

Village of Richmond

INCORPORATED 1872

Village President Peter Koenig called the December 1, 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, and Ramsin Wardanian.

ABSENT: Trustee Lauri Olson.

OTHERS PRESENT: Police Chief Ciro Cetrangolo, Village Clerk Karla L. Thomas, and Village Attorney David McArdle.

MINUTES FOR CONSIDERATION & APPROVAL: Minutes from the November 17, 2016 Regular Board Meeting were reviewed. Trustee Drabant requested the insertion of the word "not" before approved under Unfinished Business, 3rd paragraph, 4th sentence. President Koenig and several Board members did not agree; therefore, President Koenig presented the rendering approved by the Board and the majority of the Board agreed that Trustee Drabant's request would incorrectly reflect what was agreed upon by the Board.

Trustee Drabant moved, seconded by Trustee Nelson to amend the November 17, 2016 Regular Board Meeting minutes as amended. ROLL CALL VOTE: AYES: DRABANT and NELSON. NAYS: KUNZ and WARDANIAN. ABSENT: OLSON. ABSTAIN: BARDY. To break the tie PRESIDENT KOENIG VOTED NAY. The motion failed.

Trustee Drabant moved, seconded by Trustee Wardanian to amend the November 17, 2016 Regular Board Meeting minutes by striking the entire 4th sentence under Unfinished Business in the 3rd paragraph. ROLL CALL VOTE: AYES: DRABANT, KUNZ, NELSON and WARDANIAN. NAYS: NONE. ABSENT: OLSON. ABSTAIN: BARDY. The motion carried.

ANNOUNCEMENTS/REQUESTS: President Koenig announced that the McHenry County Council of Governments Annual Holiday Dinner Party will take place on Wed., December 14th at the McHenry Country Club.

President Koenig announced the passing of Richmond Township Supervisor Pat Doyle and extending the Village's condolences to his family. He reported that Paul Hain has been appointed interim Supervisor.

President Koenig announced that Richmond's Christmas of Yesteryear Tree Lighting will take place tomorrow evening at 6:30 PM and other events will take place at Memorial Hall on Saturday.

As several individuals were present to speak under Public Comments, this item of business was moved up on the agenda.

PUBLIC COMMENTS: Clark Atwater voiced concerns on behalf of five homeowners on W. George Street regarding low water pressure, rust and sediment in their water. President Koenig stated that the Village would look at the price to loop the system. Mr. Atwater will be the main contact regarding this issue.

Tom Schimming asked why the Fire Dept. is not present at Village Board meeting. President Koenig explained that they are a separate taxing entity and have separate Board meetings.

UNFINISHED BUSINESS: The Board reviewed an ordinance amending the Richmond Municipal Code restricting public use of Parks from dawn to dusk or later if lighting is activated by an authorized person or entity.

Trustee Nelson moved, seconded by Trustee Drabant to approve Ordinance#2016-33: An Ordinance Amending the Richmond Village Code Regarding Park Hours as presented. ROLL CALL VOTE: AYES: BARDY, DRABANT, KUNZ, NELSON and WARDANIAN. NAYS: NONE. ABSENT: OLSON. ABSTAIN: NONE. The motion carried.

The Board reviewed an ordinance amending the Richmond Municipal Code making any donation collection bins located on private property a nuisances and not permitted in the Village. President Koenig explained to the audience the reason for the ordinance.

Trustee Nelson moved, seconded by Trustee Drabant to approve Ordinance#2016-34: An Ordinance Amending the Richmond Village Code Regarding Donation Collection Bins as presented. ROLL CALL VOTE: AYES: BARDY, DRABANT, KUNZ, NELSON and WARDANIAN. NAYS: NONE. ABSENT: OLSON. ABSTAIN: NONE. The motion carried.

President Koenig distributed a letter from Eder, Casella & Co., the current Village auditors, stating the mutual agreement to terminate the Village contract for auditing services with their firm. Trustee Kunz asked if the date of the letter would be the termination date. Attorney McArdle stated that the termination would be effective immediately.

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Trustee Kunz moved, seconded by Trustee Wardanian to accept the Letter of Release from Contract for Auditing Services by Eder, Casella & Co. effective immediately. ROLL CALL VOTE: AYES: BARDY, DRABANT, KUNZ, NELSON and WARDANIAN. NAYS: NONE. ABSENT: OLSON. ABSTAIN: NONE. The motion carried.

The Board reviewed the amended consulting contract dated November 4, 2016 from George Roach & Associates (GRA) and the auditing contract dated September 19, 2016. It was noted that GRA would be used by the Finance Committee for consulting purposes during the budget process, the tax levy process, for financial advice and other finance issues as they may occur. It was also noted that the \$2,000.00 included in the not to exceed figures regarding auditing would only be charged if the Village was required to perform a separate special audit.

Trustee Kunz moved, seconded by Trustee Wardanian to retain George Roach & Associates to Provide Annual Consulting Services not to exceed \$5,000.00 per the contract dated November 4, 2016 and Auditing Services for Year Ending April 30, 2017 not to exceed \$18,000.00, April 30, 2018 not to exceed \$18,500.00, and April 30, 2019 not to exceed \$19,000.00 per the rates in their proposal dated September 19, 2016 as presented. ROLL CALL VOTE: AYES: BARDY, DRABANT, KUNZ, NELSON and WARDANIAN. NAYS: NONE. ABSENT: OLSON. ABSTAIN: NONE. The motion carried.

NEW BUSINESS: The Board reviewed the ordinance for the Levy of Taxes for the Village of Richmond for the Year 2016. The Village Clerk reported that the total aggregate levy amount was the same announced at the November 3rd Board meeting and reflects a flat levy.

Trustee Wardanian moved, seconded by Trustee Bardy to approve Ordinance#2016-35: An Ordinance for the Levy of Taxes for the Village of Richmond for the Year 2016 as presented. ROLL CALL VOTE: AYES: BARDY, DRABANT, KUNZ, NELSON and WARDANIAN. NAYS: NONE. ABSENT: OLSON. ABSTAIN: NONE. The motion carried

President Koenig presented a request from YMCA Camp Duncan to conduct their annual Tag Day on June 3, 2017 and June 10, 2017 at the intersection of Route 12 and Route 173. Trustee Drabant requested that the Village Clerk contact the organization and let them know that they can only conduct Tag Day during day light hours.

Trustee Kunz moved, seconded by Trustee Wardanian to approve the request by YMCA Camp Duncan to hold their Annual Tag Day on Saturday, June 3 and Saturday, June 10, 2017 at the Intersection of Route 12 & 173. The motion was approved by voice vote.

President Koenig presented a request from Girl Scouts of Northern Illinois to conduct cookie sales from friends, family and door-to-door during January 6-January 29, 2017 and delivering cookies and holding Cookie Booth Sales at various local business sites (with the permission of those businesses) during February 23-March 19, 2017. Trustee Drabant requested that the Village Clerk contact the organization and let them know that they can only conduct business during day light hours.

Trustee Bardy moved, seconded by Trustee Kunz to approve the request by Girl Scouts of Northern Illinois as presented. The motion was approved by voice vote.

The Board discussed the State Revolving Loan Fund Proceeds. On behalf of the Community Development Committee, Trustee Drabant reported that the committee would like to use the funds to notify and educate local businesses regarding Village Ordinances through mailings and eblasts, codification of the Municipal Code, and creation of a Village Grant Program to help local businesses with building improvements. The Trustees that sit on the Finance Committee (Trustees Bardy, Kunz, Wardanian) reported that they would like to use the funds to pay off all the Vehicles Loans, pay off two Bonds (one saving the Village approximately \$52,000.00 in interest and the other redirecting sales tax revenue back to Village coffers), and several infrastructure improvements, such as, the downtown Business District Sidewalks, Resurfacing the Municipal Parking Lot, Repair of the Village Hall Roof, Street Repairs, Water main Replacement, Resurfacing of the Village Hall Parking Lot, and Memorial Hall Water Leaks.

President Koenig explained to the audience members that the Village was given money many years ago through Block Grants for a Revolving Loan Fund to be used for economic development. Over the years many businesses used the low interest loan program to open, improve and expand their businesses; however, the guidelines established by the State were very restrictive and had many requirements. There has been no interest in the loan program for the past 10 years despite the Village's efforts to promote it. A couple of weeks ago the Village received a letter from the State reporting that the Federal Government was no longer going to maintain the Revolving Loan Program and those communities that had funds established prior to a specific date where granted the monies in their funds for use as they sought fit. The Village's total fund is approximately \$515,900.00.

The Board then discussed the development of a 3-year, 5-year, and 10-year Capital Improvement Plan.

President Koenig requested that each Trustee submit via email to the Village Clerk their top five items so she could create a priorities list. The emails should be sent to the Village Clerk no later than noon on Thursday, December 8th.

COMMITTEE/DEPARTMENT REPORTS:

FINANCE: Trustee Bardy reported that the committee review the Tax Levy Ordinance, discussed Capital Improvement Projects and the tax exempt status of Memorial Hall. Attorney McArdle was asked to attend the next Finance meeting to discuss the tax laws. He will send the rules out ahead of the meeting for review. Bills were reviewed and signed.

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Trustee Bardy moved, seconded by Trustee Wardanian to authorize the expenditures on Warrant#2016/17.08.01 in the amount of \$80,269.92 as presented. ROLL CALL VOTE: AYES: BARDY, DRABANT, KUNZ, NELSON and WARDANIAN.NAYS: NONE. ABSENT: OLSON. ABSTAIN: NONE. The motion carried.

COMMUNITY DEVELOPMENT (CDC): Trustee Drabant reported that the committee met with Chief Centrangolo, and Lt. Adams to talk about violations of ordinances. They discussed sending educational flyers/newsletters to the businesses by mailing out information regarding signs including definitions and pictures noting which types are allowed and which are in violation of the sign ordinance. They discussed the process that would be used for enforcement: 1) Information and Education, 2) Notification of Violation, and 3) Citations Issued. The committee reviewed the Memorial Hall Contract and has made modifications and reviewed the CMAP Report. They also reviewed the Special Event Forms and made revisions, which will be given to the Village Clerk. The committee continued discussion of the Commemorative Brick Program and the Photographic Library of all Businesses. It was noted that CDC would be mailing a letter with bullet points to all the businesses.

POLICE: The Chief distributed the November Monthly Report. He also provided positive comments about the Police Dept.

ENGINEERING: The Village President reported that the Domenella Geo-thermal Well project is still on hold. He also noted that he, Supervisor Price, and Engr. Murphy will meet to discuss the water main issue on George St.

PUBLIC WORKS: President Koenig thanked the Public Works Dept. for decorating the Village of the Holiday Season. He reported that the new basement windows have been installed at Memorial Hall and removal of paint on the exterior of the building where the bunker was located will need to be addressed.

VILLAGE CLERK: The Village Clerk reported that she would be attending a Clerk's meeting Tuesday & Wednesday, preparing Shutoff Hang Tags on Friday, Dec. 9 along with getting Board Packets out. Hanging of Tags would take place on Monday, Dec. 12 and water shutoffs would take place on Thursday, Dec. 15.

PRESIDENT'S COMMENTS: President Koenig noted that the acceptance of the Village of Richmond Parking Space Inventory Survey and Analysis will be placed on the next Board agenda, along with the acceptance of the CMAP Priorities Planning Report for the Village of Richmond. Trustee Drabant requested that the Board vote on the Acceptance of the Priorities Planning Report now, so that CMAP could move to the next step in the process; which is the scheduling of a Developer Panel.

Trustee Drabant moved, seconded by Trustee Nelson to accept the CMAP Priorities Planning Report for the Village of Richmond as presented. ROLL CALL VOTE: AYES: BARDY, DRABANT, KUNZ, NELSON and WARDANIAN.NAYS: NONE. ABSENT: OLSON. ABSTAIN: NONE. The motion carried

TRUSTEE COMMENTS: None.

CLOSED SESSION: None.

ACTION RESULTING FROM CLOSED SESSION: None.

With no further business, Trustee Bardy moved to adjourn the December 1, 2016 regular Board meeting, seconded by Trustee Kunz. The motion was approved by voice vote.

Meeting adjourned at 8:58 PM.

Respectfully submitted by,

Karla L. Thomas, Village Clerk