

# Village of Richmond

## INCORPORATED 1872

-AMENDED-

Village President Peter Koenig called the September 3, 2015 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 Lauri Olson.

**ABSENT:** Trustee Ramsin Wardanian and Village Engineer Sean Murphy.

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

Minutes from the August 20, 2015 Regular Board Meeting were reviewed. Trustee Drabant requested a change to the amendment made to the August 6, 2015 minutes regarding Page 3 under Trustee Comments, 3<sup>rd</sup> item the insertion after the 2<sup>nd</sup> sentence to read "The Village Clerk said" the Village Finance Committee authorized overtime/comp. time."

*Trustee Drabant moved, seconded by Trustee Kunz to approve the August 20, 2015 regular Board meeting minutes as amended. The motion was approved by voice vote.*

**ANNOUNCEMENTS:** President Koenig announced that the McHenry County Council of Governments September Membership Meeting will be held on Wednesday, September 23, 2015 in Lakewood at The Gardens of Woodstock.

President Koenig also announced that Olive Black Martini Lounge will be hosting a benefit for the family of Lt. Gliniewicz on Tuesday, September 8, 2015 beginning at 4:30 PM.

President Koenig announced that a Joint Meeting of the Village Board will be held on Thursday, September 10, 2015 at 7:00 PM with the School Boards of Nippersink District#2 and Richmond-Burton Community High School District#157 in the Auditoria to discuss developer school impact fees.

President Koenig asked to move two items 7a under New Business up on the agenda due to CPA Shelly Dercole being present and 5e under Unfinished Business due to Architects Don Beasley and Joe Anselmo being present. The Board concurred.

**NEW BUSINESS:** Shelly Dercole, CPA with Eder, Casella & Co. presented the Fiscal Year 2015 Audit and Management Letter to the Board. It was noted that issues in last year's management letter have been resolved. Additionally, it was noted that the Village has \$670,497.00 unrestricted funds in the General Fund, which represents 6-months of reserves and \$406,002.00 unrestricted funds in the Water/Sewer Enterprise Fund, which represents 3-months of reserves. CPA Dercole reported that the Water/Sewer Enterprise Fund reserves need to be improved and that the Village should have at least a minimum of 6-months in reserves.

*Trustee Olson moved, seconded by Trustee Bardy to accept the Fiscal Year 2015 Audit and Management Letter as presented. ROLL CALL VOTE: AYES: BARDY, DRABANT, KUNZ, NELSON, and OLSON. NAYS: NONE. ABSENT: WARDANIAN. ABSTAIN: NONE. The motion carried.*

Trustee Drabant asked if the audit was filed with the State of Illinois. The Village Clerk reported that the auditors file it electronically with the Illinois State Comptroller's Office and that she files a copy with the County Clerk.

**UNFINISHED BUSINESS:** Architect Don Beasley from Beasley/Anselmo explained the original proposal submitted to the Board. The Board directed Architect Beasley to rewrite the proposal and have a mason come out to look at Memorial Hall. The revised proposal should include designs for the bunker/stairs, ramp and site administration of the project. It was requested that the revised proposal be provided to the Village Clerk no later than Tuesday, September 8<sup>th</sup> so the Board could review it and submit any changes in order for the final draft to go before the Board for approval at the September 17, 2015 Board meeting. It was noted that this project will be a prevailing wage project. Architect Joe Anselmo stated that he would be overseeing the project. The project work would begin in March of 2016 and be completed by April 30, 2016.

The Board reviewed and discussed the revised 8/21/15 task list. Several items were requested to be removed and President Koenig reported that the Richmond Township will be discussing the Tornado Siren at next Wednesday Township Board meeting; he will be attending the meeting. President Koenig reported that there is an interested party in the purchase of the bucket truck, which has been posted on a website for sale. The proposed Shotcrete products to be used on the West Main Street sidewalk project can only be used on vertical surfaces and that an epoxy will most likely be used for the flat surface. Two options for re-installation of the railings were discussed. Notices have been mailed to all parties involved in the house located at 10104 Main Street and after 21-days the Village will proceed with demolition, unless the owner donated the property and the banks that hold mortgages on the property are willing to write-off monies due them. Habitat for Humanity is interested in the property if it is donated to them.

Ordinance#2015-12: An Ordinance Amending Section 14.09 FIREARMS of the Richmond Municipal Code was reviewed by the Board. Concerns about safety issues were voiced.

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*Trustee Nelson moved, seconded by Trustee Bardy to approve Ordinance#2015-12; An Ordinance Amending Section 14.09 FIREARMS of the Richmond Municipal Code as presented. ROLL CALL VOTE: AYES: BARDY, DRABANT, NELSON, and OLSON. NAYS: KUNZ. ABSENT: WARDANIAN. ABSTAIN: NONE. The motion carried.*

The Board reviewed Ordinance#2015-13; An Ordinance Amending Chapter 30, Stormwater Management of the Richmond Municipal Code.

*Trustee Olson moved, seconded by Trustee Bardy to approve Ordinance#2015-13: An Ordinance Amending Chapter 30, Stormwater Management of the Richmond Municipal Code as presented. ROLL CALL VOTE: AYES: BARDY, DRABANT, KUNZ, NELSON, and OLSON. NAYS: NONE. ABSENT: WARDANIAN. ABSTAIN: NONE. The motion carried.*

Ordinance#2015-14; An Ordinance Adding Appendix B to the Richmond Municipal Code was reviewed by the Board.

*Trustee Olson moved, seconded by Trustee Bardy to approve Ordinance#2015-14: An Ordinance Adding Appendix B to the Richmond Municipal Code as presented. ROLL CALL VOTE: AYES: BARDY, DRABANT, KUNZ, NELSON, and OLSON. NAYS: NONE. ABSENT: WARDANIAN. ABSTAIN: NONE. The motion carried.*

**PUBLIC COMMENTS:** Terry Fulmer asked if the Joint Board meeting with the School Districts was open to the public. President Koenig stated that the meeting is open to the public.

**NEW BUSINESS:** It was announced that the item Approval of Budget Amendment regarding FY2015/16 Pledging Revenues for IEPA Loan has been tabled and will be discussed during next year's budget process. Revenues will be pledged to pay down principal on the loan.

### COMMITTEE/DEPARTMENT REPORTS:

**FINANCE:** Trustee Bardy reported that the Finance committee discussed IEPA Loan Strategy, reviewed the RFP for auditing services which will be mailed out October 1, 2015, looked at pledging funds for the IEPA loan, and reviewed bills.

*Trustee Bardy moved, seconded by Trustee Kunz to approve Warrant#2015/2016.05.01 in the amount of \$64,081.32 as presented. ROLL CALL VOTE: AYES: BARDY, DRABANT, KUNZ, NELSON, and OLSON. NAYS: NONE. ABSENT: WARDANIAN. ABSTAIN: NONE. The motion carried.*

**COMMUNITY DEVELOPMENT:** Trustee Drabant reported that the committee continues to work on events, such as, a Farmer's Market and Movie Night. The committee finalized language and fees pertaining to the (4) welcome signs which will required an amendment to the UDO, discussed the Ringwood Boundary Agreement and discussed changing the procedures for sign variances, which will require the applicant to mail return receipt notices to adjoining property owners 30-days prior to the CDC reviewing the sign variance. Revised language will be forwarded to Attorney McArdle for review and will be discussed at the next Board meeting.

**AD HOC LONG TERM PLANNING COMMITTEE:** None.

**POLICE:** The Chief distributed the August 2015 monthly report. Trustee Bardy thanked the Chief for the increase in Police presence at the schools.

**ENGINEERING:** None.

**PUBLIC WORKS:** None.

**VILLAGE CLERK:** The Village Clerk reported that the Christmas of Yesteryear Committee began meeting on Monday evening. She also reported that she had contact the property manager for the old Hunter Country Club and he will be calling the individual responsible for mowing of the property. The property manager stated that the bank will not mow the State right-of-way. Chief Centrangelo reported that he had called the State regarding other areas of the State right-of-way and was told that they would not be mowing in Richmond until next year. If the property is not mowed, it was suggested that the Village have Richmond Township mow the property and the Village Clerk lien the property for the charges.

**PRESIDENT'S COMMENTS:** President Koenig reported that the State of Illinois is behind on paying the Village its portion of Video gaming proceeds and Motor Fuel Tax revenue.

President Koenig requested Chief Centrangelo to look into the cost for individual email accounts again and remote server use for him. Village purchased tablets were discussed for the Board and the use of the application Drop Box for Village Board packets and other documents.

**TRUSTEE COMMENTS:** Trustee Drabant mentioned that the State of Illinois will pay interest to municipals for late payments at the rate of approximately 4%; however, the municipals are responsible for filing paperwork to collect interest.

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Trustee Nelson proposed parking restrictions for the downtown, as he has seen several cars parked in the same spots for several days. He suggested that owners of businesses and tenants living above the businesses park in the municipal parking lot.

*With no further business, Trustee Kunz moved to adjourn the September 3, 2015 regular Board meeting, seconded by Trustee Olson. The motion was approved by unanimous voice vote.*

Meeting adjourned at 9:23 PM.

Respectfully submitted,

Karla L. Thomas, Village Clerk