

RICHMOND TOWNSHIP  
REGULAR MEETING OF THE BOARD OF TRUSTEES

7812 S. RT 31 RICHMOND, IL

March 12, 2025

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, Trustee Candidate Parker Johnston

R. Kay called the meeting to order at 7:01 pm, with the Pledge of Allegiance recited by all.

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

**MINUTES:** Trustee Lotz moved to approve the regular February 12th, 2025, meeting minutes, seconded by Trustee Freund, and passed by unanimous voice vote.

**APPROVE ANNUAL TOWN MEETING AGENDA, APRIL 8<sup>TH</sup> 2025:** Trustee Iftica moved to approve the Annual Town Meeting Agenda, seconded by Supervisor R. Kay and passed by unanimous voice vote.

**PUBLIC COMMENTS:** Mike Lind introduced himself as the write in candidate for the open trustee position. Angelo and Barb Gallegos introduced themselves to the board. Angelo is a Cemetery Board Trustee.

**TREASURER'S REPORT AND PRESENTATION OF BILLS FOR APPROVAL:** Supervisor R. Kay presented the reports and balances. He explained to the electors present that March is the last month of the current budget.

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

Township Warrant #25-3T in the amount of \$4,569.65 was presented. Trustee Freund moved to approve payment, seconded by Trustee Lotz and passed with Trustees Freund, Iftica, Lotz, Dickens and Supervisor R. Kay voting yes.

Road District Warrant #25-3R in the amount of \$25,651.61 was presented. Trustee Dickens moved to approve payment, seconded by Trustee Iftica, and passed with Trustees Freund, Iftica, Lotz, Dickens and Supervisor R. Kay voting yes.

**CORRESPONDENCE:** A letter was received from TOI regarding Lobby Day, 4/29/2025.

## **REPORTS:**

**Supervisor:** Supervisor R. Kay reported about SB 2504; that any county with less than 50,000 residents, the State of Illinois would be able to do away with the Assessor position in townships with less than 5,000 residents. He stated the bill specifically mentions McHenry County. He then explained Resolution 2025-3 which will need to be adopted in the new business section of the agenda. Supervisor R. Kay said tomorrow he will download the General Assistance application software on the Supervisor's computer which will allow him to start processing applicants in-house. He informed the board that the Village of Spring Grove has approved ATV use on village roads and that the Village of Richmond may soon follow.

**Road District:** Highway Commissioner Gumm explained how HB 1056, 1189, and 1263 may affect the Road District and Township with regards to prevailing wage, ATV speeds on roadways, and how projects done in-house would be affected. He also reported that the new truck will become a daily operations truck after a switch is replaced. Highway Commissioner Gumm had on display, a flagman caution sign, in like-new condition, that was purchased used from a local auction house. Brand new, the sign and stand would cost around \$600.00, yet he was able to purchase the set for about \$30.00. He discussed upcoming plans to pave Broadway St. from Keystone Rd. to Rt 173, improving the sightlines of the Tryon Grove Rd and Keystone Rd intersection, and Miller Rd/Spring Grove Rd intersection improvements. He stated the online bill pay with Clerk Kay attesting payment went quite well for the first time, with the hope to pay more bills online since US mail is taking 3 weeks to arrive within the county.

**Assessor:** Assessor O'Neill reported handling phone calls regarding the Homestead Exemption and how to receive it, easement concerns and an improper square footage amount on an assessment. She stated there have been 13 residential sales, 18 permits, and 9 welcome letters sent. She has a potential employee for the summer and a possible return employee for summer work also. Assessor O'Neill gave a handout to the board which was a letter to oppose township consolidation legislation signed by the McHenry County Assessors Association.

**Clerk:** Clerk T. Kay stated a FOIA request was received from John Bambenek of Mahomet, Illinois asking for records from 1/1/2021-12/31/2024. Requested was the annual budget and levy, all paystubs and timesheets, audited financial statements, and monthly expenditures statements; all of these for the township and road district. The township attorney was consulted, and proper files were released. She explained the Statement of Economic Interest was due by May 1, 2025 and that penalties will start incurring on 5/2/25. Failure to file by 5/31/25 will result in the filers name being turned over to the State's Attorney's Office for removal from office. Clerk T. Kay stated a Notice of Public Hearing was received from Walworth County and she reminded all the next meeting date was April 16, 2025, one week later than usual.

**Trustees:** Trustee Iftica reported 130 Google searches in the last 30 days to the township website. About half for Richmond IL Assessor and a quarter for Senior Services. A badge was earned from Google for the accomplishment.

**Senior Transportation:** Supervisor R. Kay stated the application for the North Western grant has been completed and next month he will apply for the Community Grant, Walmart, and Kentucky Fried Chicken grants. Trustee Freund suggested combining efforts with other townships and possibly sponsoring an assembly event at the local schools. Supervisor R. Kay reported there were 64 rides, 1124 miles driven, with McHenry/Johnsburg being the most frequent destination accounting for 33 of those rides.

**Cemetery:** Supervisor R. Kay stated he is looking at new software to upload cemetery information with an option to make this information available to the public. The cost is \$160.00 per year with a lot of data needing to be loaded manually. Trustee Iftica explained this software could also work as a backup for the cemetery board. Trustee Lotz graciously offered her service and experience manually inputting the information.

**UNFINISHED BUSINESS:** The new budget was discussed. Supervisor R. Kay stated he added dollar amounts for senior bingo and saved money as health insurance costs dropped \$6,500.00. The newsletter could be mailed to 2,400 residences in the township and \$2,000 was allocated. He asked the trustees to please call him to discuss any concerns or ideas. He stated the Assessor's budget is staying the same and some line items were transferred to other line items. Assessor O'Neill stated she gets stamps at stampsonlinestore.com at a discount of .29 cents per stamp which would drop the newsletter cost. Trustee Iftica stated that the stamps are likely counterfeit.

**NEW BUSINESS:** Resolution T 2025-2; Allowing the Supervisor to open a bank account and create a donation spot on the website was read and explained. Trustee Dickens asked if donations can be specified per the donor's choice, which they can. Supervisor R. Kay will create a ledger. Trustee Iftica explained how the donations could be paid for on the township website once implemented and that the donations are likely tax deductible, which should be promoted as a benefit to potential donors.

Trustee Iftica moved to adopt Resolution 2025-2, seconded by Trustee Dickens and passed with Trustees Freund, Iftica, Lotz, Dickens, and Supervisor R. Kay voting yes.

Resolution 2025-3; Oppose Township Consolidation into County Government was read and explained.

Supervisor R. Kay moved to adopt Resolution 2025-3, seconded by Trustee Freund and passed with Trustees Freund, Iftica, Lotz, Dickens, and Supervisor R. Kay voting yes.

**PUBLIC COMMENTS:** Mike Lind had a question about the fuel and bill for the Senior Transportation Program. It was explained the bill is not received in a timely manner which causes differences in the Senior Transportation Report. Administrative Assistant Benitez stated the Santa/Reindeer event is paid in full, and is set for December 13, 2025, from 10-1.

8:25 pm a break was taken to enjoy birthday cake for Supervisor R. Kay's birthday.

**CLOSED SESSION:** At 8:25 pm, Supervisor R. Kay made a motion to go into executive session to discuss performance of specific personnel pursuant to 5 ICLS 120/20(c)(1) at 8:38pm, due to the confusion over the birthday break, and in error, there was no second or vote. At 8:49pm after

conclusion of executive session, Trustees Freund, Iftica, Lotz, Dickens and Supervisor R. Kay were present.

**ACTION RESULTING FROM CLOSED SESSION:** Trustee Dickens moved to adopt Ordinance 2025-1: An Ordinance Directing Relocation of Township Assessor's Records to the Township Building, seconded by Trustee Lotz and adopted by Trustees Freund, Iftica, Lotz, Dickens, and Supervisor R. Kay voting yes.

There was no other business. Trustee Iftica moved to adjourn, seconded by Supervisor R. Kay and passed by unanimous voice vote.

8:57pm.

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Township Clerk

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