

HOMER TOWNSHIP

A G E N D A

BOARD OF TRUSTEES COMBINED PLANNING/BUSINESS MEETING

January 14, 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
2. Pledge of Allegiance to the Flag of the United States of America
3. Roll Call
4. Matters from the Public:
Please sign in with Clerk prior to meeting. Comments are limited to 3 minutes.
 - A. Open the floor for public input.
5. Accounting (Action/Motion may be requested):
 - A. December, 2018 account payables and receivables
 - 1) Request motion to approve December, 2018 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) Reassignment of items within the Homer Township Road District Budget, Road and Bridge Fund transferring from the unexpended balance of Line Item 880 - Contingencies, the total sum of \$20,000. to be added to Line Item 820 – Eng Service in the same fund in the amount of \$20,000.
 - C. Requests for funding contributions:
 - 1) None submitted
6. Highway Commissioner Mike DeVivo Report:
7. Assessor Karen Szykowski Report:

8. Clerk Linsey Sowa Report (*Action/Motion may be requested*):

A. Minutes: (Note: Approved Township minutes available online at: www.homertownship.com)

- 1) Request for Motion to TABLE review of December 10, 2018 Regular Board Meeting Minutes.

B. Record Management/ Duplicate Record Destruction:

- a) PENDING: Scheduling destruction of duplicate/Non-Record Documents

C. FOIA Report:

- 1) FOIA tracker report: December 2018

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

A. Status Report Financial/Accounting:

1) Budgets for FY19-20

- a) In early stages of preparing the budgets. Request officials and Committee Chairs to submit information regarding items that require funding, changes to line items, etc.

2) Property tax abatement of Senior Housing Bond:

- a) Original document was signed and provided to Township Clerk to file at Will County. Supervisor has located the document and will take it to the County Clerk to be filed.

B. Status Report Administration:

1) Will County CDBG Program-Homer Township/Lockport Heights Sanitary District

- a) Working with Will County, LHSD, Engineer and Attorney Sramek to develop required documents and agreements necessary to proceed.

2) Caton Farm/Bruce Road SRA IGA:

- a) Results of Intergovernmental Agreement between Will County, City of Lockport, Village of Homer Glen and Homer Township to share the cost of Part A of the engineering study/reevaluation of the North-South Connector for the Caton Farm-Bruce Road Project east of the Des Plaines River.
 1. Will County TCC has scheduled a meeting on January 24, 2019 to review the impact results of the first phase reevaluation of the three alternative alignments. A Public Hearing will be scheduled (tentatively Feb. 2019) to seek input regarding the selection of an alignment route based on the impact results.

3) Public Act 100-0983:

- a) Supervisor, Clerk, Commissioner, Assessor and Township Attorney have met and worked to clarify and resolve issues concerning compliance and implementation of the new law. The current procedure is to scan copies of all checks signed by the Supervisor and to daily provide them to the Township Clerk so that she may 'Attest' to the authenticity of the Supervisor's signature.

4) Homer Fest 2019

- a) On December 19, 2018 the Mayor presented a draft version of an IGA from the Village of Homer Glen to the Township Supervisor for review. The IGA indicated, "The Village is the proprietor of the Fest to be held on Village lands" and asking, "The Township will allow access to its property for parking for the Fest".
- b) In an effort to streamline the process and time involved executing the IGA, the Supervisor worked with the Township's insurer and attorney to prepare a revised draft to submit to the Mayor Yukich.
 1. Requesting motion from the Board to submit the 1/11/19 revised IGA draft to the Village/Mayor.
- c) After a final draft is completed, the Supervisor will provide it to the Board for their review and approval before executing the document.
- d) Considering the previous IGA with the Village and Township as cosponsors of the event has expired and the Village has indicated that they will be the sole proprietor of the event, there is no longer an agreement to have joint or Township appointed committee members for the festival. Upon the advice of attorney, Homer Township will no longer make appointments to serve on the

village/township joint committee. The Township's appointments to the Committee are no longer valid and the Township is removed from all liability and responsibility for the festival.

5) Township Committee appointments and 2019 meeting schedule:

a) The 2019 schedule of Township Committees and meeting dates will be revised and reposted to reflect the removal of the Township/Village Joint Committee(s).

1. Motion requested to revise and repost the Township's 2019 Committee meeting schedule.

6) Administration Center Information Technology (IT), phone system/infrastructure:

a) Work to begin upgrading the building's phone system on January 16th.

b) Our IT professionals have reviewed our entire system and have recommendations for repairs/upgrades necessary for the system.

1. Motion requested to accept the recommendations and approve proposals submitted by GHA Technologies in the amount of \$886 and \$792.

C. Status Report Facilities/Property Management:

1) Senior Housing Facility:

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

2) Administration Building flooring repairs:

a) The flooring at the administration building is rapidly deteriorating. We received complaints of potential trip hazards during the last election. Supervisor requested pricing quotes for affected areas from Marchio Tile & Carpet, our preferred contractor in the installations over concrete slab foundations.

1. Motion requested to approve replacement at the areas listed in the proposal (public/assessor public areas) with the "Walkway 20 Luxury" vinyl tile.

3) Town Center Park baseball field fencing:

a) Supervisor has received the Job Order Contracting proposal to replace fencing and related components at all four Town Center baseball fields per the scope of work outlined in the proposal. The total cost for the project is \$81,911.89. The Homer Athletic Club suggested that they anticipate being able to contribute 20% of the cost; however they might have to reimburse the Township in two separate payments.

1. Motion required to accept the JOC Work Order # 063589.00 and direct the Township Supervisor to earmark sufficient funds in the FY2019-20 Park Maintenance Fund Budget.

2. Motion required to approve Supervisor develop the payment agreement with the Homer Athletic Club to reimburse for 20% of the project cost.

4) All properties:

a) Facility Use policies, ordinance and agreements:

1. Supervisor developed draft IGA with Village for property usage, see Agenda Item 9, B, 4.

2. Supervisor developed with Opens Space Committee and staff the revisions to the farming license agreements provided under Agenda Item 11C. Once the suggested revisions are approved by the Board, the recommendations will be provided to attorney/insurer to develop the final draft.

3. **Pending:** Supervisor continues working with Committee Chairs and staff developing/updating documents.

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

A. Homer Glen Area Chamber of Commerce Liaison Representative Lynn McGary

B. Military & Veteran Affairs Liaison Representative Karen Szykowski

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

A. Events, Chairman Linsey Sowa

B. Homer Fest & Parade, Chairman Ed Kalas

- 1) Considering the previous IGA with the Village and Township as cosponsors of the event has expired and the Village has indicated that they will be the sole proprietor of the event, there is no longer an agreement to have joint committee or Township appointed committee members for the festival. Upon the advice of attorney, Homer Township will no longer have appointments to serve on the village/township joint committee. The Township’s appointments to the Committee are no longer valid and the Township is removed from all liability and responsibility for the festival.

C. Open Space Planning & Operations Chairman Tom Fijan

- 1) Committee made a motion to advise the Board to make revisions/changes to the Farming Licenses and publications for future agreements and requests for proposals
 - a) Motion required from the Board to accept the changes/revisions to the Licenses as proposed by Committee and direct the Supervisor to work with our insurer and attorney to develop the final documents/agreements.

D. Parks & Recreation Chairmen Ed Kalas & John Kruczek

E. Senior Citizen & Special Needs Advocacy Chairman George Offord

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

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

14. Executive Session: If required, Motion to enter closed executive session permissible by Open Meetings Act, 5 ILCS 120/2 to discuss matters pertaining to permitted Exceptions 2 C.

- A. Call to Order
- B. Roll Call
- C. Motion to adjourn Executive Session and return to regular meeting

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

- A. Supplementary action, if any.

16. Adjournment

NEXT SCHEDULED MEETING

HOMER TOWN BOARD REGULAR BUSINESS/PLANNING

Date: February 11, 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.*