

# Village of Richmond

## INCORPORATED 1872

-AMENDED-

Village President Peter Koenig called the April 17, 2014 Regular Board Meeting to order at 7:06 PM, 5600 Hunter Drive, Richmond, Illinois.

ROLL CALL:

**PRESENT:** Village President Peter Koenig; Trustees: Scott Drabant, Charlotte Hollenbach, David Kielpinski, Craig Kunz and Ramsin Wardanian.

**ABSENT:** Trustee Dennis Bardy.

**OTHERS PRESENT:** Village Clerk Karla L. Thomas, Village Attorney David McArdle and Village Engineer Sean Murphy.

Minutes from the April 3, 2014 Regular Board Meeting were reviewed.

*Trustee Kielpinski moved, seconded by Trustee Drabant approved the April 3, 2014 Regular Board meeting minutes as presented. ROLL CALL: AYES: DRABANT, HOLLENBACH, KIELPINSKI, and KUNZ. NAYS: NONE. ABSTAIN: WARDANIAN. ABSENT: BARDY. Motion carried.*

**ANNOUNCEMENTS:** President Koenig reported that ComEd would be performing system maintenance on Thursday, April 24, 2014 from 9-3 which could result in electric outages.

President Koenig informed the Board that at a recent McHenry County Transportation meeting, Pace bus was interested in expanding its services into the Richmond area. It was determined that it would cost \$4,000.00 per year to have the service available. Since Richmond Township already provides Senior Transportation funded by a grant to our residents the Village would pass on the program.

President Koenig announced that Eder, Casella & Co. was hosting a "Local Government Training Seminar" for Elected and Appointed Local Government Officials on April 30, 2014 from 8:30-11 AM at the Barrington Bank & Trust Co.

**UNFINISHED BUSINESS:** None.

**PUBLIC COMMENTS:** None.

**NEW BUSINESS:** The Board discussed the Off Broadway Coffee Special Event Permit with the owner of the business. They requested that the owner place their Concession Trailer on private property, which they had already gotten permission from the owner to use; therefore, a Special Event Permit was not required.

President Koenig requested that agenda items (e), (f), (g) be addressed since parties involved in the issues were present and then they could leave and the Board could move on with matter the remaining items. There was no objection.

The Board briefly reviewed the Memorial Hall Use Contract for the local AA group currently using the building on a trial basis to hold weekly meeting on Tuesday evenings at 6:30 PM. It was noted that the arrangements have worked out well.

*Trustee Drabant moved, seconded by Trustee Kielpinski to approve the Memorial Hall Use Contract for the AA group, waiving fees and insurance as presented. ROLL CALL: AYES: DRABANT, HOLLENBACH, KIELPINSKI, KUNZ and WARDANIAN. NAYS: NONE. ABSTAIN: NONE. ABSENT: BARDY. Motion carried.*

The Board then reviewed the Liquor License Application for Pantry Express. President Koenig reported that the property has new owners and that the background checks of both partners came back with favorable results. He also stated that the owner has one convenience store/liquor store and two liquor stores in McHenry. The new owner explained that the property would be used as 50% convenience store and 50% liquor. He stated that he would be carrying wine and a large stock of craft beers.

*Trustee Drabant moved, seconded by Trustee Kielpinski to approve the new "D" liquor license to Pantry Express. ROLL CALL: AYES: DRABANT, HOLLENBACH, KIELPINSKI, KUNZ and WARDANIAN. NAYS: NONE. ABSTAIN: NONE. ABSENT: BARDY. Motion carried.*

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President Koenig reported that due to the approval of the new "D" liquor license to Pantry Express, the Municipal Code Book required an amendment by ordinance to increase the number of Class "D" liquor licenses.

*Trustee Kielpinski moved, seconded by Trustee Kunz to pass Ordinance#2014-03; An Ordinance Amending Section 23.03(b), of the Richmond Municipal Code regarding Liquor Licenses as presented. ROLL CALL: AYES: DRABANT, HOLLENBACH, KIELPINSKI, KUNZ and WARDANIAN. NAYS: NONE. ABSTAIN: NONE. ABSENT: BARDY. Motion carried.*

President Koenig presented the Board with a FY 2015 Budget Summary. Trustee Drabant reported that there would be no increase in the water/sewer rates and that several Capital Improvement Projects, such as, valves, hydrants Memorial Hall stairs, ramp, windows and sidewalk repairs were included in the budget. He additionally reported the budget also included the hiring of an additional full-time police officer, increase pay for part-time new hires and police equipment.

*Trustee Wardanian moved, seconded by Trustee Kielpinski to approve the FY 2014/2015 budget as presented. ROLL CALL: AYES: DRABANT, HOLLENBACH, KIELPINSKI, KUNZ and WARDANIAN. NAYS: NONE. ABSTAIN: NONE. ABSENT: BARDY. Motion carried.*

President Koenig reported that each year the Board was required to approve the meeting dates for standing committees and the Board meetings. The FY 2015 Regular Meeting Dates were reviewed.

*Trustee Kunz moved, seconded by Trustee Hollenbach to approve the FY 2015 Regular Meeting Dates as presented. ROLL CALL: AYES: DRABANT, HOLLENBACH, KIELPINSKI, KUNZ and WARDANIAN. NAYS: NONE. ABSTAIN: NONE. ABSENT: BARDY. Motion carried.*

President Koenig then presented and read Proclamation#2014-01, which proclaimed Municipal Clerks Week May 4-10, 2014. He and the Board then extended their appreciation to the Village Clerk for the vital services and exemplary dedication to the Village of Richmond.

Trustee Drabant presented a "Task List" of items the Board has addressed and the Board reviewed the four page document. President Koenig asked that those items determined to be complete be removed from the document and Trustee Drabant amend the list to include only those items with a status of pending/open/WIP. Trustee Drabant was asked to send amended copies to the Board and the Village Clerk.

*Trustee Kunz moved, seconded by Trustee Kielpinski to approve the addition of "Task List" to all future agendas under Unfinished Business. ROLL CALL: AYES: DRABANT, HOLLENBACH, KIELPINSKI, KUNZ and WARDANIAN. NAYS: NONE. ABSTAIN: NONE. ABSENT: BARDY. Motion carried.*

The Village Clerk procured a proposal from the Village Attorney and a General Consultation Contract from the Village Engineering firms as requested by Trustee Drabant. Attorney McArdle stated that as both professional services are an annual appointment by the Village President with the consent of the Board per the Municipal Code Book, proposals/contracts are not generally required. Attorney McArdle reported that this would be the first time they would be required by a Municipality in McHenry County Government. After this clarification no further discussion took place.

### COMMITTEE/DEPARTMENT REPORTS:

**FINANCE:** Trustee Drabant reported that the committee had met to finish working on the FY 2015 budget and reviewed bills. Trustee Drabant then presented Warrant# FY 2013/14.12.02 in the amount of \$27,468.62 for acceptance.

*Trustee Drabant moved, seconded by Trustee Kunz to accept Warrant# FY 2013/14.12.02 in the amount of \$27,468.62 as presented. ROLL CALL: AYES: DRABANT, HOLLENBACH, KIELPINSKI, KUNZ and WARDANIAN. NAYS: NONE. ABSTAIN: NONE. ABSENT: BARDY. Motion carried.*

**COMMUNITY DEVELOPMENT:** Trustee Hollenbach reported that the Committee met briefly to discuss the Art Festival, discuss benches and bike racks. Potential add lessees of the property known as "Your Corner Nursery" came to the Committee to discuss their plans for the property. They would maintain a Garden/Nursery Center and have an outdoor Flea Market on weekends. They would agree to address aesthetic concerns, food vending, security, and restrooms.

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**POLICE:** Police Chief Cetrangolo was not present.

**ENGINEERING:** Engr. Murphy reported that he has a quote for the cleaning of the Water Towers. Engr. Murphy stated that the Village could expect a 4% increase next year when the work would be performed, based upon a recent bid acquired from another municipality currently having the work performed. He also reported on a contract survey regarding connection for sewer which would require two pumps and two taps.

**PRESIDENT'S COMMENTS:** President Koenig reported that MCCOG held an electric auction for municipal accounts that was finalized on Tuesday April 15<sup>th</sup>. Eleven municipalities took part and the Village can anticipate a small drop in rates. The Village currently has two contracts, as did several of the other municipalities. This resulted in contracts with two different termination dates; therefore, all the municipalities decided to shorten the terms so that when the next auction takes place the contracts will have the same termination dates.

President Koenig reported that open enrollment for Health and Dental Insurance took place on Wednesday, April 16<sup>th</sup>. The Village was able to get a better price by going with BCBS of Illinois for Health Insurance and Delta Dental for the Dental Insurance. The employees were also offered an optional employee paid vision program.

President Koenig noted that Anna Moeller the Executive Director of MCCOG was recently appointed to fill a partial term as a State Representative for the Elgin District and would be leaving her position with MCCOG. President Koenig thanked her for all her hard work.

President Koenig mentioned that he had spoken with Dean Breuer about the new electric meters ComEd plans to install and reported that he offered to address a Board meeting in the near future.

**TRUSTEE COMMENTS:** Trustee Drabant had an inquired about the possibility for a stairway midway along the west side of US Rte. 12 running north/south. President Koenig stated that to do so, would result in the loss of one maybe two parking spaces, which would be unfavorable.

Trustee Drabant asked that the item "Trustees Salaries" be added to the next Board agenda.

Trustee Drabant reported that the first Adhoc Long Term Committee meeting was scheduled for April 24, 2014. He then presented the Village Clerk with an agenda. Attorney McArdle reviewed the agenda and made changes to meet statutory requirements. Trustee Drabant stated that he would make the necessary changes. The Village Clerk noted that the posting date needed to be added to the agenda; therefore, Trustee Drabant directed the Clerk to make all the necessary changes. He extended an invitation to everyone to attend.

*With no further business, Trustee Kiepinski moved to adjourn the April 17, 2014 Regular Board Meeting, seconded by Trustee Wardanian. The motion was approved by unanimous voice vote.*

Meeting adjourned at 9:03 PM.

Respectfully submitted by,

Karla L. Thomas, Village Clerk