

Village of Richmond

INCORPORATED 1872

-AMENDED-

FINANCE COMMITTEE MEETING MINUTES NOVEMBER 19, 2013

Meeting called to order at 4:17 PM at Village Hall.

Present: Chairman/Trustee Dennis Bardy and Trustees Scott Drabant and Craig Kunz.

Absent: None.

Others Present: Village President Peter Koenig, Village Trustee David Kielpinski (left the meeting at 4:30 PM), Village Clerk Karla L. Thomas and Village Treasurer Karla Tabaka (arrived at 5:15 PM).

Approval of Minutes: The approval of minutes for the November 5, 2013 Finance Committee meeting were reviewed. The minutes were amended to reflect under New Business, end of the 3rd paragraph the following wording "A lengthy discussion regarding monies in reserve was addressed by the Finance Clerk. Total monies "in reserves" amount to approximately \$1.2 million. This was agreed upon by both the Finance Chairman Bardy and Village President Koenig.

Trustee Drabant moved, seconded by Trustee Kunz to approve the November 5, 2013 minutes as amended. The motion was approved by unanimous voice vote.

Unfinished Business: Trustee Drabant suggested that the committee establish a one-year, three-year, and five-year plan for long term goals of the Village. He mentioned that the Village should look at reducing expenditures and increasing revenues. He additionally suggested the implementation of Red Lights, pursuing annexation of properties, establishing boundary agreements with neighboring communities, such as Ringwood and Hebron. Trustee Drabant also recommended that the Village hire an Events Coordinator for Memorial Hall and suggested placing the position on the Village website and in the next Village Newsletter. He also recommended that the Village create an Ad-Hoc Sub-committee to pursue Grants using local residents that have experience.

Trustee Kunz asked that the Village create a sub-group under the water/sewer fund listing all revenues and expenditures for the "Beast". Expenses should include Utilities, Maintenance, Payroll and Payroll expenses, the purchase of the unit and the cost to install the concrete pad. President Koenig stated that the Finance Clerk will be directed to implement this breakdown. PW Supervisor Price will be required to keep track of all man hours spent on the "Beast".

Trustee Bardy asked that the Finance Clerk provide the committee with the total amount of monies in the bank less the budgeted expenditures for 2013/14 for the next Finance meeting and provide the balance of funds left over.

Public Comments: Trustee Kielpinski voice concerns regarding the new Village website and asked if Board members and local residents could help to write the necessary information required to get it up and running, as the office staff does not have the time to complete the work. He also asked about the increase in Trustee pay. Finance will discuss Trustee pay at its next meeting.

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New Business: Clerk Thomas presented a draft of the Tax Levy Ordinance that will be presented to the entire Board on December 5th. The Clerk explained that the announcement of the aggregate amount the Village would levy at the last Board meeting was a requirement of the Truth in Taxation Act. The Act requires that Municipalities make the announcement 20-days prior to passing the Tax Levy Ordinance.

The committee reviewed and signed off on the bills. The warrant will be presented to the entire Board on November 21st.

The committee discussed re-occurring violations of the Union Contract by the Finance Clerk and in particular the pay out of Comp. Time The committee directed the Village President to formally issue discipline in the form of a written warning.

A motion was made by Trustee Drabant, seconded Trustee Bardy to amend all future Finance Committee Agenda to reflect review of Bills immediately after approval of minutes. The motion was approved by a unanimous voice vote.

Adjournment: *With no further business, Trustee Drabant moved, seconded by Trustee Bardy, to adjourn the November 19, 2013 Finance Committee meeting. Motion approved unanimously by voice vote.*

Meeting adjourned at 6:00 PM.

Respectfully submitted by,

Karla L. Thomas, Village Clerk