

Village of Richmond

INCORPORATED 1872

Village President Craig Kunz called the January 16, 2020 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: Robert Elliott, Gina Garbis, Frank Peiler and Toni Wardanian.

ABSENT: Trustees Dennis Bardy and TJ Fulmer.

OTHERS PRESENT: Police Chief Ciro Cetrangolo and Village Clerk Karla Thomas.

ANNOUNCEMENTS: None.

UNFINISHED BUSINESS: None.

PUBLIC COMMENTS: None.

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

- a. Approval of Regular Board Minutes for December 19, 2019
- b. Authorization to Expend Funds for Warrant Fiscal Year 2019/20.09.01 in the amount not to exceed \$200,000.00
- c. Approval of a Resolution regarding Closed Session Minutes
- d. Approval of the Event Coordinator Independent Contractor Agreements for Linda Weiss (Richmond St. Patrick's Celebration Event) and Bettina Mueller (Richmond Retro Night Event)

Trustee Peiler moved, seconded by Trustee Garbis to approve the consent agenda, approval of the Regular Board minutes for December 19, 2019, authorization to expend funds for Warrant Fiscal Year 2019/20.09.01 in the amount of \$92,280.21, approval of a Resolution regarding Closed Session Minutes, and approval of the Event Coordinator Independent Contractor Agreements for Linda Weiss (Richmond St. Patrick's Celebration Event) and Bettina Mueller (Richmond Retro Night Event) as presented. ROLL CALL: AYES: ELLIOTT, GARBIS, PEILER and WARDANIAN. NAYS: NONE. ABSENT: BARDY and FULMER. ABSTAIN: NONE. The motion carried.

NEW BUSINESS: Rommy Lopat provided the Board with a brief historical presentation regarding a book she co-authored with Michelle Bray Wilson entitled "Montelona Farm: The Story of Pioneer William A. McConnell's Homestead in Richmond, Illinois". The authors presented a copy of the book to the Village President for the Village's Historical Records. Copies of the book are available for purchase at www.lulu.com.

President Kunz presented a revised Village Purchasing Policy dated January 16, 2020. He explained that the revised document defines "Authorized Employees", also known as Department Heads, who holds those positions and their maximum purchasing authority.

Trustee Elliott moved, seconded by Trustee Peiler to approve the revised Village Purchasing Policy dated January 16, 2010 as presented. ROLL CALL: AYES: ELLIOTT, GARBIS, PEILER and WARDANIAN. NAYS: NONE. ABSENT: BARDY and FULMER. ABSTAIN: NONE. The motion carried.

President Kunz reported that the Richmond Business Association has requested the waiver of Memorial Hall rental fees in the amount of \$100.00 for their February 15 & 16, 2020 9-Hole Golf Event. Trustee Garbis provided an overview of the event called "Putt around Richmond". Clerk Thomas reported that the Memorial Hall Use Application was emailed to Katie Anderson-Tedder, who requested the waiver, and that Anderson Candy would provide the Certificate of Insurance (COI) for the event. Trustee Garbis will follow-up on the application and COI to make sure they are provided to the Clerk prior to the event.

Trustee Elliott moved, seconded by Trustee Wardanian to approve the waiver of Memorial Hall rental fees for the Richmond Business Association's 9-Hole Golf Event on February 15 & 16, 2020 as presented. ROLL CALL: AYES: ELLIOTT, PEILER and WARDANIAN. NAYS: NONE. ABSENT: BARDY and FULMER. ABSTAIN: GARBIS. The motion carried.

President Kunz presented an Ordinance Amending Chapter 2 Board of Trustees, Section 2.13 Committees of the Richmond Municipal Code. The changes revert economic development duties back to the Community Development Committee from the Finance Committee, makes the Village President a member of both committees, at his discretion, and clarifies duties of the Finance Committee.

Trustee Peiler moved, seconded by Trustee Garbis to approve an Ordinance Amending Chapter 2 Board of Trustees, Sections 2.13 Committees of the Richmond Municipal Code as presented. ROLL CALL: AYES: ELLIOTT, GARBIS, PEILER and WARDANIAN. NAYS: NONE. ABSENT: BARDY and FULMER. ABSTAIN: NONE. The motion carried.

The Board discussed the waiving of the \$100.00 fee for the Special Use Liquor License for Main Street Coffee for the Village sponsored "Richmond St. Patrick's Celebration" Event to be held February 29, 2020 at Memorial Hall. Clerk Thomas reported that she had emailed the Special Use Liquor License Application to the owner and explained what documentation was required. Trustee Elliott will have the event coordinator follow-up to make sure all documentation is provided to the Clerk prior to the event.

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Trustee Elliott moved, seconded by Trustee Garbis to approve waiving of the fee for the Special Use Liquor License for Main Street Coffee for the Village sponsored "Richmond St. Patrick's Celebration" Event to be held on February 29, 2020 at Memorial Hall as presented. ROLL CALL VOTE: AYES: ELLIOTT, GARBIS, PEILER and WARDANIAN. NAYS: NONE. ABSENT: BARDY and FULMER. ABSTAIN: NONE. The motion carried.

President Kunz announced that the Trustee he intended to appoint to the vacant Chair of the Finance Committee position, that being Trustee Bardy, decline the appointment, as well as, Trustee Fulmer. President Kunz announced that he would like to appoint Trustee Wardanian to fill the position until April 30, 2021, as she accepted.

Trustee Garbis moved, seconded by Trustee Elliott to approve the appointment of Trustee Toni Wardanian as Chair of the Finance Committee until April 30, 2021 as presented. ROLL CALL VOTE: AYES: ELLIOTT, GARBIS, and PEILER. NAYES: NONE. ABSENT: BARDY and FULMER. ABSTAIN: WARDANIAN. The motion carried.

COMMITTEE/DEPARTMENT REPORTS:

FINANCE: Trustee Wardanian reported that the committee reviewed bills over \$500.00. President Kunz noted that the committee also met with Nick Minkov who provided an overview of the investment fund.

COMMUNITY DEVELOPMENT: None.

POLICE: Chief Cetrangolo distributed the monthly activity report for December 2019.

PUBLIC WORKS: President Kunz reported that the Interim Director of Public Works was on vacation and that Tim Koenig, Public Work Crew Leader, is running the department. He also reported that Dan DiPerna, a Public Works Staff member, is quickly picking up the Wastewater Treatment Plant duties with the assistance of IPR contracted staff.

ENGINEERING: None.

VILLAGE CLERK: None.

ATTORNEY: None.

PRESIDENT'S COMMENTS: President Kunz reviewed the language in Section 4(A) regarding overtime compensation of the Village's Personnel Policy Handbook. He reported that there has been at least (3) occasions where overtime was paid out to employees without prior approval from the department supervisor. President Kunz asked that Trustees wishing to have Village staff perform work tasks or creating overtime contact him to discuss and get his approval, especially overtime. The Trustees unanimously agreed that the Personnel Policy should be adhered to.

President Kunz reported that the Badger audit and training has been rescheduled for Monday, January 27th.

President Kunz reported that IPR staff is doing an evaluation of septic receiving and presented preliminary figures; however, the figures need to be adjusted. Final figures should be available in a couple of weeks.

President Kunz discussed the South Water Tower work that includes sandblasting, structural steel repair and repainting. The estimated cost for this work is \$320,000.00. One quote for the engineering portion came in at \$41,765.00. PW Director Schmitt is getting other engineering quotes for comparison. The estimated cost for the (1) Tower would be \$361,765.00. By renovating both towers at the same time, the cost may come down. President Kunz suggested that if both towers were done he would like to go to Springfield to ask for financial assistance.

President Kunz announced that he has asked the Department Heads to put Capital Improvement Plans together for their departments. He stressed that money needs to be set aside for these expenditures going forward.

President Kunz also announced that the Chamber has asked for a presentation from the village at their February meeting. No board members volunteered to make the presentation.

TRUSTEE COMMENTS: Trustee Elliott distributed a letter he would like to email to local businesses stating that the Village encourages all businesses get involved with the newly formed Richmond Business Association (RBA). Trustee Garbis volunteered to be the liaison between the Village and RBA. Trustee Garbis reported that the group has held several events and money made from the events goes to local organizations, such as schools, etc.

Trustee Elliott requested that the piano in Memorial Hall be donated or sold, as it is not being used. He suggested donating it to a nursing home. The Board agreed that Trustee Elliott should pursue finding a nursing home or organization that would be interested in accepting or purchasing it.

Trustee Peiler inquired into the status of the January 6th court case. President Kunz reported that the judge in the case has continued it until March. President Kunz reported that he had written Attorney McArdle regarding his displeasure of the judge's decision.

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Trustee Peiler asked for an update on the potential Cannabis Dispensary business. President Kunz reported that the potential business owner submitted applications to the State; that he has signed a lease for the building he would like to operate out of and is paying rent. The potential business owner has been told that the next batch of licenses will be released sometime in April.

CLOSED SESSION: None.

ACTION RESULTING FROM CLOSED SESSION: None.

With no further business, Trustee Peiler moved to adjourn the January 16, 2020 Regular Board Meeting, seconded by Trustee Garbis. The motion was approved by voice vote.

Meeting adjourned at 8:21 PM.

Respectfully submitted,
Karla L. Thomas, Village Clerk