

# Village of Richmond

## INCORPORATED 1872

**Village President Craig Kunz called the May 2, 2019 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 Craig Kunz, Trustees: Dennis Bardy, Robert Elliott, TJ Fulmer, Frank Peiler and Ramsin Wardanian.

**ABSENT:** None.

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

**ANNOUNCEMENTS:** None.

President Kunz asked to move the administration of oaths of office to newly elected officials up on the agenda. There was a consensus of the Board.

**ADMINISTER OATHS OF OFFICE TO NEWLY ELECTED OFFICIALS:** Clerk Thomas administered the oath of office to Robert Elliott, Gina Garbis, and Frank Peiler as Trustees elected April 2, 2019. Clerk Thomas congratulated the new Trustees.

**UNFINISHED BUSINESS:** Attorney McArdle provided a history of previous Board action regarding the Paisano's 12 ft. window for the benefit of attendees and the newly elected Trustees. The Board asked for clarification on the International Building Code Titles regarding egress hardware, egress door pivot, and fire resistance. The Village Building Inspector addressed questions and concerns of the Board. Attorney McArdle noted that the Village is covered by the Tort Immunity Act and is insured.

*Trustee Bardy moved, seconded by Trustee Elliott to permit to the owner of Paisano's, 5614 Broadway, to construct the proposed 12 ft. window on the west wall, substantially as depicted on the attached drawings marked Paisano's March 21, 2019, with variances to excuse compliance with the following sections of the 2015 International Building Code: IBC Table 602, IBC 705 (Fire Resistance), IBC 1010 (Egress Hardware) and IBC 1010.1.2 (Egress Door Pivot) as presented. ROLL CALL: AYES: BARDY, ELLIOTT, FULMER, GARBIS, PEILER, AND WARDANIAN. NAYS: NONE. ABSENT: NONE. ABSTAIN: NONE. The motion carried.*

**PUBLIC COMMENTS:** None.

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

- a. Approval of Regular Board Minutes for April 18, 2019
- b. Authorization to Expend Funds for Warrant Fiscal Year 19/20.01.01 in the amount not to exceed \$200,000.00
- c. Ratify approval to close E. Broadway for Brathaus Adult Easter Egg Hunt on April 20, 2019 from 8:00 AM-4:30 PM
- d. Approve Authorization for the Police Chief to expend items (within budget):
  - \$65,840.00 for Police Dispatching Services
- e. Approve Authorization for the Village Clerk to expend items (within budget):
  - \$8,400.00 for Asyst Software Support
  - \$5,500.00 for Nixle Fees
- f. Approve Authorization for the Director of Public Works to expend items (within budget):
  - \$22,000.00 for Road Salt
  - \$18,000.00 for International Repairs

*Trustee Bardy moved, seconded by Trustee Peiler to approve the consent agenda, approving the Regular Board minutes for April 18, 2019, authorization to expend funds for Warrant Fiscal Year 19/20.01.01 in the amount of \$66,056.76, ratifying approval to close E. Broadway for Brathaus Adult Easter Egg Hunt on April 30, 2019 from 8:00 AM-4:30 PM, approve authorization for the Police Chief, Village Clerk, and Director of Public Works to expend items within their budgets, but over their purchasing limits as presented. ROLL CALL: AYES: BARDY, ELLIOTT, FULMER, GARBIS, PEILER AND WARDANIAN. NAYS: NONE. ABSENT: NONE. ABSTAIN: NONE. The motion carried.*

**NEW BUSINESS:** President Kunz announced his Fiscal Year 2020 Appointments.

*Trustee Bardy moved, seconded by Trustee Peiler to approve the Fiscal Year 2020 Village President's Appointments as presented. ROLL CALL: AYES: BARDY, ELLIOTT, FULMER, GARBIS, PEILER, AND WARDANIAN. NAYS: NONE. ABSENT: NONE. ABSTAIN: NONE. The motion carried.*

President Kunz explained that Purchasing Contracts Guidelines are established for Department Heads and he would like to increase the Administration limit from \$3,000.00 to \$4,000.00, the Police limit from \$6,000.00 to \$7,000.00, the Public Works limit from \$12,000.00 to \$15,000.00 and the Community Development Committee (CDC) limit of \$1,000.00 to \$1,500.00.

*Trustee Bardy moved, seconded by Trustee Peiler to approve the increases to the Purchasing Contracts Guidelines for Administration to \$4,000.00, Police to \$7,000.00, Public Works to \$15,000.00 and CDC to \$1,500.00 as presented. ROLL CALL: AYES: BARDY, ELLIOTT, FULMER, GARBIS, PEILER, AND WARDANIAN. NAYS: NONE. ABSENT: NONE. ABSTAIN: NONE. The motion carried.*

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President Kunz presented the George Roach & Associates (GRA) Financial Consulting Letter of Understanding for Fiscal Year (FY) 2020 for \$5,000.00. He noted that there was no increase in the fee. President Kunz explained that the previous Board had approved the auditing contract with GRA through the April 30, 2019 audit. He noted that there was a \$500.00 increase in the fee, as stated in the contract, and presented the Auditing Letter of Understanding for FY Ending April 30, 2019 for \$17,000.00.

*Trustee Wardanian moved, seconded by Trustee Bardy to approve and authorize the Village President to sign the George Roach & Associates FY 2020 Financial Consulting Letter of Understanding not to exceed \$5,000.00 and Auditing Letter of Understanding for FY Ending 4/30/2019 not to exceed \$17,000.00 as presented. ROLL CALL: AYES: BARDY, ELLIOTT, FULMER, GARBIS, PEILER, AND WARDANIAN. NAYS: NONE. ABSENT: NONE. ABSTAIN: NONE. The motion carried.*

Attorney McArdle read the Proclamation on behalf of President Kunz, proclaiming the 50<sup>th</sup> Anniversary of Municipal Clerks Week recognizing May 5-11, 2019 as Municipal Clerks Week and further extended appreciation to Richmond's Municipal Clerk, Karla L. Thomas for the vital services she performs and exemplary dedication to the community she represents.

### **COMMITTEE/DEPARTMENT REPORTS:**

**FINANCE:** Trustee Wardanian reported that the committee spoke with the Police Chief about staffing levels and recruitment, as well as, meeting with the Village Auditor, George Roach to discuss ideas about tweaking the Village budget and making it easier to understand.

**COMMUNITY DEVELOPMENT:** Trustee Elliott reported that although the weather was inclement, Retro Night was well attended. He announced that the next event is scheduled for May 27, 2019 at 10:30 AM at Stevens Park to commemorate Memorial Day. Trustee Elliott also noted that a scholarship event would take place at Doyle's Pub on June 8, 2019. Trustee Wardanian thanked Trustee Elliott and the Public Works Department for their work on Retro Night. Trustee Elliott thanked the Village office and Public Works staff for their assistance.

**POLICE:** Chief Cetrangolo presented his monthly report for April 2019.

**PUBLIC WORKS:** President Kunz reported that Bennett and Cotting Parks opened today and necessary repairs were made to the pavilions. He informed the Board that the work was completed on the UV lights at the Wastewater Treatment Plant and are operational. Work will begin on the week of May 13th to install the water main in the Anderson easement to supply the Richmond Flea Market. The Director of Public Works provided the April 2019 monthly report for the Board to review.

**ENGINEERING:** None.

**VILLAGE CLERK:** Clerk Thomas reported that Angelo's Fresh Market would open on Saturday, May 18, 2019. The owners have invited the Village Officials to come in to see the new store; no formal ribbon cutting ceremony will take place.

**ATTORNEY:** Attorney McArdle noted that he would provide the Board with an update on the Magnolia property at the next Board meeting.

**PRESIDENT'S COMMENTS:** President Kunz reported that the insurance company inspected the Village Hall roof after the hailstorm noting that there was no damage; however, on further inspection by a contractor and insurance adjuster the peaked roof needs repair. The repair will cost \$11,289.00, but the Village is responsible for paying the \$2,500.00 deductible that was not budgeted. President Kunz asked for Board direction on whether to proceed or not. The Board agreed that the repairs should be made.

President Kunz asked what guidelines will be used for review of the budget, whether by individual line items or by total department balances. The Board agreed to monitor the budget by individual line items.

**TRUSTEE COMMENTS:** Trustee Bardy welcomed the newly elected officials, especially Gina Garbis and congratulated them.

Trustee Elliott inquired into the status of the Hunt Club Estates (Sunset Ridge) Phase 3 Street lights still out. President Kunz will speak with the developer and the local ComEd Representative.

Trustee Peiler voiced concerns about traffic flow by the Scale on Route 12. President Kunz noted that the Illinois Department of Transportation (IDOT) regulates the Scale.

**CLOSED SESSION:** President Kunz announced that the Board needed to go into closed session for Personnel (5 ILCS 120/2(c)(1)).

*Trustee Wardanian moved, seconded by Trustee Bardy to go into closed session for the purposes of Personnel (5 ILCS 120/2(c)(1)). 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 7:48 PM.

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

The Board reconvened at 7:58 PM.

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**ACTION RESULTING FROM CLOSED SESSION:** None.

*With no further business, Trustee Bardy moved to adjourn the May 2, 2019 Regular Board Meeting, seconded by Trustee Peiler. The motion was approved by voice vote.*

Meeting adjourned at 7:59 PM.

Respectfully submitted,  
Karla L. Thomas, Village Clerk