

Village of Richmond

INCORPORATED 1872

Village President Peter Koenig called the July 7, 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, Lauri Olson and Ramsin Wardanian.

ABSENT: None.

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

MINUTES FOR CONSIDERATION & APPROVAL: Minutes from the June 16, 2016 regular Board Meeting were reviewed. Trustee Drabant requested the insertion of "It was noted that the Village has an emergency plan but it is outdated." after the 7th sentence, Page 1, under Public Comments.

Trustee Drabant moved, seconded by Trustee Olson to approve the June 16, 2016 regular Board Meeting minutes as amended. The motion was approved by voice vote.

ANNOUNCEMENTS/REQUESTS: President Koenig announced that the McHenry County Council of Governments (MCCG) July Membership Meeting will take place on Wednesday, July 27, 2016 in Johnsborg at the Pistakee Yacht Club. President Koenig noted that if you RSVP that you are attending, please do so because the Village is billed if you're absent. Additionally, MCCG's Annual Golf Outing is scheduled for Thursday, August 18, 2016 at the Cary Country Club.

UNFINISHED BUSINESS: President Koenig reported that he had spoken with Architect Don Beasley about the placement of the ramp and he is modifying the design per a contractor's suggestion. President Koenig suggested that since the front stairway and bunker design is set, the work be performed this fiscal year (fiscal year 2017) and the ramp work be completed in fiscal year 2018, since the designs are not completed. Trustee Drabant inquired into the meeting that is to be schedule with the contractor, architect, President Koenig, and himself. Trustee Kunz distributed Memorial Hall revenues vs. expenses for the last six years indicating that the Village has loss money. He asked that the Board consider developing a plan before investing more money into the building. Trustee Drabant noted that the Community Development Committee (CDC) is hiring two event coordinators to establish four events. Hopefully these events will create revenues that can help fund repairs. Trustee Drabant voiced concerns about the safety of the front stairs and stated that the building needs to be professionally cleaned once. Marketing the building was discussed, the Village Clerk has put information about rental of the building in Village newsletter's and has received some interest. It was suggested that CDC use money for advertising out of their budget to help promote the use of Memorial Hall. The CDC would like to have a non-profit organization run the building and is looking at selling engraved bricks to help make money for renovations. Trustee Olson suggested leasing the building out once repairs are completed. It was noted that \$10,000.00 was budgeted for this fiscal year for replacement of windows, \$2,000.00 for foundation sealing and \$46,700.00 for the front stairs, bunker and ramp work.

Trustee Drabant moved, seconded by Trustee Wardanian to table the matter. The motion was approved by voice vote.

President Koenig reported on seven items on the Trustees Task List. President Koenig reported that there have been personnel changes in the finance department at the IEPA, that the new rule changes are in the Deputy Director's hands and the Village budgeted to begin paying down some of the principal this fiscal year. It was noted that conditions were placed on the loan payments last year and they remain the same for this fiscal year. Trustee Kunz requested a copy of what had been provided to the IEPA. President Koenig reported that the documents requested were the annual budget and annual audit. President Koenig reported that all sidewalk repairs have been completed that were budgeted. President Koenig reported that the Village Clerk has reviewed half of the municipal code and created a list of rates and when completed, will be provided to the Finance Committee to assess. President Koenig reported that the grant he applied for through the Metro Mayor's Caucus for the purchase of a tornado siren has not been awarded yet. Trustee Drabant wanted to know if Richmond Township would still be willing to joint purchase a tornado siren with the Village, as the location the Village is considering will aid both Village and Township residence. President Koenig reported that Township already completed the installation of a tornado siren out by Keystone Rd. this year, but may be willing to reconsider a joint purchase next year. President Koenig reported that a couple of the trees installed by EMS along their rear parking lot are falling and he will speak with the owner to have them replaced. President Koenig reported that the old Hunter's Country Club property is being mowed 60-feet back from Route 173 and 15-feet along East Street and Nippersink. Trustees Drabant voiced concerns about the mowing. Trustee Nelson requested more consistency. The property owned by Mr. Wonderlic at the front entrance of Hunt Club Estates has been mowed. President Koenig reported that IDOT will be out to mow the ROW in front of the old Magnolia's and Richmond Township has mowed the rest of the property, which the Village will be billed for and along with police citations the property will be liened. President Koenig reported that the parking survey is being done now, questionnaires were circulated last week.

PUBLIC COMMENTS: Robert Cetner questioned why five items were not listed under "Discuss Five Items on Task List". President Koenig reported that accept for this agenda, Trustees did not get their requests to the Village Clerk and were not received in time for this agenda. Mr. Cetner questioned what the Village can use Memorial Hall for since it is in a trust and does not support the leasing of the building. President Koenig reported that the property was deeded to the Village with few restrictions and no trust exists.

Village of Richmond

INCORPORATED 1872

A Boy Scout was present to report on a controversial topic in order to obtain a merit badge.

NEW BUSINESS: The Board discussed the issue regarding the previously voted down liquor license application for Yash Tobacco. Trustee Drabant noted that parliamentary procedure should be followed and a vote to reconsider generally can only take place at the same meeting the vote to deny takes place. The Village Attorney stated that it was up to the Board to decide whether they wish to reconsider the issue.

Trustee Kunz moved, seconded by Trustee Bardy to reconsider the liquor license application for Yash Tobacco. ROLL CALL VOTE: AYES: BARDY, KUNZ and OLSON. NAYES: DRABANT. ABSENT: NONE. ABSTAIN: NELSON and WARDANIAN. The motion carried.

The Board discussed the classification the owner was requesting and questioned the owner if his intent was to eventually obtain a pour license to get video gaming. The owner reported that he was trying to improve business by obtaining a liquor license for retail sales. It was noted that the previous Board agenda was posted per OMA requirements.

Trustee Bardy moved, seconded by Trustee Kunz to approve the liquor license application for Yash Tobacco and pass Ordinance#2016-20: An Ordinance Amending Section 23.03(b) of the Richmond Municipal Code to Increase the Number of Class "D" Liquor Licenses as presented. ROLL CALL VOTE: AYES: BARDY, KUNZ and OLSON. NAYES: DRABANT and NELSON. ABSENT: NONE. ABSTAIN: WARDANIAN. The motion carried.

The Board reviewed the liquor license application for Van's Richmond, Ltd. It was noted that the applicant was requesting the ability to pour in order to provide video gaming in the grocery store.

Trustee Kunz moved, seconded by Trustee Bardy to approve the liquor license application for Van's Richmond, Ltd. and pass an Ordinance to Amend Section 23.03(b) of the Richmond Municipal Code to Decrease the Number of Class "D2" and Increase the Number of Class "C" Liquor Licenses as presented. ROLL CALL VOTE: AYES: BARDY and KUNZ. NAYES: DRABANT, OLSON and WARDANIAN. ABSENT: NONE. ABSTAIN: NELSON. The motion failed.

The Board reviewed an Ordinance Amending Sections 23.01 and 23.03(b), of the Richmond Municipal Code Regarding Liquor Licenses. It was noted that Section 23.01 was correcting outdated statute references and providing complete definitions to meet the Illinois Liquor Control Act of 1934. An amendment was made to change the language in Section 23.03(b) from "or the Village Board" to "with the approval of the Village Board".

Trustee Kunz moved, seconded by Trustee Nelson to pass Ordinance#2016-21; An Ordinance Amending Sections 23.01 and 23.03(b), of the Richmond Municipal Code Regarding Liquor Licenses as amended. ROLL CALL VOTE: AYES: BARDY, DRABANT, KUNZ, NELSON, OLSON and WARDANIAN. NAYES: NONE. ABSENT: NONE. ABSTAIN: NONE. The motion carried.

The Finance committee reviewed and recommends that the Board approve the annual Appropriation Ordinance. It was clarified that this Ordinance pertains to fiscal year 2017. It was noted that this document authorizing expenditure of funds.

Trustee Olson moved, seconded by Trustee Bardy to pass Ordinance#2016-22; An Ordinance Making Appropriations for General Corporate Purposes for the Village of Richmond for the Fiscal Year Beginning May 1, 2016, and ending April 30, 2017 as presented. ROLL CALL VOTE: AYES: BARDY, DRABANT, KUNZ, NELSON, OLSON and WARDANIAN. NAYES: NONE. ABSENT: NONE. ABSTAIN: NONE. The motion carried.

The Board reviewed the resolution regarding the release of several closed session minutes which took place at the previous Board meeting.

Trustee Olson moved, seconded by Trustee Bardy to approve Resolution#R2016-04; A Resolution regarding Closed Session Minutes as presented. ROLL CALL VOTE: AYES: BARDY, DRABANT, KUNZ, NELSON, OLSON and WARDANIAN. NAYES: NONE. ABSENT: NONE. ABSTAIN: NONE. The motion carried.

The Board discussed the Park Facilities Usage Permit Agreement between the Village of Richmond and the Richmond Burton Baseball Association. It was noted that no changes were made. It was questioned how the Village would replace bulbs, President Koenig reported that the Village would implement the intergovernmental agreement with Richmond Township.

Trustee Wardanian moved, seconded by Trustee Olson to approve the Park Facilities Usage Permit Agreement between the Village of Richmond and the Richmond Burton Baseball Association as presented. ROLL CALL VOTE: AYES: BARDY, DRABANT, KUNZ, NELSON, OLSON and WARDANIAN. NAYES: NONE. ABSENT: NONE. ABSTAIN: NONE. The motion carried.

The Board discussed the annual Extension of the Intergovernmental Agreement between Richmond Township and the Village of Richmond pertaining to the Senior Transportation Program. President Koenig explained that the agreement aids the Township in receive a grant to continue the Senior Transportation Program and had copies of the original agreement available for anyone wishing to review it.

Village of Richmond

INCORPORATED 1872

Trustee Kunz moved, seconded by Trustee Wardanian to approve the Extension of Intergovernmental Agreement between Richmond Township and the Village of Richmond as presented. ROLL CALL VOTE: AYES: BARDY, DRABANT, KUNZ, NELSON, OLSON and WARDANIAN. NAYES: NONE. ABSENT: NONE. ABSTAIN: NONE. The motion carried.

The Board reviewed the Ordinance Amending Section 15.14, No Parking Zones, and Appendix A for Adjudication Purposes, of the Village, of the Richmond Municipal Code. The changes were requested by the Police Chief to provide further authority.

Trustee Kunz moved, seconded by Trustee Olson to pass Ordinance#2016-23: An Ordinance Amending Section 15.14, No Parking Zones, and Appendix A for Adjudication Purposes, of the Village, of the Richmond Municipal Code as presented. ROLL CALL VOTE: AYES: BARDY, DRABANT, KUNZ, NELSON, OLSON and WARDANIAN. NAYES: NONE. ABSENT: NONE. ABSTAIN: NONE. The motion carried.

The Board reviewed the Ordinance Amending Chapter 6, Article 6.2, Sub-section 6.2.1(B) 2 Table of Permitted Yard Obstructions and Third Footnote of the Richmond Unified Development Ordinance. The Village Clerk explained that the table will correctly reflect the text and correctly reflect the section the footnote references.

Trustee Olson moved, seconded by Trustee Nelson to pass Ordinance#2016-24: An Ordinance Amending Chapter 6, Article 6.2, Sub-section 6.2.1(B)2 Table of Permitted Yard Obstructions and Third Footnote of the Richmond Unified Development Ordinance as presented. ROLL CALL VOTE: AYES: BARDY, DRABANT, KUNZ, NELSON, OLSON and WARDANIAN. NAYES: NONE. ABSENT: NONE. ABSTAIN: NONE. The motion carried.

The Board briefly discussed the Emergency Preparedness Plan for the Village. The Police Chief reported that the Village needs to update its plan and establish a notification system. The Chief reported that he will have paperwork for Board consideration in approximately 4 weeks for a notification system. He noted that the old Emergency Preparedness Plan was about two pages long and the RESDA Coordinator (Lt. Adams) will have a rough draft of general guidelines for the Board in about 60-days. President Koenig reported that the Village has an Emergency Management Plan for the Public Water Supply created in 2007 which the Village Clerk has updated with current emergency contact information. The IEPA is aware of this plan. Trustee Drabant offered two contacts to the Police Chief if he needs assistance.

COMMITTEE/DEPARTMENT REPORTS:

FINANCE: Trustee Bardy reported that the committee reviewed bills, discussed investment option and a financial matrix for investments was provided to the Finance Clerk to complete, are still analyzing the debt service surcharge, reviewed gathered information provided by the Village Clerk regarding business register and liquor license fees and it was determined that no increases were required. The committee also reviewed the annual appropriate ordinance and discussed the Police SUV purchase budgeted for Fiscal Year 2017. Next budget year the committee will discuss whether to pay cash or finance vehicle purchases if needed.

Trustee Wardanian moved, seconded by Trustee Bardy to authorize the expenditures on Warrant#2016/17.03.01 in the amount of \$110,423.39 as presented. ROLL CALL VOTE: AYES: BARDY, DRABANT, KUNZ, NELSON, OLSON and WARDANIAN. NAYS: NONE. ABSENT: NONE. ABSTAIN: NONE. The motion carried.

COMMUNITY DEVELOPMENT (CDC): Trustee Drabant recapped what was discussed at the recent Community Development Committee meeting. The variance for letter height on the wall sign for Everything Mechanical Heating and Cooling was deferred based upon a conversation Trustee Drabant had with the owner of the property. The owner stated that the tenant's sign should conform to the Village's ordinance; therefore, the committee felt that the issue was an owner and tenant problem.

President Koenig reported that the local businesses downtown would like to have a business-wide sidewalk sale and closed W. Broadway July 28-30, reopening the street by 4PM each day. Trustee Olson suggested that the businesses consider using the parking spaces on the north and south sides without closing W. Broadway or close and use E. Broadway instead. President Koenig will contact Diana Reed, as she is the lead on the event. President Koenig asked about the status of the contracts for the two event coordinators. Trustee Drabant reported that the Village Attorney has drafted a document. President Koenig and the Village Clerk asked to receive copies.

ENGINEERING: None.

PUBLIC WORKS: President Koenig reported the annual IEPA inspection took place last week at the Waste Water Treatment Plant and it went well, the Village is just waiting for the final report. President Koenig credited the Public Works Department for their efforts. President Koenig reported that Well#3 is being repaired and is currently down. The Village Clerk reported that she has received one quote for the Asbestos Inspection for the Nippersink House Demolition and is waiting for two more companies quotes. President Koenig reported that he has nothing new to report on the bids for the Altitude Valves and Bubbler.

POLICE: The Chief distributed the June 2016 monthly report, Code Enforcement report and reported that Country Thunder will take place July 21-24.

VILLAGE CLERK: None.

Village of Richmond

INCORPORATED 1872

PRESIDENT'S COMMENTS: None.

TRUSTEE COMMENTS: Trustee Kunz asked about the status of Gigi's. President Koenig will contact the owners.

Trustee Kunz questioned if Anderson's Candy received a special event liquor license for the wine tasting that took place on their property. It was noted that no liquor was sold on the property and that International House of Wine and Cheese provided the wine and holds a Class "A" license.

Trustee Drabant asked that a Special Board Meeting be scheduled for July 12th at 5:30 PM for the Board to discuss the Village's Liquor Code.

Trustee Kunz asked to reconsider voting on Creekview. The majority of the Board was not in support of this suggestion.

Trustee Drabant questioned when Memorial Hall was going to be professional cleaned as it was budgeted. Trustee Kunz suggested calling a company "Clean as a Whistle" to get a price.

CLOSED SESSION: President Koenig announced that the Board needed to go into closed session for closed session minutes (5 ILCS 120/2(c)(21); however, due to the hour it was postponed.

With no further business, Trustee Kunz moved to adjourn the July 7, 2016 regular Board meeting, seconded by Trustee Nelson. The motion was approved by voice vote.

Meeting adjourned at 9:40 PM.

Respectfully submitted,

Karla L. Thomas, Village Clerk