

Village of Richmond

INCORPORATED 1872

Village President Craig Kunz called the June 6, 2019 Board Meeting to order at 7:01 PM, 5600 Hunter Drive, Richmond, Illinois.

Everyone in attendance rose for the Pledge of Allegiance.

ROLL CALL:

PRESENT: Village President Craig Kunz, Trustees: Dennis Bardy, Robert Elliott, TJ Fulmer, Gina Garbis, Frank Peiler and Ramsin Wardanian.

ABSENT: None.

OTHERS PRESENT: Police Chief Ciro Cetrangolo, Director of Public Works Brett Postl, Attorney David McArdle and Village Clerk Karla L. Thomas.

ANNOUNCEMENTS: None.

UNFINISHED BUSINESS: President Kunz addressed (4) four proposed changes to the Village of Richmond Employee Personnel Policy and Procedures Manual discussed at the last Board meeting. President Kunz pointed out that proposed changes to "Hiring of Employees" (Page 2, item B) would prohibit the Police Chief from hiring Part-time sworn law enforcement officers and Community Service Officers. The Board agreed to keep the original language regarding hiring by the Police Chief; however, the Village President does need the advice and consent of the Board of Trustees. President Kunz addressed the proposed change to regarding "Vacations" (Page 10) and encouraged the Board to add a definition for seniority, as it is not stated in the document. President Kunz suggested, "Seniority is defined as continuous Full-time service with the Village", which the Board agreed was acceptable. President Kunz then referred to "Discipline" (Page 47) noting that the proposed language added in Item A (Disciplinary Actions) created a conflict with Item B (Work Rules). The Board decided to add the following language to eliminate the conflict at the end of the 2nd sentence "with the advice and consent of the Board of Trustees". The final item President Kunz discussed referred to "Separation From Employment" (Page 49, 1st Paragraph). The paragraph dealt with who makes the determination of separation status. After a brief discussed, the Board did not understand the need for the paragraph and therefore, it was struck all together.

Trustee Wardanian moved, seconded by Trustee Garbis to approve the Village of Richmond Employee Personnel Policy and Procedures Manual as amended. ROLL CALL: AYES: BARDY, ELLIOTT, FULMER, GARBIS, PEILER, AND WARDANIAN. NAYS: NONE. ABSENT: NONE. ABSTAIN: NONE. The motion carried.

PUBLIC COMMENTS: Dan Holian reported that the Village's Code Enforcement Officer had given him a verbal warning for a banner. He then presented photographs of a business operating on the NE corner of Route 12 and 31 will numerous plywood signs and selling driftwood. Mr. Holian questioned the permitted use and signage regulations. President Kunz stated that he would discuss the matter with the Code Enforcement Officer.

Sue Holian voiced concerns about the Drake Motel occupants. Chief Cetrangolo reported that short-term occupants create more issues for the Police and Fire Departments than long-term occupants, even though the Municipal Code limits rental of rooms to individuals for no more than 30 consecutive days. President Kunz stated that he would discuss the matter further with the Police Chief.

CONSENT AGENDA: The Board reviewed the items on the consent agenda.

- a. Approval of Regular Board Minutes for May 16, 2019
- b. Authorization to Expend Funds for Warrant Fiscal Year 19/20.02.01 in the amount not to exceed \$200,000.00
- c. Approval of the Special Event Permit Application for Richmond Brathaus to close E. Broadway from Rte. 12 to the Island and use Stevens Park for Beat on the Brat Punk Fest to be held Saturday, June 15, 2019 from 8 AM to 10 PM
- d. Approval of the Special Event Permit Application for Anderson's Candy Shop to close E. Broadway from Rte. 12 to the Island and use Stevens Park for Chocolate Fest Vintage Car Show to be held Saturday, June 29, 2019 from 8 AM to 5 PM

Trustee Fulmer moved, seconded by Trustee Bardy to approve the consent agenda, approving the Regular Board minutes for May 16 2019 , authorization to expend funds for Warrant Fiscal Year 19/20.02.01 in the amount of \$79,363.97, approval of the Special Event Permit for Richmond Brathaus to close E. Broadway from Rte. 12 to the Island and use Stevens Park for Beat on the Brat Punk Fest to be held Saturday, June 15, 2019 from 1 AM to 10 PM and approval of the Special Event Permit for Anderson's Candy to close E. Broadway from Rte. 12 to the Island and use Stevens Park for Chocolate Fest Vintage Car Show to be held Saturday, June 29, 2 019 from 8 AM to 5 PM as presented. ROLL CALL: AYES: BARDY, ELLIOTT, FULMER, GARBIS, PEILER AND WARDANIAN. NAYS: NONE. ABSENT: NONE. ABSTAIN: NONE. The motion carried. Trustee Garbis abstained on item (c).

NEW BUSINESS: The Board reviewed an Ordinance Granting Bulk Variations for 5710 Liberty Street, Richmond, Illinois. It was noted that the Zoning Hearing Officer recommends the approval to grant the bulk variations. The owner of the property is Anderson Properties, LLC.

Trustee Bardy moved, seconded by Trustee Fulmer to approve the Ordinance Granting Bulk Variations for 5710 Liberty Street, Richmond, Illinois as presented. ROLL CALL: AYES: BARDY, ELLIOTT, FULMER, GARBIS, PEILER, AND WARDANIAN. NAYS: NONE. ABSENT: NONE. ABSTAIN: NONE. The motion carried.

The Board discussed the removal of all off premise signs, including the business signs on the Village Welcome signs, by April 30, 2020 and future enforcement of the Prohibition against new off premise signs per Section 6.8.6 of the Village of Richmond Unified Development Ordinance. The cost for removal of signs needs to be determined and billed to the individuals that do not comply. The Board requested that sufficient notification to owners of the off premise signs take place. Billboards will need to be addressed as a separate matter.

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Trustee Elliott moved, seconded by Trustee Bardy to approve the removal of all off premise signs, including the business signs on the Village Welcome signs, by April 30, 2020 and future enforcement of the Prohibition against new off premise signs per Section 6.8.6 of the Village of Richmond Unified Development Ordinance as presented. ROLL CALL: AYES: BARDY, ELLIOTT, FULMER, GARBIS, PEILER, AND WARDANIAN. NAYS: NONE. ABSENT: NONE. ABSTAIN: NONE. The motion carried.

President Kunz presented an Ordinance Amending Chapter 14, Offenses against Public Peace, Safety and Morals, Section 14.24 of the Richmond Municipal Code that will prohibit the sale of tobacco and tobacco products to individual under the age of 21. President Kunz reported that this ordinance amendment is required based upon the legislative change made by the State and will go into effect July 1, 2019.

Trustee Peiler moved, seconded by Trustee Bardy to adopt the Ordinance Amending Chapter 14, Offenses against Public Peace, Safety and Morals, Section 14.24 of the Richmond Municipal Code as presented. ROLL CALL: AYES: BARDY, ELLIOTT, FULMER, GARBIS, PEILER, AND WARDANIAN. NAYS: NONE. ABSENT: NONE. ABSTAIN: NONE. The motion carried.

COMMITTEE/DEPARTMENT REPORTS:

FINANCE: None.

COMMUNITY DEVELOPMENT: Trustee Elliott reported that the Memorial Day Event was well attended and thanked the Village office staff and Public Works staff for their assistance. Trustee Elliott announced that new Village Banners would be going up in the downtown business district. Trustee Elliott reminded everyone that Richmond Chocolate Fest was coming up on June 28 and 29. The Village will be participating with Bistro Richmond at Memorial Hall on Saturday, June 29th.

POLICE: Chief Cetrangolo distributed his monthly report for May 2019.

PUBLIC WORKS: Director of PW Postl presented his monthly report for May 2019. He also discussed the establishment of a written policy for Plumber Reimbursement resulting from sewer backups. The Village would establish a \$150.00 limit for plumbing bill reimbursement. Residents and businesses should be calling the 24/7 On Call phone to report backups immediately, so it can be determined if it is a Village issue causing the problem or the owner's line. All Village eblasts sent out have notified owners to contact the Public Works "On Call" phone number (815) 298-1934. Director Postl also requested a written policy for Mailbox Reimbursement resulting from heavy snow hitting mailboxes during snow plowing. The Village would establish a \$100.00 limit for mailbox replacement/reimbursement. Once the written policies are approved by resolution, communication will take place using the Village Newsletter and mailed with water/sewer bills.

ENGINEERING: None.

VILLAGE CLERK: None.

ATTORNEY: Attorney McArdle reported that confidential information the Illinois Department of Revenue has regarding Sales Tax and Telecommunication Tax requires the Village to have Reciprocal Agreement in place. He reported that most municipalities already have them and grant the Village President and Village Clerk access to the information. The Board agreed that the Village President and Village Clerk should have the authority to access the information and enter into the Reciprocal Agreements needed.

PRESIDENT'S COMMENTS: President Kunz noted that Brett Postl was appointed Zoning Hearing Officer and that the individual holding the position is paid \$50.00 per public hearing. President Kunz asked the Board if they wish to pay Mr. Postl for the responsibility. The Board agreed that he should be paid \$50.00 per hearing. Mr. Postl was asked to invoice the Village separately for the cost.

President Kunz informed the Board that Mr. Coley, having asked for a waiver of a performance bond and previously agreed to sign a personal guarantee agreement, rejected it based upon time limits discussed and provided a bond instead. President Kunz noted that Mr. Coley would have 3-years to complete the stormwater work per the McHenry County Stormwater Management Ordinance adopted by the Village. If Mr. Coley takes 3-years to complete the work, it was determined by HR Green, who is responsible for inspections that they could end up billing him \$16,000.00. After Mr. Coley was informed of this, no further action has taken place and Mr. Coley is reviewing the Village's Stormwater Management Ordinance.

TRUSTEE COMMENTS: Trustee Elliott mentioned the proposed new Village logo that drops the verbiage "Village of Yesteryear". After some discussion by the Board it was decided that the logo for the Police Department, Public Works Department and the Village all match; therefore, the matter will be sent to the Community Development Committee for further discussion and design.

CLOSED SESSION: President Kunz announced that the Board needed to go into closed session for Semi-Annual Review of Closed Session Minutes (5 ILCS 120/2(c)(21)) and Litigation (5 ILCS 120/2(c)(11)).

Trustee Bardy moved, seconded by Trustee Wardanian to go into closed session for the purposes of Semi-Annual Review of Closed Session Minutes (5 ILCS 120/2(c)(21)) and Litigation (5 ILCS 120/2(c)(11)) . ROLL CALL VOTE: AYES: BARDY, ELLIOTT, FULMER, GARBIS, PEILER and WARDANIAN. NAYS: NONE. ABSENT: NONE. ABSTAIN: NONE. Motion carried.

The Board went into Closed Session at 8:32 PM.

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Roll call was then taken, present were President Kunz, Trustees Bardy, Elliott, Fulmer, Garbis, Peiler and Wardanian, Attorney McArdle, Chief Cetrangolo and Clerk Thomas.

The Board reconvened at 8:54 PM.

ACTION RESULTING FROM CLOSED SESSION: The Clerk announced that she would prepare a Resolution for approval at the next Board meeting for Closed Session minutes approved for release.

With no further business, Trustee Peiler moved to adjourn the June 6, 2019 Regular Board Meeting, seconded by Trustee Garbis. The motion was approved by voice vote.

Meeting adjourned at 8:55 PM.

Respectfully submitted,

Karla L. Thomas, Village Clerk