

Village of Richmond

INCORPORATED 1872

-AMENDED-

Village President Peter Koenig called the October 15, 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, Lauri Olson and Ramsin Wardanian.

ABSENT: Village Clerk Karla L. Thomas.

OTHERS PRESENT: Deputy Clerk Jen Ezop, Police Chief Ciro Cetrangolo, Village Attorney Michael Smoron and Village Engineer Sean Murphy.

Minutes from the October 1, 2015 Regular Board Meeting were reviewed.

Trustee Olson moved, seconded by Trustee Kunz to approve the October 1, 2015 Regular Board meeting minutes as presented. The motion was approved by unanimous voice vote.

ANNOUNCEMENTS: President Koenig reported that leaf vacuuming will take place on October 16, October 23, November 13, and November 20, 2015. Residents need to rake leaves to the curbside for pickup by Prairieland Disposal.

President Koenig announced that Jim May (3-4:30 PM) and Megan Wells (8-9:45 PM) will be holding a Storytelling event at Memorial Hall on Saturday, October 24, 2015.

President Koenig explained that the Board had approved entering into an agreement with a five year term with free internet services to all Village Departments. Charter rejected the agreement. He reported that Charter will provide free cable television to all the Schools and the Village and had issues with the five year term. Attorney Smoron reported that there is a vague reference in the Federal Statutes regarding cable television that before a municipality enters into a Cable Franchise Agreement a public hearing should take place. He reported that there is no minimum notice requirement, publication in a newspaper or mailing. The hearing provides the public the opportunity to make any comments regarding the agreement.

PUBLIC HEARING REGARDING AMENDMENT OF THE CHARTER CABLE FRANCHISE AGREEMENT: President Koenig opened the Public Hearing at 7:04 PM. President Koenig asked if there were any public comments. As there were no public comments, President Koenig ask for a motion to close the public hearing.

Trustee Bardy moved, seconded by Trustee Wardanian to close the public hearing. The motion was approved by unanimous voice vote. The Public Hearing ended at 7:05 PM.

UNFINISHED BUSINESS: The Board reviewed the previously approved Charter Communication Cable Franchise Agreement. Attorney Smoron explained that he had discussed the previously revised term requested by the Board and reported that Charter rejected the five year term and free internet to all departments of the Village Departments. After further discussion, there was a consensus of the Board to offer an amended agreement of free internet for two Village departments and a ten year term. If this offer was rejected, then the alternative would be the original agreement in place with a 7-1/2 year term.

President Koenig explained that although the property to be demolished is not Village owned, in order to follow protocol regarding letting of Public Works projects, President Koenig asked for a motion to authorize him to sign the purchase order for the demolition agreement with Eagle Biomass, Inc. for the demolition of 10104 Main Street for the sum of \$28,850.00 and waive the advertisement of bids.

Trustee Olson moved, seconded by Trustee Nelson to authorize the Village President to sign the purchase order for the demolition agreement with Eagle Biomass, Inc. for the demolition of 10104 Main Street for the sum of \$28,850.00 and waive the advertisement of bids. ROLL CALL VOTE: AYES: BARDY, KUNZ, NELSON, OLSON, WARDANIAN. NAYS: DRABANT. ABSENT: NONE. ABSTAIN: NONE. The motion carried.

PUBLIC COMMENTS: None

NEW BUSINESS: President Koenig explained the process of the build out of the Richmond Self Storage facility. Although there was no formal requirement that the owner asphalt the facility, the Village would like some type of assurance from the owner that asphalt would be done. Owners Larry & Catherine Lichter explained their hardship with building the facility. Mr. Lichter requested a 5-year extension to in which time he hopes to gain monies to fund the expense. Mr. Lichter asked for a 5-year extension and suggested that the Village could withhold issuing a business registration if he did not install asphalt. In the absence of a legal obligation there was a Board consensus to issue Mr. Lichter his final building permit to construct the last unit, with the understand that if by Monday no requirement was found in the Village code or UDO.

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The Board reviewed Ordinance#2015-18; An Ordinance Providing Bidding Requirements and Procedures for Public Work Contracts and Supplies. A brief discussion occurred regarding the implementation of guidelines for all departments. It was noted that State Statute only requires Public Work contracts and supplies to follow bidding procedures and that it is costly to go out to bid. Attorney Smoron pointed out that municipalities do not mandate that other departments, such as administration and police to go out to bid for budgeted or non-budgeted purchases. These department can obtain (3) quotes, or prepare Request for Proposals (RFP's) without advertising or having a bid opening. Attorney Smoron stated that Board approved guidelines could be established, it would not require an Ordinance. President Koenig noted that all department heads were notified months ago of the monetary limits that were set by the Board, which were as follows: Administration \$500.00; Police \$1,500.00; Public Works \$10,000.00 and Community Development Committee \$1,000.00 and that any purchases above these limits required Board approval.

Trustee Kunz moved, seconded by Trustee Olson to approve Ordinance#2015-18; An Ordinance Providing Bidding Requirements and Procedures for Public Work Contracts and Supplies as presented. ROLL CALL VOTE: AYES: BARDY, DRABANT, KUNZ, NELSON, OLSON, WARDANIAN. NAYS: NONE. ABSENT: NONE. ABSTAIN: NONE. The motion carried.

COMMITTEE/DEPARTMENT REPORTS:

FINANCE: Trustee Bardy reported that the Finance committee met to review and approve bills. They briefly discussed scheduling for the budget process.

Trustee Bardy moved, seconded by Trustee Drabant to approve Warrant#2015/16.06.02 in the amount of \$96,249.66 as presented. ROLL CALL VOTE: AYES: BARDY, DRABANT, KUNZ, NELSON, OLSON, WARDANIAN. NAYS: NONE. ABSENT: NONE. ABSTAIN: NONE. The motion carried.

COMMUNITY DEVELOPMENT: Trustee Drabant reported that the committee approved the canopy for JTWS Marketing LLC d/b/a Epic Cellars; approved the Heaney Properties sign to be replaced allowing the bottom to be no greater than one inch above the neighbor's fence; worked on finalizing the wording pertaining to proposed amendments to the sign variance requires, which will then be forwarded to the Village Attorney for review; discussed placing of parking signs, Trustee Nelson will be preparing a letter to the businesses affected; the newly formed Theatrevolt has requested the waiver of fees to hold a theater performance as a fundraiser to get them up and running at Memorial Hall with a 50/50 split of proceeds between their organization and the Village, the committee is in support of the proposal; Jim May will be holding a storytelling event at Memorial Hall on October 24th; a couple of buildings in the Village are in disrepair and the committee is requesting that the Code Enforcement Officers take photographs of the structure, document their findings and send letters to the owners requesting that them make them safe. The code provides for tickets to be issued on a daily basis for violation between \$75-\$750; the committee is looking into the Enterprise Zone matter; and the committee discussed the compact car parking spot located on Broadway.

AD HOC LONG TERM PLANNING COMMITTEE: None

POLICE: Chief Centrangolo had no report; however, President Koenig reported that the Village has heard only positive things about Officers Adams and Hoelz.

ENGINEERING: Engr. Murphy reported that Dr. Domenella has changed his proposed geo-thermal wells from vertical to horizontal, which will be at a depth of 12 feet and the Village will still require food grade coolant to be used. He will contact County to see if a Stormwater management permit is needed and will get more information from County and will report back on the matter at the next meeting. In regards to the pallet company, Engr. Murphy suggested that the Village contact the Army Core of Engineers (ACOE) about the filling in of wetlands on the property; thereby taking it out of the Village's hands. He reported that paving of Route 12 at the Bridge would cost more than \$20,000.00 and would need to go out to bid; plans and specs will need to be drawn up. Engr. Murphy along with the President Koenig, Supervisor of Public Works Price and someone with Rabine will be meeting to look at the sidewalk options for west Main Street between Broadway and Mill Street. He reported that bid specifications will need to be prepared.

PUBLIC WORKS: The color of the new sign posts placed on west Broadway in front of Celtic Hearth and Home and Paisano's was discussed. President Koenig reported that the bright color was used to draw attention to the new restrictions and the placement of the sign in front of Celtic was done to take advantage of the alley entrance to assist the drivers pulling in for valet parking. After a brief discussion, the sign in front of Celtic Hearth and Home will be relocated in front of Paisano's. It was suggested that arrows be placed on the signs to indicate just the two spot were restricted.

VILLAGE CLERK: None

PRESIDENT'S COMMENTS: President Koenig reported that Village Treasurer Karla Tabaka has resigned her position due to health issues. He will be looking for a suitable replacement, if any Board member has a suggestion to please contact him. The candidate should have accounting experience. Teresa Stade's name was thrown out; President Koenig will contact her to see if she is interested. Trustee Drabant asked that a thank you card be sent to Karla Tabaka.

TRUSTEE COMMENTS: Trustee Drabant reported that the top five items on the task list will be provided in the Board packets for the 1st meeting of the month. Trustee Olson requested the receipt of only the top five items, the rest of the Board asked for the complete document. Trustee Olson asked if the document has been turned over to the Village Office for management.

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Trustee Drabant reported that the municipal code permits Board members to add items to the Board agenda. President Koenig asked that if a Board member wishes to add an item to the agenda to call him so that items are not added that are not necessary. He asked that the Trustees use the Village Clerk as point person, to provide her with background information and per the code no later than one-week prior to the meeting. The Village Clerk will be responsible for prepare memos regarding items on the agenda so that all item have supporting documentation.

Trustee Drabant requested that Jack Franks be contacted to help the Village with the re-negotiation of the IEPA loan. President Koenig reported that both Jack Franks and Pam Althoff are aware of the Village's IEPA loan; however, he will call Jack Franks to discuss the matter with him again. There was a consensus of the Board to pursue contacting Jack Franks.

Trustee Drabant pointed out the article in the recent IML Review magazine requiring all employees to report their work hours, including Exempt employees. President Koenig reported that Exempt employees included the Village Clerk who is salaried and has been doing so along and the Police Chief who is contractual salaried and has been notified.

CLOSED SESSION: None

With no further business, Trustee Drabant moved to adjourn the October 15, 2015 regular Board meeting, seconded by Trustee Bardy. The motion was approved by unanimous voice vote.

Meeting adjourned at 9:08 PM.

Respectfully submitted,

Karla L. Thomas, Village Clerk