

Village of Richmond

INCORPORATED 1872

Village President Peter Koenig called the December 3, 2015 Regular Board Meeting to order at 7:02 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, Craig Kunz, David Nelson, Lauri Olson and Ramsin Wardanian.

ABSENT: Trustee Scott Drabant.

OTHERS PRESENT: Village Clerk Karla Thomas, Deputy Clerk Jen Ezop, Village Attorney David McArdle and Village Engineer Sean Murphy.

Minutes from the November 19, 2015 Regular Board Meeting were reviewed. Amendments were made as follows: Page 2, 4th paragraph under New Business; Page 2 under Community Development Committee Report; and Page 3, 2nd paragraph under President's Comments.

Trustee Nelson moved, seconded by Trustee Kunz to approve the November 19, 2015 Regular Board meeting minutes as amended. The motion was approved by unanimous voice vote.

ANNOUNCEMENTS/REQUESTS: President Koenig announced that the McHenry County Council of Governments Annual Holiday Dinner Party was being hosted by the City of McHenry on December 9, 2015.

President Koenig wished Trustee Drabant well, based upon the email he sent to the Board and Staff.

President Koenig announced that the Christmas of Yesteryear weekend events begin tomorrow evening with the Tree Lighting Ceremony taking place at Stevens Park at 6:30 PM.

President Koenig announced that the McHenry County Department of Health will be hosting flu vaccinations during December.

UNFINISHED BUSINESS: The Board tabled discussion of the "Top Five" Task List dated 11/24/15. President Koenig reported that the JCAR Committee will be meeting in Springfield to discuss the Illinois Environmental Protection Agency's refinancing guidelines. He also reported that the lowest quote obtained for surveying work required by the architects for Memorial Hall improvements was signed recently.

President Koenig asked that a formal vote be taken on the approval and authorization for him to sign the purchasing agreement and have a manual check in the amount of \$650.00 issued for acquisition of property discussed at the last Board meeting and approved by a consensus of the Board.

Trustee Wardanian moved, seconded by Trustee Nelson to approve and authorize the Village President to sign the purchasing agreement and have a manual check issued in the amount of \$650.00 for acquisition of property. ROLL CALL VOTE: AYES: BARDY, KUNZ, NELSON, OLSON, and WARDANIAN. NAYS: NONE. ABSENT: DRABANT. ABSTAIN: NONE. The motion carried.

The Board reviewed the Community Food Pantry of Richmond & Spring Grove Inc. lease agreement. Discussion occurred regarding utility bills, waste disposal and whether the Village of Spring Grove had been contacted to help the Community Food Pantry by providing monetary assistance. President Koenig stated that the Village of Spring Grove would be contacted in the future. President Koenig asked that language under item (1) pertaining to Village property stored in the garage be changed to read "property and equipment" and under item (4) items stored changed to read "property".

Trustee Kunz moved to accept the lease agreement with the changes made and subject to the Village offering the same Village paid benefits to any other future charitable non-profits requesting the same. Due to a lack of a second, the motion failed.

Trustee Olson moved, seconded by Trustee Nelson to accept the Lease Agreement between the Community Food Pantry of Richmond & Spring Grove Inc. and the Village of Richmond as amended. ROLL CALL VOTE: AYES: BARDY, NELSON, OLSON, and WARDANIAN. NAYS: KUNZ. ABSENT: DRABANT. ABSTAIN: NONE. The motion carried.

PUBLIC COMMENTS: Dot Krawczyk commented on receiving the poster and flyers for Christmas of Yesteryear late, lack of a traffic officer present at the Broadway/Route 12 intersection for the Shop Small/Shop Local event last weekend, the lack of a traffic officer on every Friday and Saturday. She suggested that flyers be placed downtown that includes a map with shop locations in it. She voiced concerns regarding fine and permit charges for local businesses and suggested that the Village provide a break for the businesses, as well as, working with business owners. She also suggested that the Village work with the businesses to hold events that would bring more customers to the downtown shops.

NEW BUSINESS: The Board reviewed Ordinance#2015-21; An Ordinance for the Levy of Taxes for the Village of Richmond for the Year 2015. President Koenig noted that the total levy for 2015 was \$468,684.00.

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Trustee Olson moved, seconded by Trustee Kunz to pass Ordinance#2015-21; An Ordinance for the Levy of Taxes for the Village of Richmond for the Year 2015 as presented. ROLL CALL VOTE: AYES: BARDY, KUNZ, NELSON, OLSON and WARDANIAN. NAYS: NONE. ABSENT: DRABANT. ABSTAIN: NONE. The motion passed.

Trustee Wardanian moved, seconded by Trustee Bardy to approve the liquor license for Panino's Italian Sandwiches & Crab Shack as presented. ROLL CALL VOTE: AYES: DRABANT, KUNZ, OLSON, and WARDANIAN. NAYS: DRABANT and NELSON. ABSENT: NONE. ABSTAIN: NONE. The motion carried.

The Board briefly reviewed the Intergovernmental Agreement for the McHenry County Gang Task Force. Chief Cetrangolo reported that only minor changes were made to the document from last year.

Trustee Olson moved, seconded by Trustee Wardanian to approve the Intergovernmental Agreement for McHenry County Gang Task Force as presented. ROLL CALL VOTE: AYES: BARDY, KUNZ, NELSON, OLSON, and WARDANIAN. NAYS: NONE. ABSENT: DRABANT. ABSTAIN: NONE. The motion carried.

The Board reviewed the auditing services proposals. The Finance Committee recommended staying with the current auditing firm of Eder, Casella & Co. based upon them knowing the Village, the Illinois Environmental Protection Agency loan, location and size of staff. Based upon concerns by the committee, that the firm with that provided the lowest quote was too small to handle the demands of the Village. The other two firms the provided quoted were not considered due to location and one firms quote was too high.

Trustee Wardanian moved, seconded by Trustee Kunz to approve the Auditing Services Proposal by Eder, Casella & Co. for Fiscal Years ending April 30, 2016, 2017, and 2018 and authorize the Village President to sign documents. ROLL CALL VOTE: AYES: BARDY, KUNZ, NELSON, OLSON, and WARDANIAN. NAYS: NONE. ABSENT: DRABANT. ABSTAIN: NONE. The motion carried.

COMMITTEE/DEPARTMENT REPORTS:

FINANCE: Trustee Bardy reported that the Finance committee met to review and approve bills, review the tax levy ordinance, review a budget amendment for demolition, which will be presented at the next Board meeting. He reported that the Finance committee recommends that a letter be sent to the owners of the house located at 9316 N. Rte. 12 before the Village considers demolition. Additionally, a prioritized list will be prepared identifying all properties up for consideration of demolition. Finance will budget one house per fiscal year to be demolished, if needed. Trustee Bardy noted that the Finance Committee will begin the budgeting process in February.

Trustee Bardy moved, seconded by Trustee Olson to approve Warrant#2015/16.08.01 in the amount of \$46,535.36 as presented. ROLL CALL VOTE: AYES: BARDY, KUNZ, NELSON, OLSON, and WARDANIAN. NAYS: NONE. ABSENT: DRABANT. ABSTAIN: NONE. The motion carried.

COMMUNITY DEVELOPMENT: Trustee Nelson reported that the committee met with Joyce McArdle who presented grants available to the Village through the US Department of Agriculture, Illinois Department of Transportation, Department of Natural Resources, Department of Commerce and Economic Opportunity and McHenry County. A meeting will be scheduled for McHenry County to discuss Community Development Block Grant funding.

The committee reviewed and approved the submitted Welcome Signs colored artwork as they comply with the sign ordinance.

The committee reviewed and recommended the approval of a variance for L & L Storage for lot line setback and encroachment on the Village right-of-way as requested until such time the signs need to be altered, modified, repaired or replaced. Additionally, the owner will be responsible for payment of double permit fees due to the signs being installed without a permit. Upon the issuance of the sign permit verbiage will be added with the conditions and must be signed and dated by the owner.

Trustee Wardanian moved, seconded by Trustee Kunz to grant a variance to L & L Storage for lot line setback and encroachment on the Village right-of-way as requested until such time the signs need to be altered, modified, repaired or replaced. ROLL CALL VOTE: AYES: BARDY, KUNZ, NELSON, OLSON, and WARDANIAN. NAYS: NONE. ABSENT: DRABANT. ABSTAIN: NONE. The motion carried.

The committee also reviewed and recommended the approval of a variance for Panino's ground sign for overall sign size larger than permitted. It was noted that the wall sign conforms to the sign ordinance.

Trustee Wardanian moved, seconded by Trustee Kunz to grant a variance to Panino's ground sign for overall sign being larger than permitted. ROLL CALL VOTE: AYES: BARDY, KUNZ, NELSON, OLSON, and WARDANIAN. NAYS: NONE. ABSENT: DRABANT. ABSTAIN: NONE. The motion carried.

The committee reviewed and approved the window and side door signs for Revived Creations as they comply with the sign ordinance.

AD HOC LONG TERM PLANNING COMMITTEE: None.

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POLICE: The Chief provided the November monthly report, copies of letters of gratitude to police officers, and roster of current Police Department Personnel as of December 2015. He reported that the department will be participating in the Shop with a Cop program this weekend. He also explained that he has not been able to provide a traffic officer downtown due to being short on CSO's and Part-time Officers.

ENGINEERING: Engr. Murphy reported on the geo-thermal wells proposed to be installed on the Domenella property. The County requires a letter from the Village on whether they object to the project or not and requires food-grade coolant. He noted that the Village will need to look at the setbacks for the proposed structure, issue building permits and establish a retained personnel account for Stormwater and Building review.

President Koenig reported that he had sent a letter to the Army Corps of Engineers regarding the pallet company. They have received the letter and will review the situation to determine if any action is required.

Sidewalk repairs on W. Main Street between Broadway and Mill will occur if there is a break in the weather, possibly next week.

PUBLIC WORKS: None.

VILLAGE CLERK: The Village Clerk reported that the next set of agendas and Board Packets will be going out next Thursday, December 10th, as she will be off on Friday; therefore, any additions to the agenda should be provided no later than 4 PM on Wednesday, December 9th.

PRESIDENT'S COMMENTS: None.

TRUSTEE COMMENTS: Trustee Kunz raised a question regarding the Village Hall Office hours.

CLOSED SESSION: None.

ACTION RESULTING FROM CLOSED SESSION: None.

With no further business, Trustee Olson moved to adjourn the December 3, 2015 regular Board meeting, seconded by Trustee Kunz. The motion was approved by unanimous voice vote.

Meeting adjourned at 8:25 PM.

Respectfully submitted,

Karla L. Thomas, Village Clerk