

**Village of Richmond
5600 Hunter Drive
Finance Committee
Regular Meeting Minutes
August 18, 2015**

The Finance Committee meeting held at the Village Hall, 5600 Hunter Drive was called to order by Chairman Dennis Bardy at 4:07 PM.

Members Present: Trustees: Dennis Bardy, Craig Kunz and Ramsin Wardanian (arrived at 4:30 PM).

Members Absent: None.

Others Present: Village President Peter Koenig and Village Clerk Karla Thomas.

Approval of Minutes: The committee reviewed the August 4, 2015 regular Finance committee meeting minutes.

Trustee Bardy moved, seconded by Trustee Kunz to approve the August 4, 2015 Regular Finance Committee meeting minutes as presented. The motion was approved by voice vote.

Review and Recommendation of Bills for Approval: The committee members reviewed and signed off on invoices submitted for payment.

Unfinished Business: The Village Clerk reported that a budget amendment would be presented at the September 3rd Board meeting pledging revenues for the IEPA loan. The amendment would be movement of monies budgeted from one account to another and would not result in any increase.

Trustee Kunz asked the status of the amended Thrivent Financial Investment Portfolio proposal. The Village Clerk reported that she has left two messages to find out when Mr. Luedke would be ready to resubmit and present his amended proposal, there has been no response.

The committee reviewed the Request for Proposal (RFP) document for auditing services. The Village Clerk asked for clarification on dates, such as deadline and final selection. The RFP will be mailed out October 1, 2015; therefore, the committee made adjustments to the dates. Trustee Kunz requested that a termination clause be included in the RFP since services would be provided for a 3-year term. The Village Clerk was asked to discuss the matter with the Village Attorney.

The committee discussed IEPA Loan strategies. Two options were discuss regarding how the debt service surcharge (DTSS) could be calculated: 1) Residential users DTSS would be set at \$25/\$35/\$40/\$50 per quarter with other users DTSS based upon consumption or 2) Everyone's DTSS based upon consumption. Based upon a recent meeting with IEPA representatives, they would like fees based upon the median household income of \$62,000.00 (from the 2010 Census results for the Village of Richmond) at 1.5%. This would result in the average yearly water bills totaling \$930.00. The committee requested the current average yearly water bill figure for the next Finance meeting. The also discussed that projects would have to be reduced significantly begin in fiscal year 2017. President Koenig stated that the Wastewater Treatment Plant expenses needs to be self-sustaining and cause the general fund from to support its operation.

Trustee Kunz voiced concerns regarding the septic receiving station expenses vs. revenues.

Public Comments: None.

New Business: The committee reviewed the Architectural Proposal for Memorial Hall. The proposal would cost the Village 10,500.00 for services proposed which were not budgeted. The committee asked that the Supervisor of Public Works get (5) bids for the front steps and bunker work and asked the Village President to speak with the Supervisor of Public Works to determine whether the Public Works Department could remove and rebuild the ramp

to ADA requires. The architect noted that tuck-pointing needed to be done on the building; however, this work was not budgeted. The total funds allotted for Memorial Hall exterior repairs was \$36,000.00.

The committee then discussed the demolition of multiple properties in the Village. The committee requested that the Village Clerk get (5) quotes for demolition for the house located at 10104 Main Street. The Village Clerk was asked to have the Finance Clerk find monies in this year's budget to support the expense for demolition. The Village Clerk was asked to put this matter on the next Finance agenda. Two other properties were discussed; however, the Village does not have a demolition order in place for either of the other structures. The Village Clerk noted that one of the property owners has not yet been issued a warning or cited by the Police Department to improve the structure. This would need to be done before any demolition order could be filed.

President Koenig reported that he had received correspondence from Subsurface regarding their abandoned equipment underground at the Route 12 water main project. The owner wants to retrieve his equipment. He has been told that the IDOT permit has expired and he would be required to obtain a new permit to retrieve his equipment. The owner has sent an invoice in the amount of \$7,183.47 to the Village to refund him the loss of his equipment. The committee unanimously agreed that the Village would not pay the invoice and directed the Village President to send correspondence to that effect.

Adjournment: *There being on further business to discuss, Trustee Wardanian moved, seconded by Trustee Kunz to adjourn the regular Finance committee meeting. The motion was approved by unanimous voice vote.*

Meeting adjourned at 5:50 PM.

Respectfully submitted,

Karla L. Thomas
Village Clerk