

RICHMOND TOWNSHIP  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
7812 S. RT 31 RICHMOND, IL

April 12, 2023

7:00 pm

**PRESIDING:** Supervisor Paul Hain

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

**ALSO PRESENT:** Clerk Tammy Kay, Road Commissioner Chris Gumm

**ABSENT:** Assessor Patricia O’Neill, Administrative Assistant Diana Benitez

Hain called the meeting to order at 7:04 pm, with the Pledge of Allegiance recited by all.

**ROLL CALL:** Freund, Iftica, Lotz, Dickens and Hain were present. Quorum established.

**MINUTES:** Freund moved to approve the minutes of the regular March 12, 2023, meeting, seconded by Lotz and passed by unanimous voice vote.

Dickens moved to approve the closed session minutes of the regular March 12, 2023, meeting seconded by Freund and passed by unanimous voice vote.

**PUBLIC COMMENTS:** 3 RBCHS students were attending the meeting for class credit.

**TREASURER’S REPORT:** Hain presented the reports and balances. The end of the fiscal year was March 31. Senior Transportation was good, General Assistance has a healthy balance and General Road and Bridge had 156.2% income, which is really good.

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

Township Warrant #23-4T in the amount of \$5,164.27 was presented. Freund moved to approve payment, seconded by Hain and passed with Freund, Iftica, Lotz, Dickens and Hain voting yes.

Road District Warrant #23-4R in the amount of \$28,176.48 was presented. Lotz moved to approve payment, seconded by Hain, and passed with Freund, Iftica, Lotz, Dickens and Hain voting yes.

**CORRESPONDENCE:** The Richmond-Spring Grove Rotary Club sent a card to the township. They were very appreciative of the Senior Transportation Program providing rides to the event and delivering meals to the housebound. A total of \$4500 was raised for the Richmond-Spring Grove Food Pantry.

**REPORTS:**

**Supervisor:** Hain stated that it is a busy time for the Supervisor position. Reports are due soon, the annual audit will take place and the application for the Senior Services Grant is due in June. He said it is unclear if Richmond Township will be invited to apply for the grant. PTAC and McHenry County are hashing out details as to who will be in charge of the transportation portion of the Senior Services Grant.

Hain said he recently found out Open Meetings Act training, for the board and elected officials, is needed every other year.

**Road District:** Gumm handed out a copy of the Illinois General Assembly Public Act 102-0728, which was signed by the governor April 6, 2023. It essentially raises the threshold for the bidding process from \$20,000 to \$30,000. Electors at the Annual Town Meeting of April 11, 2023 voted to allow the sale of the surplus 1994 asphalt trailer, thus he will move forward with the purchase of a new asphalt trailer. The purchase price is under the \$30,000 threshold. He stated 250 tons of salt was received, with another 250 tons yet to be delivered. The salt shed has been examined and is structurally sound, but will need a new roof and siding next year. Freund asked about pending legislature regarding IGA's and paying wages. Gumm has not seen anything recently regarding that and doesn't anticipate the bill passing.

**Assessor:** O'Neill was absent. Hain reported he spoke to her by phone in which she stated 25 new properties have come up and her office has looked at half of them. Tax extensions will be released soon. The county multiplier is 11% with the many large taxing bodies levying 9-11%. The average home will see an increase in the property tax bill of \$300-\$400.

**Clerk:** Kay stated the requirements of the Clerk attesting checks has changed. It is required that the Clerk physically signs the checks attesting the signature of the Supervisor and the amount of the check are correct. A stamp should no longer be used. A memo was given to the board rescinding the memo of April 7, 2021.

**Trustees:** Freund inquired about leftover budget funds if they can be put into an account for future needs. Hain stated leftover funds go back into the fund balance. Discussion ensued regarding creating a strategic plan, mission statement and capital fund to address the need for offices for the Assessor in the near future. The board would like to move forward with this. Iftica stated this ties into the new Decennial Committee requirements. Freund also would like to address the possibility of a single garbage service for the township and asked how to go about getting this on the ballot as a non-binding question. Hain stated we would have to go to the McHenry County Clerk's Office for help and guidance.

**Senior Transportation:** Hain reported there were 82 rides last month with a cost of \$4.18 per mile. He stated he received the IGA amount of \$5,480.94, from Burton Township for last year's services. He will meet with Burton Township Supervisor John Flood in May. He will present the new agreement which will include payment due quarterly, instead of in arrears. Dickens asked if there was a way to recognize Castle Autoplex in McHenry for their generous vehicle donation. He wondered if a sign could be placed on the car.

**Cemetery Board:** Hain reported a constant trickle of burials using prepurchased sites. There have been no recent grave site sales. The board is reviewing the policy regarding cremain burials and the deed of a grave. Many inquiries have been received from distant relatives looking to bury cremains with confusion as to who has the right to be buried. Freund asked if unused spots get returned to the township, as there are many gaps. Hain stated there are many old graves without stones, markers or even caskets. The board is erring on the side of caution and are leaving those areas alone. There are many handwritten records, but some sites are unknown if anyone is buried there.

**UNFINISHED BUSINESS:** none

**NEW BUSINESS:** Hain stated this board meeting can be counted as the first official meeting of the Decennial Committee on Local Government Efficiency Act. Chris Gumm and Tammy Kay were appointed by the Richmond Township Supervisor, to be township residents on the committee. A sample report was reviewed and discussed. It was decided each member of the board should fill out the sample form as a rough draft by the regular July 12, 2023 meeting. The committee will tackle the narrative at the regular September 13, 2023 board meeting. The Richmond Road District and Richmond Township will work jointly on this endeavor. 1 more resident is needed for the committee.

**PUBLIC COMMENTS:** none

**CLOED SESSION:** Iftica moved to go into closed session, per the Open Meetings Act for the purpose of: the appointment, employment, contracts, compensation, discipline, performance, or dismissal of specific employees, or legal matters, seconded by Lotz and passed by unanimous voice vote. 8:20 pm

Lotz moved to come out of closed session, seconded by Freund and passed by unanimous voice vote.  
9:05 pm

Hain moved to approve action discussed in closed session, seconded by Freund and passed by unanimous voice vote.

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

9:06  
pm.

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Township Clerk

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