

Homer Township

Open Space Planning and Operations Committee Meeting Minutes

5:00 PM, June 19th 2019

Homer Township Administration Building

14350 W. 151st Street

Homer Glen, IL 60491

Final Minutes approved 7-17-19

This Meeting is subject to the Open Meetings Act

- 1. Meeting called to order at 5:05 PM**
- 2. Pledge of Allegiance to the United States of America was performed.**
- 3. All Members present.**
- 4. No Public comment.**
- 5. Previous Meeting Minutes: Motion by Supervisor Meyers to approve the May 15th 2019 Meeting Minutes with an amendment, second by Trustee Fijan. Discussion: Meyers stated that May minutes need to be amended to remove June 10th references. All Yes- Motion Carries.**
- 6. Trantina Farm: Trustee Fijan stated the Township Board approved the controlled burn and it is being scheduled pending permits.**
- 7. Grainery: Trustee Fijan stated a cleanup and inventory both in the Grainery and the metal shed is needed. Meyers stated it would be good to do an assessment. Mr. Barret voiced his availability to accomplish tasks has increased. Trustee Fijan stated perhaps a coat of paint is needed on the Grainery as it has been some time. He recommends a white wash. All parties are in agreement with the white wash.**
- 8. Community Event Center: Trustee Fijan stated the Township Board did approve furthering investigations into a Community Event Center. Supervisor Meyers stated they will reach out to professionals for consultation. She cited HR Green and Will County Green are a good place to begin given their energy efficient history in design. All parties were in favor**

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of Supervisor Meyers scheduling consultations. Mrs. Sabo asked if they assist with grants. Supervisor Meyers stated they are large firms and may be able to assist.

9. Welter Barn: Trustee Fijan feels the stairs on the Welter Barn need to be replaced. Supervisor Meyers will have staff look at the stairs.

10. Rental House: Problems were noted with the window frames. Supervisor Meyers stated this will be addressed by the Homer Township staff.

11. Farm Leases: All Farm Leases are up to date.

12. Dog Park: Trustee Fijan stated they are going to look into putting tables/seating with shaded areas inside the Dog Park. Supervisor Meyers addressed the different types of structures they are considering and their placement away from the entrance in the Park to limit congestion at the entry. Consideration must be given regarding the selection of materials to be used for strength and durability as it is in an open area and exposed to the elements. Trustee Fijan also noted that despite what Facebook is indicating there is no intent to close the Dog Park for the "Junque in Yer Trunk" event. He stated that the Dog Park will simply be used for overflow parking.

13. Fundraising:

A. Event Promotion: Mrs. Sabo stated the need to promote the event "Junque in Yer Trunk" via the following.

1) Facebook

2) Homer Township Website

3) The Homer Horizon

4) The Website Patch.

5) **Signage.** Mrs. Sabo will assume responsibility for the sign. The sign will list the date (8-24-19) and indicate that proceeds from the event will be placed in the Open Space Fund. She also wanted to insure that people know that Open Space is open to the public.

14. Vendor Fees: Ms. Sabo also recommends that the fee for sellers be \$30.00 instead of \$20.00 based on what others have charged in the past. No application will be accepted without paid fees. All Parties agreed. She reviewed the fee of \$1.00 per guest and stated that they had not previously discussed a fee or not for children.

15. Insurance: The Committee discussed the verbiage for insurance.

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- 16.Vendors:** Spaces will be assigned. Vendors can sell both used items and crafts.
- 17.Event Schedule:** Set up time for vendors will begin at 8:00AM. The event will take place from 10:00AM to 3:00PM and all vendors must remain until event end. Breakdown of items cannot occur prior to 3:00PM.
- 18.Prohibited Items/Activities:** Items not allowed, firearms, ammunition, explosives, fireworks, washers, dryers, refrigerators, water heaters, sofas. No pets, alcohol beverages, suggestive or obscene material, music or public address, selling or promoting items outside of exhibit, subletting space, sale of food items or sales on areas not assigned.
- 19.Compliance of Vendors:** Items sold by vendors must comply with licensing and regulatory or health department laws. Set up equipment is not provided by Homer Township and all vendors are expected to bring their own equipment.
- 20.Beverage/Food Service:** Food and beverages (non-alcohol) via licensed Food Truck(s) will be available. Mrs. Sabo will work on locating available vendors for the date.
- 21.Applications for Vendors:** Applications must be received by August 12th- after August 12th they are non-refundable. Homer Township reserves the right to approve or disapprove all sale items. Homer Township reserves the right to cancel the event in cases of weather and safety related issues.
- 22.Volunteers:** Volunteers are needed for traffic control/parking for vendors and patrons. Parking areas are to be designated with possibly paint or rope. Recruitment of volunteers to begin now.
- 23.Restrooms:** Port-o-johns needed.
- 24.Signage for Event:** Signage for event to be located at strategic spots.
- 25. Motion to adjourn by Supervisor Meyers, second by Trustee Fijan- All Yes- Motion Carries. Meeting adjourned at 6:50PM**