

**Village of Richmond  
5600 Hunter Drive  
Finance Committee  
Regular Meeting Minutes  
November 3, 2015**

The Finance Committee meeting held at the Village Hall, 5600 Hunter Drive was called to order by Chairman Dennis Bardy at 4:02 PM.

**Members Present:** Trustees: Dennis Bardy, Craig Kunz and Ramsin Wardanian.

**Members Absent:** None.

**Others Present:** Village President Peter Koenig, Village Clerk Karla Thomas and Supervisor of Public Works Bill Price.

**Approval of Minutes:** The committee reviewed the October 13, 2015 regular Finance committee meeting minutes.

*Trustee Kunz moved, seconded by Trustee Wardanian to approve the October 13, 2015 Regular Finance Committee meeting minutes as presented. The motion was approved by unanimous voice vote.*

**Public Comments:** President Koenig reported on the new Federal guidelines pertaining to the IEPA.

**Clerk's Comments:** Clerk Thomas requested to send the Finance Clerk to the MCC for Excel Intermediate and Advanced classes. She reported that she received a scholarship for her Academy Training which was budgeted at \$400.00 and the Excel classes cost \$330.00. All the committee members agreed that the Finance Clerk could attend these classes.

Clerk Thomas reported that it took the Finance Clerk many hours to prepare the Annual Treasurer's Report and requested Asyst to provide a cost for them to create a report to speed up the process and make this function more efficient. The total one time cost for the report is \$400.00 and then an additional 120.00 annually for software maintenance. All the committee members agreed that it was a wise decision to proceed with having the report development.

Clerk Thomas reported that she just received the Village's IMRF 2016 Calendar Year rate, which increased by .27%.

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

**Unfinished Business:** None

**New Business:** The committee reviewed the proposal from Farmtek for the Salt Barn Cover. The committee members unanimously agreed to recommend the proposal from Farmtek to the full Board for consideration.

The committee reviewed the three proposals presented by Supervisor Price for Street Patching throughout the Village. The committee members unanimously agreed to recommend Santa Fe Brick the lowest proposal and waiver of the bid process to the full Board for consideration.

The committee reviewed the proposed budget amendment for Street Patching. Supervisor Price explained that the price for asphalt patching has increase and patching needs to be completed before snow flies. It was noted that Supervisor Price saved \$18,000.00 on the budgeted Salt Barn Project; therefore, he requested that funds be moved to cover the additional cost under budgeted for the asphalt patching. The committee member unanimously agreed to recommend the FY 2015/2016 Street Patching Budget Amendment to the full Board for consideration.

The committee discussed several options regarding the tax levy. The committee members unanimously agreed to levy at 2.09% resulting in a total levy amount of \$468,684.00. President Koenig will announce the figures at the Board meeting.

Clerk Thomas reviewed the liability and workers compensation premium with the committee. The premium increased by 8,647.00 due to a sewer backup claim, the addition of one vehicle and an increase in workers compensation. The Clerk informed the committee that the broker is going to see what the effect would be on the premium if the vehicle deductible was increased. The broker is also going to make sure that clerical salaries are not included in the Water/Sewer/Police category since these rates are the highest.

The RFP's for auditing services were opened and the committee members will review the proposals. Chairman Bardy requested that this item be added to the next Finance Committee agenda.

President Koenig reported that he had been in contact with the Village's representative from ComEd regarding the Community Food Pantry request. Trustee Kunz requested that Attorney McArdle look into the request for the Village to pay for electric, utilities and snowplowing of the property the Food Pantry will be moving into.

Trustee Wardanian reported that some residents living in Burton Township have seen a 30-40% increase in their property assessments and that a meeting is going to be held at RBCHS at 7 PM tomorrow regarding the matter. He suggested that it may be beneficial for Richmond Board Trustees to attend.

**Adjournment:** *There being no further business to discuss, Trustee Bardy moved, seconded by Trustee Kunz to adjourn the regular Finance committee meeting. The motion was approved by unanimous voice vote.*

Meeting adjourned at 5:48 PM.

Respectfully submitted,

Karla L. Thomas  
Village Clerk