

**MEETING OF THE BOARD OF TRUSTEES REGULAR SESSION  
11004 Carpenter Street, Mokena, Illinois 60448**

Session #006

March 28, 2022

**CALL TO ORDER**

Mayor Pro Tem Metanias called the Regular Session of the Board of Trustees to order at 6:30 p.m.

**PLEDGE OF ALLEGIANCE**

The Board of Trustees recited the Pledge of Allegiance.

**ROLL CALL/ESTABLISHMENT OF QUORUM**

Clerk Martini called the roll and the following Trustees were present:

Joseph Budzyn  
Rob Dauphinais  
Melissa Fedora  
George Metanias (Mayor Pro Tem)  
Jim Richmond

Absent: Mayor Frank A. Fleischer  
Trustee Debbie Engler

Also present were the following: Village Clerk Melissa Martini; Village Administrator John Tomasoski; Assistant Village Administrator Kirk Zoellner; Village Attorney Lorien Schoenstedt; Finance Director Sharon Dangles; Community and Economic Development Director Matt Ziska; Interim Chief of Police Brian Benton; Director of Public Works Jim Kulesa; and Assistant Public Works Director Dan Peloquin

**EXECUTIVE SESSION**

Trustee Richmond made a motion to enter executive session at 6:31 p.m. to discuss the setting of a price for sale or lease of property owned by the public body 5 ILCS 120/2(c)(6). Trustee Dauphinais seconded.

AYES: (4) Budzyn, Dauphinais, Fedora, Richmond  
NAYS: (0)  
Absent: (1) Engler  
Motion carried

**RECONVENE REGULAR SESSION**

Trustee Richmond made a motion to adjourn the executive session and reconvene the regular meeting at 7:02 p.m. Trustee Budzyn seconded.

AYES: (4) Budzyn, Dauphinais, Fedora, Richmond  
NAYS: (0)  
Absent: (1) Engler  
Motion carried

Mayor Pro Tem Metanias advised that the night's meeting began with an executive session at 6:30 p.m.

**DISCOVER MOKENA**

Clerk Martini presented the Community Calendar.

**PUBLIC COMMENT**

There were no public comments.

**CONSENT AGENDA**

Village Administrator John Tomasoski presented five (5) items on the Consent Agenda for Board approval. These items are strictly administrative in nature.

- a. Motion to conditionally approve the Mokena Lions Club's 34th Annual Firecracker Dance Weekend and Fundraiser Event Friday, July 15, 2022 and Saturday, July 16, 2022 utilizing the Front Street commuter lot from Friday morning, July 15 through Monday, July 18, 2022; and to allow for door-to-door ticket sales May 1 through July 15, 2022; and to authorize the use of municipal/Village resources for event coordination, contingent upon staff's confirmation and approval of the applicant's final application materials.
- b. Motion to conditionally approve the Our Fallen Hero Foundation in Memory of PFC Aaron Toppen's 9th Annual Our Fallen Hero 5K in memory of PFC Aaron Toppen Saturday, September 24, 2022, and to authorize the use of municipal/Village resources for event coordination, contingent upon staff's confirmation and approval of the applicant's final application materials.
- c. Motion to adopt Resolution No. 2022-R-002 to authorize the expenditure of funds for the 191<sup>st</sup> Street Resurfacing, Wolf Road to US 45, to be funded through the Will County Governmental League Surface Transportation Program and to authorize the Village President and Village Clerk to execute same.
- d. Motion to adopt Resolution No. 2022-R-003 to authorize the expenditure of funds for the US 45 Bike Path, LaPorte Road to Birch Avenue, to be funded through the Will County Governmental League Surface Transportation Program and to authorize the Village President and Village Clerk to execute same.
- e. Motion to approve the minutes from the March 14, 2022 Board Meeting and Work Session.

Trustee Richmond made a motion to approve Consent Agenda item 7 (a), (b), (c), (d) and (e) as depicted in the March 24, 2022 Request for Board Action prepared by the Village Administrator. Trustee Budzyn seconded.

AYES: (4) Budzyn, Dauphinais, Fedora, Richmond

NAYS: (0)

Absent: (1) Engler

Motion carried

#### **APPOINTMENTS/PROCLAMATIONS/PRESENTATIONS**

Mayor Pro Tem Metanias introduced Mokena residents and 2022 Illinois High School Association State Wrestling Champions Seth Mendoza and Colin Kelly. He described the individual hard work involved in the sport and expressed his pride in their accomplishments.

##### **Seth Mendoza Proclamation**

Clerk Martini recited a proclamation for Seth Mendoza.

Seth Mendoza thanked the Village Board for recognizing him. He presented a handcrafted wooden flag he made to Chief Joe Cirelli and the Mokena Fire Department.

##### **Colin Kelly Proclamation**

Clerk Martini recited a proclamation for Colin Kelly.

Colin Kelly thanked the Village Board for recognizing him.

##### **Appointment of Jeffrey Puttkammer to Water and Sewer Operator Position**

Director of Public Works Jim Kulesa advised the Village Board that per the water meter replacement program which began pre-COVID-19, staff worked under the collective bargaining agreement to transition a Meter Reader position into a Water and Sewer Operator position. The position was posted internally, and four Village employees applied. As a result of the interview process, it was determined that Meter Reader Jeffrey Puttkammer was most qualified to fill the position of Water and Sewer Operator.

Director of Public Works Kulesa stated Mr. Puttkammer has been an employee with the Village since 2016 and gained valuable experience training with current operators on water main breaks, learned the flow of day-to-day operations at the wastewater treatment plant, and broadly familiarized himself with Mokena's water and sewer distribution systems. Mr. Puttkammer recently passed the Class "C" Public Water Supply Operator

Certification Test which is required for the position within one year of appointment, and is currently applying for the class D operator license.

Director of Public Works Kulesa further recommended the appointment of Jeffrey Puttkammer to the position of Water and Sewer Operator.

Trustee Richmond made a motion to approve the appointment of Jeffrey Puttkammer to the position of Wastewater Plant and Water Operator in the Utilities Division of the Public Works Department at the starting step for that position in the First Amendment to the Collective Bargaining Agreement between the Village of Mokena and the International Union of Operating Engineers, Local 150, Public Employees Division, July 1, 2016-June 30, 2020, executed March 22, 2021, effective on approval with an effective date of April 4, 2022. Trustee Budzyn seconded.

AYES: (4) Budzyn, Dauphinais, Fedora, Richmond

NAYS: (0)

Absent: (1) Engler

Motion carried

Mr. Puttkammer thanked the Village Board and Village staff for the opportunity and expressed his pride in working for the Village.

#### PRE-SCHEDULED PROPOSALS / PRESENTATIONS AND VISITORS

N/A

#### PUBLIC HEARINGS

N/A

#### OLD BUSINESS

##### Vehicle/Equipment Resolution

Director of Public Works Jim Kulesa stated that as a result of the February 21, 2022 work session presentation regarding the Fiscal Year 23 vehicle and equipment proposed budget, the Village Board offered support of the proposed budget and staff's recommendations for preparation of a resolution allowing the vehicles to be ordered when available, subject to the approval of the Fiscal Year 23 budget.

Director of Public Works Kulesa advised that the Village Board requested staff to determine if a backup chipper unit is needed without the safety features of the new chipper. Village staff determined both old chippers can be traded in for a new, safer unit. If a second unit is needed, Village staff would explore using a rental unit. Village staff additionally proposed that the replacement of the WS13 2004 box truck be considered for the Fiscal Year 23 budget. The Village Board agreed, but requested other options be considered based on the estimated \$170,000 cost. Village staff is working on options to identify needs versus cost. No preorder for the Fiscal Year 23 box truck will be required with the proposed resolution.

Director of Public Works Kulesa recommended the approval of the proposed resolution to authorize the Public Works Director to place orders after Village staff identified significant issues with limited inventory and cost increases. The resolution will authorize the Public Works Director to order the following vehicles through the joint purchasing agreement for the Suburban Purchasing Cooperative:

- 1 Woodchipper
- 1 2022 Tracker EV iS ATV
- 3 Ford Explorers (Interceptor)
- 2 Ford F350 pickup trucks (1 plow/1 lift gate)
- 1 Ford F250
- 1 Ford F550 Lift Truck

Director of Public Works Kulesa stated that based on the ever-changing supply chain, equipment availability and cost increases, approval of the proposed resolution will minimize supply chain issues.

Trustee Richmond made a motion to approve Resolution 2022-R-004 authorizing the Public Works Director to order Vehicles and Equipment and to authorize the Village President and Village Clerk to execute the same. Trustee Budzyn seconded.

Trustee Richmond thanked Public Works Director Kulesa, Village Administrator Tomasoski, and Village staff for staying ahead of supply chain issues.

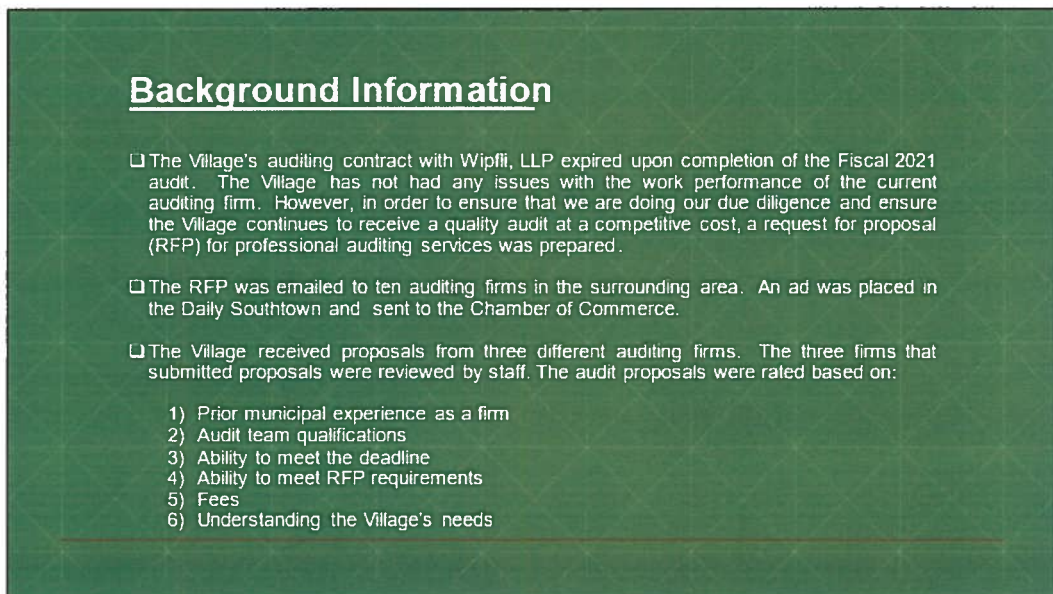
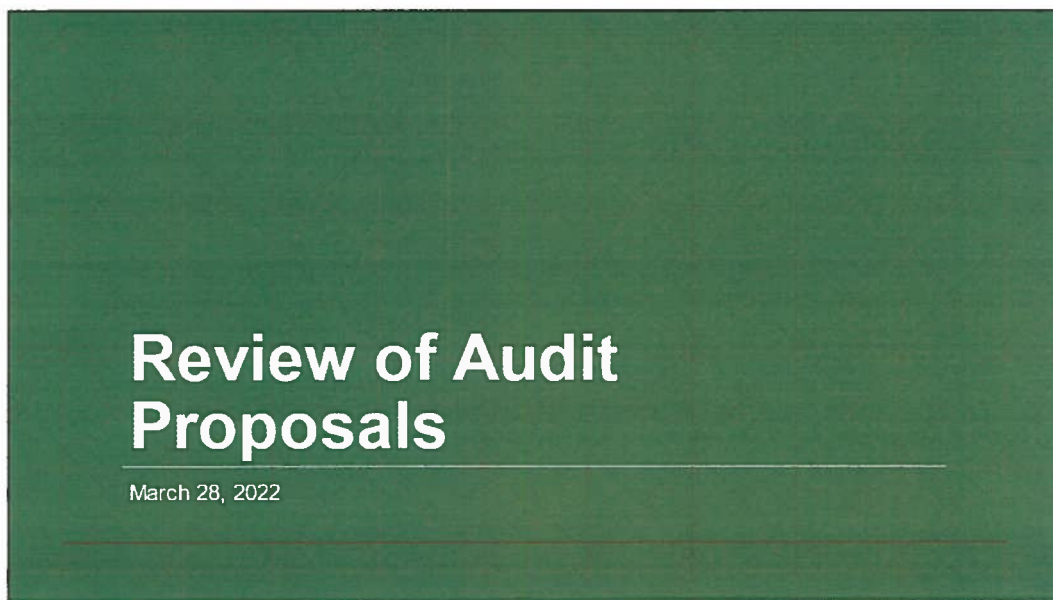
Trustee Budzyn thanked Public Works Director Kulesa for researching options.

AYES: (4) Budzyn, Dauphinais, Fedora, Richmond  
NAYS: (0)  
Absent: (1) Engler  
Motion carried

## NEW BUSINESS


### Audit Proposal Recommendation

Finance Director Sharon Dangles presented the following item:



### Summary of costs for auditing services

Cost Per Fiscal Year	Lauterbach & Amen LLC	O'Neill & Gaspardo, LLC	Wipfli LLP
Fiscal 2022	\$16,580	\$71,800	\$36,500
Fiscal 2023	\$17,090	\$73,800	\$37,550
Fiscal 2024	\$17,600	\$76,000	\$38,550
Fiscal 2025	\$18,110	\$78,500	\$39,700
Fiscal 2026	\$18,620	\$78,500	\$40,500
<b>TOTAL COST</b>	<b>\$88,000</b>	<b>\$378,600</b>	<b>\$192,800</b>



### Recommendation

- Based on the reviews of the proposals and submitted costs, Staff would recommend the firm of Lauterbach & Amen, LLC to audit the Villages financial statements for Fiscal 2022, Fiscal 2023, Fiscal 2024, Fiscal 2025, and Fiscal 2026.
- Several communities currently using Lauterbach & Amen for their auditing services were contacted. They all had positive comments to share of Lauterbach & Amen and stated they were pleased with their expertise, ability to meet deadlines, and provided a quality audit.

Finance Director Sharon Dangles advised the Village's auditing contract with Wipfli, LLP expired upon completion of the Fiscal Year 2021 audit. Wipfli has audited the Village's financial statements since Fiscal Year 2016. Wipfli's cost for the Fiscal 2021 audit was a total of \$25,721, which included the base audit, Single Audit, Tax Increment Financing Compliance, and Police Pension.

Finance Director Dangles stated that to ensure the Village does its due diligence and to ensure the Village continues to receive a quality audit at a competitive cost, a request for proposal (RFP) for professional auditing services was prepared. The RFP was mailed to ten auditing firms, an ad was placed in the Daily Southtown, and a copy of the proposal was sent to the Chamber of Commerce. The Village received three proposals from auditing firms which Finance Director Dangles reviewed with Village Administrator John Tomasoski. Proposals were rated based on prior municipal experience as a firm, audit team qualifications, ability to meet the deadline, ability to meet the RFP requirements, fees, and understanding the Village's needs.

Finance Director Dangles provided a summary each proposal's costs. Based on reviews of the proposals and submitted costs, it is recommended to award the firm of Lauterbach & Amen, LLC to audit the Villages financial statements for Fiscal Year 2022, Fiscal Year 2023, Fiscal Year 2024, Fiscal Year 2025, and Fiscal Year 2026. She further advised that several communities currently use Lauterbach & Amen for their auditing services. When contacted, they all had positive comments to share of Lauterbach & Amen and stated they were pleased with their expertise, ability to meet deadlines, and provided a quality audit.

Trustee Richmond made a motion to accept and approve the engagement letter dated March 22, 2022 between the Village of Mokena and Lauterbach & Amen LLP to audit the Village of Mokena's financial statements pursuant to the terms of said engagement letter for Fiscal 2022, Fiscal 2023, Fiscal 2024, Fiscal 2025, and Fiscal 2026, and to



authorize the Village President and Village Clerk to execute same. Trustee Budzyn seconded.

AYES: (4) Budzyn, Dauphinais, Fedora, Richmond

NAYS: (0)

Absent: (1) Engler

Motion carried

#### **VILLAGE ADMINISTRATOR'S COMMENTS**

Village Administrator John Tomasoski requested Director of Community and Economic Development Director Matt Ziska present the Schedule of Development.

Community and Economic Development Director Ziska presented the Schedule of Development. The Business Spotlight highlighted residential real estate agencies.

Assistant Village Administrator Kirk Zoellner provided an update on the bidding results for the new police station project.

Assistant Public Works Director Dan Peloquin provided an update on the IDOT Wolf Road over 1-80 Reconstruction project.

Village Administrator Tomasoski invited the community to participate in the Village's Clean-Up Day on April 9. He informed residents of the upcoming free leaf and branch pickup dates of Tuesday, April 12 and Wednesday, May 4.

#### **TRUSTEES' COMMENTS**

Trustee Richmond commended the efforts of former Police Chief Steve Vaccaro and his sister Jennifer Doloski to collect and send bullet-proof vests to Ukraine. To date, 686 vests have been collected and 600 have been shipped to Ukraine. He advised that those interested in donating may contact Reece's Rainbow. He highlighted the positive stories happening in the community that make Mokena a great town to live and raise a family. He suggested contacting the Village for future community recognitions.

Trustee Dauphinais supported Trustee Richmond's comments. He congratulated Seth Mendoza and Colin Kelly for their wrestling accomplishments and Jeffrey Puttkammer on his promotion to Water and Sewer Operator. He stated he is looking forward to Clean-Up Day on April 9.

Trustee Fedora congratulated Seth Mendoza and Colin Kelly on their wrestling accomplishments and stated she was fortunate to have watched them compete in the state tournament in person.

Trustee Budzyn congratulated Seth Mendoza and Colin Kelly on their wrestling accomplishments. He reminded residents of VFW Post 725's Vietnam Veterans Day event on March 29. He thanked Commander Hogan and VFW staff for hosting the event and keeping the community involved. He invited the community to participate in the Village's Clean-Up Day event on April 9.

#### **CLERK'S COMMENTS**

Clerk Martini passed on the opportunity to make comments.

#### **MAYOR'S COMMENTS**

Mayor Pro Tem Metanias congratulated Seth Mendoza and Colin Kelly on their wrestling accomplishments, stating he understood as a previous wrestler the dedication and hard work the sport takes. He complimented Seth Mendoza's handmade flags he presented this evening to the fire department and last year to the police department. He further expressed his pride in the youth of the community. He congratulated Jeffrey Puttkammer on his promotion to Water and Sewer Operator.

#### **ADJOURNMENT**

Trustee Richmond made a motion to adjourn the regular session at 7:47 p.m. Trustee Budzyn seconded.

AYES: (4) Budzyn, Dauphinais, Fedora, Richmond  
NAYS: (0)  
Absent: (1) Engler  
Motion carried

Respectfully submitted,

  
Frank A. Fleischer, Village President, Mayor Pro Tem

ATTEST:

  
Melissa Martini, Village Clerk