

Village of Richmond

INCORPORATED 1872

-AMENDED-

Village President Peter Koenig called the June 16, 2016 Regular Board Meeting to order at 7:00 PM, 5600 Hunter Drive, Richmond, Illinois.

Everyone in attendance rose for the Pledge of Allegiance.

ROLL CALL:

PRESENT: Village President Peter Koenig; Trustees: Dennis Bardy, Scott Drabant, Craig Kunz, David Nelson and Ramsin Wardanian.

ABSENT: Trustee Lauri Olson.

OTHERS PRESENT: Village Clerk Karla Thomas, Police Chief Ciro Cetrangolo, Village Engineer Sean Murphy and Village Attorney David McArdle.

MINUTES FOR CONSIDERATION & APPROVAL: Minutes from the May 24/26, 2016 reconvened Special Board Meeting were discussed. Trustee Drabant has independently circulated a revised version of the minutes that were tabled on June 2.

Trustee Drabant moved, seconded by Trustee Nelson to accept the May 24/26, 2016 reconvened Special Board Meeting minutes as emailed by Trustee Drabant as amended. ROLL CALL VOTE: AYES: DRABANT, NELSON and WARDANIAN. NAYS: BARDY. ABSENT: OLSON. ABSTAIN: KUNZ. The motion carried.

Minutes from the June 2, 2016 regular Board Meeting were discussed. Trustee Drabant requested that the verbiage after "there was some discussion" in the 2nd line of the motion to approve the minutes, be struck and changed to read "to the number of changes, the Trustees wanted to see the changes in writing, Trustee Drabant will provide." He also requested the addition of a sentence under Finance, Pg. 2 at the end of the 1st paragraph "Trustee Drabant inquired about new changes with water or septic only."

Trustee Drabant moved, seconded by Trustee Nelson to approve the June 2, 2016 regular Board Meeting minutes as amended. The motion was approved by voice vote with one abstention.

ANNOUNCEMENTS/REQUESTS: President Koenig announced that the McHenry County Council of Governments June Membership Meeting will take place on Wednesday, June 22, 2016 at the Pinecrest Golf Club in Huntley.

President Koenig also announced that the staff luncheon was scheduled at noon on Tuesday at the Village Hall.

UNFINISHED BUSINESS: President Koenig reported that there were some developments since the last meeting, so there are no contracts ready for the Memorial Hall project. The second concrete contractor the Village spoke with made some valid suggestions on a couple of alternate ways to approach the project. President Koenig stated that he had spoken with Mr. Beasley regarding them and will be meeting with him to further incorporate them into the design which will save the Village money.

PUBLIC COMMENTS: Joseph Carioscia voiced concerns regarding how the recent water issue was handled. President Koenig explained what action the Village took per the direction of the IEPA representative on site. The Village Engineer explained the situation regarding lead levels and noted that the reporter for the Tribune used the wrong numbers and removed any additional references to the Village in his article. Trustee Drabant reported on a Tribune article and that he had corresponded with Senator Durbin regarding Senate Bill 2821, which if passed could provide water infrastructure and lead relief programs through loans, grants, and tax credits to homeowners. It was noted that some of the older homes in the Village have lead water lines; however, it is the responsibility of the homeowner to replace the lines from the Village main to the house. Mr. Carioscia questioned whether the Village had an emergency plan in place. President Koenig noted that there was a newly appointed Richmond Emergency Services and Disaster Agency (RESDA) coordinator and asked for some time for that individual to get up to speed regarding the duties. It was noted that the Village has an emergency plan but it is outdated. Trustee Drabant inquired if Mr. Carioscia would be willing to help draft the plan. Trustee Drabant requested that the subject matter of an emergency preparedness plan be placed on the next agenda.

Char Kania reported that she was having a Pig Roast and Open House on June 25 and inquired into getting a Liquor License. It was noted that a Village Special Use Permit Liquor License Application needed to be completed and submitted along with a State of Illinois Special Use Permit Liquor License, a copy of the Liquor Liability Insurance Certificate before the event. Mrs. Kania noted that Billy's Beef and Catering in Spring Grove would be providing the pig roast and beer/wine. The Board discussed the issue regarding the time limitations.

Trustee Bardy moved, seconded by Trustee Nelson to authorize the Village President to issue a Temporary Special Use Liquor License to Billy's Beef and Catering and upon a completed Temporary Special Use Liquor License application, waiver of fees subject to the understanding that all State and municipal requirements be met and the applicant provides the required documents to the Village as soon as possible. ROLL CALL VOTE: AYES: BARDY, DRABANT, KUNZ, NELSON and WARDANIAN. NAYES: NONE. ABSENT: OLSON. ABSTAIN: NONE. The motion carried.

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Marge Stermer suggested that the Village of Richmond and Richmond Township work together and discuss mutual aid assistance regarding the emergency preparedness plan as both units of government would work together if a disaster occurred.

NEW BUSINESS: The Board reviewed an Ordinance Approving a Sign Variation and Sign Permit Agreement between the Village, Panino's Italian Sandwiches & Crab Shack, Paisano's on Broadway and Peter Mitchell. President Koenig noted that item 2 of the agreement required a number to be inserted and suggestion that the number "1250" is inserted and the word "wattage" be changed to "lumens". He reported that he had discussed the agreement with all the business owners and they were agreeable to the document.

Trustee Nelson moved, seconded by Trustee Bardy to pass Ordinance#2016-18: An Ordinance Approving a Sign Variation and authorizing a Sign Permit Agreement Between the Village of Richmond, Panino's Italian Sandwiches & Crab Shack, LLC, Paisano's on Broadway, Inc. and Peter Mitchell as amended. ROLL CALL VOTE: AYES: BARDY, DRABANT, KUNZ, NELSON and WARDANIAN. NAYES: NONE. ABSENT: OLSON. ABSTAIN: NONE. The motion carried.

The Board reviewed the new liquor license application for Yash Tobacco, Inc. also known as Tobacco & \$Up. The Village Clerk reported that the owner was seeking a Class D liquor license. President Koenig noted that the owner of the business has passed the background check and also owns another business in the Village that holds a liquor license.

Trustee Drabant moved, seconded by Trustee Wardanian to approve the liquor license application for Yash Tobacco, Inc. as presented. ROLL CALL VOTE: AYES: BARDY and WARDANIAN. NAYES: DRABANT, KUNZ and NELSON. ABSENT: OLSON. ABSTAIN: NONE. The motion failed.

Due to the liquor license application for Yash Tobacco, Inc. not being approved the Ordinance to Amend Section 23.03(b) of the Richmond Municipal Code regarding Liquor Licenses was moot.

The Board reviewed an Ordinance Authorizing the Disposal of Surplus Property. The Police Chief reported that he was trading in the 2013 Ford Interceptor.

Trustee Nelson moved, seconded by Trustee Wardanian to pass Ordinance#2016-19; An Ordinance Authorizing the Disposal of Surplus Property as presented. ROLL CALL VOTE: AYES: BARDY, DRABANT, KUNZ, NELSON and WARDANIAN. NAYES: NONE. ABSENT: OLSON. ABSTAIN: NONE. The motion carried.

The Board reviewed a Resolution Authorizing the Village President and Village Clerk to Execute a Certificate of Incumbency and any Loan Documents Pertaining to the Borrowing of Funds with 1st National Bank of McHenry. Trustee Kunz questioned if the first payment was budgeted. It was suggested that the Finance Committee look into the matter and determine if the budget will need to be amended.

Trustee Nelson moved, seconded by Trustee Drabant to pass Resolution#R2016-03; A Resolution Authorizing the Village President and Village Clerk to Execute a Certificate of Incumbency and any Loan Documents Pertaining to the Borrowing of Funds with 1st National Bank of McHenry as presented. ROLL CALL VOTE: AYES: BARDY, DRABANT, KUNZ and NELSON. NAYES: WARDANIAN. ABSENT: OLSON. ABSTAIN: NONE. The motion carried.

COMMITTEE/DEPARTMENT REPORTS:

FINANCE: Trustee Kunz reported that the committee met with a representative from McHenry Savings Bank. The representative emailed information the following day and the committee will discuss it at the next meeting. Trustee Kunz reported that the committee will bring back a recommendation of which financial institution to go with at a future Board meeting. Debt Service Surcharge, Business Registration and Liquor License fees were tabled due to Trustee Bardy's absence. Trustee Kunz stated that it was the goal of the committee that the Water and Sewer Department along with WWTP loan payments become self-sufficient.

Trustee Kunz moved, seconded by Trustee Bardy to authorize the expenditures on Warrant#2016/17.02.02 in the amount of \$65,128.60 as presented. ROLL CALL VOTE: AYES: BARDY, DRABANT, KUNZ, NELSON and WARDANIAN. NAYS: NONE. ABSENT: OLSON. ABSTAIN: NONE. The motion carried.

President Koenig reported that the Finance Committee had reviewed information gathered by the Village Clerk pertaining to what other municipalities are charging for septic receiving. Based upon the information obtained, the Village will be increasing its septic receiving rates to be in line with other municipalities.

COMMUNITY DEVELOPMENT (CDC): Trustee Drabant reported that the committee reviewed the projecting sign application for Redhead Salon, no action was taken. As the sign would project into the Illinois Department of Transportation (IDOT) right-of-way, the committee decided that a letter should be written notifying the businesses that even though the Village approves signs, etc. it is not responsible if IDOT requires removal of such items. President Koenig distributed a draft letter to the committee members and the Village Attorney for review. Trustee Drabant reported that the committee would be hiring two individuals for the event coordinator position, Dot Krawczyk and Rosie Reid. He reported that Dot was working on a Broadway Motorcycle Show for 8/24/16, is planning a viewing of the "Rocky Horror Show" around Halloween in the evening and another Art Crawl next spring. Rosie will be working on

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a children's event around Halloween during the day. It was noted that wages would be proportionate to events handled and the Village Attorney will draft contracts for the position. There was discussion regarding how proceeds will be used from these events. It was decided that it would go into CDC revenues. They also talked about annexations.

ENGINEERING: Engr. Murphy reported that the Village Clerk was in the process of contacting asbestos inspectors to get quotes to begin the process of demolition of the Nippersink Drive house. He has not spoken with Supervisor Bill Price regarding the altitude valve and air bubblers for the water towers, but has gathered the different material manufacturer's to get prices from, if Bill wants to recommend pre-purchasing the material which could result in a 10% savings vs. having a contractor purchase the pieces. Engr. Murphy will be in contact with the Supervisor of Public Works. Engr. Murphy reported that an emergency permit bid document is being put together for the pump house that went down for chlorinating. The permit will aggregate pieces to put it back together and include one labeled diagram that will go to the IEPA, this will speed up the process. Engr. Murphy was asked what happened, why the chlorine levels dropped. He reported that the chlorinator went down and was not chlorinating the water. President Koenig explained that the Village was in the process of changing from a pressurized gas chlorine setup using 150 lb. cylinder's to a liquid form as most other communities are doing for safety reasons. It was found that at Well#3 located on Nippersink Drive that the well pipe had a leak that was drawing air as well as water and that air rose to the top of an inverted u and created pressurized air, preventing chlorine from getting into the system. The broken pipe is being replaced with a stainless steel pipe. Engr. Murphy mentioned that when considering water and sewer being self-sufficient that water and sewer mains, water towers and the wastewater treatment plant infrastructure items should be considered as well.

PUBLIC WORKS: President Koenig reported that the sidewalk projects for this fiscal year are complete. The Public Works staff is working on the wastewater treatment plant in preparation of the upcoming inspection. The Village Clerk reported that the public works department had been busy hanging numerous shut-off notices during the week.

POLICE: It was questioned whether the Wonderlic property by Route 12 had been mowed. The Village Clerk reported that she left a message for the owner; however, she did not know if the property was mowed. The Chief reported that mowing citations are being issued throughout the Village. The Chief asked for the authority to have signs posted at the entrances of all the subdivisions prohibiting parking on Village streets, as individuals are parking in subdivisions during special events that are not visiting residents or living in the subdivisions. He explained that this would give his department the authority to ticket and tow offenders. The Board asked that the Chief notify them before events. He will work with the Village Attorney on drafting an ordinance for the next Board meeting. Additionally, the Chief reported that the "Robocall" system or reverse 911 was cancelled last month by McHenry County. He reported that he has looked into new software that could be installed at a cost of \$200 per year that would email residents and business owners of emergency situations. There was a consensus of the Board to get the email system up and running as soon as possible. The Chief also reported that he was looking into Mass Critical Incidents software to would alert individuals via phone, text and email if they provide their information. He reported that the prices vary from \$5,000 to \$15,000 per year and noted that it would take 6-monthes to test, market and go live with the software. He stressed that this is not something that can be done quickly. He will come back to the Board in about 4-weeks with a final recommendation on software. He suggested emailed monthly newsletters to get the information out to the public. He also reported that he had mentioned the Nixle system at "Coffee with the Chief" events and in several Village newsletters encouraging residents and businesses to sign up and there is a link on the Village website. The Village Clerk reported that the office has been telling residents about it as well.

VILLAGE CLERK: None.

PRESIDENT'S COMMENTS: President Koenig reported that excavation has begun at the Creekview site; a meeting took place with contractors and subcontractors for the project which was well attended. He noted that the general contractor for the project was Novak Construction out of Chicago.

TRUSTEE COMMENTS: Trustee Drabant reported positive feedback from residents and businesses about the flags. Trustee Kunz thanked President Koenig for putting them up and taking them down. President Koenig noted that they are not heavy-duty so he will put them up again for the 4th of July and Labor Day.

President Koenig reported that he had received positive feedback on the hanging baskets downtown and thanked the Village Clerk.

Trustee Drabant inquired into the status of the parking survey. President Koenig reported that the project should be completed by July.

Trustee Kunz questioned whether Panino's was done with getting permits. Engr. Murphy stated that the owner needs to complete a Stormwater Permit Application and provide the necessary documents for the rear parking area installed. Engr. Murphy stated that HR Green will draft a letter and provide it to the Village explaining that he needs to provide a completed Stormwater Management Ordinance Application and the required documents. President Koenig asked that Engr. Murphy including the date of the meeting he had with the owner and Jack Pease on the site regarding the installation of the parking area. Engr. Murphy reported that a variance may be required. He also gave a brief update on the work being performed at Gardner's Corner.

CLOSED SESSION: President Koenig announced that the Board needed to go into closed session for the approval/semi-annual review of closed session minutes (ILCS 5 ILCS 120/2(c)(21)).

Trustee Bardy moved, seconded by Trustee Kunz to go into closed session for the purposes of approval/semi-annual review of closed minutes (5 ILCS 120/2(c)(21)). ROLL CALL VOTE: AYES: BARDY, DRABANT, KUNZ, NELSON and WARDANIAN. NAYS: NONE. ABSENT: OLSON. ABSTAIN: NONE. Motion carried.

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The Board went into Closed Session at 10:03 PM.

Trustee Kunz moved, seconded by Trustee Wardanian to return to Open Session. ROLL CALL VOTE: AYES: BARDY, DRABANT, KUNZ, NELSON and WARDANIAN. NAYS: NONE. ABSENT: OLSON. ABSTAIN: NONE. Motion carried.

The Board came out of closed session at 10:41 PM.

Roll call was then taken, present were: President Koenig, Trustees Bardy, Drabant, Kunz, Nelson and Wardanian, Clerk Thomas, and Attorney McArdle.

ACTION RESULTING FROM CLOSED SESSION: The Board recommended releasing the September 18, 2014, February 20, 2014, February 19, 2015, August 20, 2015 October 1, 2015 and December 17, 2015 closed session minutes for public viewing. The Clerk will prepare a Resolution for approval at the next Board meeting.

With no further business, Trustee Kunz moved to adjourn the June 16, 2016 regular Board meeting, seconded by Trustee Drabant. The motion was approved by voice vote.

Meeting adjourned at 10:44 PM.

Respectfully submitted,

Karla L. Thomas, Village Clerk