

VILLAGE OF RICHMOND
REGULAR BOARD MEETING
December 4, 2008

PRESIDING: President Lauri Olson

PRESENT: Trustees Charlotte Hollenbach, Bruce Hunter, David Kielpinski, Peter Koenig, Cindy Walleck

ALSO PRESENT: Village Administrator Tim Savage, Attorney David McArdle, Engineer Ed Coggin

ABSENT: Trustee Dennis Bardy

President Olson called the meeting to order at 7:00 pm at the Richmond Village Hall, 5600 Hunter Drive.

ROLL CALL: President Olson and Trustees Hollenbach, Hunter, Kielpinski and Koenig were present. Trustee Bardy was absent from the meeting. Trustee Walleck arrived at 7:05

MINUTES: Koenig moved to approve the minutes of the November 20th regular meeting. Seconded by Hollenbach and passed by unanimous voice vote with Bardy and Walleck absent and Hunter abstaining.

ANNOUNCEMENTS: President Olson commented on the nice article about Memorial Hall that appeared in the McHenry Living magazine. She also reminded the Trustees that SEC is hosting a Christmas party on the 12th and anyone wishing to attend should call.

UNFINISHED BUSINESS: The Intergovernmental Agreement with the Village of Spring Grove for building officer services was presented by Savage. Some changes have been made from the original and Savage recommended entering into the agreement with an effective date of January 1, 2009. The Building Officer is an employee of Spring Grove and has the proper certifications. After further discussion Kielpinski moved to authorize the Village President to sign the Intergovernmental Agreement for Building Official Services between the Village of Richmond and the Village of Spring Grove commencing January 1, 2009. Seconded by Walleck and passed with Hollenbach, Hunter, Kielpinski, Koenig and Walleck voting yes. Bardy was absent.

PUBLIC COMMENT: None.

NEW BUSINESS: a. Savage informed the Board that a member of the auditing firm of Eder Casella presented the annual audit to the Finance Committee at their December 2nd meeting. Various concerns were addressed and Finance recommends accepting the audit. There were no questions or comments and Hunter moved to accept the annual audit for FY 2008. Seconded by Koenig and passed with Hollenbach, Hunter, Kielpinski, Koenig and Walleck voting yes. Bardy was absent.

b. Ordinance 2008-22, Annual Tax Levy, was presented. A typo correction was made to page 2 changing the total from \$529,783 to \$488,000. Koenig moved to pass Ordinance 2008-22, Annual Tax Levy as corrected. Seconded by Hollenbach and passed with Hollenbach, Hunter, Kielpinski, Koenig and Walleck voting yes. Bardy was absent.

c. A request has been received from KLM Builders for a \$62,381.00 reduction of their letter of credit for Sunset Ridge Phase 3. SEC has reviewed the request and Coggin verified that the items covered by the reduction have been completed satisfactorily. However KLM owes money to their retained personnel account not only to cover current expenses but also for the deposit required by ordinance. Savage recommended approving the reduction conditioned on payment of the outstanding invoices and deposit of an additional amount to the retained personnel account. According to Coggin there will be adequate funds remaining in the reduced Letter of Credit to complete the outstanding work, allowing for increases in materials. Following additional discussion Koenig moved to approve a \$62,381.00 reduction in the Letter of Credit to \$500,321.80 subject to the developer bringing the Retained Personnel account up to date and providing an additional \$5,000 balance. Seconded by Kielpinski and passed with Hollenbach, Hunter, Kielpinski, Koenig and Walleck voting yes. Bardy was absent.

d. Discussion ensued regarding construction of a septic receiving station at the new WWTP. This is a potential revenue source that would cost anywhere from \$150,000 to \$180,000 to set up. The new WWTP should be able to receive up to 20,000 gallons per day without any pre-treatment. Coggin presented various alternatives and recommended a fine screen unit with a grinder, equalization tank, and card reader for haulers. Financing was a concern although there is a possibility that the haulers could contribute in some way. Coggin pointed out that an additional 10,000 gallons could be handled without increased electric costs since this would use up the excess oxygen currently being generated. Anything over would probably require additional aeration which would increase operating costs minimally. The increased solids from 10,000 gallons could be handled by the reed bed at a minimum increase in operating cost. 20,000 gallons would probably require pretreatment and an addition to the reed bed at some time in the future. Coggin cautioned the Trustees that the EPA will permit this as usage coming in and it will commit capacity. He did not think permitting for 20,000 gallons would be available at this time although there are permits due to expire in January which will allow more capacity. One of the reasons future expansion is restricted is that we have a lot of infiltration of ground water, up to 200,000 gallons per day according to Coggin. By reducing the infiltration we can receive additional flows, whether from additional permit connections or septic receiving. Savage stated that a driver-user friendly operation is needed with a 2 place receiving station starting with a 10,000 capacity. More discussion ensued and it was determined that SEC will submit an engineering proposal for design services for a septic receiving station at the next meeting, based on incremental construction with an interim along with a long term solution.

DEPARTMENT REPORTS:

a. Finance. Hunter recommended payment of Warrant 2008-8 in the amount of \$250,286.97 which includes manual checks issued. Seconded by Walleck and passed with Hollenbach, Hunter, Kielpinski, Koenig and Walleck voting yes. Bardy was absent.

b. Engineer. Coggin presented initial data received from the sewer flow monitoring. Three manholes were metered and it is evident that East Street has major infiltration of ground water, providing the majority of inflow. There are solutions available other than digging up the lines and Coggin recommended televising East Street and East Mill Street line to determine where the water is

leaking in and what kind of solution can be implemented to solve the problem. Cost to televise runs from \$1.50 to \$2.00 per foot and, depending on the problems found Coggin gave a rough estimate of \$80,000 to \$100,000 to rehabilitate all of East Street.

c. EDC. President Olson informed the Board that goals are being reviewed, detailed and prioritized. Walleck mentioned that IDOT has approved the additional parking stalls on Main Street.

d. Police. Chief Fryksdale presented the Department's monthly report and displayed the \$6,000 laptop computer donated by local business EMS Industries, which is a much needed addition to the department.

PRESIDENT'S COMMENTS: President Olson asked the Board to consider giving full time employees a paid day off in lieu of a Christmas party. In order to receive pay for Friday the 26th, full time employees must work on the 24th and 29th. Discussion ensued on whether this would be paid as holiday pay at time and one half. Hunter stated that he feels this is an unnecessary expense to the Village. This will be on the December 18th agenda for action.

ADMINISTRATOR'S COMMENTS: No report

TRUSTEE COMMENTS: Hunter addressed the audit and mentioned that Finance and the auditor had a discussion on going from accrual based accounting to a cash based system. According to Hunter the auditor agreed that given our small staff this might be an economical move since fewer year end adjusting entries would decrease the audit fee. Hunter said that the auditor made it very clear that GASBY notwithstanding it is legal to go to a cash basis. Savage pointed out some potential negatives one being that there could be spikes from year to year and that the cash basis is more subject to manipulation. More information will be presented on both sides.

Koenig offered congratulations to RBCHS football team for their excellent season.

Olson commented on the well run and attended Christmas of Yesteryear and will be sending out thank you notes to those who contributed.

CLOSED SESSION: None

Kielpinski moved to adjourn. Seconded by Koenig and passed by Unanimous voice vote. 8:03 p.m.

Kathleen Hellmann, Village Clerk