

Village of Richmond

INCORPORATED 1872

Village President Craig Kunz called the February 6, 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, TJ Fulmer, Gina Garbis, Frank Peiler and Toni Wardanian.

ABSENT: None

OTHERS PRESENT: Police Chief Ciro Cetrangolo, Interim Superintendent of Public Works Jon Schmitt, Village Attorney David McArdle, Village Engineer Lou Haussmann and Village Clerk Karla Thomas.

ANNOUNCEMENTS: None.

UNFINISHED BUSINESS: None.

PUBLIC COMMENTS: Tim and Kathy Wetzel, owners of Gia's Salon, inquired into why the Board is requesting removal of off premise signs. They reported that by renting space on the Caravelle Lighting sign their business has acquired 65 new clients. It was noted that the Unified Development Ordinance prohibits all off premise signs and the Village Board unanimously voted to enforce the code and give owners until April 30, 2020 (1-year) to remove them.

Joe Kroupa, owner of Caravelle Lighting, voiced concerns about the removal of off premise signs, as well. Atty. McArdle suggested that Mr. Kroupa go through the variance process.

There was a consensus of the Board to revisit off premise signs.

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

- a. Approval of Regular Board Minutes for January 16, 2020
- b. Authorization to Expend Funds for Warrant Fiscal Year 2019/20.10.01 in the amount not to exceed \$200,000.00

Trustee Elliott moved, seconded by Trustee Peiler to approve the consent agenda, approval of the Regular Board minutes for January 16, 2020 and authorization to expend funds for Warrant Fiscal Year 2019/20.10.01 in the amount of \$103,357.55 as presented. ROLL CALL: AYES: ELLIOTT, GARBIS, FULMER, PEILER and WARDANIAN. NAYS: NONE. ABSENT: NONE. ABSTAIN: NONE. The motion carried.

NEW BUSINESS: President Kunz announced that he would like to fill the vacant Trustee seat with Tom Van Daele and appoint him to the Finance Committee to fill that vacancy as well. He noted that Mr. Van Daele's term would expire April 30, 2021. President Kunz also noted that Mr. Van Daele had operated Van's Supermarket and has been on the Police Commission for many years. If his appointment is approved, he will resign from the Police Commission.

Trustee Elliott moved, seconded by Trustee Peiler to approve the appointment of Tom Van Daele to fill the vacant Trustee position and sit on the Finance Committee as presented. ROLL CALL: AYES: ELLIOTT, FULMER, GARBIS, PEILER and WARDANIAN. NAYS: NONE. ABSENT: NONE. ABSTAIN: NONE. The motion carried.

President Kunz reported that the Village did seek other proposals for the engineer duties associated with the repainting of the south water tower and Baxter & Woodman were the low bidder. Engineer Haussmann explained the work and process required for the repainting of the south water tower. As part of their work order, he explained that two types of bids would be prepared. The first for patching and repainting with a 12-year life on work performed and the second for full repainting with a 25-year life on work performed. Bid results will be brought back to the Board for review and approval. Their firm will oversee the entire project. He noted that the south tower has been repainted twice.

Trustee Fulmer moved, seconded by Trustee Garbis to approve the execution of the Baxter & Woodman Engineering Work Order No. 2 for repainting of the 300,000-gallon Water Storage Tank not to exceed \$41,765.00 as presented. ROLL CALL: AYES: ELLIOTT, GARBIS, FULMER, PEILER and WARDANIAN. NAYS: NONE. ABSENT: NONE. ABSTAIN: NONE. The motion carried.

Jason Vohs and Matt Irsay with Integrated Public Resources Operations, LLC explained that the reed beds are actually operating as holding ponds at this time. President Kunz reported that \$36,690.00 is currently available for the removal of sludge from the beds/ponds. The Village has approved the proposal from Stewart Spreading for the work to be performed and has a signed agreement in place. Mr. Vohs reported that the Village has received the IEPA permit for land application. Mr. Irsay provided the Board with a sludge management timeline. The first day of land application season is March 1st. Mr. Vohs reported that the outer ring or oxidation ditch at the Wastewater Treatment Plant was full as of February 4th. He is requesting that the liquid in the oxidation ditch be hauled by Dahm Enterprises for disposal. The total cost to empty the oxidation ditch is \$51,200.00 by Dahm Enterprises. The Board agreed that the reed beds should be emptied by Stewart Spreading and that \$20,000.00 of sludge be removed from the oxidation ditch this fiscal year by Dahm Enterprises as soon as weather permits. The remaining \$30,000.00 of sludge to be removed should be budgeted for Fiscal Year 2021.

Village of Richmond

INCORPORATED 1872

Trustee Fulmer moved, seconded by Trustee Wardanian to approve the removal of sludge from the oxidation ditch at the Wastewater Treatment Plant by Dahm Enterprises not to exceed \$51,200.00 of which \$20,000.00 will be expended in FY20 and the remainder in FY21 as discussed. ROLL CALL: AYES: ELLIOTT, FULMER, GARBIS, PEILER and WARDANIAN. NAYS: NONE. ABSENT: NONE. ABSTAIN: NONE. The motion carried.

Interim Superintendent Schmitt reported that the Badger meter reading software will no longer be supported after June 2020 and the handheld reading device needs to be replaced. He explained that software development and integration with the Village's accounting software will take two to three months. Installation and training on the software would take place in May/June of 2020. A quote was obtained from Midwest Meter Inc. for the software upgrade in the amount of \$21,160.00. Interim Supt. Schmitt would like to move forward with the process now and include the cost in the Fiscal Year 2021 budget.

Trustee Fulmer moved, seconded by Trustee Elliott to approve the expenditure for upgrading the Badger Meter Beacon Software by Midwest Meter, Inc. not to exceed \$21,160.00 as part of the fiscal year 2021 budget as presented. ROLL CALL: AYES: ELLIOTT, FULMER, GARBIS, PEILER and WARDANIAN. NAYS: NONE. ABSENT: NONE. ABSTAIN: NONE. The motion carried.

President Kunz reported that the Finance Committee reviewed the auditing and consulting proposals from George Roach and Associates to provide services through April 30, 2021 and recommends retaining George Roach and Associates for these services. It was noted that auditing services increased \$500.00 per year and consulting services remained the same as the last three years at \$5,000.00 per year.

Trustee Fulmer moved, seconded by Trustee Wardanian to retain George Roach & Associates to provide auditing services through April 30, 2021, being the end of the current Village President's term of office, at the rates specified in his proposal dated January 30, 2020 and consulting services through April 30, 2021, at the rate specified in his engagement letter dated January 29, 2020 as presented. ROLL CALL: AYES: ELLIOTT, FULMER, GARBIS, PEILER and WARDANIAN. NAYS: NONE. ABSENT: NONE. ABSTAIN: NONE. The motion carried.

President Kunz announced that the WELCA of Grace Lutheran Church requested the waiver of the Fidelity Bond required to hold a raffle. They would like to hold a raffle during their Spring Craft & Vendor Show scheduled to take place on April 18, 2020 from 9 AM to 3 PM.

Trustee Garbis moved, seconded by Trustee Fulmer to approve the waiver of the Fidelity Bond for Grace Lutheran Church WELCA Raffle to be held April 18, 2020 from 9 AM to 3 PM as presented. ROLL CALL VOTE: AYES: ELLIOTT, FULMER, GARBIS, PEILER and WARDANIAN. NAYS: NONE. ABSENT: NONE. ABSTAIN: NONE. The motion carried.

COMMITTEE/DEPARTMENT REPORTS:

FINANCE: Trustee Wardanian reported that the committee reviewed the George Roach & Associates proposals, began the budget process by reviewing General Fund and Motor Fuel Tax revenues, Misc. expenditures and Community Development budget. It was agreed that wage increases for non-union employees would be set at 3.33%. The committee discussed going to a monthly warrant vs. a bi-monthly warrant.

COMMUNITY DEVELOPMENT: Trustee Elliott reported that the committee is getting ready for the St. Patrick's Celebration scheduled for February 29th and advertising has begun.

POLICE: Chief Cetrangolo distributed the monthly activity report for January 2020.

PUBLIC WORKS: Interim Supt. Schmitt reported that Public Works has been filling potholes, a new hire begins on February 10th bringing the PW staff back to full capacity.

ENGINEERING: None.

VILLAGE CLERK: None.

ATTORNEY: None.

PRESIDENT'S COMMENTS: President Kunz announced that the Village would be hosting the McHenry County Council of Government February Membership Dinner on Wednesday, February 26th at Paisano's on Broadway.

President Kunz reported that the Badger Audit was completed about a week ago and the utility billing issue that affected a business's water/sewer bill was due to the account missing one digit.

President Kunz noted that he had sent an email out for Board members to review regarding Capital Improvement Projects submitted by Dept. Heads. The Board should meet and discuss them. It was suggested that possibly a Special Meeting with George Roach take place to discuss and explain the establishment of a Capital Improvement Fund.

TRUSTEE COMMENTS: Trustee Peiler reported an issue with snowplowing by the Public Works Department on Golden Hawk. He also suggested that something be put in the Village Newsletter notifying residents not to plow or place snow in the roadways.

Trustee Elliott inquired into the status of permit fees.

Village of Richmond INCORPORATED 1872

CLOSED SESSION: President Kunz announced that the Board needed to go into closed session for the purpose of Personnel-The appointment, employment, compensation, discipline, performance, or dismissal of specific employees (5 ILCS 120/2(c)(1)).

Trustee Peiler moved, seconded by Trustee Elliott to go into closed session for the purpose of Personnel-The appointment, employment, compensation, discipline, performance, or dismissal of specific employees (5 ILCS 120/2(c)(1)) . ROLL CALL VOTE: AYES: ELLIOTT, FULMER, GARBIS, PEILER and WARDANIAN. NAYS: NONE. ABSENT: NONE. ABSTAIN: NONE. Motion carried.

The Board went into Closed Session at 8:11 PM.

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

The Board reconvened at 8:28 PM.

ACTION RESULTING FROM CLOSED SESSION: None.

With no further business, Trustee Fulmer moved to adjourn the February 6, 2020 Regular Board Meeting, seconded by Trustee Garbis. The motion was approved by voice vote.

Meeting adjourned at 8:29 PM.

Respectfully submitted,



Karla L. Thomas, Village Clerk