

Village of Romeoville

1050 W Romeo Rd



Meeting Minutes

Wednesday, December 17, 2025

5:00 PM

**Village Hall Board Room
1050 W. Romeo Rd**

Village Board

Regular Meeting

1. CALL TO ORDER

Roll Call

Present 7 - Trustee Lourdes Aguirre, Trustee Linda Palmiter, Trustee Ken Griffin, Trustee Brian Clancy, Trustee Dave Richards, Mayor John Noak, and Trustee Jose Chavez

2. POSTING OF COLORS, PLEDGE OF ALLEGIANCE

3. PUBLIC COMMENT

Romeoville resident, Dwight Bendel, came to discuss snow. He expressed his concern about snow being plowed into handicap parking areas. He would like to know who is responsible for enforcement of the Ordinance on private lots, he would like clarification on this. Mr. Bendel also expressed his concern that the odd even parking is not being enforced, he sees cars that have not moved for weeks. He thinks that year around odd even parking might be a solution. Cars being left on the streets makes it harder for our Public Works Department to do their jobs, and they do a great job.

4. PRESENTATIONS

[ORD25-2031](#) **An Ordinance Amending Chapter 155 of the Village Code of Ordinances - Rental Property Inspections**

Village Attorney Rich Vogel requested that Ordinances 2031 and 2032 be combined for his presentation. He explained that both ordinances include updates related to rental inspections.

The first ordinance addresses rental property inspections and clarifies the distinction and definitions of tenants versus long-term or overnight guests.

The second ordinance outlines revisions to the inspection schedule for larger, professionally managed apartment complexes. To streamline the process for both inspection staff and property managers, these inspections will now occur every three years.

[ORD25-2032](#) **An Ordinance Amending Chapter 156 of the Village Code of Ordinances - Rental Property Licensing and Crime Free Housing**

[RES25-4149](#) **A Resolution Authorizing A Development Agreement (Romeo Gardens Apartments - Romeo Gardens, LLC)**

Village Attorney Rich Vogel explained that the Romeoville Gardens senior apartment complex is in the process of transitioning from a tax credit supported, below market rate housing product to a market rate housing

product. The tax credits have expired after 30 years, and the property now needs to refinance. As part of this process, the Village will release a fourth mortgage and require that funds be placed in escrow to ensure completion of necessary parking lot maintenance.

The Mayor noted that the original program has expired and the Village has no authority to prevent this transition.

RES25-4144 A Resolution Approving an Agreement with UKG for Software and Support

Village Manager Dawn Caldwell provided a combined explanation of RES25-4144 and RES25-4145. She noted that the Village has been using the same software for finance, utility billing, human resources, and payroll for approximately 20 years, and that the current system will no longer be supported. In response, staff issued Requests for Proposals and assembled a committee to review the submissions. This evaluation process has taken place over the past two years. Staff is recommending UKG for payroll services and BS&A for the Village's Enterprise Resource Planning software.

RES25-4145 A Resolution Approving an Agreement with BS&A for Software and Support

5. CONSENT AGENDA

A motion was made by Trustee Griffin, seconded by Trustee Palmiter, to do a consent agenda. The motion carried by the following vote:

Aye: 6 - Trustee Aguirre, Trustee Palmiter, Trustee Griffin, Trustee Clancy, Trustee Richards, and Trustee Chavez

Non-voting: 1 - Mayor Noak

Approval of the Consent Agenda

A motion was made by Trustee Clancy, seconded by Trustee Aguirre, to approve the Consent Agenda. The motion carried by the following vote:

Aye: 6 - Trustee Aguirre, Trustee Palmiter, Trustee Griffin, Trustee Clancy, Trustee Richards, and Trustee Chavez

Non-voting: 1 - Mayor Noak

MIN25-1014 Approval of Minutes - Regular Meeting December 3, 2025

This Minutes Regular was Approved

25-3553 Approval of Bills - Schedule A

This Approval Of Bills was Approved.

[25-3554](#) Approval of Bills - Schedule B

This Approval Of Bills was Approved.

[25-3555](#) Approval of Bills - Schedule C

This Approval Of Bills was Approved.

[ORD25-2029](#) An Ordinance for the Re Adoption of ORD25-1992

This Ordinance was Approved.

[RES25-4137](#) A Resolution Waiving the bids and Authorizing the Purchase of Equipment from Air One Equipment Inc.

This Resolution was Approved.

[RES25-4146](#) A Resolution Waving the Bidding Process and Accepting the Proposal from Rush Truck Center for Emergency Engine Repairs for Truck 1003

This Resolution was Approved.

[RES25-4148](#) A Resolution Approving a Task Order from Robinson Engineering for Construction Engineering for the 5-year Water Main Replacement Program - Year 2 Program

This Resolution was Approved.

6. MAYOR'S REPORT

The Mayor extended Happy Holidays wishes to everyone. He also congratulated all the DARE graduates from every school. In addition, he thanked the students at Hermansen Elementary for welcoming him to read to them earlier today.

He reminded everyone that there will be a ham and turkey giveaway in the Village Hall parking lot tomorrow, in partnership with our legislators.

25-3556 A Motion to Appoint a New Member to the Joliet Regional Port District

A motion was made by Trustee Richards, seconded by Trustee Clancy, that the Appointment be Accepted. The motion carried by a unanimous vote.

7. CLERK'S REPORT

Clerk Holloway announced that the VVEEF will meet at Bolingbrook Golf Club tomorrow to finalize details for the March fundraiser. Merry Christmas and Happy New Year to everyone.

8. VILLAGE MANAGER'S REPORT

On behalf of the staff, Village Manager Caldwell wished everyone a Merry Christmas and Happy New Year and thanked the board for their support throughout the year.

9. TO DO A CONSENT AGENDA ON NEW BUSINESS

A motion was made by Trustee Griffin, seconded by Trustee Richards, to do a consent agenda. The motion carried by the following vote:

Aye: 6 - Trustee Aguirre, Trustee Palmiter, Trustee Griffin, Trustee Clancy, Trustee Richards, and Trustee Chavez

Non-voting: 1 - Mayor Noak

Approval of the Consent Agenda

A motion was made by Trustee Griffin, seconded by Trustee Aguirre, to approve the Consent Agenda. The motion carried by the following vote:

Aye: 6 - Trustee Aguirre, Trustee Palmiter, Trustee Griffin, Trustee Clancy, Trustee Richards, and Trustee Chavez

Non-voting: 1 - Mayor Noak

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This Ordinance was Approved

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This Ordinance was Approved.

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[RES25-4145](#) **A Resolution Approving an Agreement with BS&A for Software and Support**

This Resolution was Approved

[RES25-4149](#) **A Resolution Authorizing A Development Agreement (Romeo Gardens Apartments - Romeo Gardens, LLC)**

This Resolution was Approved.

10. BOARD COMMENTS (including Commission, Committee, Liaison Reports)

Trustee Chavez - Thank you to all village employees and directors for another great year. Wishing everyone a Merry Christmas, Happy New Year and Happy Holidays.

Trustee Palmiter - Thank you to our excellent staff for the job you do all year. Merry Christmas and Happy Holidays to all our residents and staff.

Trustee Griffin - Merry Christmas and Happy New Year to everyone.

Trustee Clancy - Merry Christmas to all the village employees and a Happy New Year, thank you for the great job you do. The Aquatic Center will be hosting a movie and the Enchanted Ball will be coming to the Recreation soon.

Trustee Richards - Merry Christmas and Happy New Year to all residents and staff. Thank you to all employees for all you do to make this village a success.

Trustee Aguirre - Merry Christmas and Happy Holidays to everyone. I'm grateful for our village and staff and all they do. Happy 2026! Happy New Year.

11. EXECUTIVE SESSION

No executive session

12. ADJOURNMENT

A motion was made by Trustee Clancy, seconded by Trustee Griffin, that the Meeting be Adjourned at 5:22 p.m. The motion carried by a unanimous vote.