

VILLAGE OF RICHMOND  
REGULAR BOARD MEETING  
August 16, 2007

**PRESIDING:** President Lauri Olson

**PRESENT:** Trustees Dennis Bardy, Charlotte Hollenbach, David Kielpinski, Peter Koenig, Cindy Walleck

**ABSENT:** Trustee Bruce Hunter

**ALSO PRESENT:** Village Administrator Tim Savage, Attorney David McArdle, Engineer Ed Coggin

President Olson called the meeting to order at 7:00 p.m. in the Richmond Village Hall, 5600 Hunter Drive.

**ROLL CALL:** Trustees Bardy, Hollenbach, Kielpinski, Koenig, Walleck and President Olson were present. Trustee Hunter was absent from the meeting.

**MINUTES:** Kielpinski moved to approve the minutes of the August 2 regular meeting. Seconded by Bardy and passed by voice vote.

**CORRESPONDENCE/REQUESTS:**

a. President Olson informed the Board that we are in receipt of the McHenry County Highway Improvement Plan, 2007-2001 and it is available in the office.

**UNFINISHED BUSINESS:**

a. The traffic agreement between the Village and RBCHS District 157, which has been modified since the last meeting, was presented. Savage stated that according to Superintendent Oest, the District is comfortable with the modification which incorporates all the powers provided for in 625 ILCS 5/11-209. Bardy moved to approve execution of the parking lot control agreement between the Village of Richmond and RBCHS District 157. Seconded by Koenig and passed with Bardy, Hollenbach, Kielpinski, Koenig and Walleck voting yes. Hunter was absent.

b. Savage presented the architectural elevations for the residence at 10213 Covell, which the Board had requested at the last meeting. Kielpinski moved to allow the variance pursuant to Village Code Chapter 33, Section 11-1-a. Seconded by Bardy and passed with Bardy, Hollenbach, Kielpinski, Koenig and Walleck voting yes. Hunter was absent.

**PUBLIC COMMENTS:** None

**NEW BUSINESS:**

a. Ordinance 2007-12, Annual Prevailing Wage Determination, was presented by President Olson. McArdle explained that this is a statutory requirement with the wages determined by County. Bardy moved to pass Ordinance 2007-12. Seconded by Koenig and passed with Bardy, Hollenbach, Kielpinski, Koenig and Walleck voting yes. Hunter was absent.

b. Discussion at the last meeting suggested extending the Jensen contract for disposal. Savage presented Jensen's submittal for a three year contract which reflects a substantial increase over current fees for residential removal and leaf vacuuming. He recommended putting the contract out to bid with updated bid specs. Discussion ensued. Koenig moved to put garbage disposal services out to bid. Seconded by Walleck and passed with Bardy, Hollenbach, Kielpinski, Koenig and Walleck voting yes. Hunter was absent.

c. Broadway Street closing was tabled pending arrival of Mr. Bryce Klontz

d. William Smith plat approval. Mike Anderson of Haegar Engineering, representing Mr. Smith property owner, presented the combined preliminary/final plat for Glenrich Plaza development. The plat creates four lots. The first lot is the retail area along Route 31; second is the townhome area immediately east of the retail and on the west side of the Nippersink Creek; third lot creates the single family area in the north-east area and east of the Nippersink Creek; fourth is the stormwater detention area. Several outlots are also created along the creek. Approval is being requested for approval of this plat. No approval is being requested for further platting of the retail area or the single family residential area. In addition, a second plat was presented which subdivides Lot 2 for the townhomes. Anderson stated that the site plan is identical to the site plan which was presented with the developers agreement which the Board has approved. It also utilizes the same bulk standards contained in the developers agreement. The Village Engineer has presented several comments which Anderson has agreed will be addressed. According to Ed Coggin, Village Engineer, all engineering concerns can be resolved but work needs to be done on the detention basin for compensatory storage. Anderson pointed out the layout of the buildings and again stated that this is identical to the plan which was approved with the developers agreement and he confirmed that lots 11 and 10 have streets on both lengths of the buildings. The plat has been approved by the Plan Commission. Kielpinski moved to approve preliminary and final plats for Glenrich Subdivision Plaza and preliminary and final plats for Lot 2 in Glenrich Plaza conditioned on final approval of the engineering. Seconded by Walleck and passed with Bardy, Hollenbach, Kielpinski, Koenig and Walleck voting yes. Hunter was absent.

c. Broadway Street closure. Klontz presented sketches of the layout for Richmond Days, Broadway Street. Fencing is shown and Klontz assured the Board that the closure will allow passage of emergency vehicles with a 16 foot area on the north side of Broadway and 25 feet at the south end of the stage. The Street is proposed to be closed from Main Street (Route 12) to the Prairie Trail. Memorial Hall has no planned activities and because porta potties will be provided, the Memorial Hall bathrooms are not needed for the event, although it would be a good idea to have them available. Bardy moved to approve the Broadway Street closure for Richmond Days. Seconded by Koenig and passed by majority voice vote with Hollenbach voting no and Hunter absent.

e. Appointments. President Olson presented and regretfully accepted a letter of resignation from Debra Nelson, Planning Commissioner, who will be moving from the area. She then presented the following appointments:

Libby Pearson, Nino Cruz and Sherrie Gallas to EDC with a 2009 expiration

Bryce Klontz reappointed to EDC with a 2009 expiration

Bob Elliott and Robert Ketelsen to Planning with a 2009 expiration

Rick Gallas and Jim Hasken reappointed to Planning with a 2011 expiration

Kielpinski moved to confirm the appointments. Seconded by Bardy and passed with Bardy, Hollenbach, Kielpinski, and Koenig voting yes. Walleck abstained. Hunter was absent.

f. EDC advertising budget. Kielpinski presented a proposal to advertise in a new magazine entitled McHenry County Living, circulation 25,000. The cost of \$400 is available in the advertising budget but not listed specifically. It proposal was discussed at the EDC meeting but because of a question on the committee level vote, Kielpinski is bringing the proposal to the Board. He is hoping that businesses in Richmond will also take out ads and Richmond will comprise a full page. Differing marketing strategies were presented by Kielpinski and EDC member Bryce Klontz which generated further discussion. The ad will come out in the September issue and the \$400.00 will cover

one issue. Kielpinski moved to commit to a one month ad in the McHenry County Living magazine and see where it goes, adding that if he does not get enough support from the local businesses he will not follow through on it. Seconded by Walleck and passed with Bardy, Hollenbach, Kielpinski, Koenig and Walleck voting yes. Hunter was absent. Regarding votes on a committee level, McArdle stated that a majority of the people present is all that is required to pass a simple motion, regardless of how many of the seats are vacant.

g. Action regarding illegal occupancy of non-permitted building, was tabled to the next meeting. According to Savage, the building occupant has been put on a time frame to apply for their building permit with proper plans. Two citations have been issued for failure to take out a building permit and unauthorized water usage.

h. Architectural drawing of a proposed awning at 5603 Broadway was reviewed and found to be appropriate. The awning will be black and white with no writing. The business sign is above the awning. Owner Mr. Guli stated that he hopes to be open before Richmond Days.

i. Board considered disposal of the Village's 1995 Caprice Classic. Savage hopes to list it on the MCOG auction listing. Kielpinski moved to authorize disposal of the 1995 Caprice Classic. Seconded by Bardy and passed by unanimous voice vote.

**PRESIDENT'S COMMENTS:** Olson reminded the Trustees of the IML conference October 18-21. Please contact her if interested. Because a regular Board meeting is scheduled for Thursday, October 18, Olson requested canceling the meeting and calling a special meeting if needed. Hollenbach moved to cancel the regular October 18<sup>th</sup> Board meeting. Seconded by Bardy and passed by unanimous voice vote. Secondly, she requested the Trustees come early (6:30) for the September 6<sup>th</sup> meeting to have ID photos taken.

**ADMINISTRATOR'S COMMENTS:** Savage noted that signs have been installed at the crosswalks at Broadway. These are temporary and a permanent mount is being worked on. The State requires that the signs be removed at night. He also commented on the successful bypass meeting with Edwards and Kelsey giving the final wrap up of the eligibility study. A meeting with IDOT has been scheduled to talk about State funding. There have also been discussions with the County to get an agreement to participate in the payment for the phase one engineering. If favorable numbers come in on the phase one engineering, hopefully the local match would be \$600,000 with the State participating at \$300,000, County \$200,00 leaving the Village at \$100,000 which would have to be spread across the budget for the next two-three years.

Letters went out regarding serving and consuming liquor outside licensed establishments, and the licensees acknowledged that they were not aware that this was prohibited and they will cease.

**TRUSTEE COMMENTS:** Bardy stated that he attended the circus sponsored by the Richmond Business Association and it was worth the admission price for children of all ages.

**CLOSED SESSION:** None

There was no further business. Kielpinski moved to adjourn. Seconded by Bardy and passed by unanimous voice vote. 7:55 p.m.

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Kathleen Hellmann, Village Clerk