

RICHMOND TOWNSHIP  
REGULAR MEETING OF THE BOARD OF TRUSTEES

7812 S. RT 31 RICHMOND, IL

December 11, 2024

7:00 pm

**PRESIDING:** Supervisor Ron Kay

**PRESENT:** Trustees, Scott Freund, Kosta Iftica, Kara Lotz, Tracy Dickens

**ALSO PRESENT:** Clerk Tammy Kay, Highway Commissioner Chris Gumm, Assessor Patricia O'Neill, Administrative Assistant Diana Benitez, Cub Scout Pack 340 and parents, Parker Johnston

R. Kay called the meeting to order at 7:00 pm, with the Pledge of Allegiance recited by all.

**ROLL CALL:** Freund, Iftica, Lotz, Dickens, R. Kay were present, quorum established.

**PRESENTATION:** Cub Scout Pack 340 was present to receive appreciation certificates for the clean up efforts at the Cedarvale Cemetery. A slide show of the scouts and parents cleaning tombstones and picking up garbage was shown. Paul Hain and Ron Kay of the Cemetery Board presented certificates and thanked the troop for their accomplishment.

**MINUTES:** Freund moved to approve the regular November 13th, 2024 meeting minutes, seconded by R. Kay, and passed by unanimous voice vote.

**PUBLIC COMMENTS:** none

**TREASURER'S REPORT AND PRESENTATION OF BILLS FOR APPROVAL:** R. Kay presented the reports and balances. He explained that The State Bank of The Lakes is in the process of correcting a mistake they made. They created a checking account instead of a savings account. Previous interest will be credited. The Chase accounts monies will be transferred and accounts closed next month. The General Assistance fund paid \$1000 to McHenry Township for services, with only one person qualifying for Emergency Assistance.

Iftica moved to accept the Treasurer's Report, seconded by Lotz and passed with unanimous voice vote.

Township Warrant #24-12T in the amount of \$7,868.44 was presented. Lotz moved to approve payment, seconded by Freund and passed with Freund, Iftica, Lotz, Dickens and R. Kay voting yes.

Road District Warrant #24-12R in the amount of \$27,846.84 was presented. Dickens moved to approve payment, seconded by Iftica, and passed with Freund, Iftica, Lotz, Dickens and R. Kay voting yes.

**CORRESPONDENCE:** Pictures of the Reindeer/Santa event, a Christmas card from Cub Scout Pack 340, thank you letter from the McHenry County Historical Society for the \$250.00 donation.

## **REPORTS:**

**Supervisor:** R. Kay stated he received a phone call from Karla Thomas, Village of Richmond Clerk, about having the reindeer downtown for the Village Christmas event. She proposed the reindeer trailer could be placed in the alley between The District and Brat House. Discussion ensued, with many stating concerns of traffic dangers, where to place the craft table, sharing cost or providing Santa and belief that the event showcases the Township and that is where it should be held.

**Road District:** Gumm reported the final inspection of the cold storage building was approved with no concerns. He attended the first meeting of the Keystone Rd and Rt 173 improvement meeting. He will also be meeting about the Spring Grove Rd and Miller Rd intersection. The department is waiting and ready for snow and have prepped the roads with salt solution for a previous event. He wished everyone Merry Christmas.

**Assessor:** O'Neill stated there were 57 property sales with 4 new construction valued \$500,000.00-\$800,000.00. The NAPA building sold for \$1,685,000.00. The office handled 50 telephone calls since September 7, reviewed 60 permits, met with R. Kay and sent him a township mailing list for a township flyer. She stated there have been problems with her website which Kosta Iftica has fixed and that all farms in the township will be reviewed before the end of 2026.

**Clerk:** T. Kay reported that the candidate packets have been received. The Supervisor, Clerk and Highway Commissioner positions are unopposed. The Assessor position has 2 candidates, Patricia O'Neill and Kosta Iftica. There are 3 candidates for the Trustee position; Scott Freund, Tracy Dickens, and Parker Johnston. She explained wording for the levy action that was taken last month needs to be corrected. The motion should have read "approve" instead of "adopt". The levies were approved and then available for public inspection for 30 days, after the inspection period, the vote is to "adopt" the levies and sign and date them.

**Trustees:** Dickens was pleased with the Santa/Reindeer event and felt a great job was done by all. Iftica presented a graph with website visitor statistics, with about 1600 new visitors recorded. He also created a new Senior Transportation handout. He passed out samples of magnets and pins with township information on them to possible be given out at the Community Resource Fair to be held January 14, 2025, 5-7pm at Richmond Grade School.

**Senior Transportation:** R. Kay reported there were 80 rides given, 1,365 miles driven, with a cost per mile of \$2.03, with Johnsburg/McHenry being the most frequent destination accounting for 48 of those rides.

**Cemetery:** R. Kay stated the foundation for the new mausoleum has been poured, 68,000 pounds of concrete was used and hauled with driving buggies. The mausoleum will be delivered in the spring in one piece, weighing 28,000 pounds.

**UNFINISHED BUSINESS:** The 5-year Strategic Plan was discussed. Freund would like to investigate partnering with other townships to provide more for the seniors, Lotz would like to see a recycling event, and Iftica suggested joining the Chain O' Lakes Chamber of Commerce. He would also like to see the township website updated.

O'Neill stated she does not feel comfortable signing a 10-year lease as she intends to run for one more term only. Discussion ensued about legally obtaining township records and equipment. O'Neill would sign a document allowing the township to obtain said items, though R. Kay states the township attorney said such a document is worthless. O'Neill stated the records were uploaded to the county and documents were destroyed by her. T. Kay asked if a Disposal Certificate was obtained, to which O'Neill stated no. It was explained that the clerk is required to request record disposal/approval and dispose of all township paperwork and that this had been in place before she took office.

R. Kay presented a list of attorneys and their hourly rates, to possibly represent the township. Dickens stated ARFM represents his office and would recommend them.

R. Kay presented 3 architectural firms and costs for building an office addition to the township office. Discussion of fees and services, cost of the Road District cold storage building drawings, and current heating and air conditioning units ensued. R. Kay will address questions/concerns at the next meeting.

Lotz moved to adopt Township Levy Ordinance 2024-1, seconded by Freund and approved by Freund, Iftica, Lotz, Dickens, and R. Kay voting yes.

Iftica moved to adopt Road District Levy Ordinance 2024-4, seconded by Dickens and approved by Freund, Iftica, Lotz, Dickens, and R. Kay voting yes.

**NEW BUSINESS:** R. Kay told the board he has received quotes to purchase a 20' shipping container for storage, to be placed behind the township office. The unit will cost \$1,800.00 and includes a 25-year warranty against leakage.

R. Kay stated he will open a checking account for Gumm to pay in store accounts such as Home Depot. T. Kay asked if the clerk would need to attest those checks. Gumm would pay the accounts on line, which may need to be attested by the clerk. R. Kay will look into the legalities.

R. Kay moved to adopt Resolution 2024-4/Annual Schedule of Regular Meetings, seconded by Iftica and passed with unanimous voice vote.

R. Kay moved to approve the 2024 Audit, seconded by Freund and passed with unanimous voice vote.

**PUBLIC COMMENTS:** Iftica discussed the Community Resource Fair and the cost of magnets. The Board feels participation would be good and for Iftica to order the magnets.

**CLOSED SESSION:** none

There was no other business. Iftica moved to adjourn, seconded by Dickens and passed by unanimous voice vote.

8:32pm.

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Township Clerk

Approved: \_\_\_\_\_