

VILLAGE OF RICHMOND
5600 HUNTER DRIVE
REGULAR BOARD MEETING NOTICE
DECEMBER 7, 2023
AGENDA
7:00 PM

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. ANNOUNCEMENTS/REQUESTS:
5. PUBLIC COMMENTS
6. UNFINISHED BUSINESS:
8. CONSENT AGENDA:
 - a. Motion to approve the Regular Board Minutes for November 16, 2023
 - b. Motion to ratify approval to accept the National Endowment of the Arts Grant in the amount of \$10,000.00 with a Village commitment of \$10,000.00 match to be budgeted in FY25
9. NEW BUSINESS:
 - a. Motion to approve An Ordinance for the Levy of Taxes for the Village of Richmond for the Year 2023
 - b. Motion to approve An Ordinance Establishing Employees' Right to Paid Leave
10. COMMITTEE/DEPARTMENT REPORTS:
 - a. Community Development
 - b. Administration/Police
 - c. Public Works/Engineering
 - d. Village Clerk
11. PRESIDENT'S COMMENTS
12. TRUSTEE COMMENTS
13. CLOSED SESSION: Litigation (5 ILCS 120/2(c)(11)), Personnel (5 ILCS 120/2(c)(1)), Acquisition of Property (5 ILCS 120/2(c)(5)), Real Estate: Setting Price for Sale/Lease of Municipal Property (5 ILCS 120/2(c)(6)), Approval/Semi-Annual Review of closed minutes (5 ILCS 120/2(c)(21))
14. ACTION RESULTING FROM CLOSED SESSION
15. ADJOURNMENT

POSTED: November 30, 2023

ORDINANCE NO. 2023-__

An Ordinance for the Levy of Taxes for the Village of Richmond for the Year 2023

BE IT ORDAINED by the President and Board of Trustees of the Village of Richmond, McHenry County, Illinois, and ("Village") as follows:

SECTION 1: That there be and is hereby levied on all taxable property within the corporate limits of said Village for the year 2023, the total sum of \$577,338.00 for all corporate purposes of said Village for the purposes of providing for Corporate, IMRF, Police Protection, Audit, Liability Insurance, Street and Bridge, Social Security and Workman's Comp, in the respective sums as follows:

	<u>2023</u>
Corporate	\$225,328.00
IMRF	20,000.00
Police Protection	260,000.00
Audit	14,000.00
Liability Insurance	14,000.00
Street and Bridge	10.00
Social Security	39,000.00
Workman's Comp	<u>5,000.00</u>
TOTAL:	\$577,338.00

SECTION 2: The detail of the levy as summarized in Section 1 of this Ordinance is attached hereto.

SECTION 3: The Village Clerk is hereby directed to file with the Clerk of McHenry County, a duly certified copy of this Ordinance on or before the last Tuesday in December.

SECTION 4: In the event the rate provided by the tax levy exceeds the rate allowed under the Property Tax Extension Limitation Act, the levy shall be amended as follows: Reduce all the remaining levies on a pro rata basis.

SECTION 5: If any section, paragraph, subdivision, clause, sentence or provision of this Ordinance shall be adjudged by any Court of competent jurisdiction to be invalid, such judgment shall not affect, impair, invalidate or nullify the remainder thereof, which remainder shall remain and continue in full force and effect.

SECTION 6: All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 7: This Ordinance shall be in full force and effect upon its passage, approval and publication in pamphlet form (which publication is hereby authorized) as provided by law.

AYE:

NAY:

ABSENT:

ABSTAIN:

APPROVED:

Toni Wardanian, Village President

(SEAL)

ATTEST: _____
Karla L. Thomas, Village Clerk

PASSED: _____

APPROVED: _____

PUBLISHED: _____

	2023-24 BUDGET	AMOUNT LEVIED
CORPORATE		
ADMINISTRATION		
A--TRANSFER TO CIF	\$ -	\$ -
A--FT SALARIES	100,183	52,128
A--PT SALARIES	3,494	-
A--BOARD SALARIES	14,875	7,000
A--PLANNING SALARIES	2,800	-
A--OT SALARIES	157	-
A--EMPLOYEE INSURANCE	18,184	9,000
A--UNEMPLOYMENT INSURANCE	259	-
A--FICA CONTRIBUTIONS	9,295	-
A--IMRF CONTRIBUTIONS	5,168	3,000
A--MAINTENANCE BUILDING	3,150	-
A--MAINTENANCE EQUIPMENT	5,933	-
A--MAINTENANCE GROUNDS	350	-
A--ENGINEERING	10,000	-
A--LEGAL	60,614	30,000
A--LEGAL-UNION	1,000	-
A--SOFTWARE MAINTENANCE	29,000	-
A--BUILDING INSPECTOR	12,000	-
A--ALARM SERVICE	324	-
A--OTHER PROFESSIONAL SERVICES	2,175	-
A--BANK FEES	3,000	-
A--INVESTMENT MANAGEMENT FEES	25,000	-
A--POSTAGE	1,500	-
A--TELEPHONE	1,536	-
A--PRINTING	921	-
A--DUES	1,850	-
A--TRAVEL	451	-
A--TRAINING	637	-
A--BOARD EXPENSES	4,517	-
A--RENTAL	3,048	-
A--REC CONTRIBUTIONS	2,000	-
A--MAINTENANCE SUPPLIES	450	-
A--OFFICE SUPPLIES	2,899	-
A--SPECIAL EVENTS	-	-
A--CHRISTMAS OF YESTERYEAR	4,780	-
A--WELCOME SIGN	-	-
A--TRANSPORTATION PROGRAM	-	-
A--PUBLICATIONS	2,865	-

A--BUILDING	17,627	-
A--EQUIPMENT	8,300	-
A--MISCELLANEOUS	4,884	-
A--ACCOUNTING SERVICES	27,000	14,000
A--LIABILITY PREMIUMS	43,000	14,000
A--WORKER'S COMP PREMIUMS	30,000	5,000
A--ENGINEERING	20,000	-
A--LEGAL	5,000	-
A--REIMBURSEMENT	-	-
TOTAL ADMINISTRATION	\$ 490,226	\$ 144,328
POLICE		
P--FT SALARIES	\$ 663,794	\$ 254,000
P--PT SALARIES	28,000	-
P--PD SUPPORTING STAFF	40,240	-
P--OT SALARIES	50,140	-
P--EMPLOYEE INSURANCE	53,976	-
P--UNEMPLOYMENT INSURANCE	1,692	-
P--FICA CONTRIBUTIONS	56,000	39,000
P--IMRF CONTRIBUTIONS	30,335	14,000
P--MAINTENANCE EQUIPMENT	2,000	-
P--MAINTENANCE VEHICLES	8,000	-
P--LEGAL	61,000	-
P--LEGAL POLICE COMMISSION	250	-
P--EMERGENCY MANAGEMENT	-	-
P--SOFTWARE MAINTENANCE	-	-
P--OTHER PROFESSIONAL SERVICES	12,980	-
P--POSTAGE	2,000	-
P--TELEPHONE	1,992	-
P--CELLULAR TELEPHONE	5,520	-
P--PRINTING	1,000	-
P--DISPATCH	83,042	-
P--DUES	1,245	-
P--DUES POLICE COMMISSION	950	-
P--TRAINING	23,110	-
P--RENTAL	1,316	-
P--MAINTENANCE SUPPLIES	300	-
P--OFFICE SUPPLIES	2,500	-
P--OPERATING SUPPLIES	8,180	-
P--UNIFORMS	8,000	-
P--FUEL	24,000	6,000
P--EQUIPMENT	60,457	-
P--VEHICLES	61,088	-
P--FINES REIMBURSEMENT	-	-

P--COMMUNITY RELATIONS	3,000	-
P--MISCELLANEOUS	500	-
P--VEHICLES, RESERVE	-	-
TOTAL POLICE	\$ 1,296,607	\$ 313,000
<i>PUBLIC PROPERTIES</i>		
S--FT SALARIES	\$ 123,765	\$ 60,010
S--PT SALARIES	25,610	-
S--OT SALARIES	14,000	-
S--EMPLOYEE INSURANCE	19,992	9,000
S--UNEMPLOYMENT INSURANCE	373	-
S--FICA CONTRIBUTIONS	12,345	-
S--IMRF CONTRIBUTIONS	6,992	3,000
S--MAINTENANCE BUILDING	7,555	-
S--MAINTENANCE EQUIPMENT	5,400	-
S--MAINTENANCE VEHICLES	9,000	-
S--MAINTENANCE STREETS	365,000	-
S--MAINTENANCE GROUNDS	12,875	-
S--MAINTENANCE SIDEWALKS	3,000	-
S--MAINTENANCE SIDEWALKS 50/50	-	-
S--ENGINEERING	71,881	-
S--CDL DRUG TESTING	100	-
S--OTHER PROFESSIONAL SERVICES	19,112	-
S--POSTAGE	-	-
S--TELEPHONE	2,056	-
S--CELLULAR PHONE	1,980	-
S--PRINTING	-	-
S--DUES	145	-
S--TRAVEL	1,200	-
S--TRAINING	3,525	-
S--UTILITIES	260	-
S--STREET LIGHTING	18,000	18,000
S--RENTAL	4,265	-
S--MAINTENANCE SUPPLIES	500	-
S--OFFICE SUPPLIES	650	-
S--OPERATING SUPPLIES	43,116	-
S--UNIFORMS	725	-
S--SAFETY EQUIPMENT	750	-
S--FUEL	12,000	6,000
S--BUILDING	22,000	-
S--EQUIPMENT	73,000	-
S--WARNING SIRENS	500	-
S--VEHICLES	-	-
S--MISCELLANEOUS	1,540	-

P--FT SALARIES	69,100	30,000
P--PT SALARIES	25,610	-
P--OT SALARIES	1,500	-
P--EMPLOYEE INSURANCE	9,861	4,200
P--UNEMPLOYMENT INSURANCE	282	-
P--FICA CONTRIBUTIONS	7,360	-
P--IMRF CONTRIBUTIONS	3,636	-
P--MAINTENANCE BUILDING	1,355	-
P--MAINTENANCE EQUIPMENT	2,150	-
P--MAINTENANCE VEHICLES	-	-
P--MAINTENANCE GROUNDS	11,100	-
P--ENGINEERING	5,000	-
P--OTHER PROFESSIONAL SERVICES	82	-
P--RENTAL	1,080	-
P--MAINTENANCE SUPPLIES	750	-
P--UNIFORMS	725	-
P--SAFETY EQUIPMENT	750	-
P--FUEL	1,000	-
P--PARK CIF	289,780	-
P--EQUIPMENT	5,000	-
P--MISCELLANEOUS	261	-
CDC--FT SALARIES SE	-	-
CDC--PT SALARIES SE	2,400	-
CDC--PD SUPPORTING STAFF SE	-	-
CDC--OT SALARIES SE	-	-
CDC--UNEMPLOYMENT INSURANCE SE	20	-
CDC--FICA CONTRIBUTIONS SE	184	-
CDC--IMRF CONTRIBUTIONS SE	-	-
CDC--OTHER PROFESSIONAL SERVICES	-	-
CDC--POSTAGE	300	-
CDC--ADVERTISING	1,500	-
CDC--PRINTING	100	-
CDC--DUES	-	-
CDC--OFFICE SUPPLIES	200	-
CDC--SPECIAL EVENTS	7,500	-
CDC--MISCELLANEOUS	1,000	-
FP--UTILITIES	1,800	-
TOTAL PUBLIC PROPERTIES	\$ 1,334,598	\$ 120,010
TOTAL CORPORATE	\$ 3,121,431	\$ 577,338
MOTOR FUEL TAX		
FT SALARIES	\$ -	\$ -
PT SALARIES	-	-
OT SALARIES	-	-

MAINTENANCE STREETS	37,123	-
MAINTENANCE STREETS-OTHER	-	-
MAINTENANCE STREETS-OTHER	-	-
ENGINEERING	1,856	-
MAINTENANCE SUPPLIES	-	-
TRAFFIC LIGHTING	-	-
TOTAL MFT	\$ 38,979	\$ -

WATER & SEWER

WSG--LIABILITY PREMIUMS	\$ 42,000	\$ -
WSG--WORKER COMP PREMIUM	12,000	-
WSG--IL EPA LOAN PRINCIPAL	328,437	-
WSG--IL EPA LOAN INTEREST	50,165	-
WSG--TRANSFER TO CIF	425,825	-
WSG--TRANSFER TO GENERAL	-	-
W--FT SALARIES	57,839	-
W--PT SALARIES	17,490	-
W--OT SALARIES	10,000	-
W--EMPLOYEE INSURANCE	7,428	-
W--UNEMPLOYMENT INSURANCE	154	-
W--FICA CONTRIBUTIONS	6,528	-
W--IMRF CONTRIBUTIONS	3,494	-
W--MAINTENANCE BUILDING	500	-
W--MAINTENANCE EQUIPMENT	13,208	-
W--SCADA	52,500	-
W--MAINTENANCE VEHICLES	-	-
W--MAINTENANCE STREETS	12,000	-
W--MAINTENANCE UTILITY SYSTEM	15,000	-
W--MAINTENANCE UTILITY LINES	40,000	-
W--MAINTENANCE GROUNDS	8,000	-
W--ENGINEERING	39,100	-
W--LEGAL	-	-
W--SOFTWARE MAINTENANCE	10,913	-
W--ALARM SERVICE	-	-
W--OTHER PROFESSIONAL SERVICES	17,282	-
W--BANK FEES	1,400	-
W--POSTAGE	800	-
W--TELEPHONE	2,056	-
W--CELLULAR PHONE	1,980	-
W--PRINTING	500	-
W--DUES	1,005	-
W--TRAVEL	1,200	-
W--TRAINING	1,600	-
W--UTILITIES	18,000	-

W--RENTAL	1,135	-
W--OFFICE SUPPLIES	450	-
W--OPERATING SUPPLIES	25,500	-
W--UNIFORMS	500	-
W--SAFETY EQUIPMENT	750	-
W--FUEL	4,000	-
W--EQUIPMENT	36,000	-
W--METER NEW	2,000	-
W--METER REPLACEMENTS	50,000	-
W--MISCELLANEOUS	-	-
S--FT SALARIES	66,095	-
S--PT SALARIES	22,890	-
S--OT SALARIES	8,000	-
S--EMPLOYEE INSURANCE	24,685	-
S--UNEMPLOYMENT INSURANCE	236	-
S--FICA CONTRIBUTIONS	11,433	-
S--IMRF CONTRIBUTIONS	3,816	-
S--MAINTENANCE BUILDING	22,505	-
S--MAINTENANCE EQUIPMENT	6,700	-
S--SCADA	7,100	-
S--MAINTENANCE VEHICLES	-	-
S--MAINTENANCE STREETS	500	-
S--MAINTENANCE UTILITY SYSTEM	-	-
S--MAINTENANCE UTILITY LINES	5,000	-
S--MAINTENANCE GROUNDS	1,000	-
S--ENGINEERING	-	-
S--LEGAL	-	-
S--SOFTWARE MAINTENANCE	8,313	-
S--SLUDGE DISPOSAL	42,000	-
S--SLUDGE TESTING	1,000	-
S--OTHER PROFESSIONAL SERVICES	4,412	-
S--BANK FEES	1,400	-
S--POSTAGE	800	-
S--TELEPHONE	916	-
S--CELLULAR PHONE	1,980	-
S--PRINTING	500	-
S--TRAVEL	-	-
S--TRAINING	1,500	-
S--UTILITIES	56,000	-
S--RENTAL	2,500	-
S--OFFICE SUPPLIES	600	-
S--OPERATING SUPPLIES	16,650	-
S--UNIFORMS	500	-

S--SAFETY EQUIPMENT	750	-
S--FUEL	4,000	-
S--WWTP EMERGENCY REPAIRS	1,000	-
S--LIFT STATION REPAIRS	21,700	-
S--EQUIPMENT	3,000	-
S--VEHICLES	-	-
S--NPDES PERMITS	5,000	-
S--MISCELLANEOUS	500	-
SR--FT SALARIES	20,047	-
SR--OT SALARIES	200	-
SR--EMPLOYEE INSURANCE	7,005	-
SR--UNEMPLOYMENT INSURANCE	45	-
SR--FICA CONTRIBUTIONS	1,549	-
SR--IMRF CONTRIBUTIONS	1,043	-
SR--MAINTENANCE EQUIPMENT	5,000	-
SR--MAINTENANCE GROUNDS	-	-
SR--SOFTWARE	550	-
SR--OTHER PROFESSIONAL SERVICES	-	-
SR--UTILITIES	1,500	-
SR--OPERATING SUPPLIES	-	-
SR--MISCELLANEOUS	5,000	-
CIF--ENGINEERING	86,875	-
CIF--WWTP REPAIRS & PROJECTS	-	-
CIF--COLLECTION SYSTEM	-	-
CIF--EQUIPMENT	317,642	-
CIF--WATER UTILITY SYSTEM	779,750	-
TOTAL WATER AND SEWER	\$ 2,899,926	\$ -
TOTAL BUDGET/LEVY	\$ 6,060,336	\$ 577,338

C E R T I F I C A T E

The undersigned, Village President of the Village of Richmond, hereby certifies that I am the presiding officer of the Village of Richmond and as such presiding officer I hereby certify that the levy ordinance, a certified copy of which is appended hereto, was adopted pursuant to, and in all respects in compliance with, the provisions of 35 ILCS 200/18-55, *et seq.*, the Truth in Taxation Law.

Dated: _____
(SEAL)

Toni Wardanian, Village President
Village of Richmond

ORDINANCE NO. 2023-__

AN ORDINANCE ESTABLISHING EMPLOYEES' RIGHT TO PAID LEAVE

WHEREAS, the Village of Richmond, Illinois, is a municipality, and the passage of this Ordinance constitutes an exercise of the Village's statutory rights, including, without limitation, pursuant to the "Paid Leave for All Workers Act," 820 ILCS 192/1 *et seq.* (the "Act"); and

WHEREAS, consistent with the Act, the Village Board finds that it is in the public policy interests of the municipality for employees to have some paid leave from work to maintain their health and well-being, care for their families, or use for any other reason of their choosing, and that doing so is in the best interest of the government to provide for the overall betterment of public health and safety, and long-term efficient operations of the municipality; and

WHEREAS, the Village Board of the Village desire to establish by ordinance and codify in the Village of Richmond Municipal Code ("Municipal Code") to set forth inalienable rights to paid leave which existing and future policy of the Village may enhance but which may not be diminished, and that such a municipal ordinance is expressly contemplated by Section 15(p) of the Act; and

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of Richmond, Illinois as follows:

SECTION 1: RECITALS. The foregoing recitals are incorporated into and made a part of this Ordinance as the findings of the Village President and Board of Trustees.

SECTION 2: PAID LEAVE RIGHTS. Chapter 3, Village Administration, is hereby amended by adding a new Section 3.10, Employee' Right to Paid Leave, as follows and renumbering the remainder of the sections:

3.10 EMPLOYEES' RIGHT TO PAID LEAVE

- (a) All regular, full-time employees of the Village will, at all times, be provided no less than 40 hours of any form of paid leave for every consecutive 12 month period of their employment.
- (b) All part-time, temporary, and seasonal employees of the Village will, at all times, be provided no less than 1 hour of any form of paid leave for every 40 hours worked, up to a minimum of 40 hours.
- (c) The Village through its Personnel Policies may make adjustments to eligibility and accrual rates for various forms of paid leave, including sick leave, on an ongoing basis without impacting, affecting, or altering this ordinance, but in no event shall the rights to paid leave provided to employees be less than what is provided herein.
- (d) The rights of employees working for non-municipal employers within Village shall be as stated in the Paid Leave for All Workers Act, 820 ILCS 192/1 *et seq.*, as may be amended from time to time.

SECTION 3: If any section, paragraph, subdivision, clause, sentence or provision of this Ordinance shall be adjudged by any Court of competent jurisdiction to be invalid, such judgment shall not affect, impair, invalidate or nullify the remainder thereof, which remainder shall remain and continue in full force and effect.

SECTION 4: All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict, and any future changes to preexisting personnel policies adopted by ordinance are hereby authorized to be done by motion or resolution.

SECTION 5: This Ordinance shall be in full force and effect upon its approval and publication in pamphlet form (which publication is hereby authorized) as provided by law.

AYES:

NAYS:

ABSENT:

ABSTAIN:

Toni Wardanian, Village President

(SEAL)

ATTEST:

Karla L. Thomas, Village Clerk

Passed: _____

Approved: _____

Published: _____