 15, 2019 at 7:00 p.m.

Meeting Location: Township Hall, 16057 S. Cedar Rd, Lockport, IL 60491

NOTICE UNDER THE AMERICANS WITH DISABILITIES ACT

In accordance with the requirements of title II of the Americans with Disabilities Act of 1990 ("ADA"), Homer Township will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities.

Employment: **The Township does not discriminate on the basis of disability in its hiring or employment practices and complies with all regulations promulgated by the U.S. Equal Employment Opportunity Commission under title I of the ADA.**

Effective Communication: **The Township will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in Homer Township programs, services, and activities, including qualified sign language interpreters, documents in Braille, and other ways of making information and communications accessible to people who have speech, hearing, or vision impairments.**

Modifications to Policies and Procedures: **The Township will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services, and activities. For example, individuals with service animals are welcomed in Township offices, even where pets are generally prohibited.**

Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of Homer Township, should contact the office of the *Township Clerk Linsey Sowa, 14350 W. 151st Street, Homer Glen, IL 708-301-7042* as soon as possible but no later than 48 hours before the scheduled event.

The ADA does not require Homer Township to take any action that would fundamentally alter the nature of its programs or services, or impose an undue financial or administrative burden. Homer Township will not place a surcharge on a particular individual with a disability or any group of individuals with disabilities to cover the cost of providing auxiliary aids/services or reasonable modifications of policy, such as retrieving items from locations that are open to the public but are not accessible to persons who use wheelchairs.

Complaints that a program, service, or activity of Homer Township is not accessible to persons with disabilities should be directed to the *Township Supervisor, Pam Meyers, 14350 W. 151st Street, Homer Glen, IL 708-301-4534.*