

Village of Richmond

INCORPORATED 1872

Remote Zoom Meeting-Meeting ID: 846 6898 3079

Village President Craig Kunz called the May 21, 2020 Board Meeting to order at 7:00 PM via Remote Web Meeting held on Zoom, in Richmond, Illinois.

ROLL CALL:

PRESENT REMOTELY: Village President Craig Kunz; Trustees Robert Elliott, TJ Fulmer, Gina Garbis, Frank Peiler, Tom Van Daele and Toni Wardanian.

ABSENT: None

OTHERS PRESENT REMOTELY: Police Chief Ciro Cetrangolo, Supervisor of Public Works Jon Schmitt, Attorney David McArdle, Attorney Brandy Quance and Village Clerk Karla Thomas.

PUBLIC IN ATTENDANCE REMOTELY INCLUDED: Sue Cherry, Jen Ezop, James Gerasco, Lauri Olson, Wendy Prinn, Julie Treger, Edward Varga.

ANNOUNCEMENT/REQUESTS: None

UNFINISHED BUSINESS: The Board reviewed the Regular Board Minutes for April 16, 2020. Trustee Elliott provided additional comments to clarify that the \$592,000.00 "deficit" budget included monies allocated for the IEPA loan payments of principal and interest totaling \$378,602.16 coming from the Water/Sewer Fund Cash Receivables and the South Water Tower Capital Improvement Project totaling \$366,025.00 coming from the Investment Portfolio.

Trustee Elliott moved, seconded by Trustee Garbis to approve the April 16, 2020 Regular Board Minutes as presented. The motion was approved by unanimous voice vote.

PUBLIC COMMENTS: None

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

- a. Approve Regular Board Minutes for May 7, 2020
- b. Authorization to Expend Funds for Warrant Fiscal Year 2020/21.01.01 in the amount not to exceed \$325,000.00
- c. Proclamation Honoring the Richmond Burton Community High School Graduates Class of 2020
- d. Approve recommendation from Community Development Committee regarding Exterior Appearance Review for color change at 5605 Mill Street aka Wool, Warp and Wheel

President Kunz noted that the warrant amount reflects monthly bill payment and the semi-annual IEPA Loan payment of principal and interest.

Trustee Fulmer moved, seconded by Trustee Wardanian to approve the consent agenda approving the Regular Board Minutes for May 7, 2020; authorization to expend funds for Warrant Fiscal Year 2020/21.01.01 in the amount not to exceed \$285,511.96; Proclamation Honoring the Richmond Burton Community High School Graduates Class of 2020; and approve recommendation from Community Development Committee regarding Exterior Appearance Review for color change at 5605 Mill Street aka Wool, Warp and Wheel as presented. ROLL CALL: AYES: ELLIOTT, FULMER, GARBIS, PEILER, VAN DAELE and WARDANIAN. NAYS: NONE. ABSENT: NONE. ABSTAIN: NONE. The motion carried.

NEW BUSINESS: President Kunz presented the request by St. Joseph Catholic Church to temporarily close Commercial Street the length of the Church's Parking Lot for Drive-In Worship Services taking place on Church Property on Saturday Afternoons and Sunday Mornings until such time the Church is allowed to conduct their normal services within the structure of the church. Edward Varga, a representative from the Church, requested the use of two (2) Village barricades for the closure and that members of the Knights of Columbus will be responsible for placement and removal of the barricades each time they are used. He reported that services are anticipated to begin May 30th, with Saturday Mass taking place from 5 pm to 6 pm and Sunday Mass taking place from 8 am to 9 am with a second service at 10:30 am to 11:30 am.

Trustee Elliott moved, seconded by Trustee Van Daele to approve the St. Joseph Catholic Church request to temporarily close Commercial Street the length of the Church's parking lot for Drive-In Worship Services beginning May 30th on Saturday Afternoons (5 pm-6 pm) and Sunday Mornings (8 am-11:30 pm) until such time the Church is allowed to conduct their normal services within the structure of the church and provide (2) Village barricades as presented. ROLL CALL: AYES: ELLIOTT, FULMER, GARBIS, PEILER, VAN DAELE AND WARDANIAN. NAYS: NONE. ABSENT: NONE. ABSTAIN: NONE. The motion carried.

President Kunz presented an Ordinance Amending Chapter 2 Board of Trustees, Section 2.13(a)(1) Finance of the Richmond Municipal Code. The ordinance changes the Finance meeting from the first Thursday to the third Thursday of each month.

Trustee Fulmer moved, seconded by Trustee Wardanian to approve an Ordinance Amending Chapter 2 Board of Trustees, Section 2.13(a)(1) Finance of the Richmond Municipal Code as presented. ROLL CALL VOTE: AYES: ELLIOTT, FULMER, GARBIS, PEILER, VAN DAELE and WARDANIAN. NAYS: NONE. ABSENT: NONE. ABSTAIN: NONE. The motion carried.

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President Kunz presented an Ordinance Amending Chapter 5 Waterworks and Sewage System, Section 5.03 Water and Sewer Rates of the Richmond Municipal Code. He explained that the ordinance increases the additional user rate for water from \$31.50 to \$36.62 per quarter, the additional user rate for sewer from \$36.75 to \$40.38 per quarter for a total additional user rate of \$75.00 per quarter and the debt service surcharge from \$25.00 to \$37.50 per quarter as included in the Fiscal Year 2021 Budget. These increases will go into effect May 1, 2020.

Trustee Wardanian moved, seconded by Trustee Peiler to approve an Ordinance Amending Chapter 5 Waterworks and Sewage System, Section 5.03 Water and Sewer Rates of the Richmond Municipal Code as presented. ROLL CALL VOTE: AYES: ELLIOTT, FULMER, GARBIS, PEILER, VAN DAELE, and WARDANIAN. NAYS: NONE. ABSENT: NONE. ABSTAIN: NONE. The motion carried.

The board discussed the request made at the previous Board meeting during Public Comments by James Gerasco to use the (2) vacant lots owned by the Village and located at 5218 Nippersink Drive for a Community Garden. The Community Garden would be used by residents in the neighborhood or anyone that wants to help. Clerk Thomas confirmed that the property is insured and the insurance carrier requested that the water tank to be staked down. A waiver will need to be signed off by all individuals that wish to participate in gardening. President Kunz requested that after the growing season, the site be cleaned by Mr. Gerasco. There was a consensus of the Board to permit the use of Village Property for a Community Garden with all participants signing waivers. The Board will re-evaluate the situation next fall to determine if it will grant permission for gardening again next year. This matter will be ratified by formal vote on the next Board agenda.

President Kunz having provided the Board with a copy of the May 18, 2020 Illinois Rural Water Association Water (IRWA) Rate Study prepared by Clark Cameron, asked the Board if they would like Mr. Cameron to make a presentation to them. Trustee Fulmer expressed no interest in a presentation of the study findings based upon the fact that the Village has increased rates recently. President Kunz noted that the study was provided at no cost to the Village and was recommended by the IEPA, after he had attempted to defer the loan payments for this fiscal year. He pointed out that the report also indicated a large difference in the amount of water and wastewater being treated vs. the amount being billed. IRWA is willing to provide free services to attempt to locate the loss of water in the system. There was a consensus of the Board to skip the matter entirely.

President Kunz presented a request from property owner Jeff Brumm to seek relief of a code violation in the amount of \$750.00. After some discussion, the Board requested copies of documentation and tabled the matter for the next Board meeting.

President Kunz provided the Board with proposed cost reductions, by department, within the Fiscal Year 2021 approved budget to help alleviate the anticipated reduction of revenues in the amount of \$200,000.00 due to COVID-19. He reported that Department Heads have agreed to suspend major expenditures for a minimum of 6 months and possibly 9 months. The Board reviewed and debated the proposal. Several Board members expressed the need to be prudent on how Village money is spent, as well as, watch cautiously how COVID affects revenues.

Trustee Fulmer moved, seconded by Trustee Wardanian to reject the proposed cuts as presented. ROLL CALL VOTE: AYES: ELLIOTT, FULMER, GARBIS, PEILER and WARDANIAN. NAYS: VAN DAELE. ABSENT: NONE. ABSTAIN: NONE. The motion carried.

President Kunz explained that the Village Hall is considered an essential business and that the building has been modified for re-opening to the public. All individuals entering the Hall will be required to wear a mask, be limited to one (1) family member and follow social distancing. He suggested that the Hall be open to the public on Tuesdays, Wednesdays and Thursdays or Monday, Wednesday and Fridays to limit expose of the coronavirus to the public and staff. President Kunz noted that on days the hall would be closed to the public, staff would still be working their normal hours. Board members felt that being open and closed different days would result in confusion. The Board agreed that the Village Hall should re-open on Tuesday, May 26th five days a week to normal business hours of 8 am to 4 pm.

Trustee Garbis moved, seconded by Trustee Peiler to approve the re-opening of the Village Hall beginning Tuesday, May 26th Monday through Friday from 8 am to 4 pm as amended. ROLL CALL VOTE: AYES: ELLIOTT, FULMER, GARBIS, PEILER, VAN DAELE, and WARDANIAN. NAYS: NONE. ABSENT: NONE. ABSTAIN: NONE. The motion carried.

The Board discussed plans to provide additional outdoor space to assist bars and restaurants to better serve the public while maintaining a safe environment for everyone. Atty. Quance presented the risks, possible locations, clarified that establishments can use their own tables and chairs, liquor licenses need to be expanded temporarily. Additionally, the Governor's guidelines are expected to be announced tomorrow. The Village President can issue an Executive Order to establish guidelines. The Board would be provided a copy of the Executive Order to review and approve to help expedite the process. Documentation will be provided to bars and restaurant owners to make sure they know what is expected of them. Atty. Quance reported that other municipalities are requiring owners to complete a permit application, sign an indemnification agreement and provide safety plans. She also explained that municipalities are stressing that outdoor space is a privilege and if owners are found to be in violation the municipality will make changes to the guidelines. The Board also discussed the re-opening of retail stores. Atty. Quance reported that they must follow IDPH guidelines for safety and limited capacity. The matter was turned over to the Community Development Committee (CDC) to handle. Atty. McArdle suggested that the Police Chief be included in the development of the guidelines. Atty. McArdle asked that CDC gather names and email addresses of businesses, so a joint meeting, via Zoom, could be scheduled to discuss what will be required of them.

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President Kunz presented a Resolution Cancelling Purchase Order No. NPW 2020-01 with Stewart Spreading, Inc. and Authorizing the Supervisor of Public Works to enter into Purchase Order No. NPW 2021-01 with Dahm Enterprises, Inc. regarding removal and land application of bio-solids from two (2) reed beds.

Trustee Van Daele moved, seconded by Trustee Elliott to approve the Resolution Cancelling Purchase Order No. NPW 2020-01 with Stewart Spreading Inc. and Authorizing the Supervisor of Public Works to enter into Purchase Order No. NPW 2021-01 with Dahm Enterprises, Inc. regarding removal and land application of bio-solids from two (2) reed beds as presented. ROLL CALL VOTE: AYES: ELLIOTT, FULMER, GARBIS, PEILER, VAN DAELE, and WARDANIAN. NAYS: NONE. ABSENT: NONE. ABSTAIN: NONE. The motion carried.

COMMITTEE/DEPARTMENT REPORTS:

FINANCE: None

COMMUNITY DEVELOPMENT: None

POLICE: None

PUBLIC WORKS: None

ENGINEERING: None

VILLAGE CLERK: None

ATTORNEY: Atty. McArdle reported that Title Insurance has been received for the old Magnolia Property located at 11106 US Rte. 12; therefore, the Village now has title of the property.

PRESIDENT'S COMMENTS: President Kunz reported that he had been contacted by a company that works for Dollar General to purchase land and build the structure and are interested in building on a 1-acre lot on Rte. 12. They are looking for incentives, such as tax breaks, etc. in the amount of \$70,000.00 to \$75,000.00. Dollar General is anticipating annual revenues of \$1.2M to \$1.5M and would lease the location initially for 15 years with the option to extend it an additional 4-5 years. President Kunz asked the Board if they were interested in pursuing this matter. There was a consensus of the Board to move forward.

President Kunz announced that he, the Supervisor of Public Works, Village Clerk and Economic Developer Joyce McArdle participated in a presentation before the CDHG Commission regarding the Community Development Block Grant applications for ADA Doors requesting funds of \$16,575.00 and North Water Tower Restoration requesting funds of \$285,600.00. Deliberation by the Commission will take place next week and then we should hear what the outcome will be for the submissions.

President Kunz announced that a Gaming establishment asked if the gaming machine license fee of \$25.00 per machine would be pro-rated as machines are not in operation. There was a consensus of the Board to pro-rate the license fee of \$25.00 per gaming machine.

TRUSTEE COMMENTS: None

With no further business, Trustee Peiler moved to adjourn the May 21, 2020 Remote Board meeting, seconded by Trustee Garbis. The motion was approved by unanimous voice vote.

Meeting adjourned at 9:20 PM.

Respectfully submitted,



Karla L. Thomas, Village Clerk