

**VILLAGE OF HODGKINS**  
**BUILDING COMMITTEE MEETING**

**April 17, 2018**

Meeting called to order: 7:14 pm

Those Present: Paul Struve, Chairman  
Dominic Misasi, Member  
Larry Rice, Member

Also Present: Noel Cummings, President  
Vicky Moxley, Trustee  
Lida Mills, Trustee  
Melody Salerno, Comptroller  
Dan Tholotowsky- Code/Life Safety Officer

Those Absent: Donald Cuttill, Trustee

Clerk Gardner asked for a motion to open the Building Committee Meeting. A motion to open the meeting was made by Mr. Misasi. Second by Mr. Struve. Voting Aye: Mr. Struve, Mr. Misasi, Mr. Rice, Mrs. Moxley, and Mrs. Mills. Voting Nay: None

The agenda for the Building committee meeting includes Permit fees, HVAC Improvements for the Village Hall and discussion regarding the Village Code.

The first item on the agenda is Permit Fees. Mr. Struve explained that Runyon would like to have the permit fees waived for the buildings. Mr. Misasi explained the cost of these fees were included in the cost of building each building. If the fees are waived the fees would need to be refunded to the owners not the General contractors who are the ones who applied and paid the money. Carlson the General Contractor for Runyon is asking the \$2,700.00 foundation fee and for the \$34,000.00 fee to be waived. If waived, Mr. Misasi would like to recoup the fees the Village will have to pay for inspections. Mrs. Moxley who is not on the committee, asked why do we have the fees if we are going to waive them? Trustees worked hard to come up with these fees and she does not feel we should waive these fees. We are just covering our costs, not making any money. Mrs. Mills does not feel these fees should be waived either. Mr. Tholotowsky feels if the fees are waived, everyone is going to want their money back and not pay any permit fees. Mr. Misasi explained the village gave back \$70,000.00 in permit fees to UPS, and it is unknown whether UPS or the general contract got this money back.

Mr. Misasi explained that we have paid \$2.8 million, plus 1/3 of all improvements to the property. The Village has costs that we are putting out for plan reviews, and inspections. Mr. Misasi explained the trustees are to look out for tax payer money and feel these permit fees should not be returned.

Mrs. Gardner asked for a consensus as to whether permit fees should be refunded to Runyon. Mr. Struve, Mr. Misasi, Mr. Rice, Mrs. Moxley, and Mrs. Mills are all in favor of not refunding the permit fee money. Mr. Cummings did not vote on this consensus.

Mr. Struve explained the next item on the agenda is HVAC improvements for the Village Hall. Mr. Misasi has been working on this problem. Mr. Struve has explained that employees are needing to use electric heaters to stay warm. Mr. Misasi was a certified air balancer, so he is very knowledgeable of this subject. Mr. Misasi looked at the report that was done after the building was done. At that time everything was running normal. Mr. Misasi has looked into a few different options. Air testing and re-balancing, re-calibrating thermostats and checking equipment operations, and installation of supplemental heating in all entry vestibules and in perimeter offices that do not have thermostatic control. The offices on the North Side of the building are using electric heaters. We do not pay for electric, but we do pay for gas. Mr. Misasi would like a balancing on the East side of the building, and he would like to have the thermostats recalibrated. Mr. Misasi and Mr. Struve would like to be present for this recalibration. The board room and downstairs need different controls since they are not used daily. This would be for both the heat and air conditioning. Mr. Misasi is going to call around and get some additional bids regarding this project.

Mr. Struve asked for consensus to correct the HVAC issues at the Village Hall and not to exceed more than \$18,000.00. Voting Aye: Mr. Struve, Mr. Misasi, Mr. Rice, Mrs. Moxley, and Mrs. Mills. Voting Nay: None

Mr. Struve explained the last item on the agenda is discussion regarding the Village Building Code. There was a meeting on Thursday, April 12, 2018, with Mr. Struve, Mr. Misasi, Mr. Cummings, Mr. O'Connell, Mrs. Salerno, and the Fire Department. There was discussion on the mobile home fire. The fire department was willing to work the Village. It was determined that Zeeman Homes, Valley Oaks, was going to need to lose one spot where the fire was started, so there is more space in between homes. There was a discussion yesterday regarding the village codes. There is a lot of confusion on what can and cannot be done. Mr. Kaput from the Village of Bridgeview has a good working relationship with Zeeman. Bridgeview does not do any home inspections. There is concern with the condition of the park and how it is affecting the residents of

Valley Oaks Mobile Home Park. Mr. Struve wants opinions on to if an inspection should be required prior to sales.

There is a mobile home at 36 Elm that was purchased in January, from a family that was currently living in the home. Improvements were started. The on-site management of Valley Oaks, Patricia, told the resident they did not need permits if the changes that were done inside the home, which is not true. The building department and Mr. Tholotowsky noticed there was some skirting disturbed on the outside, and that is the only way they knew there was any work being done on the home. As it was viewed today, the mobile home is sitting on concrete blocks, and are very unstable. The inspectors were unable to see if there was a concrete pad, runners, or just dirt that the building is sitting on. BNF was conducting an inspection in the park so they were asked to look at this mobile home also. BNF noted the home as uninhabited at this time. Mr. Tholotowsky put a red sticker on the building, stopping work and unapproved for occupancy. Mr. Tholotowsky did what was necessary to do this due to the unsafe conditions, under our current code. There was inside work doing also with no permit. The resident bought the home as is for \$1000.00 and has spent \$2000.00 to try and repair things, but the work has been stopped. The resident feels he should be able to recoup money from someone for what he has spent.

Per Zeeman's attorneys' inspections were not to be done without approval from the owner of the mobile home. Mr. Struve wanted a meeting with Mr. Zeeman himself, but this may be done with Mr. Zeeman's attorney. Mr. Struve explained, Zeeman's attorney feels inspections would cost the business money because the Village may deny sales. Mr. Struve said today two inspections were done and both failed. Mrs. Moxley explained we have to have minimal standards of living to prevent another situation that was like Lenzi Avenue.

There was a home inspected at 47 Elm that was going to be sold for \$1.00. The home was inspected and is inhabitable. The idea of a Mobile home beautification project was discussed in a previous meeting. There are new homes at Valley Oaks, but they have not been sold yet. Mr. Tholotowsky said that Zeeman has conveyed to our attorney that we as a Village are inhibiting them to do business. The Village is costing them money by not letting the sales of as is properties to go through. Mr. Tholotowsky feels at this time there are vacant spots where new pads could be poured and improved, but the park has not improved them.

Mr. Misasi said a letter was received from Zeeman's attorney. They are partially going against us, because our ordinance does not spell out the inspections properly. Mr. Misasi wants to fix our ordinance to include that inspections will be conducted on a

Life/Safety condition for all residents, mobile home or single family homes. Mobile home wise, this inspection will need to be done whether sale is resident to resident or a new resident sale.

Mr. Struve explained there are also lease issues with this park. There is no way of knowing who is living at each residence. Mr. Rice feels they don't follow their own rules either. Mr. Cummings said there was an ordinance that was passed that says all homes need to be inspected upon sale. Mr. Struve and Mr. Misasi said they could not find the ordinance. They know it was discussed, but it could not be found. Mr. Misasi asked that I look and see if an ordinance #17-16 was passed. It looks as if fees only were discussed for this ordinance. Mrs. Salerno asked that I look through some minutes to see if I could find any ordinances discussing these inspections. Mr. Struve thinks there may have been a new mobile home regulations from BNF passed also. Mr. Tholotowsky would like to go through all these ordinance and make any modifications that need to be made and have the clear ordinance's all passed at one time.

Mrs. Salerno questioned the mobile home canopy ordinance. There is one mobile home park that is not following the rules of the ordinance that has been passed. There needs to be 10 feet box to box at Valley Oaks. If a porch, deck, or awning is put on the mobile home there still needs to be 5 feet in between the mobile homes. Mrs. Salerno asked Mrs. Lopez to pull the permits that were issued to the residents of Valley Oaks. Mr. Tholotowsky thought that any residents who built a deck, porch or awning without a permit should be able to be addressed and have the residents correct the problems so they are within code regulations. The material of any canopies should be non-combustible, but this is not is our current code. It is up to the Village to decide what should be in the code.

Today BNF examined a mobile home unit in Valley Oaks with the resident's permission. The official report is not in yet, but BNF said the units were uninhabitable. BNF told Mr. Tholotowsky the unit at 47 Walnut could possibly be fixed, but it would cost more than the home is worth.

Mr. Tholotowsky said the Village passed building code updates last year. With this there is a code book called the Property Maintenance code book. This is a tool that can be used anywhere in the Village. It applies to residential and non-residential properties. This is the book that needs to be used to cover the Village if there are questionable safety concerns situations in the Village.

Mr. Misasi asked that the building committee or members of the committee need to sit down with Mr. O'Connell and put together a clear ordinance that can be brought before

the board. If Mr. O'Connell feels there may be some legal issues then they problems need to be dealt with. Mr. Struve feels all residences need to be dealt with equally, mobile homes, single family residence, and apartments. The ordinances would apply equally to all the residence and mobile home parks in the village.

Mrs. Salerno brought up a situation with a resident who lives in a single family home. This resident has not had a water meter for 9 years. They also do not have any gas. The home is in very poor condition. There will be a meeting with the couple this week. The Village may look into seeing if they can purchase the home if the couple wants to move, or the Village will have to contact the health department. There is a health concern with this home and homes in the mobile home park. Mr. Tholotowsky would like to see the Village be proactive instead of reactive, before someone gets hurt because of one of these unsafe conditions.

Mrs. Moxley asked if the Village were to purchase a mobile home for a "beautification program" are there stipulations on what can be put back in the place. Mr. Tholotowsky feels there may be concerns about the Village purchasing mobile homes for a beautification as there may be questions about benefitting the mobile home business wise. There is also question as to how much it would cost to remove mobile homes and disposing of them also.

Mr. Struve hopes there can be a successful meeting setup with Zeeman homes. All trustees agreed that we should fight Zeeman homes to have safe living conditions for residents.

Mr. Tholotowsky did some driving around to all the mobile homes parks. All canopies that are up at Park View and Weeping Willow are made of metal. In Valley Oaks there are canopies made of wood and other combustible materials. Mr. Tholotowsky would like a written correspondence given to Valley Oaks owners to let them know that they are not going to be able to replace the mobile homes that were burned in the fire. A site survey needs to be done for safety reasons. Two homes cannot be put up like they were before the fire.

Mrs. Moxley said that she has been asked by several residences what is going to be done regarding Mr. Neifert's fallen fence. Mr. Struve feels it needs to be fixed or taken down. Mr. Tholotowsky asked about the resident who had their fence burned in the garbage truck fire. Mr. Misasi said he heard the resident is waiting for better weather and then they will be fixing that fence also.

Mr. Misasi is meeting with the President of the Mobile Home Association on Monday, Terry Nelson. Ms. Nelson works closely with legislation to get bills passed into law for the protection of mobile home residents. Mr. Misasi is hoping she can help us know how the statues work in the state. At this time the Village has not found anyone with expertise on Mobile homes, so they are hoping Ms. Nelson can help clarify some questions. She is also a lobbyist for mobile home owners. Mr. Struve said they have contacted the head of HUD and we have not gotten any good guidance from them.

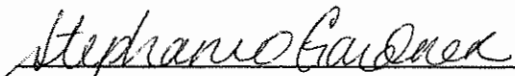
Mr. Rice feels the condition of some of the mobile homes are putting children and residence in danger. Mr. Tholotowsky has said the Village has fought long and hard to get safe living conditions for the families in this Village. He feels we need to continue on for the safety of our residents.

Mr. Tholotowsky would like to see the ordinances spelled out in black and white, so there are no gray areas.

Once ordinances are passed, Mrs. Salerno thought it would be a good idea to advertise in the Communicator. If you are going to be selling your home, you need to inform the Village. Also if you are going to be doing any improvements to your home you need check with the Village to see if you need a permit for the work. Once an ordinance is passed there is a time frame that needs to be passed before it becomes law.

Mr. Struve asked for a motion to close the building committee meeting. A motion to close the meeting was made by Mr. Misasi. Second by Mr. Rice. Voting Aye: Mr. Rice, Mr. Misasi, Mr. Struve, Mrs. Moxley, and Mrs. Mills. Voting Nay: None.

Meeting adjourned at 8:27 p.m.

  
Stephanie Gardner, Village Clerk