

Presented to Township Board to approve correction 9-9-19

(Correction approved on 9-9-19)

# HOMER TOWNSHIP MEETING MINUTES

## BOARD OF TRUSTEES COMBINED PLANNING/BUSINESS MEETING

July 15, 2019 at 7:00 P.M.

Homer Township Hall

16057 S. Cedar Road

Lockport, Illinois 60491

Meeting Minutes presented to the Board on August 12<sup>th</sup>, 2019

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The Board of Town Trustees met at the Homer Township Old Town Hall, 16057 Cedar Road, Lockport, IL 60491 on July 15<sup>th</sup> 2019. Supervisor Pam Meyers conducted the Meeting of Township Board where the following official business was transacted. Also present: Highway Commissioner Mike DeVivo, Attorney Sramek and Homer Township Clerk Kathleen Kruczek.

The Meeting began at 7:00 PM with the Pledge of Allegiance and ended at 8:26 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 was taken: Present- Supervisor Meyers, Trustees Kruczek, Kalas. Offord and Fijan.**
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. Representatives from Landmark Engineering and Monica Commercial, LLC to present information pertaining to a request for a 66 foot ingress/egress easement upon Township property at Founders Crossing subdivision (PIN 16-05-11-402-001-0000) for a proposed roadway off Martingale Road to potentially connect with another proposed easement/roadway through ComEd property creating access to their landlocked 10 acre parcel (PIN 16-05-11-253-041). **Mark Landstrom, a representative from Landmark Engineering, presented a Plat of Easement to the Board requesting an ingress/egress to obtain access to a land locked parcel. He would like to know if the proposed roadway is feasible prior to presenting this request to Com Ed. He is representing Monica Commercial and its proposed 52 units. Mr. Landstrom stated it would be small industrial. He was unable to answer how many square feet the units would comprise as architects have not yet been contacted. Highway Commissioner DeVivo stated it is imperative to know the usage for the facility prior to the Board making any decisions. Mr. Landstrom did not know the current zoning for the parcel. Attorney Sramek cited that this is not just property owned by the Township but that it is Open**

**Space property with its own set of restrictions. Supervisor Meyers stated the particulars would need to be made known and they would not be in a position to freely turn over the property to another interest without more information. Logistics, legalities and a public hearing would be indicated. She also stated the infrastructure must be conducive to the environment. Attorney Sramek added there may be a series of Public Hearings. Given the uncertainty of the size of the units, use of the units, anticipated traffic flow, residential area, Village input, Open Space status and unknown zoning the Board is incapable of proceeding. Supervisor Meyers suggests Landmark Engineering explore other options as well. The consensus of the Board is more information is needed before discussion can proceed.**

**B. Christine Trzos:** Christine Trzos wanted more information on the CDBG Grant and what obstacles are interfering with it moving forward. Supervisor Meyers stated the CDBG Grant will be discussed later in the Agenda. She also added that there are some hurdles that exist between county and district that are being addressed. Executive Session may be indicated for the reasons listed in the Agenda if the Board deems necessary.

**C. Dan Hagan:** Dan Hagan addressed the windows in the Tower for the Homer Stallions. He stated the windows are 19 years old and need repair. He also added that he visited the site and observed that “a full row of shingles are missing from the south side of the building and that all of the windows were open in the building by at least an inch”. He feels a structural engineer to address the Towers window/water damage issues is a waste of money. Supervisor Meyers replied that the professionals who have examined the Tower differ in opinion from that of Mr. Hagan in regard to repair of the structure. The issue will be addressed further by the Board as indicated in the Agenda.

Mr. Hagan asked if the Open Space Fundraiser Junque in Yer Trunk has to follow the 90 percent Homer Township residency requirement. Supervisor Meyers answered the Junque in Yer Trunk is a fundraiser and the 90 percent residency rule does not apply here.

**D. Jennifer Consolino:** Jennifer Consolino would like clarification regarding the Event Center Project. Supervisor Meyers stated that the Open Space Committee is exploring whether the Event Center would be feasible, associated costs and if there is funding available. Jennifer Consolino also asked for clarification about the glitch with veterans and disability exemption which her family partakes in. She stated she contacted Will County and was informed by them that they have no knowledge of a glitch in the system. Supervisor Meyers stated the County did have some sort of error that caused the veterans assessment to be in error. It was discovered on the local level and rectified. Supervisor Meyers suggested that Mrs. Consolino reach out to the assessor Karen Szykowski for more specific information.

**E. Chris Mammoser:** No Comment

**F. John Flemming:** Asked about the resignations on the Park and Rec Committee and whether the vacancies will be posted. Trustee Kalas replied he is working to get the Committee back in full swing and the positions will be appointed. Mr. Flemming questioned appointment versus posting vacancies? Supervisor Meyers stated the ordinance posts during the beginning of the term because they are 4 year terms. She elaborated that the ordinance has different procedures when vacancies occur within the term.

Mr. Flemming also voiced concerns over the possibility of a Community/ Event Center. He hopes the Board will consider numbers and a feasibility study. He would also like the Board to consider getting the community's input. He wants to know what kind of Event Center can be built for \$1,000,000.00 dollars and feels it would be awfully small with the available funds and that it would cost more than what was available. His concern is that the citizens will be taxed. Supervisor Meyers answered that she is unsure where Mr. Flemming is coming up with a million dollars. She is assuming that because the Open Space has less than 1 million dollars in its account he must be referring to this. Supervisor Meyers added that they don't have all the answers and that if it gets to that stage there will be opportunity for public input. She also indicated there has been interest in the potential Community/ Event Center from others including the Senior Groups to obtain

an affordable large facility. She stated that this is exploratory and the Committee is looking to see what can be done. Nothing at this point has been determined and is still being investigated. Supervisor Meyers invited Mr. Flemming to reach out to her or any of the Trustees anytime for more information as progress develops.

**G. Steve Balich:** Mr. Balich stated in regard to the CDBG Grant that the lady from Will County was supposed to be here tonight but apparently she didn't show up. He believes the issue will now be resolved.

In regard to the Community/Event Center Mr. Balich added he is concerned about the possibility of the people being taxed for this center. While he acknowledges that may not happen now during the current Board's term he fears it may happen later. He is concerned that an Event Center of this nature competes with other local for-profit businesses as well. Mr. Balich contends that this is a for-profit Event Center based on previous conversation. He stated that he didn't know that we were going to a Socialist or Communist Township. He fears since the State Statute says the Township "may" tax the people for a facility of this type that it could happen in the future. Supervisor Meyers stated that while no one has yet addressed the issue of taxes there are many statutes that allow you to build community centers and tax people but they also usually require a referendum and there are guidelines in place. She explained that the goal is to not add a tax. Regardless, the issue of funding is for another day because at this point it is just exploratory. She added that you can't turn a public entity into a for-profit entity and the Township is a public entity who provides services to our residents. Currently, the Township does offer something very similar to the proposed Event Center which is the Town hall. While the Town Hall seating is limited, it is used for gatherings such as bridal showers, parties and social gatherings. Residents pay a discounted fee to cover costs such as repairs, clean up, electricity, etc. These lower fees make it reasonably priced to the people who otherwise might not be able to afford facilities such as this. The Community/Event Center, if proposed, would simply mirror the Town Hall with similar applications.

**H. Maureen Dioguardi:** Mrs. Dioguardi stated she is not in favor of the Trantina Community/ Event Center and would like to know how we will be deciding if it's going to happen. Supervisor Meyers stated since this is still exploratory it may not even happen or be feasible. Supervisor Meyers explained that currently Open Space is not on Homer Township residents' tax bills and is not receiving tax dollars. The Township uses revenue sources like the farm leases and things of that nature to keep it off resident's tax bills. The conversation that took place in Committee previously anticipated it would be possible to organize some events to cover costs and not create a tax. Once there is clear direction, clear pricing, and approvals from the Board the potential project can then be evaluated. However, because the Committee does not yet have all information they are a long way from reaching any decisions. In addition, there are other organizations in the community like the Art Guild that don't have a facility to host events in the community. The Township does provide Sports Facilities for not for profit organizations like sports groups so kids can enjoy and participate in things. Why not provide for other entities like the senior groups? Mrs. Dioguardi then asked who gets the ultimate say so as to whether this project proceeds. Supervisor Meyers answered it depends on whether they are simply using existing funds or what the plan is as to how it will proceed or not.

**4. Accounting: Motion by Trustee Kruczek to accept the June, 2019 account payables and receivables. Second by Trustee Fijan. No Discussion. All Yes- Motion Carries.**

**A. June, 2019 account payables and receivables**

- 1) Request motion to approve June 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

**5. Highway Commissioner Mike DeVivo Report:** Concentration for repairs is in the Chickasaw Subdivision. There will be a full grind down of gravel to repair the roads. The Highway Department had wanted to do repairs in this subdivision for some time but thought it beneficial to wait until Illinois American Water completed necessary work in this area before the Highway Department could begin. There is also an issue with a drainage problem on 163<sup>rd</sup> and Peppermill which is in need of repair. It will be open for Bid and will require some road closure. The culverts for this project have been ordered as they had to be specially made thus allowing the Highway Department to proceed more efficiently.

**6. Assessor Karen Szykowski Report:** No Report Assessor Szykowski not present.

**7. Clerk Kathy Kruczek Report** (*Action/Motion may be requested*):

**A. Minutes:** (Note: Approved Township minutes available online at: [www.homertownship.com](http://www.homertownship.com))

- 1) Minutes presented for Board approval:

- a) June 10, 2019 Regular Board Meeting

- 1. Motion to approve June 10<sup>th</sup> 2019 regular Board Meeting Minutes by Trustee Kruczek, second by Trustee Offord. No Discussion, All Yes- Motion Carries.**

- b) Required review of previously approved Executive/Closed Meeting Minutes as follows:

1. Closed Minutes of August 14, 2017
2. Closed Minutes of November 20, 2017
3. Closed Minutes of April 9, 2018
4. Closed Minutes of May 14, 2018

- a. Motion to Approve Executive Closed Meeting Minutes for release for August 14<sup>th</sup> 2017, November 20<sup>th</sup>, 2017, April 9<sup>th</sup> 2018 and May 14<sup>th</sup> 2018 by Trustee Kruczek, second by Trustee Offord. No Discussion, All Yes- Motion Carries.**

**B. FOIA Report:**

- 1) FOIA tracker report: June 2019

**8. Supervisor Pam Meyers Report**

**A. Status Report Facilities/Property Management:**

- 1) **Senior Housing Facility:**

- a) All rents and leases are current with no vacant units.

- b) June 5<sup>th</sup> 2019, the Homer Township Fire District was dispatched to respond to a tenant's 'fall monitoring system'. They gained entry to the unit by crow bar resulting in extensive repairs needed to the entryway doors and door frame. Supervisor and HTFD discussed how this could be avoided in the future. It was suggested that the Township might consider installing Knox boxes on the exterior of the buildings; calling a joint meeting with the tenants to enlist their cooperation and reach an agreement between them, the Township and Fire District to have a key to their residential unit placed in the Knox boxes. The District recommended that a Box with capacity for the four keys (one per unit) be mounted at each of the eight freestanding buildings. Staff contacted the company recommended by the District and learned of various options (not one for 4 keys) and prices for the boxes. The pricing does not include installation of the boxes.

- 1. Supervisor is requesting direction from the Board on this matter. Supervisor Meyers discussed the pricing for the Knox Box Units with the Board. Resident consent is mandatory. Trustee Kruczek asked how long the Units have been up. Supervisor Meyers stated since 2005. Trustee Kruczek inquired as to how many incidents we have had since the building were open. Supervisor Meyers stated that this is the first incident to her knowledge. Trustee Kruczek believes that the lack of incidents at Senior Housing doesn't**

warrant the cost of Knox boxes. He also feels it's a safety concern should someone break into the box and gain access to the residents home. Supervisor Meyers added they would need to seek approval from the residents first and obtain their permission prior to putting in Knox boxes. Trustee Fijan asked what it would cost to replace the door and frame that needed repair. Supervisor Meyers said approximately \$1500.00 dollars. The Supervisor feels the Township can do some repairs. Trustee Fijan stated one Knox box on each door would be most beneficial for the seniors. Trustee Kalas concurs. According to Supervisor Meyers no ordinance exists that mandates that housing must have Knox boxes. Attorney Sramek stated the housing is probably zoned residential rather than commercial. He believes that the Fire Department would require a hold harmless letter. He does not believe the lease specifically addresses the hold harmless/Knox box. He does however believe the lease has a provision that says the residents will abide by the rules and regulations of the Township Board. Therefore, should the Board decide to enact a regulation requiring that the residents execute the documents as necessary to have an access key they would be obliged to do so. However, Attorney Sramek did not have the actual lease in front of him to review, but believes that provision exists. Supervisor Meyers said this has to be a cooperative effort with the tenants. Trustee Kalas feels preventative measures are indicated. Supervisor Meyers stated the district did recommend that they call a joint meeting with the tenants to discuss. There was a consensus to direct the Supervisor to work with tenants and Fire District to arrange a meeting where input from the residents could be received.

2) *Town Center Park/sports fields:*

- a) The insurance claim to repair damage to the baseball backstop safety netting was approved.
  - 1. THE REPAIRS HAVE BEEN COMPLETED:
- b) Appointment with structural engineer to evaluate the Football Announcer Tower is scheduled.

3) *Township Hall window replacement work:*

- a) Paperwork has been completed, windows/supplies ordered and the install will be scheduled.

4) *Culver Park:*

- a) Baseball field fencing repair WORK HAS BEEN SUCCESSFULLY COMPLETED.
- b) Supervisor and HAC President are working together to facilitate installation of six, 2 ½ inch caliper, 8-12 feet tall trees around the baseball complex. The trees and installation have been donated to HAC in honor of their 60<sup>th</sup> year anniversary.
- c) Culver Park Detention Basin Retrofit/IEPA Grant Project CONSTRUCTION WORK WAS COMPLETED, concluding grant reporting requirements/payouts and moving forward with contractor to begin maintenance agreement schedule.

5) *Morris Park:*

- a) *Storage shed planning:*
  - 1. Upon consultation with irrigation contractor and JULIE locator/marketing, the proposed site location of the shed will need to be moved to avoid underground utility lines. Supervisor is recommending the shed be located in an area west of the concession building on the west side of the gravel road. Next steps will be to develop the site map, enlist the contractors and initiate the Will County permit application.

**B. Status Report Administration:**

- 1) Cygan Hayes Ltd. Engagement renewal proposal for accounting services.
  - a) **Motion directing Supervisor Meyers to execute the engagement renewal document by Trustee Kalas, second by Trustee Kruczek, No Discussion- All Yes- Motion Carries.**
- 2) *Recording and Publishing Township Board meetings:*
  - a) Memo from Supervisor outlining potential options and cost estimates from IT professionals.
    - 1. **Memo reads: Some members of the public requested that Homer Township facilitate the videotaping and website posting of its monthly Board meetings. It has been established that anybody can video tape and publish the open public meetings of Home Township. Ideally, a nonprofit organization like LCTV would conduct the taping and publishing as a community**

service (as they do for other local governments). They are currently able to provide this service possessing the necessary equipment, funding, processes and social media sites to publish. They are not required to store the data/records indefinitely by state laws, etc. I have spoken with LCTV Director several times regarding the possibility of including Homer Township meetings in their filming schedule. While LCTV is open to this, at this time they have not been able to confirm that they have adequate personnel available to take on the extra work.

If Homer Township expends public funds to facilitate this, there are additional costs, requirements and regulations (FOIA, ADA, etc.) imposed upon the Township as a governmental agency. I have previously reported that the process of Homer Township videotaping the meeting and publishing them on the Township website requires facilitating at least three separate functions:

- A. Video camera equipment and personnel to film, manage and upload data.
- B. Establishing the format, media, methodology, data/storage capabilities, equipment and personnel required to publish.
- C. Integrating recordings into the minutes, complying with FOIA and maintaining permanent storage/records as required by law.

The Township IT team continues to explore and research viable options of the Township doing this both in-house and /or through a vetted contractor. (We are not planning to live stream the meetings.) At this time, they are reporting that if the Township wishes to do this in-house they believe it could be accomplished for about \$10,000 per year. This estimate is based upon costs for equipment and storage of data. It does not account for the cost of staff/personnel required to film, upload and /or manage the data. It also must be noted that if the Township takes this on there must be back up equipment, plans and manpower in place to assure reliability on an ongoing basis. This is only an estimate and there could be additional costs required to upgrade Township equipment/ operating systems to accommodate the enormous amount (terabytes) of data required.

They continue to investigate the cost, reliability and security (providing access to Township operating systems/records/data/confidentiality) of allowing an outside service/contractor to perform the entire service. If the Board wishes, further information/proposals could be pursued and brought to the Board in the future.

**Motion by Trustee Kalas to research outside providers to perform the entire service. Second by Trustee Offord. Discussion: Trustee Fijan asked for confirmation that we are just looking into this and not spending any money right now. Supervisor Meyers stated we are just getting proposals at this point in time. All Yes- Motion Carries.**

- 3) The HUD/CDBG grant program agreement documents between Lockport Heights Sanitary District (LHSD), Homer Township and Will County have been executed by all parties and returned to Homer Township.
  - a) There was a miscommunication between LHSD, the Engineer and Will County regarding a draft of the bid documents. Will County, LHSD, HUD, the Township and Engineer are working to clear up miscommunications and to get the project back on track.
  - b) Upon advice of counsel, if further discussion is required it will take place in Executive/Closed session.

## **9. TOWNSHIP LIAISON REPORTS**

- A. Military & Veteran Affairs Liaison Representative Karen Szykowski: None/absent

## **10. TOWNSHIP COMMITTEE REPORTS (Action/Motion may be requested):**

### **A. Events**

- 1) Letter from Trustee Kruczek offering to serve as Chairman of the Events Committee. Per Committee

Ordinance, Supervisor Meyers recommends the Board appoint Trustee Kruczek as the new Chairperson of the Committee.

**a) Motion by the Board to appoint Trustee Kruczek as Chair of the Events Committee by Trustee Offord, second by Trustee Fijan. No Discussion, All Yes, Motion Carries.**

2) Township Annual Parade:

a) Thank you to all volunteers, staff, participants and officials from the community who contributed toward another successful parade year.

3) Party in the Park, StoryWalk Trail Challenge and Movie in the Park:

- a) This year there will be cooperative efforts of Homer Township, Homer Township Library and Lincolnway SRA to combine all three 'free to the public' events at Sendra Park on July 22, 2019.
1. Party in the Park from 5-8pm featuring DJ, Bouncy House, popcorn and lemonade.
  2. StoryWalk Trail Challenge from 7:30-8:15pm featuring reading challenge, glow stick bracelets & animal crackers to first 100 participants and a drawing prize will be awarded.
  3. 'Incredibles' movie begins at dusk.

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

1) 'Junque in Yer Trunk' event on August 24, 2019 from 10 a.m. to 3 p.m. at Trantina Farm.

a) Event flyer, application and free advertisement completed. **Trustee Fijan stated they are using free services for advertisement.**

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

1) Trustee Kruczek has submitted a letter of resignation from the committee

a) **Motion to accept the resignation of Trustee Kruczek from the Parks & Recreation Committee by Trustee Kalas, Second by Trustee Fijan. No Discussion, Voice Vote- All Yes- Motion Carries.**

**D. Senior Citizen & Special Needs Advocacy Chairman George Offord: Trustee Offord reports there was no July meeting due to the holiday and the next meeting is Tues, August 6<sup>th</sup>, 2019.**

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

A. Request for a 66 foot ingress/egress easement upon Township property at Founders Crossing subdivision (PIN 16-05-11-402-001-0000) for a proposed roadway off Martingale Road to potentially connect with another proposed easement/roadway through ComEd property creating access to their landlocked 10 acre parcel (PIN 16-05-11-253-041). **The consensus of the Board is that more information is needed before any action can be taken.**

B. TOI Annual Educational Conference Nov. 10-12, 2019.

1) **Motion to approve the Board/Officials participation and expenses to attend the TOI Annual Educational Conference Nov 10-12, 2019 by Trustee Kruczek, second by Trustee Offord. No Discussion, All Yes- Motion Carries**

**12. Old Business**

A. Clarke monthly program update for June, 2019

**13. Executive Session: None**

**14. Adjournment: Motion to adjourn at 8:26 PM by Trustee Kruczek, second by Trustee Offord, No Discussion, All Yes- Motion Carries.**

HOMER TOWNSHIP

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# A G E N D A

## BOARD OF TRUSTEES COMBINED PLANNING/BUSINESS MEETING

July 15, 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](http://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. Representatives from Landmark Engineering and Monica Commercial, LLC to present information pertaining to a request for a 66 foot ingress/egress easement upon Township property at Founders Crossing subdivision (PIN 16-05-11-402-001-0000) for a proposed roadway off Martingale Road to potentially connect with another proposed easement/roadway through ComEd property creating access to their landlocked 10 acre parcel (PIN 16-05-11-253-041). *(Action item presented under new business)*
  - B. Open the floor for public input.
4. **Accounting** *(Action/Motion may be requested):*
  - A. **June, 2019 account payables and receivables**
    - 1) Request motion to approve June, 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
5. **Highway Commissioner Mike DeVivo Report:**
6. **Assessor Karen Szykowski Report:**

**7. Clerk Kathy Kruczek Report** (*Action/Motion may be requested*):

**A. Minutes:** (Note: Approved Township minutes available online at: [www.homertownship.com](http://www.homertownship.com))

- 1) Minutes presented for Board approval:
  - a) June 10, 2019 Regular Board Meeting
    1. Motion(s) required
  - b) Required review of previously approved Executive/Closed Meeting Minutes as follows:
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    2. Closed Minutes of November 20, 2017
    3. Closed Minutes of April 9, 2018
    4. Closed Minutes of May 14, 2018
      - a. Motion(s) required for public release.

**B. FOIA Report:**

- 1) FOIA tracker report: June 2019

**8. Supervisor Pam Meyers Report** (*Action/Motion may be requested*):

**A. Status Report Facilities/Property Management:**

1) **Senior Housing Facility:**

- a) All rents and leases are current with no vacant units.
- b) June 5, 2019 the Homer Township Fire District was dispatched to respond to a tenant's 'fall monitoring system'. They gained entry to the unit by crow bar resulting in extensive repairs needed to the entryway doors and door frame. Supervisor and HTFD discussed how this could be avoided in the future. It was suggested that the Township might consider installing Knox boxes on the exterior of the buildings; calling a joint meeting with the tenants to enlist their cooperation and reach an agreement between them, the Township and Fire District to have a key to their residential unit placed in the Knox boxes. The District recommended that a Box with capacity for the four keys (one per unit) be mounted at each of the eight freestanding buildings. Staff contacted the company recommended by the District and learned of various options (not one for 4 keys) and prices for the boxes. The pricing does not include installation of the boxes.
  1. Supervisor is requesting direction from the Board on this matter.

2) **Town Center Park/sports fields:**

- a) The insurance claim to repair damage to the baseball backstop safety netting was approved.
  1. THE REPAIRS HAVE BEEN COMPLETED:
- b) Appointment with structural engineer to evaluate the Football Announcer Tower is scheduled.

3) **Township Hall window replacement work:**

- a) Paperwork has been completed, windows/supplies ordered and the install will be scheduled.

4) **Culver Park:**

- a) Baseball field fencing repair WORK HAS BEEN SUCCESSFULLY COMPLETED.
- b) Supervisor and HAC President are working together to facilitate installation of six, 2 ½ inch caliper, 8-12 feet tall trees around the baseball complex. The trees and installation have been donated to HAC in honor of their 60<sup>th</sup> year anniversary.
- c) Culver Park Detention Basin Retrofit/IEPA Grant Project CONSTRUCTION WORK WAS COMPLETED, concluding grant reporting requirements/payouts and moving forward with contractor to begin maintenance agreement schedule.

5) **Morris Park:**

a) **Storage shed planning:**

1. Upon consultation with irrigation contractor and JULIE locator/marketing, the proposed site location of the shed will need to be moved to avoid underground utility lines. Supervisor is recommending the shed be located in an area west of the concession building on the west side of the gravel road. Next steps will be to develop the site map, enlist the contractors and initiate the Will County permit application.

**B. Status Report Administration:**

- 1) Cygan Hayes Ltd. Engagement renewal proposal for accounting services.
  - a) Motion required directing Supervisor to execute engagement renewal document.
- 2) **Recording and Publishing Township Board meetings:**
  - a) Memo from Supervisor outlining potential options and cost estimates from IT professionals.
    1. Supervisor is requesting direction from the Board
- 3) The HUD/CDBG grant program agreement documents between Lockport Heights Sanitary District (LHSD), Homer Township and Will County have been executed by all parties and returned to Homer Township.
  - a) There was a miscommunication between LHSD, the Engineer and Will County regarding a draft of the bid documents. Will County, LHSD, HUD, the Township and Engineer are working to clear up miscommunications and to get the project back on track.
  - b) Upon advice of counsel, if further discussion is required it will take place in Executive/Closed session.

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

- A. Military & Veteran Affairs Liaison Representative Karen Szykowski

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

**A. Events**

- 1) Letter from Trustee Kruczek offering to serve as Chairman of the Events Committee. Per Committee Ordinance, Supervisor Meyers recommends the Board appoint Trustee Kruczek as the new Chairperson of the Committee.
  - a) Motion by the Board to appoint Trustee Kruczek as Chair of the Events Committee.
- 2) Township Annual Parade:
  - a) Thank you to all volunteers, staff, participants and officials from the community who contributed toward another successful parade year.
- 3) Party in the Park, StoryWalk Trail Challenge and Movie in the Park:
  - a) This year there will be cooperative efforts of Homer Township, Homer Township Library and Lincolnway SRA to combine all three 'free to the public' events at Sendra Park on July 22, 2019.
    1. Party in the Park from 5-8pm featuring DJ, Bouncy House, popcorn and lemonade.
    2. StoryWalk Trail Challenge from 7:30-8:15pm featuring reading challenge, glow stick bracelets & animal crackers to first 100 participants and a drawing prize will be awarded.
    3. 'Incredibles' movie begins at dusk.

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

- 1) 'Junque in Yer Trunk' event on August 24, 2019 from 10 a.m. to 3 p.m. at Trantina Farm.
  - a) Event flyer, application and free advertisement completed.

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

- 1) Trustee Kruczek has submitted a letter of resignation from the committee
  - a) Motion required accepting the resignation.

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

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

- A. Request for a 66 foot ingress/egress easement upon Township property at Founders Crossing subdivision (PIN 16-05-11-402-001-0000) for a proposed roadway off Martingale Road to potentially connect with another proposed easement/roadway through ComEd property creating access to their landlocked 10 acre parcel (PIN 16-05-11-253-041).
- B. TOI Annual Educational Conference Nov. 10-12, 2019.
- 1) Motion required approving Board/Officials participation, expenses, etc.

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

- A. Clarke monthly program update for June, 2019

**13. 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 2C11, potential litigation.

- 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.

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

- A. Supplementary action, if any.

**15. Adjournment**

**NEXT SCHEDULED MEETING**

**HOMER TOWN BOARD REGULAR BUSINESS/PLANNING**

**Date:** August 12, 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. 151<sup>st</sup> 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. 151<sup>st</sup> Street, Homer Glen, IL 708-301-4534*.