

**BUILDING COMMITTEE MEETING MINUTES**  
**November 13, 2025, 8:04 a.m., Building Department**

Present: Chairwoman Cavanagh, Council Member Porter, Mayor, Fiscal Officer Romanowski, Building Inspector Hovevar, Building Department Admin Assistant Griswold

1. The meeting was called to order at 8:04 AM.

2. IWORQ Software Review and Ongoing Issues

Discussion:

The Administrative Assistant described significant frustrations with the IWORQ software, noting issues with data migration, cumbersome workflows, and unreliable search and reporting functions. The Fiscal Officer confirmed major obstacles in generating accurate financial reports. Committee members compared these challenges to smoother operations under the former CityForce system. Feedback from surrounding communities indicated mixed experiences, with some abandoning IWORQ for other software such as CitizenServe.

Conclusions:

- IWORQ does not currently meet Village needs.
- Staff will document all software failures for formal communication to IWORQ.
- The Building Inspector will research alternative systems and contact regional departments.
- A transition away from IWORQ may be warranted pending research.

3. Court Case Update – 1230 Bell Road (“VW Case”)

Discussion:

A recent case involving debris violations was dismissed. The judge questioned the Village's evidence, enforcement definitions, and prosecutor approach. Lack of a clear definition for “debris” hindered the case. Concerns arose about how to document non-moving vehicles legally.

Conclusions:

- Village should clarify zoning definitions such as “debris”.
- Staff will explore lawful ways to document vehicle movement.
- Future cases must be supported with more robust evidence.

Cavanagh made a motion at 8:27 a.m. to enter into Executive Session for the purpose of discussing employment of a public official, seconded by Porter. The committee reconvened at 8:32 a.m.

#### 4. Salt Storage Building – Structural Design Concerns

##### Discussion:

The contractor submitted an update indicating that soil test results require significantly larger foundations, adding over \$100,000 in concrete costs. Members questioned why this was not identified earlier and discussed contractual responsibility under the design-build model. Concerns were raised that the project may be delayed into next year.

##### Conclusions:

- A meeting will be held November 24th with CMG, engineering, and Village staff.
- The Village may assert that the contractor must honor the contract as written.
- Additional engineering details are needed before approving redesign.

#### 5. Planning Commission Updates

##### Discussion:

Items expected for review include a proposed 60-seat restaurant (“Daaru”) with limited food service, new business signage, and miscellaneous tenant updates. No Building Committee action is required.

#### 6. Enforcement Issues and Resident Concerns

##### Discussion:

##### Items included:

- 11 Kensington: Porch additions and siding replacement with unclear permit history.
- 104 Leaview: Landscaping contractor successfully resumed property maintenance.
- Miscellaneous concerns involving lighting, lawn care, and contractor performance.

##### Conclusions:

- Continue monitoring properties with ongoing violations.
- Improve resident communication regarding permit requirements.

#### 7. Adjournment at 8:55 AM.