

# **RICHLAND TOWNSHIP BOARD OF TRUSTEES**

**APRIL 12, 2016**

**MEMBERS PRESENT:** Brian R. Frederick, Supervisor                      David Earley, Trustee  
Susan K. Neuenfeldt, Trustee    Joel Wardin, Clerk  
Dan Preuss, Treasurer

**CALL TO ORDER:** The regular meeting of the Richland Township Board of Trustees was called to order by Supervisor Frederick at 7:00 P.M.

**APPROVAL OF AGENDA:** Motion by Dan Preuss, second by Susan Neuenfeldt, to approve the Agenda as submitted. Unanimous vote. Motion carried.

**MINUTES FROM PREVIOUS MEETINGS:** Motion by Susan Neuenfeldt, second by Joel Wardin, to approve and file Minutes from the special meeting held March 8, 2016, and the regular meeting held March 8, 2016, as written. Unanimous vote. Motion carried.

**BILLS:** Motion by Dan Preuss, second by Joel Wardin, to pay the bills as listed, total of \$318,981.80. Roll call vote Wardin, yes; Preuss, yes; Frederick, yes; Earley, yes; Neuenfeldt, yes. (5) yeas, (0) nays. Motion carried.

**REPORTS:** Motion by Joel Wardin, second by Susan Neuenfeldt, to approve the reports as listed. Unanimous vote. Motion carried.

**PUBLIC COMMENT:** Chief Doyle introduced full time Richland Township Police Officer Chris Goldman. Chief Doyle stated that a free CPR class will be held Saturday, April 30<sup>th</sup>, with the first session to begin at 8 a.m. Additional comments were received and answered.

**OLD BUSINESS:** *None.*

**NEW BUSINESS -**

**PERSONNEL POLICY 1002:** Motion by Joel Wardin, second by Susan Neuenfeldt, to amend Personnel Policy Number 1002, Performance Evaluations, as presented. Unanimous vote. Motion carried.

**FIRE PURCHASE:** Motion by Joel Wardin, second by Susan Neuenfeldt, to purchase fire hose from All American Hose, the low bid of \$19,646.00. Roll call vote Preuss, yes; Frederick, yes; Earley, yes; Neuenfeldt, yes; Wardin, yes. (5) yeas, (0) nays. Motion carried.

**AMEND 2016-2017 FIRE BUDGET:** Motion by Susan Neuenfeldt, second by Joel Wardin, to direct Manager Reno to amend the 2016-2017 Fire Fund Budget, Capital Outlay expenditure line item, from \$11,000 to \$30,646. Roll call vote Preuss, yes; Frederick, yes; Earley, yes; Neuenfeldt, yes; Wardin, yes. (5) yeas, (0) nays. Motion carried.

**PERSONNEL POLICY 917:** Motion by Joel Wardin, second by Susan Neuenfeldt, to amend Personnel Policy Number 917, Employee Option to Continue Benefits Upon Retirement, as presented. Unanimous vote. Motion carried.

**ADMINISTRATIVE POLICY 133:** Motion by Susan Neuenfeldt, second by Joel Wardin, to amend Administrative Policy Number 133, Public Information – Request Procedures, as presented. Unanimous vote. Motion carried.

**ADMINISTRATIVE POLICY 134:** Motion by Joel Wardin, second by Susan Neuenfeldt, to amend Administrative Policy Number 134, Public Information – Denial, as presented. Unanimous vote. Motion carried.

**ADMINISTRATIVE POLICY 135:** Motion by Joel Wardin, second by Susan Neuenfeldt, to amend Administrative Policy Number 135, Public Information – Fees, as presented. Unanimous vote. Motion carried.

**ST. CHARLES AREA HEALTH CENTER:** Motion by Dan Preuss, second by Susan Neuenfeldt, to authorize payment of \$265.50 to the St. Charles Area Health Center for services rendered by Richland Township residents in 2015. Unanimous vote. Motion carried.

**RESOLUTION 04-2016:** Motion by Joel Wardin, second by Dan Preuss, by Resolution 04-2016 and Tax Exemption Ordinance 2016-04 to renew the PILOT (payment in lieu of tax) abatement for a period of five years for Park Place Apartments, also identified as Hemlock Housing LDHA LP, 500 Parkside Drive, authorizing Clerk Wardin to sign on behalf of Richland Township. Roll call vote Frederick, yes; Earley, yes; Neuenfeldt, yes; Wardin, yes; Preuss, yes. (5) yeas, (0) nays. Motion carried.

**ROAD PROJECT:** Motion by Dan Preuss, second by Joel Wardin, as budgeted in the 2016-2017 road projects, to chip/seal Roe Road, one mile from Raucholz to Fordney Roads, approximate cost to the township of \$9,500. Unanimous vote. Motion carried.

**FIRE APPLICANTS:** Motion by Joel Wardin, second by Susan Neuenfeldt, to allow the Fire Department to accept applications from individuals who “work full time” within the fire coverage district for consideration to be placed on the Department with final confirmation from the Board, directing the Manager and Fire Chief to draft language to amend the Fire Department Structure Ordinance. Unanimous vote. Motion carried.

**FIRE DEPARTMENT APPLICANT COVERAGE AREA:** Motion by Joel Wardin, second by Susan Neuenfeldt, to expand the “applicant” coverage area for the Fire Department as presented, amending the Fire Department Structure Ordinance. Voice vote Earley, yes; Neuenfeldt, yes; Wardin, yes; Preuss, no; Frederick, yes. (4) yeas, (1) nay. Motion carried.

**JOB DESCRIPTION:** Motion by Joel Wardin, second by Susan Neuenfeldt, to amend the Fire Department Policy Manual and Employee Handbook, along with the Fire Department Structure Ordinance by including an Emergency Medical Services (EMS) Responder job description. Unanimous vote. Motion carried.

**CORRESPONDENCE:** No additional information was received regarding renewal of the cell tower lease. The Fire and Police Departments were commended for their actions with the house explosion on Diener Road.

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**CLOSED SESSION:** Motion by Joel Wardin, second by Susan Neuenfeldt, to enter into closed session under Section 8(E) of the Open Meetings Act, to consult with the Township Attorney regarding trial or settlement strategy in connection with Gary Wade vs Richland Township, to include Manager Reno and Renee Herhold in the closed session. Roll call vote Earley, yes; Neuenfeldt, yes; Wardin, yes; Preuss, yes; Frederick, yes. (5) yeas, (0) nays. Motion carried. 8:00 P.M.

**RECONVENE:** Motion by Joel Wardin, second by Susan Neuenfeldt, to reconvene into open session. Roll call vote Neuenfeldt, yes; Wardin, yes; Preuss, yes; Frederick, yes; Earley, yes. (5) yeas, (0) nays. Motion carried. 9:09 P.M.

Motion by Dan Preuss, second by Susan Neuenfeldt, authorizing the Township Attorney to pursue litigation as discussed and recommended in closed session. Roll call vote Wardin, yes; Preuss, yes; Frederick, yes; Earley, yes; Neuenfeldt, yes. (5) yeas, (0) nays. Motion carried.

**PUBLIC COMMENT:** None.

**ADJOURNMENT:** Motion by Dan Preuss, second by Susan Neuenfeldt, to adjourn. Unanimous vote. Meeting adjourned – 9:10 P.M.

Respectfully submitted by:

  
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Joel Wardin                      Richland Township Clerk