

# HOMER TOWNSHIP

## A G E N D A

### BOARD OF TRUSTEES COMBINED PLANNING/BUSINESS MEETING March 8, 2021 at 7:00 P.M.

Homer Township Hall, 16057 S. Cedar Road, Lockport, Illinois 60491

The meeting will be conducted at the Homer Township Hall in accordance with Illinois Gubernatorial Executive Orders, Restore Illinois Phase 4 and CDC Guidelines.

*An audio recording of the meeting will be available on the website: <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 notify the moderator if you wish to provide input during this portion of the meeting. Comments are limited to a maximum of 3 minutes.*

- A. Open the floor for public input.

**4. Accounting:**

**A. February 2021 account payables and receivables**

- 1) Call for a motion to approve February 2021 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) Road District request for adjustments between appropriated line items in the Road and Bridge Fund as follows:
- a) Transfer from 880-Contingencies \$20,000 and add \$20,000 to the line item 816-Equipment Maintenance.
    - 1. Call for Motion

**C. Request for funding contributions (Resolution HT 2013-06/10):**

- 1) None submitted

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

**6. Assessor Karen Szykowski:**

**7. Clerk Kathy Kruczek Report:**

**A. FOIA Report:**

- 1) FOIA tracker report: February 2021

**B. Minutes:** (Approved Township meeting minutes & audio recordings are available at [www.homertownship.com](http://www.homertownship.com))

- 1) February 8, 2021 Regular Board Meeting Minutes presented for Board review and endorsement

- a) Call for Motion to approve
  - 2) February 8, 2021 Closed Meeting Minutes presented for Board Approval and to release/withhold
    - a) Call for Motion to approve with or without public release
  - 3) **Semi-Annual Review of unreleased Minutes:**
    - a) July 22, 2020 previously approved Closed Meeting Minutes to release/withhold
      - 1. Call for Motion to release/withhold
    - b) August 10, 2020 previously approved Closed Meeting Minutes to release/withhold
      - 1. Call for Motion to release/withhold
- C. April 13, 2021 Annual Town Meeting of the electors:**
- 1) Draft April 13, 2021 Annual Town Meeting Agenda is presented to the Board for adoption
    - a) Call for Motion
    - b) Upon adoption, posting of agenda and public notices will be conducted in accordance with Illinois law (60 ILCS 1/30-10).
- D. Vote by Mail applications:**
- 1) Vote by Mail is a safe and secure way for voters to complete their ballots in the privacy of their own homes. To receive a ballot through the mail, registered voters must first complete and submit a Vote by Mail Application.
    - a) Online Applications are available  
<https://www.elections.il.gov/electionoperations/votingbymail.aspx> (Illinois State Board of Elections)
    - b) Call the Will County Clerk's office at 815-740-4615 and request a vote by mail ballot.
    - c) Email: [votebymail@willcountyllinois.com](mailto:votebymail@willcountyllinois.com) and request a vote by mail ballot.
    - d) U.S. Mail: Send your request for an application to The Will County Clerk's Office, 302 N. Chicago Street, Joliet IL 60432. Return your completed application to the same address.
- E. Homer Township Early Voting hours for April 6, 2021 Consolidated Election:**
- 3-22-2021 to 3-26-2021 Monday thru Friday (9:00am to 3:30pm)
  - 3-29-2021 & 3-31-2021 Mon and Wed (9am to 3:30pm)
  - 3-30-2021 & 4-1-2021 Tues and Thurs (12pm -6:30pm)
  - 3-27-2021 Saturday (9am-12:00pm)

**8. Supervisor Pam Meyers Report:**

**A. Administration:**

- 1) **CDBG Program-Homer Township/Lockport Heights Sanitary District/ Will County**
  - a) Intergovernmental Agreement between Homer Township and Lockport Heights Sanitary District for the next phase of the project has been submitted for Board consideration.
    - 1. Call for a motion approving the IGA and directing Supervisor to execute.
  - b) The performance Bond and Contract with Conley Excavating for the next Phase of the project as proposed in the bid award in the amount of \$362,793.50 have been approved by our attorney and executed. A preconstruction meeting will be scheduled.

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

1) **Morris Park:**

- a) Lockport Park District/Homer Township/City of Lockport/ MI Homes subdivision property development collaboration and potential parkland conveyance agreements.
  - 1. A draft agreement between M/I Homes and Homer Township has been reviewed by counsel and submitted to the Board to review and/or advise the terms of the agreement. If approved by Board, the final documents will be presented for insurance review.
    - a. Call for a motion approving the terms of agreement and directing the attorney to submit the completed final documents to the Supervisor to execute.
- b) Upland Design Survey Results and Design idea options presentation to the Board.
  - 1. Call for Motion as required

2) **Senior Housing Facility:**

- a) All units are occupied; rental payments are up-to-date and all lease agreements are current.

**3) Town Center Park Sports Fields:**

- a) Portable toilet rentals at all Township properties was suspended in 2020 due to the pandemic outbreak and Township staff inability to comply with the recommended sanitation schedules. With the lifting of restrictions, rental of portable toilets may safely resume considering the chemicals used suggest they are effective against the Covid virus. Given the usual number of units offered at various properties, staff is not capable of sustaining the “frequent” sanitation recommendations. However, the vendor is willing to increase sanitation to twice weekly for double the cost. Alternatively, with advice from counsel, perhaps a disclaimer to the public might be posted on the units. Staff and I do feel having portable toilets at some locations is necessary.
  - 1. Call for direction and/or motion from the Board.
- b) Special Use Agreement request from Homer Stallions Football organization to share the park with HAC and begin using Football Fields and Announcer Tower building beginning March 14, 2021 ending May 2, 2021 for practices and three home football games to make up for pandemic cancellation of the 2020 season. Stallions also plan to conduct their regular 2021 season in the Fall. HAC has agreed to the shared site use during their normal user timeframe with conditions as outlined (specifically that Stallions will only use football field area and will cooperate complying with CDC/Illinois Phase 4 pandemic restrictions).
  - 1. Call for Motion
- b) HAC user agreement is not yet prepared, but is our standard annual agreement with modifications for Phase 4 pandemic restrictions being incorporated. Their request for use begins typically on April 1, 2021 and as submitted by President Rodeghero, see his request for conditions necessary to modify the agreement in compliance with CDC/Illinois Phase 4 pandemic restrictions.
  - 1. Call for motion approving the modification requests to the agreement and directing the Supervisor to execute the final agreement with incorporations once prepared.
- c) Past President, Dan Hagan (by way of social media posts), has brought graffiti remnants on east football field (originally occurring around 8/23/2019) to my attention. As agreed, the matter was investigated and the Board has been provided copies of work orders, pictures and staff updates.
  - 1. Staff/Supervisor is looking for Board direction in consideration of the Stallions requests for additional field use this year making it difficult to address the turf properly.

**4) Administration Center Budgeted capital improvement projects FY2020-21:**

- a) *Pending availability of materials on backlog due to Coronavirus and most likely will not be scheduled until warmer weather:* Proposal for removal and replacement of two original (1991) commercial grade air conditioning units as previously approved by the Board.

**C. Financial/Accounting:**

**1) FY21-22 Budgets**

- a) Formulation of fiscal year 2021-22 fund budgets will begin. Officials and committee chairs are requested to submit any information regarding planned future projects, items that will require funding, changes to line items, etc. as soon as possible.

**9. TOWNSHIP COMMITTEE & LIAISON REPORTS:**

- A. Events, Chairman John Kruczek
- B. Open Space Planning & Operations, Chairman Tom Fijan
- C. Parks & Recreation, Chairmen Ed Kalas
- D. Senior Citizen & Special Needs Advocacy, Chairman George Offord
- E. Military & Veteran Affairs Report, Liaison Karen Szykowski

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

- A. The City of Lockport informed Homer Township they have been awarded an IEPA Section 319 grant for development of a watershed-based plan for the Fiddymet Creek, Milne Creek and Fraction Run watersheds to be coordinated by HLR. They are requesting Township input as a stakeholder of the project.

- 1) Call for motion to establish a representative or task force to participate in the project on behalf of the Township.

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

- A. The Homer Township Electoral Board convened on January 5, 2021 as required in response to Anthony Drabik’s objections to the April 6, 2021 Consolidated Election Independent candidate petitions and at the direction of Judge Kennedy. The Township Board is obligated to approve payment of the necessary expenditures associated with carrying out the proceedings of the Electoral Board in response to the filed Objection. As of February 22, 2021, the Township was invoiced and paid \$16, 571.40 as required.

**12. Executive Session:** A public body may hold closed meetings permissible by Open Meetings Act to discuss matters pertaining to permitted Exceptions\*

*Common/potential Exceptions permitted under the Open Meetings Act (See 5 ILCS 120/2 for complete list):	
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	Probable or eminent litigation
2C21	Discussion of minutes of Executive/Closed Meetings

- A. Call for required Motion to enter closed meeting for the purpose(s) of \_\_\_\_\_
  - 1) Call Closed Session to Order
  - 2) Roll Call
  - 3) Discussion
  - 4) Motion to adjourn Closed Session and return to regular meeting
  - 5) Open Session Roll Call

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

**14. Adjournment**

**The next Homer Township Board Meeting is scheduled for April 12, 2021 at 7:00 p.m.\***

\* Disclaimer: Township meeting locations, whether conducted in person or by electronic/telephonic participation, etc. may vary with minimum advance notice. The meeting schedules are subject to change in response to the official directives of the Covid-19/Coronavirus pandemic. Please monitor the Township website and meeting Agendas regularly for modifications to the posted annual schedules required by Illinois Statute.

**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 Kathy Kruczek, 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.*