

Village of Richmond

INCORPORATED 1872

-AMENDED-

Village President Peter Koenig called the November 3, 2016 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: None.

OTHERS PRESENT: Police Chief Ciro Cetrangolo, Public Works Supervisor Bill Price, Village Clerk Karla L. Thomas, Village Engineer Sean Murphy and Village Attorney David McArdle.

MINUTES FOR CONSIDERATION & APPROVAL: Minutes from the October 20, 2016 Regular Board Meeting were reviewed. Trustee Drabant requested a change on page 2, 2nd sentence under Engineering the word "setting" to "to set".

Trustee Kunz moved, seconded by Trustee Wardanian to approve the October 20, 2016 Regular Board Meeting minutes as amended. The motion was approved by voice vote.

ANNOUNCEMENTS/REQUESTS: President Koenig announced that curbside leaf vacuuming will take place on November 11th and 18th.

President Koenig announced that the last Village wide brush pickup for both the Village's Public Works Department and Yard Waste for Prairieland Disposal will take place on November 17, 2016.

President Koenig noted that the November McHenry County Council of Governments Membership meeting will take place on Wednesday, November 16th in Cary, IL.

President Koenig reported that Full Circle (Creekview Apartments) will begin accepting applications for occupancy beginning November 4, 2016.

President Koenig mentioned that he had distributed a draft copy of the parking survey from Hansel Studios, Inc.

UNFINISHED BUSINESS: None.

PUBLIC COMMENTS: None.

NEW BUSINESS: Jessica Govic and Larry Phillips from Arthur J. Gallagher (AJG), the Village's Insurance Broker, distributed and reviewed guidelines for certificates of insurance, additional insured requirements and hold harmless agreements. She explained that Village sponsored events are covered; however non-Village sponsored events require the individual or group to provide a Certificate of Insurance naming the Village of Richmond as Additional Insured. Copies of Certificates of Insurance should be forwarded to AJG. Ms. Govic noted that their firm can provide insurance coverage for individuals or groups hosting events held on Village property for a fee of \$100.00 and paperwork can be access on their website.

The Board reviewed the quote provided by Arthur J. Gallagher for Village Liability and Workers Compensation. It was noted that the total quote for coverage went up by 4.98% over last year, a difference of \$4,153.00.

Trustee Wardanian moved, seconded by Trustee Bardy to accept the Liability/Workers Compensation insurance proposal by Arthur J. Gallagher & Co. in the amount of \$89,138.00 and authorize the Village President to sign contract documents. ROLL CALL VOTE: AYES: BARDY, DRABANT, KUNZ, NELSON, OLSON and WARDANIAN. NAYS: NONE. ABSENT: NONE. ABSTAIN: NONE. The motion carried.

President Koenig reported that all the necessary paperwork was in order regarding the application submitted by the owners of Richmond Brathaus for the issuance of a Class "B" Liquor License. The owners explained that they would not be seeking a video gaming license for their business and would be operating on the 1st floor only until the business becomes well established. No sprinkler system needs to be installed until they use the 2nd floor for public use, there is no issue with the open staircase, and they will not be using the dumbwaiter or the basement and will not be replacing the awning. The owners hope to be open by Thanksgiving weekend.

Trustee Nelson moved, seconded by Trustee Bardy to approve the issuance of a Class "B" Liquor License to Richmond Brathaus as presented. ROLL CALL VOTE: AYES: BARDY, DRABANT, KUNZ, NELSON, OLSON and WARDANIAN. NAYS: NONE. ABSENT: NONE. ABSTAIN: NONE. The motion carried.

The Board reviewed the 2016 Levy Worksheet and discussed the calculation. Trustee Bardy announced that the paperwork before them represented a flat levy with the capture of new property and the estimated amount of money to be levied for the 2016 tax levy is \$475,008.00.

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Trustee Wardanian moved, seconded by Trustee Bardy to approve the estimated amount of money to be levied by the Village of Richmond for the 2016 tax levy in the amount of \$475,008.00 as presented. ROLL CALL VOTE: AYES: BARDY, DRABANT, KUNZ, NELSON, OLSON, and WARDANIAN. NAYES: NONE. ABSENT: NONE. ABSTAIN: NONE. The motion carried.

The Board reviewed the bid results for the Fiscal Year 2017 Road Repairs/Patching. Engineer Murphy recommended the low bidder Chicagoland Paving in the amount of \$64,900.00. He reported that the work will be completed by Thanksgiving.

Trustee Olson moved, seconded by Trustee Nelson to award the Fiscal Year 2017 Road Repairs/Patching to Chicagoland Paving in the amount of \$64,900.00 as presented. ROLL CALL VOTE: AYES: BARDY, DRABANT, KUNZ, NELSON, OLSON, and WARDANIAN. NAYES: NONE. ABSENT: NONE. ABSTAIN: NONE. The motion carried.

President Koenig reported that an anonymous list of corrections was received earlier in the day, which has been distributed to the Board members. It was suggested that the document be forwarded to Maggie Jarr with Chicago Metropolitan Agency for Planning (CMAP). It was noted that a Developer Discussion Panel would be the next step to be taken in the process and there is no charge, as it is part of the Priorities Planning. Urban Land Institute (ULI) will be part of this phase.

Trustee Kunz moved, seconded by Trustee Drabant to table the acceptance of the CMAP Planning Priorities Report until the next meeting. The motion was approved by unanimous voice vote.

The Board discussed the Resolution to Create a Village of Richmond Commemorative Paving Brick Program to benefit Memorial Hall Restoration. Trustee Nelson requested the addition of the letter (s) to the word "check" in the 2nd paragraph, last sentence. Trustee Nelson will be the point person for the program and the paperwork and payments will be processed through the Village office. Installation of the pavers will be done by a paving contractor. The project will not begin until next spring.

Trustee Nelson moved, seconded by Trustee Drabant to approve Resolution#R2016-06: A Resolution Regarding the Creation of a Village of Richmond Commemorative Paving Brick Program to Benefit Memorial Hall Restoration as amended. ROLL CALL VOTE: AYES: BARDY, DRABANT, KUNZ, NELSON, OLSON, and WARDANIAN. NAYES: NONE. ABSENT: NONE. ABSTAIN: NONE. The motion carried.

President Koenig asked that the motion regarding consulting and auditing be tabled until a review of the existing contract and current auditing firm representative can be contacted.

Trustee Kunz moved, seconded by Trustee Bardy to table the consulting and auditing matter to a further date. The motion was approved by unanimous voice vote.

COMMITTEE/DEPARTMENT REPORTS:

FINANCE: Trustee Bardy reported that the committee reviewed the consulting/auditing proposal, insurance proposal, tax levy, budget amendment and bills.

Trustee Bardy moved, seconded by Trustee Kunz to authorize the expenditures on Warrant#2016/17.07.01 in the amount of \$76,299.49 as presented. ROLL CALL VOTE: AYES: BARDY, DRABANT, KUNZ, NELSON, OLSON and WARDANIAN. NAYES: NONE. ABSENT: NONE. ABSTAIN: NONE. The motion carried.

Trustee Kunz explained that Budget Amendment FY17-02 was for the transfer of part-time salaries not used to cover full-time salaries that were going over budget due to work being performed at Memorial Hall. The total amount of the amendment was \$3,500.00.

Trustee Olson moved, seconded by Trustee Kunz to approve Budget Amendment FY17-02 regarding transfer of part-time salaries to full-time salaries in the Memorial Hall Department as presented. ROLL CALL VOTE: AYES: BARDY, DRABANT, KUNZ, NELSON, OLSON and WARDANIAN. NAYES: NONE. ABSENT: NONE. ABSTAIN: NONE. The motion carried.

COMMUNITY DEVELOPMENT (CDC): Trustee Drabant reported that the committee discussed the Memorial Hall Brick Program, Memorial Hall cleaning/painting options, Historical Colors in the Historic Overlay District, Memorial Hall Use License, heard a presentation by John Sheil, discussed the exterior colors of 10321 N. Main Street, and parking issues. He reported that the committee deferred with the Appearance Review for the Panino's addition to the Board to consider parking requirements in the UDO; it meets all the requirements for the Stormwater Application. Parking was briefly discussed.

Trustee Wardanian moved, seconded by Trustee Bardy to approve the Appearance Review for the Panino's addition with no parking issues connected to the property. ROLL CALL VOTE: AYES: BARDY, DRABANT, KUNZ, NELSON, OLSON and WARDANIAN. NAYES: NONE. ABSENT: NONE. ABSTAIN: NONE. The motion carried. There was some discussion regarding flag lots, and land-locked lots and the right-of-way from Mill Street to the back of Panino's. The Board will discuss parking in the downtown business district at the next Board meeting.

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The exterior colors at 10321 N. Main Street were discussed. Trustee Drabant noted that what was presented to the committee is different than the painting performed. The Village Clerk was asked to provide copies to all Board members of the final image approved by the Board and add the matter to the next Board agenda.

Trustee Drabant moved, seconded by Trustee Kunz to table the matter until the next Board meeting. The motion was approved by unanimous voice vote.

POLICE: The Chief distributed the October 2016 monthly report, noted that the department has participated at the McHenry Expo and also participated at the Van's Supermarket Halloween Event.

ENGINEERING: Engr. Murphy reported that NAPA Auto Parts has submitted plans and a Stormwater application for an addition. A site plan is still needed. As part of the sidewalk being installed at the Creekview Apartments an Intergovernmental Agreement with need to be drafted with McHenry County Conservation District/Metra. Lima Excavating and the Village Clerk are working to get the Ni-Gas main disconnected before demolition can occur.

PUBLIC WORKS: Supervisor Price reported that his department is getting equipment ready for winter, has cut down (20) of a total of (70) diseased trees (63 Ash & 7 Maples) in the Sunset Ridge Subdivision, installation of replacement trees will need to be done over phases due to cost, the department is repairing the fine screen at the Wastewater Treatment Plant as part of annual maintenance, the Village has received the new controls for the new fine screen unit that will be delivered in early December, a water main break has been repaired on Golf Avenue, the trees marked by ComEd on the newly purchased land by the Village north of the creek will be moved due to overhead lines, and the replacement of the Memorial Hall basement windows were discussed. Attorney McArdle reported that IDOL does not require prevailing wage when work is performed by a sole proprietorship. Trustee Nelson questioned whether the Village has ever considered fencing in the Public Works Garage property. Supervisor Price noted that it has been discussed, but money would need to be budgeted.

VILLAGE CLERK: The Village Clerk reported that the water/sewer bills were mailed out earlier in the day.

PRESIDENT'S COMMENTS: President Koenig noted that everyone has received a copy of the Parking Survey and the owner of Vista Ridge is interested in annexing the land into the Village. The proposed development is made up of 1-acre lots and the owner is not interested in connecting to municipal water/sewer at this time.

TRUSTEE COMMENTS: Trustee Drabant reported that according to the April 22, 2016 Board meeting minutes the exterior wood for 10321 N. Main Street was approved to be painted black with the doors brought back to a natural wood grain.

Trustee Nelson reported that the property across from the Village Hall has been sold and will be burned down.

CLOSED SESSION: President Koenig announced that the Board needed to go into closed session for Acquisition of Property (5 ILCS 120/2(c)(5)).

Trustee Drabant moved, seconded by Trustee Nelson to go into Closed Session for the purposes of Acquisition of Property (5 ILCS 120/2(c)(5)). ROLL CALL VOTE: AYES: BARDY, DRABANT, KUNZ, NELSON, OLSON, and WARDANIAN. NAYS: NONE. ABSENT: NONE. ABSTAIN: NONE. Motion carried.

The Board went into Closed Session at 9:32 PM.

The Board came out of Closed Session at 10:00 PM.

Roll call was then taken, present were: President Koenig, Trustees Bardy, Drabant, Kunz, Nelson, and Wardanian, Clerk Thomas, Attorney McArdle and Engr. Murphy.

ACTION RESULTING FROM CLOSED SESSION: None.

With no further business, Trustee Kunz moved to adjourn the November 3, 2016 regular Board meeting, seconded by Trustee Wardanian. The motion was approved by voice vote.

Meeting adjourned at 10:01 PM.

Respectfully submitted by,

Karla L. Thomas, Village Clerk