

# Village of Richmond

INCORPORATED 1872

-AMENDED-

Village President Pete Koenig called the August 7, 2014 Board Meeting to order at 7:01 PM, 5600 Hunter Drive, Richmond, Illinois.

ROLL CALL:

**PRESENT:** Trustees: Dennis Bardy, Scott Drabant, Charlotte Hollenbach, David Kielpinski, Craig Kunz and Ramsin Wardanian.

**ABSENT:** Village Engr. Sean Murphy.

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

Minutes from the July 17, 2014 Board Meeting were reviewed. Trustee Drabant distributed a re-written paragraph to amend the minutes relating to New Business. Trustees commented that the proposed revision did not reflect the discussion that took place.

*Trustee Drabant moved to accept the minutes as amended. The motion died for lack of a second.*

*After further discussion, Trustee Drabant moved, seconded by Trustee Kielpinski to approve the July 17, 2014 minutes as amended, adding the word "proposed" to the 5<sup>th</sup> paragraph before the word "donation: under new business. The motion was approved by unanimous voice vote, with Trustee Bardy abstaining.*

**ANNOUNCEMENTS:** None.

**UNFINISHED BUSINESS:** Trustee Drabant presented his revised 7/19/14 Task List for review. Trustee Drabant noted that the item Architectural Committee on 7/17/14 was duplicated and would strike the last one from the list.

Trustee Drabant asked to strike item (b) Discussion of Chapter 3 of the Richmond Municipal Code as it is listed under New Business as item (h) Discussion/approval of architectural review committee.

The Discussion/Vote of Street lighting was tabled until further notice.

*Trustee Drabant moved, seconded by Trustee Bardy to table discussion/vote of street lighting until further notice. The motion was approved by unanimous voice vote.*

**PUBLIC COMMENTS:** None.

**NEW BUSINESS:** Bill Lada, President of World Trade Illinois made a presentation regarding what his firm can offer the Village of Richmond. He additionally stated that Trustee Kielpinski has no job with his firm; therefore, no quid pro quo and no salary. Additionally, there is no employment agreement and the Village can request information from the State to verify what he is stating.

Joyce McArdle with Piqued Interest Consulting reviewed statistics of work performed from September 2013 through July 2014. Her recommendation would be to work on marketing the Village to commercial realtors using a development information packet. It was noted that economic development is a long term process. The Board reviewed the July 18, 2014 Proposal for Economic Development Services from Piqued Interest Consulting. After a comparison of the previous year's proposal, the Board requested a change in the duration of the agreement from 90 days written termination, to 30 days written termination.

*Trustee Kielpinski moved, seconded by Trustee Hollenbach to approve the Piqued Interest Consulting Proposal as amended. ROLL CALL: AYES: BARDY, DRABANT, HOLLENBACH, KIELPINSKI AND WARDANIAN. NAYS: KUNZ. ABSTAIN: NONE. ABSENT: NONE. Motion carried.*

The Board tabled the passing of Resolution#R2014-05; Authorizing Fund Transfers until the next Board meeting. Trustee Bardy explained that this document would cleanup old Due to/Due from transfers recommended by the auditors as part of the recent audit.

President Koenig presented changes to his annual appointments. He explained that with Tripp Wilson retiring a new RESDA Coordinator needed to be appointed and after speaking with Tripp Wilson, Scott Sparacio, and Police Chief Ciro Cetrangolo he would like to appoint Christopher Gumm as the new RESDA Coordinator. Christopher Gumm is already a member of RESDA, is a Fire Fighter, Richmond

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Community Service Officer and local resident. Additionally, President Koenig announced that Trustee Hollenbach has resigned as a member of the Community Development Committee. He is therefore adjusting the committee appointments by make Trustee Wardanian Chairman of the CDC and moving Trustee Drabant from Finance to the CDC. Trustee Drabant requested to stay on the Finance Committee. Trustee Hollenbach would then be a member of the Finance Committee instead. There was discussion regarding the number of Trustees that can be on a particular committee.

*Trustee Bardy moved, seconded by Trustee Kielpinski to approve the Village President's appointments as presented. ROLL CALL: AYES: BARDY, HOLLENBACH AND KIELPINSKI. NAYS: DRABANT, KUNZ and WARDANIAN. ABSTAIN: NONE. ABSENT: NONE. DUE TO A TIE, THE VILLAGE PRESIDENT VOTED AYE. Motion carried.*

Both the Finance and Community Development Committees will meet on the same day; however, Finance will begin meeting at 7:00 PM and Community Development will be meeting at 5:30 PM.

The Board discussed the expenditure of funds for a proposed Farmers Market. President Koenig reported that the Finance Committee agreed to expending \$400.00 for signage and advertising if the plan moves forward.

*Trustee Drabant moved, seconded by Trustee Wardanian to approve the expenditure of \$400.00 for signage and advertising of the Farmer's Market. ROLL CALL: AYES: BARDY, DRABANT, HOLLENBACH, KIELPINSKI, KUNZ, and WARDANIAN. NAYS: NONE. ABSTAIN: NONE. ABSENT: NONE. Motion carried.*

The Board reviewed the application for a Special Use Liquor License for the Richmond/Spring Grove Chamber of Commerce September 27, 2014 Wine Walk from 1-4 PM. The Chamber also requested the waiver of fees.

*Trustee Wardanian moved, seconded by Trustee Bardy to approve the Special Use Liquor License and waive fees for the Richmond/Spring Grove Chamber of Commerce September 27, 2014 Wine Walk. ROLL CALL: AYES: BARDY, DRABANT, HOLLENBACH, KIELPINSKI, KUNZ, and WARDANIAN. NAYS: NONE. ABSTAIN: NONE. ABSENT: NONE. Motion carried.*

The Board reviewed the sign for Gardner's Corner. The Community Development Committee made a recommendation to the Board to approve the sign as presented, as it conforms to the Village Sign Ordinance. There was discussion regarding whether the Board needs to approve signs if they conform to the Sign Ordinance. Previously the CDC reviewed and approved signs that conformed to the Ordinance. Attorney McArdle stated that if proposed signs conform to the sign ordinance, permits should just be issued.

*Trustee Drabant moved, seconded by Trustee Wardanian to approve the sign for Gardner's Corner as presented. ROLL CALL: AYES: DRABANT, HOLLENBACH, KIELPINSKI, KUNZ, and WARDANIAN. NAYS: NONE. ABSTAIN: BARDY. ABSENT: NONE. Motion carried.*

Trustee Drabant proposed that the Architectural Review Committee be added back into the Richmond Municipal Code with experts from the community. He presented Section 3.26 of the Richmond Municipal Code removed in December by the Board. After some discussion, item 2(a) and (b) were removed and President Koenig asked the Clerk to prepare a Draft Ordinance for revision at the next Board meeting as other sections need to be removed. It was noted that this committee would be volunteer advisory only, a sub-committee of the CDC.

*Trustee Drabant moved, seconded by Trustee Kunz to reinstate the Architectural Review Committee. ROLL CALL: AYES: BARDY, DRABANT, KUNZ, and WARDANIAN. NAYS: HOLLENBACH AND KIELPINSKI. ABSTAIN: NONE. ABSENT: NONE. Motion carried.*

## COMMITTEE REPORTS:

**FINANCE:** Trustee Bardy reported that the committee met to review the bills and briefly discussed the status of the water main repair.

*Trustee Wardanian moved, seconded by Trustee Kielpinski to approve Warrant# FY 2014/15.04.01 in the amount of \$59,544.42 as presented. ROLL CALL: AYES: BARDY, HOLLENBACH, KIELPINSKI, KUNZ, and WARDANIAN. NAYS: NONE. ABSTAIN: DRABANT. ABSENT: BARDY. Motion carried.*

**COMMUNITY DEVELOPMENT:** Trustee Kielpinski reported that the committee reviewed the status of the order of two benches and one bike rack. It was reported that the benches had arrived and need to be assembled by Public Works and the Bike Rack has been ordered.

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The Village will need to purchase plaques for the three donated items by Richmond/Spring Grove Rotary. He also reported that the Richmond Fine Arts Festival lost approximately \$1,200.00 in its first year and expended \$2,400.00.

**ADHOC LONG TERM PLANNING COMMITTEE:** Trustee Drabant reported that at the last two committee meetings they have been working on events. A Farmer's Market is being developed and after this coming weekend, the committee will determine whether the event will begin this year or next year. He reported that they were also discussing Music downtown, a Christmas Craft Show, a Victorian House Walk held in conjunction with Christmas of Yesteryear, roof top lighting of all businesses in the downtown business district during the Christmas season.

**POLICE:** Police Chief Cetrangolo presented the July 2014 Report and that Country Thunder went well. Additionally, he announced that he; Officers Byrnes, Baker and Guildoni were recipients of certificates for Alliance against Intoxicated Motorists (AAIM).

**ENGINEERING:** Due to Engr. Murphy not being present, President Koenig reported that water main repair work is continuing and the pipes have been located at a depth of 18 to 20 feet. New valves have been installed on both the north and south of the break. It was discovered that two services between the valves will need to be rerouted. No service disruption will take place. The Village has IDOT approval and IEPA permitting has begun by Engr. Murphy and there will be a 2 to 3 week delay until the project is complete. Trustee Kunz stated that he assumed the project was time and material (T&M), which was correct. It was noted that the project was very difficult as IDOT, the Village Engineering Firm, nor the Public Works Department have accurate drawings of where the underground utilities are located. President Koenig estimated that the project cost could be \$200,000.00. He also reported that all but two steel plates have been removed. The other holes have been paved.

President Koenig reported that specs are being developed for the W. Rte. 12 sidewalk replacement. ADA requirements are not feasible, design specs are being worked on. Trustee Kunz asked if the Board would see the specs before the project goes out to bid. President Koenig reported that they would be made available and the Board will vote to approve the contract.

**PRESIDENT'S COMMENTS:** None.

**TRUSTEE COMMENTS:** Trustee Drabant reported that the trees removed along W. Broadway due to the Emerald Ash Bore will be replaced by Oak trees donated by a local resident. The Clerk will contact the Cemetery Board regarding diseased trees on their property and ask that they be removed.

Trustee Drabant asked if the Paisano's sign on the Mitchell building that has been changed was reviewed. He pointed out that a "help wanted" sign had been attached to the existing sign.

Trustee Drabant also asked the Police Chief if his department takes care of removal of signs in the right-of-way, Chief stated that Public Works handles that and he would discuss it with the Supervisor of Public Works.

Trustee Drabant reported that Miles Family Dentistry has placed a Digital Time and Temperature sign on their building and asked if they applied for a permit.

Trustee Drabant stated that the Richmond Township Fire Department's digital message sign does not conform to the sign ordinance and asked how it got approved without Board approval. He asked that the Village President contact Chief Gallas to have the sign dimmed and request that they do not advertise community events other than their own for safety reasons.

*With no further business, Trustee Kiepinski moved to adjourn the August 7, 2014 Board Meeting, seconded by Trustee Kunz. Motion approved by unanimous voice vote.*

Meeting adjourned at 9:54 PM.

Respectfully submitted by,

Karla L. Thomas, Village Clerk