

**Meeting Minutes of the Richmond City  
Council June 15, 2023  
City Council Meeting**

**Item #1: Call to Order / Pledge of Allegiance**

Mayor Hemmesch called the meeting to order at 6:30 p.m. at Richmond City Hall

Council Members noted as being present: Jim Hemmesch, Pat Evens, Tim Paczkowski, Chuck Merten and Mike Mathiasen

Also present were: Kevin Mooney, Parks and Recreation; Ashley Bukowski, Asst. Attorney; Casey Hopfer, Channel Marine; Jim Worm, Richmond Fire Department

**Item #2: Open Public Forum - None**

**Item #3: Approval of Agenda with any additions/deletion**

Add item 8 resolution 139-23 and resolution 140-23.

*Motion made by Councilor Paczkowski to approve the Agenda with additions/deletion, seconded by Councilor Mathiasen. Motion passed.*

**Item #4: Department Reports:**

- a. **Parks/Arena** – Kevin talked about the report included in packet. He stated that the first Music in the Park and the Art Vendors was a success. Lack of rain is causing more watering by staff. The Rocori Trail Grand Opening ceremony will occur on June 17<sup>th</sup>. The Pickleball courts asphalt is curing and then a coating will be put on.

**Item #5: Land Use Plan Decision** – Refer to the Hoisington Kogler Group Inc. report in the packet. A discussion took place regarding land use in the City of Richmond currently and in the future and if the City of Richmond should utilize the Land Use Plan of UKGI. It was discussed that the City of Richmond might benefit from meeting with neighboring townships. It was decided to continue to the discussion at the July Workshop. Rita Trapp will be contacted regarding attend the July Workshop.

**Item #6: Assessments on 2023 Utility Project – Three Properties in Munson Township**

Ashley Bukowski led a discussion regarding assessing Munson Township properties for the 2023 Utility Improvement Street Project.

*Motion made by Councilor Evens for the attorney to proceed in the process of assessing the three properties, seconded by Councilor Mathiasen. Motion passed.*

**Item #7: AED Monitoring Decision**

Stacy talked about moving forward with spending \$600.00 for the seven AED units.

*Motion made by Councilor Merten to take money out of emergency management, seconded by Councilor Mathiasen. Motion passed.*

**Item #8: River Lake Days**

- b. **Resolution 138-23:** Authorization of Use of Municipal Personnel and Resources in Conjunction with the River Lake Days Festival and Approval of Requested Festival-Related Permits and Authorizations

*Motion made by Councilor Paczkowski to approve Resolution 138-23, seconded by Councilor Merten. Motion passed.*

- c. **Resolution 139-23:** Authorization of Temporary 1 to 4 day Liquor License for the Richmond Civic & Commerce on July 14-16, 2023 at the Trail Pavilion.

*Motion made by Councilor Mathiasen to approve Resolution 139-23, seconded by Councilor Merten. Motion passed.*

**Item #9: Resolution 140-23:** Authorization of Application LG 230 to Conduct Off-Site Charitable Gambling for the Richmond Lions Club

*Motion made by Councilor Evens to approve Resolution 140-23, seconded by Councilor Paczkowski. Motion passed.*

**Item #10: Alex Air Apparatus Quote** A discussion took place regarding purchasing a demo model for a cutter. (Rescue extrication device) Fund raising money will be used.

*Motion made by Councilor Merten to move forward with the pledge of \$25,000 and to see if the demo equipment is available, seconded by Councilor Paczkowski. Motion passed.*

**Item #11: Administrator/Finance Officer Job Description Discussion & Moving Forward**

Jim discussed the Job Description for the Administrator/Finance Officer job description. He asked Ashley for advice in the content of the job description. Jim requested that specific tasks be listed on the job description rather than “oversee”. Words such as “attends and participates” would be more specific. Finance experience should be emphasized. Council decided to contact Liza and resume discussion in one month. Stacy stated that Sandy is able to continue to assist.

**Item #12: Streets to be tarred that are not on the 2023 Utility Project**

Jim spoke of streets that are in need of repair. Oakwood avenue to Lakes Gas and 2<sup>nd</sup> street are in need of retarring. Further discussion will take place at the July meeting.

**Item #13: Next Meeting:** July 5, 2023 at 6:30 p.m.

**Item #14: Other Matters**

2 golf carts were requested for the parade from New Adventures, \$300.00 will be allotted for candy for the parade. Rocori TV will be televising the next weeks game at Royals Park. Also, the audit has just about been completed. Sandy will be available for further questions.

**Item #15: Adjournment**

Mayor Hemmesch asked for any additional items.

Hearing none Mayor Hemmesch declared the meeting adjourned at 7:52 p.m.

Respectfully Submitted,

Stacy Kalthoff, City Clerk