

VILLAGE OF HOMEWOOD  
BOARD OF TRUSTEES MEETING  
MONDAY—SEPTEMBER 21, 2015  
VILLAGE HALL BOARD ROOM

CALL TO ORDER: Village President Hofeld called the regular meeting to order at 7:30 p.m. Approximately 10 people from the public were present. One press representative was in the audience.

PLEDGE OF ALLEGIANCE: Village President Hofeld led the audience in the Pledge of Allegiance.

ROLL CALL: Clerk Marilyn Thomas recorded the roll call. Those present were Village President Richard Hofeld, Trustee Barbara Dawkins, Trustee Lisa Purcell, Trustee Karen Washington, Trustee Anne Colton, and Trustee Jay Heiferman. Trustee Ray Robertson was absent.

INTRODUCTION OF STAFF: Village President Hofeld introduced staff members in attendance: Village Attorney Christopher Cummings, Village Manager Jim Marino, Fire Chief Bob Grabowski, Public Works Director John Schaefer, Economic & Community Development Director Tom Vander Woude, and Assistance Village Manager Mike Marzal.

MINUTES: There were no comments or corrections to the minutes of the regular meeting of September 8, 2015. A motion was made by Trustee Purcell and seconded by Trustee Heiferman to approve the minutes of September 8, 2015.

***Roll Call: AYES – Trustees Dawkins, Purcell, Washington and Heiferman. NAYS – None. ABSTAIN – Trustee Colton. ABSENT – Trustee Robertson. Motion carried.***

CLAIMS LIST: The Claims List of \$491,033.56 was reviewed. President Hofeld said payments of \$190,337.21 and \$204,948.64 to the City of Harvey for water were 80 percent of the total.

A motion was made by Trustee Colton and seconded by Trustee Purcell for the Board to approve the September 21, 2015 Claims List in the amount of \$491,033.56.

***Roll Call: AYES – Trustees Dawkins, Purcell, Washington, Colton, and Heiferman NAYS – None. ABSENT – Trustee Robertson. Motion carried.***

PRESENTATION:

RESOLUTION R-2233 / RYAN SCHNEITER / 20 YEARS OF SERVICE / FIRE DEPARTMENT: A motion was made by Trustee Colton and seconded by Trustee Purcell to approve Resolution-2233 recognizing firefighter Ryan Schneiter for his 20 years of service with the Homewood Fire Department.

***Roll Call: AYES – Trustees Dawkins, Purcell, Washington, Colton, and Heiferman  
NAYS – None. ABSENT – Trustee Robertson. Motion carried.***

Fire Chief Bob Grabowski said Firefighter Schneiter joined the department in 1995 as a paid-on-call member and joined the career ranks in August 2004. He is a member of the 2 percent Foreign Fire Board and served on various special committees for engines, trucks and ambulances. He holds various certificates and has completed four levels of the National Incident Management courses.

HEAR FROM THE AUDIENCE: President Hofeld invited members of the audience to address any issues not on the agenda. No comments were offered.

OMNIBUS VOTE: Village Clerk Thomas read the following items:

- A. BUDGET AMENDMENT - BID AWARD / WATER DISTRIBUTION SYSTEM LEAK SURVEY:
  - i. BUDGET AMENDMENT: Approve a budget amendment from line item 133337558330 in the amount of \$20,000.
  - ii. BID AWARD / WATER DISTRIBUTION SYSTEM LEAK SURVEY: Award the bid for the Water Distribution System Leak Survey project to M.E. Simpson Co., Inc., the lowest responsible bidder, in an amount not to exceed \$18,700.
- B. BID AWARD / MUNICIPAL SERVICE CENTER ROOF REPLACEMENT: Award the bid for the Municipal Service Center Roof Replacement to Crowther Roofing, the lowest responsible bidder, in an amount not to exceed the base bid of \$236,300 and to include unit prices of the following: \$5.00 per square foot for Metal Deck Coating, \$15.00 per square foot for Metal Deck Replacement, \$500.00 for Roof Drain Repair, \$3,500 for Roof Drain Replacement and \$6.00 per linear foot for Wood Nailer Replacement, if needed for additional unforeseen repairs.
- C. BID WAIVER / MILLING OF STREET PATCHES: Waive competitive bidding based on Section 5 of the Homewood Purchasing Policy and award the contract for the milling of various streets to Gallagher Asphalt in an amount not to exceed \$11,929.80.
- D. ORDINANCE M-1976 / VACATION OF A PORTION OF 175TH STREET: Pass an ordinance approving the vacation of a portion of the public right-of-way commonly known as 175th Street east of Halsted Street in Homewood, Cook County, Illinois.
- E. ORDINANCE MC-934 / ZONING ORDINANCE SECTION 15.3 - MOTOR VEHICLE SERVICE AND REPAIR DEFINITION: Pass an ordinance amending the definition of motor vehicle service and repair in Section 15.3 of the Homewood Zoning Ordinance.

A motion was made by Trustee Purcell and seconded by Trustee Colton to approve, award, accept or pass Omnibus Vote Items A through E as presented.

***Roll Call: AYES – Trustees Dawkins, Purcell, Washington, Colton, and Heiferman***

***NAYS – None. ABSENT – Trustee Robertson. Motion carried.***

**OLD/NEW BUSINESS:**

**DOWNTOWN BUSINESS INCENTIVE PROGRAM / 2009-2011 RIDGE ROAD:** Tom VanderWoude, Director of Economic & Community Development, asked the Board to consider incentives for roof and interior lighting replacement at 2009-2011 Ridge Road. The store houses Nathalie's Interiors and Gallery and Van Sipma's Jewelers. Mr. Gary Van Sipma asked for incentives to offset the cost of replacing the building's roof and improving interior lighting at 2009 Ridge Road.

Director Vander Woude said \$26,075 in funding would be appropriate from the Business Incentive Program. The Go Green Reward Program would cover the lighting. Mr. Van Sipma will be installing energy efficient lighting in the building. The \$25,000 for the roof, the maximum the Village can award, will be awarded under the Façade & Property Improvement Program.

A motion was made by Trustee Purcell and seconded by Trustee Colton to authorize the Village President to enter into an agreement with Gary Van Sipma under the Business Incentive Program to reimburse expenses associated with roof and total lighting replacement at 2009-2011 Ridge Road in an amount not to exceed \$26,075.

***Roll Call: AYES – Trustees Dawkins, Purcell, Washington, Colton, and Heiferman  
NAYS – None. ABSENT – Trustee Robertson. Motion carried.***

**FISCAL YEAR END 4/30/2015 AUDIT PRESENTATION / ACCEPTANCE:** Mr. Ron Amen, principal in the accounting firm Lauterbach and Amen, addressed the Board on the recent completion of the Village's audit. He commended Director of Finance Dennis Bubenik and Senior Accountant Amy Zukowski for their outstanding work throughout the year and for the help they gave the accounting firm in completing the audit for the fiscal year ending April 30, 2015.

The Village budget shows a general fund of \$18.76 million, with \$1.7 million in debt.

Illinois Statutes require an opinion on the Village's finances, and Mr. Amen said Homewood receives a clean opinion without qualifications or modifications. It is the highest status a Village can receive. This audit is presented in three sections: an introduction; financial information; and statistical information.

The firm offered several recommendations that can improve the process, including a change in the handling of comingled accounts, and the use of a policy and procedures manual. The Village is in the process of developing a manual.

Mr. Amen noted several fund balances that went over budget and suggested the Village investigate the causes for these overdrafts.

A motion was made by Trustee Washington and seconded by Trustee Purcell to accept the Annual Financial Report ending April 30, 2015, as presented.

***Roll Call: AYES – Trustees Dawkins, Purcell, Washington, Colton, and Heiferman  
NAYS – None. ABSENT – Trustee Robertson. Motion carried.***

MANAGER’S REPORT: None.

GENERAL BOARD DISCUSSION: Trustees thanked everyone for coming to Fall Fest calling it a great event. Trustee Heiferman gave special thanks to the Events & Public Relations and Public Works Departments that did fantastic work to get the Fest organized and manage the event throughout the day.

A motion was made by Trustee Colton and seconded by Trustee Washington to adjourn the regular Board meeting at 7:52 p.m.

***Roll Call: AYES – Trustees Dawkins, Purcell, Washington, Colton, and Heiferman  
NAYS – None. ABSENT – Trustee Robertson. Motion carried.***

Respectfully submitted,

Marilyn Thomas  
Village Clerk