



# Homer Township Minutes

Monthly Board of Trustees Meeting  
July 14, 2025, at 7:00 P.M.  
Homer Township Town Hall  
16057 S. Cedar Road  
Lockport, IL 60491

## 1. Call to Order

The meeting was called to order by Township Supervisor Steilen at 7:00 p.m.

## 2. Pledge of Allegiance

## 3. Moment of Silence

## 4. Roll Call for Quorum

Present were Supervisor Sue Steilen, Clerk Tami O'Brien, Trustees Keith Gray, Ken Marcin, Don Melody, Chris Sievers, Collector Sara Palermo, Highway Commissioner John Robinson and Attorney Jason Guisinger. Absent were Assessor Carmen Maurella. *A quorum was established.*

## 5. Public Comments (must sign in)

None.

## 6. Approval of Minutes

### a. June 9, 2025

Trustee Gray motioned to approve the minutes of June 9, 2025, and seconded by Trustee Melody.

Roll Call Vote:

Ayes (5) Trustees Gray, Marcin, Melody, Sievers and Supervisor Steilen

Nays (0)

*The motion carried.*

## 7. Reports and Communications from Elected Officials

### a. Trustees

#### Trustee Gray

Trustee Gray, Trustee Marcin & Supervisor Steilen met with about 10 Seniors from Founders Crossing. They voiced some concerns regarding maintenance at some of the units. The new Maintenance Foreman can do a checklist of Units. Also, the residents would like to use the activity center for possible movie nights and/or book nights?

#### Trustee Marcin

Trustee Marcin had no report.

#### Trustee Sievers

Trustee Sievers had no report.

**b. Clerk O'Brien**

Senior Bingo was held on July 8; it was a great turnout. Thank you to all the Volunteers. We will accept any type of donations, Food, Cash.

**c. Highway Commissioner Robinson**

Paving on 163<sup>rd</sup> has been completed and will be striped. Also, striping will be done in Lockport Heights. He is still waiting for final agreements for 167<sup>th</sup> & Bruce Road from the City of Lockport.

**e. Assessor Maurella**

Absent

**f. Collector Palermo**

Collector Palermo had no report.

**g. Supervisor Steilen Report**

She, along with the Clerk, Trustees and Highway Commissioner, attended the TOIRMA workshop in Naperville. One of the biggest challenges is General Assistance, because training doesn't begin until September/October, and there have been several requests for General Assistance. There is a workshop on Friday that Supervisor Steilen will be attending. Thank you to all the Trustees and Clerk for volunteering for Homer Fest. Kudos to Homer Glen Junior Women's Club for their successful Garden Walk. There have been some repairs at the rental property on Open Space. As Trustee Gray mentioned, the Seniors had a lot to say about their units, some have leaky skylights. Three employees were hired, a Custodian, Seasonal Laborer and a Maintenance Foreman who starts next week.

**h. Trustee Melody**

Trustee Melody asked what type of General Assistance requests we have been receiving. Per Supervisor Steilen, some are behind on Utility Bills, some have lost their jobs or had medical issues.

**8. Action Items**

**a. Approval of Bills for Payment**

Trustee Sievers motioned to approve payment of all bills for June 2025: Certificate of Deposit, Equipment & Building, Founders Crossing Bond, Founders Crossing General, General Assistance, Open Space, Park, Road & Bridge and Town Funds, and seconded by Trustee Melody.

Roll Call Vote:

Ayes (5) Trustees Gray, Marcin, Melody, Sievers and Supervisor Steilen

Nays (0)

*The motion carried.*

**b. Approval of an Agreement with Hearne & Associates for a Single Audit**

Since the Township received more than \$750,000 in Grant money from the Federal Government, the Township was required to submit a Single Audit. The cost will be anywhere from \$3650 to \$4650

Trustee Gray motioned to approve the agreement with Hearne & Associates for a Single Audit, and seconded by Trustee Marcin.

Roll Call Vote:

Ayes (5) Trustees Gray, Marcin, Melody, Sievers and Supervisor Steilen

Nays (0)

*The motion carried.*

**c. Approval of an Agreement with Cygan Hayes Ltd. for Accounting Services**

Trustee Sievers motioned to approve an Agreement with Cygan Hayes Ltd. for accounting services from the third quarter of 2025 through the second quarter of 2027, and seconded by Trustee Gray.

Roll Call Vote:

Ayes (5) Trustees Gray, Marcin, Melody, Sievers and Supervisor Steilen

Nays (0)

*The motion carried.*

**d. Approval of Rental Fee Waiver for the HTRO Community Blood Drive on July 17<sup>th</sup>.**

Trustee Sievers motioned to approve a Rental Fee Waiver for the Community Blood Drive sponsored by the Homer Township Republican Organization on July 17, 2025, and seconded by Trustee Gray.

Roll Call Vote:

Ayes (3) Trustees Sievers, Gray and Supervisor Steilen.

Nays (0)

Abstained Trustee Melody & Trustee Marcin.

*The motion carried.*

**e. Committee Appointments**

Supervisor Steilen stated we need to “define” our committees & purposes and requested a motion to approve appointments of the follow individuals to chair the following committees.

Land Use – Trustee Melody

Open Space, Civic Center – Supervisor Steilen

Senior Bingo – Clerk O’Brien

Veterans – Trustee Gray

Trustee Melody motioned to approve the Committee Appointments and seconded by Trustee Sievers.

Discussion - Trustee Melody wants to encourage as many residents as possible to volunteer for these Committees, decisions are to be made with the resident’s input. Per Supervisor Steilen there are applications online and at the Township. Trustee Gray is looking forward to heading the Veterans committee. The Supervisor also asked Trustee Sievers to help with organizing the Labor Day Parade participation.

Roll Call Vote:

Ayes (5) Trustees Sievers, Gray, Marcin, Melody and Supervisor Steilen.

Nays (0)

*The motion carried.*

**9. Old Business**

**a. 143<sup>rd</sup> Street Update**

Supervisor Steilen 143<sup>rd</sup> Street attended a meeting two weeks ago of the Will County Board, where they voted to go ahead with the Transportation plan as is. The Village of Homer Glen is still working on this issue, and we are still in conversations with the Village and the County.

**b. Civic Center**

Supervisor Steilen stated the Civic Center building is not ready to be occupied. Supervisor Steilen read from Landmark Construction, changing order number four, what needs to be completed to gain occupancy.

- Complete the remaining sitework
- Complete the septic system.
- Complete the 2" thick bituminous surface course.
- Complete the trash enclosure fence & gate.
- Complete the landscaping (excluding the eastern landscape buffer and the landscaping along the west building elevation)

Complete the remaining work to achieve occupancy of the building.

- Provide two (2) aluminum automatic entrances.
- Provide misc. carpentry, and acoustic ceilings to complete the office and storage room.
- Seal the existing concrete, install vinyl base.
- Complete painting of the vestibule, office, storage, drywall walls in the multi-purpose room and the remaining doors and frames.
- Provide fire protection system.
- Complete the well pressure tank & tie-ins.
- Complete the balance of the ductwork (unpainted).
- Complete the balance of the electrical work as modified by the attached lighting plan.
- Provide automatic fire alarm system."

Supervisor Steilen invited Jay Bradarich, general contractor from Landmark Construction, to answer any questions regarding the first phase of the Civic Center.

Discussion – Supervisor Steilen asked Jay Bradarich if we need all these things to gain occupancy. He responded, "We do not need the 2" thick bituminous surfaces. Trustee Marcin asked about the asphalt binder that was laid down, it's peeling by the front door. Per Mr. Bradarich, they had another two inches they had to ramp up so you could wheel up onto the sidewalk. That 2-inch ramp that's coming apart would have to be completely removed before the surface coat could be put on. That does have to be maintained over time. Trustee Marcin stated that the building cannot be occupied at this time until the Phase II Construction is completed. Trustee Marcin asked if the building can't be occupied, why were the wheel stops, striping and handicapped signs installed. Per Mr. Bradarich the wheel stops, striping and handicapped signs are part of the Asphalt Pavers contract. It was always the intention to complete the building by the last Board. It was never intended to end up in this spot. Trustee Marcin asked, "Why are we in this position? Per Mr. Bradarich the previous Township Officials stated they were getting a Loan. Mr. Bradarich stated they didn't have enough money when they started the job, so they worked out how much money the Township had for Phase I to get the project going. The Board stated they were going to raise the money by

getting more grants etc. He was not privy about how they were getting the money. He was told they have x amount of dollars, so they created a Phase I, and the additional items were for Phase II. The previous Township Officials stated they were borrowing \$750,000 from the bank. It would be closer to \$500,000 if the surface floors aren't done. Basketball hoops, and everything else is more a Phase III. Trustee Marcin asked if this Phase II is different from the previous Board's Phase II. Bradarich responded they were going for a \$750,000 figure whereas this is a \$550,000 figure, \$500,000 if we don't do the surface course.

Trustee Marcin asked if everyone in Phase I was paid. Bradarich responded, everyone in Phase I has been paid for the work that was done. The only one completed is the plumber. He completed 100% of the work in Phase I. He will not be involved in Phase II. In Phase II the HVAC contractor still has duct work to put up around the basketball court. The Electrician still must complete all the lighting, including the Exit signs, battery packs. The fire sprinkler, the fire alarm is 100% Phase II. There's still painting left to do, there's no flooring in the building. They were going to do sealed concrete, and they were hoping to get the flooring donated. The well is almost complete, there's a little more work to be done. All that was done on the landscaping was the seeding, there's no mulch or plants. The concrete was poured for the trash enclosure, but the fence was never put in. The Aluminum entrances weren't installed; they were in Phase II. The office and storage room must be completed as of now ceilings and painting. Trustee Marcin asked about the septic at the back of the building, the system is not in, will the sidewalk need to come up to put the pipes underneath. Bradarich answered no, there was a small payment made to the septic company. He was going to come back and finish the septic system in March but by December they ran out of money. They had septic in Phase I but moved to Phase II because they wanted the office, storage room and vestibule moved to Phase I. So, when they finished with the office, storage room and vestibule they ran out of money and didn't have enough to finish the septic. Per Mr. Bradarich "they were juggling balls in the air". Every trade on the job was union, the only prevailing wage person was the well driller. He was not a union contractor.

Trustee Marcin asked if there was ever a "punch list" provided for Phase I? Per Mr. Bradarich, no, because it was ongoing and never finished so there was nothing to punch out.

Trustee Marcin asked about a Warranty, there is a 12-month warranty for the plumbing and HVAC units are the only two traders that have been affected under warranty. For the plumbing, until we turn the water on in the building, per his opinion, the plumbing is not complete. The day those units were turned on the clock started ticking. The units were turned on in December so the units will be under warranty until December 2025. There is still a manufacturer warranty after December.

Trustee Gray stated, "the electrical was modified, how does it deviate from the original?" When Mr. Bradarich looked at the Architects drawing, he had wall sconces all over the outside of the building. After going for the permits, they were told they only needed lighting over the exit doors. So, they wanted to eliminate all that lighting. When they were in the building and saw the way, the architect laid out the lighting in the multipurpose room they were able to move lights around and eliminate a whole row of lights making the budget \$15,000 – \$18,000 lower. The outlets are all in. There is only wiring in the bathrooms. There is no Landscaping on the East or West side of the Civic Center. Per Mr. Bradarich the old board stated there was a master plan to add a Senior addition onto the west side of the building. The plan showed landscaping against the building so they didn't want to pay for the landscaping just to rip it out. During the permitting process the Village wanted a buffer to put in between the Center and the residents to the east but there's a natural buffer there, so it is

redundant. Trustee Gray pointed out it is not our prerogative to take that out of the plan. How much is the cost of the landscaping. Bradarich responded with \$7,000. Trustee Gray also stated it is short-sighted to remove the surface course.

Right now, the septic system only accommodates the bathroom toilets, sinks but it won't accommodate a kitchen. To upgrade the septic system for a kitchen it shows it would be approximately \$10,500 more to complete. Per Trustee Gray he is all about the "Path to occupancy" and get in there with the residents and have them tell us how we're all going to use this building. Per Mr. Bradarich for the concrete flooring, it would be \$6400 to seal the concrete. There are a couple of alternatives if we went with an epoxy floor with urethane coating that would be the cheapest way to put a floor in. That depends on what the Civic Center is going to be used for? Initially they stated they were going to play "Wheelchair Basketball." He doesn't know how that would work with wheelchairs and brakes. The next cheapest flooring is to put VCT flooring in that would have to be stripped and waxed. That comes with the sports striping for the court and must be waxed over and must be maintained from time to time. A sports floor would cost much more, about \$100,000. If putting in flooring at some point in time, the sealed concrete won't have to be taken up.

Trustee Sievers asked about the plan for 10 feet and above for the walls? Mr. Bradarich answered They will stay as is. It cannot be punctured since its polyethylene, and it was put in for sports. It cannot be painted.

Trustee Marcin asked regarding landscaping and weed whacking with the two HVAC units that aren't fenced in, how to protect them, with landscaping rock or buffer? Mr. Bradarich responded there is already a landscape buffer around them and a fire lane that trucks can get in to service the units. Generally, they don't put locks on the units, but yes, we could.

Trustee Gray asked, "We know there is no more Grant money that's coming in and we are locked out of until next year, but if we did have money how long would it take you to assemble a team to complete the building without the kitchen?" Mr. Bradarich responded it would take approximately seven to eight weeks.

Supervisor Steilen said regarding the septic, we received notification from the grant overseers Accenture, that work with the County, the original grant was for \$500,000 and we expended and received \$393,500 representing the completion of the projects defined scope. The grant was finished, and we would have lost out on \$107,000. The grant was for Homer Township's facility water service project, the scope of work included site grading, installation of water and sewer utility connections and stormwater infrastructure improvements at the Township facility site. She did call Accenture and told them there is no septic at the site. Accenture said they did have a sworn statement from Landmark Construction that septic was a part of the project scope and ARPA did reimburse for the septic. She asked if Mr. Bradarich communicated with the grant people or was it strictly the Township. He said it was strictly the Township. The Township told him what the grant would cover, and he gave a sworn statement putting x's next to the items he thought it would cover. Those items added up to \$540,000, so I am kind of surprised the Township only spent \$390,000, I thought they spent the whole amount. Supervisor Steilen needs to talk to the County to get the rest of the grant money to complete the septic. She asked of the \$5,530 spent on the septic, what did we get for that. Mr Bradarich responded, "The \$5,000? The pipes are running from the building out to the field right now. They agreed \$48,000 was needed to complete the septic. There were discussion of the parking lot lights, and Mr. Bradarich said he would look into it. He said the plan was for the fire lane to remain stone.

Steilen stated we do still owe the Village \$9,700 in engineering fees for the project.

Trustee Gray thanked Mr. Bradarich for attending tonight's meeting.

**c. Founders Crossing update and discussion**

Per Supervisor Steilen Founders Crossing was also funded through a grant we received for \$508,000. The total amount wasn't expended, \$468,303 was used for refurbishing 16 of 30 units at Founders Crossing for Phase I (of five phases). The HVAC was moved up from Phase II to Phase I, and six units were replaced. They didn't use the grant money in time. That money is not available. We can apply for another grant in March of 2026 and that will be available in October 2026. Phase II was garage doors, skylights.

There are legacy and new skylights leaking. A resident had a leaky skylight that has been leaking for a week. A roofer went out and looked at the skylight and stated that the skylight that was installed is for a flat roof and this is a pitched roof. The size was incorrect. It will cost approximately \$3000. Per Trustee Gray a lot of resources were diverted over the years for the Civic Center. Maintenance was deferred for all areas including Parks and the Town Hall. We should get on a regular course, so that we are assessing all properties that the township does own.

**10. New Business**

**a. American Tower Lease Agreement**

Supervisor Steilen reported the Township's cell tower land lease goes back to 1996; the owner of the tower is looking to extend the agreement to twenty-five years. This item was on the agenda for discussion purposes only. Attorney Guisinger explained we don't have a policy in place. Often at the Township Annual Meeting the Electors will delegate the authority to lease, purchase or dispose of real property to the Township board for up to a twelve-month period. Without that delegation of authority to the board, we can't enter a lease of this type where property would have to be approved without the approval of the electors. This is not a complicated process. We would have to call a Special meeting of the electors and publish a notice in the newspaper and set forth the general terms of the lease that we would be looking into entering and then hold a special Town meeting. The electors will have an opportunity to vote on delegating authority to the board.

This will be discussed in Executive Session.

**b. Park Maintenance**

Supervisor Steilen stated there are several areas that need maintenance. Supervisor Steilen stated she has started a list of areas that need to be maintained and has started getting estimates, these expenses should be considered regarding the Civic Center expenses.

Per Highway Commissioner Robinson stated he was out looking at 163<sup>rd</sup> street and he did look at the building in Morris Park, the building is in very poor shape. Possibly bulldoze? Instead of spending money to maintain.

Per Supervisor Steilen we also have rental property at Trantina Farms that is having issues with the bathtub leaking, issues with the water pressure, well, and windows. There are rusted benches at the playground, mulch is needed under the playground equipment. There are picnic tables that need to be repaired and painted. The benches by the firepit are all rotten and need to be replaced

along with the firepit. She is looking at construction fencing for silos and corncribs because they are safety hazards. She is looking for a Structural Engineer to look at the silos. The benches at the Healing Garden have repeatedly been vandalized. Although we do have to finish the Civic Center, we must maintain what we have.

Per Trustee Gray from what he's seen at Morris Park and Trantina Farms, he's hoping the maintenance foreman will institute a new policy that if the staff is out cutting the grass or weed whacking and notice graffiti or other issues that they will report to the Township office.

Supervisor Steilen stated when we had the torrential rain last week there was water coming in under the front doors in the vestibule at the Township office. We will need new front doors, and the gutters are for residential dwellings not for businesses. Supervisor Steilen stated that the micro pantry outside the Township needs donations along with the micro pantry at the library.

**11. Roll Call vote to Enter Closed Session**

Motion to enter Closed Session for the purpose of setting the price for the cell tower lease made by Trustee Marcin and seconded by Trustee Melody.

Roll call vote:

Ayes (5) Trustees Gray, Marcin, Melody, Sievers and Supervisor Steilen, Nays (0)

*The motion carried.*

**12. Return to Open Session**

**13. Action Following Closed Session (if any)**

None

**14. Adjournment**

Motion to adjourn by Trustee Gray and seconded by Trustee Melody. Voice vote. All were in favor.

Meeting was adjourned at 8:51 pm

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Tamara O'Brien, Township Clerk

Approved at the Board of Trustees Meeting dated August 11, 2025