

VILLAGE OF RICHMOND  
REGULAR BOARD MEETING  
June 4, 2009

**PRESIDING:** President Lauri Olson

**PRESENT:** Trustees Dennis Bardy, Jeanne Doyle, Charlotte Hollenbach, David Kielpinski, Peter Koenig and Karla Thomas.

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

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

**ROLL CALL:** President Lauri Olson; Trustees Dennis Bardy, Jeanne Doyle, Charlotte Hollenbach, David Kielpinski, Peter Koenig and Karla Thomas.

**MINUTES:** Minutes from the May 21<sup>st</sup> regular meeting were reviewed. Hollenbach moved to approve the minutes. Seconded by Thomas and passed by voice vote.

**ANNOUNCEMENTS:** NONE

**PUBLIC COMMENT:** NONE

**NEW BUSINESS:**

a. Accounting Software. Savage presented a breakdown on the proposals received for software packages along with a recommendation to purchase the ASYST program. Both Savage and the Accounting Clerk agree that this is the most user friendly of the programs reviewed. The total comes to \$16,436, and has been budgeted in the General, Water and Sewer funds. Thomas moved to approve software purchase from ASYST for \$16,436. Seconded by Koenig and passed with Bardy, Doyle, Hollenbach, Kielpinski, Koenig and Thomas voting yes.

b. Police Department Salary Schedule was presented by Savage. He explained that two of the individuals are relatively new and they are being brought up to \$40,000 which was in the hiring agreement. Other full time Police officers will receive a 2% increase. Part timers will receive \$16.80 and the school liaison will receive \$16.00. The remaining Village employees are designated as part of the bargaining unit with their contracts still under negotiation. Their salaries will be coming up at a later date when the contract is finalized. The salary of the Administrator will also be discussed at a later date. The salaries proposed were included in the approved budget and will be retroactive to May 1. Koenig moved to approve the salaries as presented. Seconded by Bardy and passed with Bardy, Doyle, Hollenbach, Kielpinski, Koenig and Thomas voting yes.

c. Mutual Aid Agreement with McHenry County Conservation Department, was presented by President Olson. Chief Fryksdale explained that the agreement formalizes the procedures and practices currently in effect. It does not supersede or override any departments' authority. According to Fryksdale, while the Conservation Police have authority and recognized training to enforce laws they will only come into the Village in emergency situation. They will not come in and write parking violations or give out tickets. Bardy moved to enter into the Mutual Aid Agreement with the McHenry County Conservation District. Seconded by Kielpinski and passed with Bardy, Doyle, Hollenbach, Kielpinski, Koenig and Thomas voting yes.

d. Ordinance 2009-8, Establishing Prevailing Wage Rates, was presented by President Olson. She explained that this is an annual requirement. Kielpinski moved to pass Ordinance 2009-8. Seconded by Bardy and passed with Bardy, Doyle, Hollenbach, Kielpinski, Koenig and Thomas voting yes.

e. Appointments. President Olson submitted the attached list of appointments. She went through the names and noted that among the appointees is a new Village Clerk, Vanessa Everett. Thomas moved to approve the appointments. Seconded by Koenig and passed by unanimous voice vote.

**DEPARTMENT REPORTS:**

a. Finance. Savage announced that due to a posting error, the committee was unable to meet. In order to facilitate payment of bills, a Warrant is being presented at this meeting which consists of invoices under \$500.00 (which are signed off by the Administrator), along with selective payments which are regular and or have penalties attached if not paid. Finance will meet next Thursday to officially review the rest of the invoices. Koenig moved to approve Warrant 2010-02 in the amount of \$31,267.19. Seconded by Bardy and passed with Bardy, Doyle, Hollenbach, Kielpinski, Koenig and Thomas voting yes.

b. Engineer. Coggin reviewed the engineering activity report. The permit for the septic receiving station has been submitted to the EPA and commits the remaining capacity of the plant. Coggin assured the Board that the committed amount can be reduced to take in future growth. The EPA will show that the Village is on restricted status but this is misleading and Coggin will request a letter from the EPA explaining the situation. Savage stated that if the EPA allows a loading test of the plant (putting the plant under stress to find out the true capacity) they may get a modification of the NPDES permit to allow for a higher BOD rating. Discussion ensued regarding the septic receiving station as it affects future development. Al Keller from IEPA has indicated that he will acknowledge the infiltration component and may give us an increased flow rating for the plant because of the clean water passing through. This would not be a permit increase but rather an acknowledgement of the infiltration.

c. Police. Chief Fryksdale welcomed President Olson and Clerk Hellmann into the ranks of the CPA graduates. He presented a written report on the activities of the department and pointed out that armed robberies that have taken place in this region. The Shell gas station in Richmond was one of the businesses victimized. The investigation is ongoing. He also announced that IDOT has funded the Department \$3,200 for in car report printers.

d. EDC More brochures and maps have been ordered

Savage pointed out that attached to and included in approved Warrant 2010-02 is Resolution 2009-DA3, authorizing distribution from the project 2009 Series A Fund. Koenig moved to approve Resolution 2009-DA3. Seconded by Hollenbach and passed by unanimous voice vote.

**PRESIDENT'S COMMENTS:** Olson thanked Trustee Koenig for his work on Cruise nights – location and funding. She presented a synopsis of Richmond Township Plan Commission meetings on the County 2030 Plan. The Township is looking for comments from Spring Grove and Richmond. Olson will research the County definitions for the section west of Richmond and also how the proposed McHenry bypass options might affect the Village. Olson informed the Board that McCOG (McHenry County Council of Governments) also has concerns about the 2030 Plan and she will continue to work with them as well as the Township.

**ADMINISTRATOR'S COMMENTS:** Savage informed the Board that a copy of the County Dept of Transportation 5 year plan is available on disk. Proposals pertinent to this area include the replacement of the bridge on Hill Rd and a discussion of the bypass.

The Eldredge house move is in the owners/developers hands. The agreement date/time frames have been modified and as soon as the principals sign the agreement and pay for the building permit they will be ready to go.

Regarding the application for the Revolving Fund, Mr. Cemail will be submitting an amended application perhaps early next week.

The Hallett versus Richmond trial is underway in Rockford and Savage and Chief Fryksdale are attending as Richmond representatives.

The easement for the WWTP reed bed is in the hands of the attorney for Bill Smith. Unfortunately Mr. Smith passed away over the weekend. Savage will check with the attorney periodically for updates on the status of the easement.

**TRUSTEE COMMENTS:** Hollenbach informed the Board that the owner of Olive Black extends an invitation to the Board to initiate the new patio.

Bardy talked to Mr. Cemail, who told him that President Olson and Tim Savage have been very helpful to him in working on his loan application.

Kielpinski and President Olson informed the Board that Kielpinski will be taking the lead in getting and retaining businesses. Kielpinski will prepare a packet for new businesses and urged the Board to put together a tax incentive program to offer. Olson reminded him that he needs direction from the Board before going to other taxing bodies with a program proposal. Savage suggested doing a program for a specific type of business initially, i.e. industrial, perhaps tied to job creation. This would not compete with existing commercial nor would it create additional burden for the schools. After further discussion, Olson asked Kielpinski to work with Savage and bring a packet back to the Board for approval.

Thomas thanked outgoing Clerk Kate Hellmann for her years of service as Village Clerk.

**CLOSED SESSION:** Kielpinski moved to go into closed session for Litigation (5 ILCS 120/2(c)(11)), Personnel(5 ILCS 120/2(c)(1)), Acquisition of Property (5 ILCS 120/2(c)(5)), Approval of Closed Minutes (5 ILCS 120/2(c)(8)) Seconded by Bardy and passed with Bardy, Doyle, Hollenbach, Kielpinski, Koenig and Thomas voting yes. 7:50 p.m.

Board came out of closed session at 9:30p.m. Present for roll call were President Olson, Trustees Bardy, Doyle, Hollenbach, Kielpinski, Koenig and Thomas. No action was taken.

With no further business Kielpinski moved to adjourn. Seconded by Bardy and passed by unanimous voice vote. 9:30 p.m.

Kathleen Hellmann, Village Clerk