

Village of Richmond

INCORPORATED 1872

-AMENDED-

Village President Peter Koenig called the October 17, 2013 Regular Board Meeting to order at 7:02 PM, 5600 Hunter Drive, Richmond, Illinois.

ROLL CALL:

PRESENT: Village President Peter Koenig; Trustees: Dennis Bardy, Scott Drabant, Charlotte Hollenbach, David Kielpinski, Craig Kunz and Ramsin Wardanian.

ABSENT: None.

OTHERS PRESENT: Village Clerk Karla L. Thomas, Police Chief Ciro Cetrangolo, Village Attorney David McArdle and Village Engineers Ed Coggin and Sean Murphy.

Minutes from the October 3, 2013 Regular Board Meeting were reviewed.

Trustee Kielpinski moved, seconded by Trustee Hollenbach approved the October 3, 2013 Regular Meeting minutes as presented. ROLL CALL: AYES: BARDY, DRABANT, HOLLENBACH, KIELPINSKI and KUNZ. NAYS: NONE. ABSTAIN: WARDANIAN. ABSENT: NONE. Motion carried.

ANNOUNCEMENTS: President Koenig announced that Waste Management will be performing leaf vacuuming on October 31st, November 14th, and November 29th.

President Koenig asked for a motion to move agenda items 7(a & b) up before Public Comments.

Trustee Bardy moved, seconded by Trustee Kunz to approve moving agenda items 7(a & b) before Public Comments. ROLL CALL: AYES: BARDY, DRABANT, HOLLENBACH, KIELPINSKI, KUNZ and WARDANIAN. NAYS: NONE. ABSTAIN: NONE. ABSENT: NONE. Motion carried.

NEW BUSINESS: Enviro-Care VP of Sales & Marketing Phil Thompson presented some summary comments and presented the Board with an additional discount of \$5,000 off the Beast purchase price of \$180,000, if purchased by November 1, 2013. He also stated that their firm was willing to provide a no charge service contract where someone from their firm would come on site twice per year for the duration of the 3-year warranty period. This field service tech will check maintenance, conduct training sessions, and answer any questions the operators may have. Additionally, there would be available No Charge phone support, as well. Engr. Coggin presented and reviewed a letter summarizing the cost/benefit evaluation of the Enviro-Care Septage Receiving Unit, provided background information on septage and how it is different from typical raw sewage that the WWTP was designed to receive, and he provided the annual savings figure of \$33,250.00 per year on the plant life (maintenance) by purchasing this equipment. Discussion on whether the unit should be moved inside was discussed. Phil Thompson suggested that instead of expending \$35,000.00 to move the unit inside, their firm manufactures a heat tracing kit for under \$10,000, then the equipment would not have to be moved. Current pump replacements and pump life was also discussed. Phil Thompson stated that the only repairs that would be required down the line would be replacement of a brush or nozzles. The final purchase price of the unit will be \$175,000.00 with full payment made after November 7, 2013 and includes the no charge service contract with a 3-year warranty.

Trustee Kielpinski moved, seconded by Trustee Bardy to direct the preparation of a contract for the next meeting. ROLL CALL: AYES: BARDY, DRABANT, HOLLENBACH, KIELPINSKI and WARDANIAN. NAYS: KUNZ. ABSTAIN: NONE. ABSENT: NONE. Motion carried.

The Board reviewed Ordinance#2013-17; An Ordinance Creating the Position of Deputy Clerk. Several amendments were requested, as follows: Section 1 "her duties" changed to read "the Clerk's duties", 3.02.1(b) "her supervisory" changed to read "the Clerk's supervisory", 3.02.1(c) revised to read "Compensation of the Deputy Clerk shall be determined by the Corporate Authorities at the time of providing its advice and consent to the appointment." President Koenig stated that the staff member filling this position has accepted and a total hourly

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increase of \$2.50 was agreement upon. She will receive \$1.25 per hour upon being sworn into office in late November and will receive the balance of the increase on May 1st with the new FY Budget.

Trustee Wardanian moved, seconded by Trustee Kielpinski to approve Ordinance#2013-17; An Ordinance Creating the Position of Deputy Clerk as amended. ROLL CALL: AYES: BARDY, DRABANT, HOLLENBACH, KIELPINSKI, KUNZ and WARDANIAN. NAYS: NONE. ABSTAIN: NONE. ABSENT: NONE. Motion carried.

UNFINISHED BUSINESS: The Board reviewed the organization chart and a request was made to remove all names from the chart; however, the names can be listed on the organization chart place on the Village Website. Additionally, it was requested that the blue line from FT Officers be removed that connects them to the Police Commission.

Trustee Kunz moved, seconded by Trustee Wardanian to approve the Village of Richmond Organizational Chart as amended. ROLL CALL: AYES: BARDY, HOLLENBACH, KIELPINSKI, KUNZ and WARDANIAN. NAYS: DRABANT. ABSTAIN: NONE. ABSENT: NONE. Motion carried.

The Board concurred to table the approval of the administrative job descriptions at a later date.

PUBLIC COMMENTS: Gary Tiritilli voiced his concerns about the purchase of the "Beast" and the personnel restructuring resulting in a "generous" wage increase.

COMMITTEE REPORTS:

FINANCE: Trustee Bardy reported that the Committee met to negotiate a purchase price for the Septic Receiving Unit, discussed the Clerk's wage change from an hourly non-exempt employee to salaried non-exempt due to her impending promotion of Supervisor of the Village Administrative staff. Trustee Bardy then presented Warrant# FY 2013/14.06.02 in the amount of \$47,782.99 for approval. Trustee Kunz noted that the check payable to J. Ezop was incorrectly journalized to Board Salaries; the Clerk stated that she would have the Finance Clerk correct the error, as the expense should have been allocated to Board Expenses.

Trustee Drabant moved, seconded by Trustee Kunz to approve Warrant# FY 2013/14.06.01 in the amount of \$46,342.60 as amended. ROLL CALL: AYES: BARDY, DRABANT, HOLLENBACH, KIELPINSKI, and KUNZ. NAYS: NONE. ABSTAIN: NONE. ABSENT: WARDANIAN. Motion carried.

COMMUNITY DEVELOPMENT: Trustee Hollenbach reviewed what the committee discussed at its October 15, 2013 meeting. Trustee Drabant suggested that the downtown building be outlined with white rope Christmas lights. PW Supervisor Bill Price stated that it was a liability to the Village to have Village employees on property not belonging to the Village. Additionally, there were some problems with keeping the lights affixed to the buildings.

POLICE: Police Chief Cetrangolo reported that the Kuhn Rd. railroad crossing will be closed until at least October 22 due to repairs being made by the Wisconsin and Southern Railroad.

ENGINEERING: Engineer Coggin announced that he would not be representing the Village of Richmond as its Engineer due to other job obligations. The Village President and Board thanked him for all his assistance. He then announced that Sean Murphy would be taking his place as the Village Engineer for Richmond. Trustee Kielpinski asked about the status regarding estimates for paving the bike path from Ringwood to Route 173, as Representatives from the State are willing to assist the Village for grant acquisition. It was suggested that the Conservation District and County be involved and help finance the project.

PRESIDENT'S COMMENTS: President Koenig reported on the NIGEC Electrical Bid process and explained that the Village was not included in the General Service Electrical bidding because we are still under contract with a supplier and the current rates we are paying are lower than what was received with this latest bid.

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TRUSTEE COMMENTS: Trustee Bardy stated that the Finance Committee has reviewed the Village accounts and normally municipalities should work to have seven months of funding set aside in reserves. Currently, the Village has a year's worth indicating that the Village has been working hard to cut costs and be fiscally responsible. Trustee Kunz stated that he has been told that the Village has 2.3 million in funds; however, President Koenig pointed out that this money is needed to pay bills and maintain services to all its residents.

Trustee Drabant asked PW Supervisor Price how the epoxy worked on test spot downtown. Supervisor Price reported that it did not work well. Supervisor Price reported that several trees in the Village's easements need to be removed. He has contact the Village's Arborist who stated that a crane will be needed for perform the work. The Arborist has not gotten back to him, so he is looking into other service providers.

Village Clerk Thomas reported that the Village received \$2,245.29 from the items put up for sale in the MCCOG Auction.

CLOSED SESSION: None.

ACTION RESULTING FROM CLOSED SESSION: None.

With no further business, Trustee Drabant moved to adjourn the October 17, 2013 Board Meeting, seconded by Trustee Kielpinski. Motion approved by unanimous voice vote.

Meeting adjourned at 8:25 PM.

Respectfully submitted by,

Karla L. Thomas, Village Clerk