

DATE: April 15, 2026

TO: McHenry County Hearing Officer / Zoning Board of Appeals

FROM: Kostian Iftica, Richmond Township Resident

RE: Formal Objection to Petition Z26-0015 O'Neill (E1/A1-E1V/A1V) - Richmond Twp

Dear Hearing Officer,

I am writing to formally object to the requested zoning variance for Petition #Z26-0015. Under Illinois law and County code, a variance requires the Petitioner to prove a physical "hardship" inherent to the property. As the following evidence demonstrates, no such hardship exists.

1. The Mandate of the Electors: On April 8, 2025, the Electors of Richmond Township formally mandated that the Assessor's office be moved to the Township Hall. This was a direct public directive to ensure transparency and accessibility. (**Exhibits D**)

2. A Taxpayer-Funded Solution Exists: Following that mandate, the Township spent **\$2,318** to construct a dedicated, professional office suite. As shown in **Exhibit B**, this office is completed, labeled "ASSESSOR," and currently sits empty.

3. Preference is Not Hardship: The Petitioner may claim the office is "too small" for her staff. However, a preference for a larger footprint is a management choice, not a zoning hardship. The Township Hall (**Exhibit C**) provides a modern, ADA-compliant facility that far exceeds the suitability of a residential home for public business.

I respectfully request that the Hearing Officer deny this petition, as the "hardship" is entirely self-imposed and a viable, taxpayer-funded alternative is currently now available.

Sincerely,

Kostian Iftica

EXHIBIT A: Timeline of Legislative Action & Property Development

Regarding: Richmond Township Assessor's Office Suite

- **2021 – 2024 (Discussion Phase):** Richmond Township Board meetings reflect ongoing discussions regarding the consolidation of offices to the Township Hall to improve public access and reduce liability.
- **April 2025 (The Mandate):** At the **Annual Town Meeting**, the **Electors (Voters)** formally exercised their authority to mandate that the Assessor's office be moved into the Township Hall. This was a direct public directive.
- **May – November 2025 (Execution):** Following the Elector mandate, the Board reorganized the Hall's footprint. This included the creation and relocation of the Township Cemetery to a separate office to ensure a dedicated suite was available for the Assessor.
- **November 2025 (Completion & Funding):** The project was finalized. As documented in the attached minutes (**Exhibits D**), the Township utilized **\$2,318** in taxpayer funds for the specific build-out, furniture, and professional setup of the Assessor's suite.
- **April 14, 2026 (Verification):** Photographic evidence (**Exhibits B & C**) confirms the office is currently finished, professionally labeled "**ASSESSOR**," and integrated into the ADA-compliant Township Hall.

Summary of Fact: The Petitioner is requesting a variance based on "lack of space" a mere four months after the taxpayers completed a dedicated, mandated office suite for her specific use.

Note: **All minutes in Exhibit D** are the official records as published on the Richmond Township website. Original hard copies are maintained by the Township Clerk."

Exhibit B: Completed and labeled Assessor’s office suite at Richmond Township Hall. Verified April 14, 2026. Currently sitting empty.



Exhibit D: Interior of the taxpayer-funded Richmond Township Hall, showing professional administrative space and ADA-compliant facilities. This central hub provides ample room for staff-public interaction, rendering a residential variance unnecessary." Photo Taken April 14, 2026



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

May 12, 2021 7:00 pm

PRESIDING: Supervisor Paul Hain

PRESENT: Trustees, Mike Gullifor, Kara Lotz, Bob Roth, Marge Stermer

ALSO PRESENT: Clerk Tammy Kay, By phone- Road Commissioner Chris Gumm, Administrative Assistant Diana Benitez, Bridgette Saunders

Absent: Patricia O'Neill

Hain called the meeting to order at 7:03 pm

ROLL CALL: Hain, Gullifor, Lotz, Roth, and Stermer were present. Quorum established.

MINUTES: Hain moved to approve the minutes of the April 14, 2021 meeting, seconded by Gullifor, and passed by unanimous voice vote. Gullifor moved to approve the closed session minutes of the April 14, 2021 minutes, seconded by Hain and passed by unanimous voice vote.

PUBLIC COMMENTS: no comments- 3 electors present Parker Johnston, Kosta Iftica, and Scott Freund.

TREASURER'S REPORT: Hain presented the reports and balances. Stermer moved to approve the Treasurer's report, seconded by Roth. Passed with unanimous voice vote.

Road Warrant #21-5R in the audited amount of \$40,520.39 was presented. Gullifor moved to approve payment, seconded by Lotz and passed with Hain, Gullifor, Lotz, Roth and Stermer voting yes.

Town Warrant #21-5T in the audited amount of \$25,069.57 was presented. Gullifor moved to approve payment, seconded by Lotz, and passed with Hain, Gullifor, Lotz, Roth, and Stermer voting yes.

CORRESPONDENCE: none

Reports:

Supervisor: Hain reported he has been working with TOIRMA underwriting to bring the Cemetery Board and Treasury Bond under the township coverage. The Cemetery Treasury Bond will be eliminated as it is no longer needed because the Township has a Treasury Bond. The specifications will go out to bid. It is anticipated to be less expensive than previous separate cemetery insurance.

Road District: Gumm reported that the 1.3 mile Clark Road paving project was finished, with striping to start tomorrow. Free grindings from an IDOT project north of Richmond are being delivered daily, about 200 trucks worth. He stated the cost to purchase these grindings would be around \$60,000. They will be used for shoulder upgrade projects. He thanked Marge Stermer and Bob Roth for their years of service to the board.

Assessor: none

Clerk: Kay stated the ballots have been certified from the April 6, 2021 election. Certificates from the County Clerk have been distributed to the elected officials and oaths administered. There are 5855 registered voters in Richmond Township, with only 686 casting ballots, 11.72% voter turnout.

Trustees: Roth asked why the Assessor needed a dumpster. Hain stated she had junk and old papers in her basement to put in the dumpster. Stermer asked if the board would review the possibility of adding an addition on to the township building to house the Assessor's office.

Senior Transportation: Hain reported that May 3, 2021, the service was back up and running. Riders are delighted to be able to utilize the service. There are 6 new riders. June 5th is the target date, per Governor Pritzker, that the state of Illinois will be able to reopen.

Cemetery Board: Hain stated that staking was done by the surveyor that will provide more efficient location of grave sites and has already been effective at Cedarvale Cemetery. He said the new contracted lawn care service, Grow and Mow, has started, and the cemeteries look better than ever.

Unfinished Business: Hain requested close session to discuss the resignation of Steve Wilkins.

New Business: Hain presented FY 2022 Township Tentative Budget. He stated the building is 25 years old and will need a new roof, a 2-panel electronic sign is due and will be placed where the red plow is, and that the Assessor will need a new vehicle that is dedicated to the office and not shared with Senior Transportation. Gullifor asked for line #349 of the Senior Trans. Tentative Budget to be changed from \$20,00 to \$60,000. Stermer asked if a committee could be formed to get corporate sponsors to support Senior Transportation. Gullifor moved to approve FY2022 Township Tentative Budget with line #349 change, seconded by Stermer and passed with unanimous voice vote. Gullifor moved to approve FY2022 Road District Tentative Budget seconded by Lotz and passed with unanimous voice vote. The budget will be put on public display for 30 days. A special meeting to approve the FY2022 tentative budgets is scheduled for June 17, 2021, 7:00pm.

Hain suggested windbreakers, hats, or polo shirts with the township logo and wearer's title be purchased. This would be a way to let the public know who the township is and provide an opportunity to talk with the public about the services the township provides.

Public Comments: Scott Freund felt a shirt for all season wear would be practical. Kay suggested placing Senior Transportation donation opportunity in the Richmond and Spring Grove village newsletters.

Closed Session: Stermer moved to go into closed session to discuss the resignation letter of Steve Wilkins, seconded by Roth with Hain, Gullifor, Lotz, Roth and Stermer voting yes. 8:47pm

Stermer made a motion to come out of closed session, seconded by Roth, with Hain, Gullifor, Lotz, Roth, and Stermer voting yes. 8:58pm

Stermer made a motion to accept with regrets, Steve Wilkins' resignation letter, seconded by Gullifor and passed by unanimous voice vote.

There was no other business. Stermer moved to adjourn. Seconded by Lotz and passed by unanimous voice vote 9:02 pm.

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

March 9, 2022

7:00 pm

PRESIDING: Supervisor Paul Hain

PRESENT: Trustees, Scott Freund, Mike Gullifor, Kosta Iftica, Kara Lotz

ALSO PRESENT: Clerk Tammy Kay, Road Commissioner Chris Gumm, Administrative Assistant Diana Benitez

ABSENT: Patricia O'Neill

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

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

MINUTES: Freund moved to approve the minutes of the regular February 16, 2022, meeting, seconded by Gullifor and passed by unanimous voice vote.

PUBLIC COMMENTS: none

TREASURER'S REPORT: Hain presented the reports and balances. This is the last report for the fiscal year. General Assistance has been light. Gullifor inquired as to why. Hain stated other charities have stepped up such as Home of the Sparrow, McHenry County Housing Authority, Covid relief monies and more.

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

Town Warrant #22-3T in the audited amount of \$5,656.05 was presented. Freund moved to approve payment, seconded by Iftica and passed with Gullifor, Freund, Iftica, Lotz, and Hain voting yes.

Road Warrant #22-3R in the audited amount of \$50,588.07 was presented. Before the warrant was approved, Gullifor stated it was not good protocol to use a personal credit card to purchase computers for the Road District and then request reimbursement. He suggested the board consider creating rules and guidelines regarding future purchases. Gumm stated it was a mistake on his part, that he used a personal card that looked like the Road District Card by accident. Gullifor moved to approve payment, seconded by Iftica, and passed with Gullifor, Freund, Iftica, Lotz, and Hain voting yes.

Gullifor made a motion to file the fiscal year 2022 (April 1,2021-March 31,2022) Treasurer's Report for audit, seconded by Freund and passed by unanimous voice vote.

CORRESPONDENCE: The Santa's Village Reindeer date has been penciled in for December 10, 2022. No deposit is required yet. Plans/location need to be discussed with the Village of Richmond to possibly coincide with the Cocoa Walk date. The Iftica family sent a birth announcement to the township.

REPORTS:

Supervisor: Hain stated the new sign was delivered with damage. The township was reluctant to accept delivery. Phone calls to General Rule Sign Company resulted in a promise to send a replacement tile at no cost. The sign is lit tonight by generator. The electric contractor, Kasco Electric, will be directional boring new electric service this Friday, March 11, 2022.

Road District: Gumm reported he has the last 175 tons of salt soon to be delivered. It has been a winter with few snow/ice events and the salt shed is very full. He is making plans where to store the next delivery. New LED lightbulbs have been installed in the light fixtures in the parking lot.

Assessor: O'Neill was absent but mentioned to Hain that KLM Builders have been issued permits in the township. It has been a while for new construction. She will be meeting with Scot Forge management to find out their plans for the corner of Rt. 12/Winn Rd.

Clerk: Kay informed the board about the changes to the Economic Interest Statement form. She passed out a guideline from the McHenry County Clerk and Recorder's Office and referenced an article in the February issue of the Township Perspective Magazine.

Trustees: Freund would like the board to start planning a financial solution for the Senior Transportation Program and future office space for the Assessor's office. Hain stated he had recently looked at blueprints for the current Township Office which shows room for future addition on the north end of the building. Lotz asked if the township needs to start saving funds for the project. Hain stated there is a cushion in the budget for the project. Freund stated we would need to hire an architect to design a potential addition, then costs and budget could be determined. He would like to designate time to discuss this in future meetings.

Senior Transportation: Hain stated he has been trying to gather information about the future of the Senior Transportation Grant. He has spoken to Tracy Von Bergen, a Senior Grant commission member and representative of our district. She has indicated the commission would like to drop funding for transportation, but she is unsure why. Hain has spoken to McHenry County Planning and Development and PACE looking for answers. He stated he will keep fighting for the Senior Transportation Program.

Tonight, was the annual Rotary Club Spaghetti Dinner. Senior orders tripled from last year. Township drivers delivered meals to riders that preordered. Riders and Rotary Club members were pleased with the arrangement.

Cemetery Board: Hain stated graves have not been selling, but there have been many requests to bury cremains in an established gravesite. This is allowed with conditions.

Hain contacted Bruce Adams about a Potter's Field location in the Richmond Cemetery. Adams is not sure where it is located. A Ground Penetrating Radar machine is available for daily rental for \$2500. It does not reveal caskets or remains, it only reveals if the ground has been disturbed. More research is needed.

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

May 10, 2023

7:00 pm

PRESIDING: Trustee Scott Freund

PRESENT: Trustees, Tracy Dickens, Kosta Iftica, Kara Lotz

ALSO PRESENT: Highway Commissioner Chris Gumm, Clerk Tammy Kay, Assessor Patricia O’Neill, Administrative Assistant Diana Benitez, 3 RBCHS Civic’s class students, Senior Transportation driver Marcia King

ABSENT: Supervisor Paul Hain

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

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

MINUTES: Lotz moved to approve the minutes of the regular April 12, 2023 meeting, seconded by Iftica and passed by unanimous voice vote. Iftica moved to approve the closed session minutes of the April 12, 2023, meeting, seconded by Freund and passed by unanimous voice vote. Hain was absent.

PUBLIC COMMENTS: none

TREASURER’S REPORT: Freund presented the reports and balances. He explained a large bill, PAM/MLS, was just paid thus explaining why half of the budget line #500 has already been spent. Part of the Senior Services Grant has been received and the Road District budget lines show 0 or 100% as the budget amounts have not been entered.

Iftica moved to accept the Treasurer’s Report, seconded by Dickens and passed by unanimous voice vote. Hain was absent.

Township Warrant #23-5T in the amount of \$18,860.24 was presented. Lotz moved to approve payment, seconded by Iftica and passed with Dickens, Freund, Iftica, and Lotz voting yes. Hain was absent.

Road District Warrant #2353R in the amount of \$38,420.27 was presented. Freund moved to approve payment, seconded by Dickens, and passed with Dickens, Freund, Iftica, and Lotz voting yes. Hain was absent.

CORRESPONDENCE: none

REPORTS:

Supervisor: Kay gave the report submitted by Hain. He stated a ZOOM meeting was held with Chase Bank regarding commercial credit cards for the township. The original cards were tied to Hain personally

and are now linked to the township. Every purchase has to be verified by either Hain or Gumm along with the statement and receipts attached before payment by the board.

The Senior Service Grant Commission held a ZOOM kickoff meeting for the 2023 grant competition. The process was reviewed and nothing new was presented.

The books and paperwork have been turned over to the independent auditors. He stated we should take pride in our past audits as they are proof positive that we have been faithful fiduciaries of taxpayer funds.

Road District: Gumm reported repairs to the facilities have been done. In house personnel have provided the labor on rainy days. Everyone is invited to come and check out the improvements. He stated he has been investigating where to place funds for investing, primarily CD's, which was suggested at the Annual Town Meeting. He has met with experts in the banking industry and other local townships and has received sound advice. An ordinance would need to be created and passed. He stated current rates are about 4% which would generate around \$30,000.00 in annual interest with an ultimate goal of providing taxpayer relief. Lotz thanked him for pursuing this in such a timely manner.

Assessor: O'Neill gave two handouts. The first generated by McHenry County showing the tentative factor for 2023, which will be about 11.06%. She stated median sale prices from January 1, 2022 – December 31, 2022 have seen a 10.5% increase thus affecting the market. The second handout referenced the McHenry County Government site allowing property owners to review their exemptions, a pie chart to show where funds go and other important data.

Clerk: Kay stated minutes were typed for the first Decennial meeting held during the regular board meeting on April 12, 2023. The approval of those minutes will be placed on the June 14, 2023 regular board meeting agenda.

Trustees: Freund contacted Elgin Recycling regarding information for an event to be held at the township facilities. If Elgin Recycling held the event for us, it would cost \$3,000. We can handle it on our own and charge for TV's and monitors and then take those items to the Crystal Lake recycling center. He will also contact the McHenry County Defenders. The event may take place in the fall or spring. He stated Gumm, Hain and Freund met to talk further about future facilities and Assessor's office space. They feel we need to make the best of what we have. They need to check with the county's office about the current septic placement of the township office building

Senior Transportation: Freund stated the Senior Service Grant process starts soon. The second installment of the Community Grant of \$10,000 will arrive in July.

Cemetery Board: Kay gave the report submitted by Hain. On May 6, 2023, Paul Hain, Steve Wilkins and Wally Solinski met with student volunteers who placed American Flags beside the graves of our veteran heroes. They started in Richmond Cemetery and placed 144 flags until they ran out. On May 13, 2023, more flags will be available to complete the project. The flags will remain up until July 5th, 2023. This was a great opportunity for the students to see and recall history. There are veterans from the Civil War, The Spanish-American War, WWI, WWII, Korea and Vietnam buried in our cemeteries.

UNFINISHED BUSINESS: none

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

April 16, 2025

7:00 pm

PRESIDING: Supervisor Ron Kay

PRESENT: Trustees, Kosta Iftica, Kara Lotz

ALSO PRESENT: Clerk Tammy Kay, Highway Commissioner Chris Gumm, Administrative Assistant Diana Benitez

ABSENT: Assessor Patricia O'Neill, Trustee Scott Freund, Trustee Tracy Dickens

R. Kay called the meeting to order at 7:06 pm, with the Pledge of Allegiance recited by all.

ROLL CALL: Trustees Iftica, Lotz, and Supervisor R. Kay were present, quorum established.

MINUTES: Trustee Lotz moved to approve the regular March 12th, 2025 meeting minutes, seconded by Trustee Iftica, and passed by unanimous voice vote. Trustees Freund and Dickens were absent. Trustee Iftica moved to approve the special meeting minutes of April 8th, 2025, seconded by Trustee Lotz and passed by unanimous voice vote. Trustees Freund and Dickens were absent.

PUBLIC COMMENTS: Road District Assistant Bridgette Saunders and Trustee elect Mike Lynn were in the audience, but had no comment at this time.

TREASURER'S REPORT AND PRESENTATION OF BILLS FOR APPROVAL: Supervisor R. Kay presented the reports and balances. He stated interest earned for all accounts since mid-August was \$53,125.45. The end of fiscal year budgeted amount and balances were discussed.

Trustee Lotz moved to accept the Treasurer's Report, seconded by Trustee Iftica and passed with unanimous voice vote. Trustees Freund and Dickens were absent.

Township Warrant #25-4T in the amount of \$4,892.78 was presented. Trustee Lotz moved to approve payment, seconded by Trustee Iftica and passed with Trustees Iftica, Lotz and Supervisor R. Kay voting yes. Trustees Freund and Dickens were absent.

Road District Warrant #25-4R in the amount of \$24,053.35 was presented. Trustee Iftica moved to approve payment, seconded by Trustee Lotz, and passed with Trustees Iftica, Lotz, and Supervisor R. Kay voting yes. Trustees Freund and Dickens were absent.

CORRESPONDENCE: A letter from the McHenry County Historical Society was received describing a donation opportunity. A \$500.00 donation will be given.

REPORTS:

Supervisor: Supervisor R. Kay stated the General Assistance computer program is up and running in his office. He has processed 3 clients to date. He also stated that he applied for and received a check for unclaimed property from the State of Illinois in the amount of \$400.00 plus interest for the past 20 years. Today another letter was received from the State of Illinois and another \$2,200.00 of unclaimed property is available to claim from 2001,2002, and 2003. He will apply to receive those funds along with accrued interest. It is unclear where these funds were unclaimed from and some of the funds may belong to the Road District. Supervisor R. Kay stated the donation account has been set up at the State Bank of The Lakes. He also spoke about upcoming classes for new Supervisors and Trustees in Crystal Lake and Rockford that he will be attending and hopes the new Trustees-elect will also attend.

Road District: Highway Commissioner Gumm reported Broadway Road will be repaved this year. He gave the board a handout excerpt from the McHenry County Division of Transportation, with pictures of Broadway Road, the condition, the rating of the pavement and then explained the PASER rating of the road, the process of the rating and the process of determining which road would be addressed this season. He stated the Road District refers to “Standard Specifications for Road and Bridge Construction” published by Illinois Department of Transportation. He also had a thank you card from a resident regarding the snow removal and upkeep of her road. He stated the sweeper broom approved for surplus sale at the Annual Town Meeting has been sold for \$800.00. Commissioner Gumm said the Road District will be looking to replace the 2006 red truck. Currently there is an 18-24 month wait for delivery and anticipated cost for a new truck is approximately \$150,000-180,000. The Hill Road paving project done 2 years ago is showing signs of failure in a 30’ x 6’ wide area. He is working with the county engineer on a solution. He discussed County Ordinance 16.72.040 regarding signs prohibited from placement in road right of way and discussed the reason for the prohibition, in regards to underground utilities and safety issues to the sign placer and to the general public if underground structures are damaged. The Road District tries to contact the sign owner for them to remove the sign, and if no response, then removes the sign, holds at least a week, usually longer, and if not picked up, then properly disposed of. Commissioner Gumm stated he will attend a meeting tomorrow regarding the West Solon Road bridge. There is concern that Federal Funding might not be available for the project. Commissioner Gumm stated it is “Donate Life” month and purple lights are turned on to show support for the project.

Assessor: Assessor O’Neill was absent. Clerk T. Kay read her report. “11 permits from Spring Grove entered, including a permit for chickens in Spring Grove, 16 phone calls-all residential and tax related questions, met with resident to help complete Senior Freeze form, 18 sales entered, and 17 welcome letters mailed. The computer crashed and has been restored. Inadvertently there was personal data on the computer-all personal data removed. Interviewed 3 potential candidates for summer work. I need to change the proposed Assessor Budget. Due to unforeseen computer repairs and legal fees, I need to add \$2,000 for legal and \$1,500 for computer repairs. Thank you.”

Clerk: Clerk T. Kay reported there was a good turnout at the Annual Town Meeting, with 25 electors in attendance. An email was received from a resident regarding the possibility of consolidated garbage collection for township residents. A response was sent encouraging the resident to attend the monthly meetings to discuss this issue. She stated the results of the

Consolidated Election will be certified on April 22, 2025 and that voter turnout was 16.5%. She stated there was a mistake in the March agenda, in that Ordinance 2025-1 was not included, but it is included on the April agenda with a new certification page to sign. Clerk Kay discussed another FOIA request. This request, dated March 15, 2025, was sent to Assessor O'Neill from Kosta Iftica and was not responded to by Assessor O'Neill. On April 2, 2025, Assessor O'Neill resigned as FOIA Officer. On April 7, 2025, Clerk Kay received a letter of non-compliance from the Illinois State's Attorney Office. The same day, Clerk Kay contacted the township attorney about this case. Requested materials were emailed to the attorney and Assessor O'Neill also sent requested materials. On April 8, 2025 the case was closed per attorney. She stated it is very important to her to be compliant and follow the rules and that this situation created concern for her, that her integrity was in question and stressed the difficulty in answering FOIA requests for the Assessor Office when she has no access to those records.

Trustees: none

Senior Transportation: Supervisor R. Kay reported the township lost the use of the donated vehicle from Castle Kia McHenry. They are no longer participating in the program. Trustee Lotz has reached out to Ray Chevrolet about donating a vehicle to the program and is waiting on a response. Supervisor R. Kay also contacted Sunnyside Dodge and the initial conversation seemed promising. He stated there were 69 rides given, 976 miles driven, with Johnsburg/McHenry being the most frequent destination accounting for 42 of those rides. He gave the fiscal year report, with 918 total rides given, 14,696 miles driven and Johnsburg/McHenry being the most frequent destination accounting for 496 of those rides. This past month there have been several maintenance issues to address, such as brakes and sensors. He stated the vehicles are low mileage but older and thus problems will continue. He said approximately 10 grants have been applied for and results should be available in June or July.

Cemetery: Supervisor R. Kay stated the software program Crypt Keeper has been installed on the Cemetery Office computer and input of information has begun. The Cemetery Committee will meet tomorrow and will be setting a standard for foundations to create consistency throughout all of the township cemeteries.

UNFINISHED BUSINESS: Supervisor R. Kay stated he made Assessor budget changes that Assessor O'Neill asked for. Discussion ensued regarding line items that could be reduced and line items that may not have enough. Finalization of the budget will be held at the May meeting so Trustees Freund and Dickens can be present for discussion.

Trustee Lotz moved to adopt certification of Ordinance 2025-1 seconded by Trustee Iftica and passed by voice vote. Trustees Freund and Dickens were absent.

NEW BUSINESS: Supervisor R. Kay said at the Annual Town Meeting, 17 electors moved and voted to construct an office space in the Township Office Building for the Assessor's Office. Supervisor R. Kay stated we cannot force the Assessor, nor will he force her, to come to the Township Office Building. He stated that because the public moved and voted on the issue, he believes we need to do it. This topic will be placed on the May agenda to include the absent Trustees and to allow time to explore the legalities regarding the motion and vote.

Discussion about changing the July 16 meeting date and October 15 meeting date back to original 2nd Wednesday of the month ensued. Originally the dates were moved at the request of Commissioner Gumm. However, the Township Visa due date is before those meeting dates and special meetings would need to be held to pay the bill to avoid late fees/penalties. Supervisor R. Kay moved to change the July 16 meeting date and October 15 meeting date back to original 2nd Wednesday of the month dates, seconded by Trustee Ifitca and passed by unanimous voice vote. Trustees Freund and Dickens were absent.

PUBLIC COMMENTS: Bridgette Saunders asked about which dates are now the correct meeting dates. Clerk Kay handed out a revised list of correct meeting dates. Highway Commissioner Gumm assured Clerk Kay that the FOIA request with the subsequent letter from the Illinois State's Attorney Office was a routine letter and not to be distressed in receiving it, that it is not a blemish on her or the township's record. He stated that Kosta Ifitca did the correct steps in filing the FOIA and supported that effort. Discussion ensued about creating a policy on FOIA requests and how to create an Assessor's office space cost effectively.

CLOSED SESSION: none

There was no other business. Trustee Ifitca moved to adjourn, seconded by Trustee Lotz and passed by unanimous voice vote. Trustees Freund and Dickens were absent.
8:33pm.

Township Clerk

Approved: _____

RICHMOND TOWNSHIP
REGULAR MEETING OF THE BOARD OF TRUSTEES

7812 S. RT 31 RICHMOND, IL

September 10, 2025

7:00 pm

PRESIDING: Supervisor Ron Kay

PRESENT: Supervisor Ron Kay, Trustees, Scott Freund, Mike Lynn, Tracy Dickens

ABSENT: Trustee Parker Johnston

ALSO PRESENT: Clerk Tammy Kay, Highway Commissioner Chris Gumm, Assessor Patricia O'Neill, Administrative Assistant Diana Benitez, Township Attorney David McArdle, 15 members of the public

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

ROLL CALL: Trustees Lynn, Freund, Dickens and Supervisor R. Kay were present, quorum established. Trustee Johnston absent

MINUTES: Trustee Dickens moved to approve the regular August 13, 2025, meeting minutes, Trustee Freund, second. Trustees Lynn, Freund, Dickens and Supervisor R. Kay- all aye votes, no oppose. Trustee Johnston absent. Trustee Lynn moved to approve closed minutes of August 13, 2025. Trustee Freund, second. Trustees Lynn, Freund, Dickens and Supervisor R. Kay- all aye votes, no oppose. Trustee Johnston absent.

PUBLIC COMMENTS:

- Letter from Tori Harvey read by member of the public and received by Clerk for public record
- Request for animal crossing signs for Hwy 31, speed limit for Harts Road
- Comments regarding verbal attacks against Board

TREASURER'S REPORT AND PRESENTATION OF BILLS FOR APPROVAL:

- Supervisor R. Kay gave the report:
- Trustee Dickens moved to accept the Treasurer's Report, Trustee Lynn, second. Trustees Lynn, Freund, Dickens and Supervisor R. Kay-yes votes. Trustee Johnston, absent.
- Township Warrant #25-9T - \$9,821.58. Motion by Trustee Dickens to approve payment, Supervisor R. Kay, second. Trustees Lynn, Freund, Dickens and Supervisor R. Kay- yes votes. Trustee Johnston, absent
- Road District Warrant #25-9R - \$30,081.35. Motion by Trustee Lynn to approve payment, Supervisor R. Kay, second. Trustees Lynn, Freund, Dickens and Supervisor R. Kay-yes votes. Trustee Johnston, absent

CORRESPONDENCE:

- Letter from RBCHS inviting participation in the homecoming parade
- Letter from TOI regarding the 250th anniversary of the USA

REPORTS:

Supervisor: Supervisor R. Kay

- Contacted fire department regarding code occupancy for meeting room, waiting for response
- The Community Group offering three, \$150,000 grants to McHenry County, which will be pursued
- Asked Trustees to read Perspective Magazine, page 18

Road District: Highway Commissioner Gumm

- Broadway St. project underway
- Replacement mower experiencing dealer delays
- Preparing equipment for winter, goal to pretreat 100% of township roads this winter with salt brine

Assessor: Assessor O'Neill

- Handled 15 phone calls, sent 8 welcome letters
- Returned door fob to Supervisor after last meeting
- Stated \$12,500 for new software too expensive for Assessor's budget

Clerk: Clerk T. Kay

- Reminder to newly elected Trustees to complete Open Meetings Act training by September 18, 2025
- Informed the public about the information that can be accessed on the Township website

Trustees:

- Trustee Freund spoke to RGS principal, phone message to SGGs principal regarding ways to help bring a program to the schools
- Trustee Lynn requested putting the grading system for road paving information on the Road District website
- Trustee Lynn stated many speeders on East and West Solon Roads, asked if radar signs share info with the McHenry County Sheriff's Department
- Discussion with Attorney David McArdle regarding cost of legal opinions

Senior Transportation: Supervisor R. Kay

- 71 rides given, 909 miles, with McHenry/Johnsburg most frequent destination, 40 rides
- Bus tailpipe fell off and fixed
- Applied for 4 grants, 1 received, 1 denied, October 1 should have final 2 decisions

Cemetery: Supervisor R. Kay

- Data entry project still ongoing
- Applying for grant of \$20,000 from State of Illinois to be used for tree, fence, or road care

UNFINISHED BUSINESS:

- Trustee Freund reported costs for new office; matching door/hardware \$1,400.00-ordered, drywall/studs \$340.00, with plans to start construction October 1, 2025
- Trustee Lynn moved to adopt Public Comment Ordinance 2025-9-10, Trustee Dickens, second. Voice vote, all yes, Trustee Johnston, absent
- Supervisor R. Kay spoke with retired Transportation Director Connie Gradt regarding buying a used bus, concern with the age/usage of the lift was expressed
- Supervisor R. Kay discussed 3-year plan, asking for suggestions/additions from board
- Supervisor R. Kay stated audit received, no problems or issues
- Trustee Dickens moved to accept receipt of the 2024-2025 audit, Supervisor R. Kay, second. All aye votes, no oppose. Trustee Johnston, absent

NEW BUSINESS:

- Discussion of proposed transportation building, costing about \$20,000.00 delivered and built, several company designs/packages included in board packet
- Discussion of proposed bus bid packet

PUBLIC COMMENTS:

- Comments regarding possible bus lease, Public Comment Ordinance, newsletter update, and overvalued parcels

CLOSED SESSION: none

Trustee Dickens moved to adjourn, Trustee Lynn, second. Trustees Lynn, Freund, Dickens and Supervisor R. Kay-all aye votes, no oppose. Trustee Johnston, absent

8:24 pm

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

November 12, 2025

7:00 pm

PRESIDING: Supervisor Ron Kay

PRESENT: Trustees Scott Freund, Mike Lynn, Parker Johnston, Tracy Dickens

ABSENT: Assessor Patricia O'Neill

ALSO PRESENT: Clerk Tammy Kay, Highway Commissioner Chris Gumm, Administrative Assistant Diana Benitez, 8 members of the public

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

ROLL CALL: Trustees Freund, Lynn, Johnston, Dickens and Supervisor R. Kay were present, quorum established.

MINUTES: Trustee Freund moved to approve the regular October 8, 2025, meeting minutes, Trustee Dickens, second. Trustees Freund, Lynn, Johnston, Dickens and Supervisor R. Kay- all aye votes, no oppose.

PUBLIC COMMENTS:

- Question asking Highway Commissioner if his department will maintain the new roads in Richmond Cemetery

TREASURER'S REPORT AND PRESENTATION OF BILLS FOR APPROVAL:

- Supervisor R. Kay gave the report
- Trustee Freund moved to accept the Treasurer's Report, Trustee Dickens, second. Trustees Freund, Lynn, Johnston, Dickens and Supervisor R. Kay-yes votes.
- Township Warrant #25-11T - \$19,086.63. Motion by Trustee Dickens to approve payment, Trustee Lynn, second. Trustees Freund, Lynn, Johnston, Dickens and Supervisor R. Kay- yes votes.
- Road District Warrant #25-11R - \$162,093.25. Motion by Trustee Freund to approve payment, Trustee Johnston, second. Trustees Freund, Lynn, Johnston, Dickens and Supervisor R. Kay-yes votes.

CORRESPONDENCE:

- Letter from PACE regarding potential rate increase

REPORTS:

Supervisor: Supervisor R. Kay

- Spoke to county and well company regarding new garage placement. Both would have no issues with new garage placement
- New Office cost \$2,318.00 total, out of a \$15,000.00 budget. Many thanks to volunteers.
- Boy Scout Eagle project completed-benches, bushes planted, pump installed with a total cost of \$2,318.00
- Repairs to limestone headstones- cost to date \$45.98
- IEPA response to sludge dumping-they are within standards, but has not been tested.

Road District: Highway Commissioner Gumm

- Equipment ready for snow, all tested and functioning
- Handout regarding mobile emission testing-mobile unit available to set up in the township parking lot, no cost to township, will get contract to Supervisor R. Kay to give to township legal counsel for approval.
- Working with McHenry County Conservation District removing a beaver dam on Harts Road right of way.
- West Solon Road Bridge project has been pushed back.
- Additional project help provided for Richmond Grade School

Assessor: none

Clerk: none

Trustees:

- Trustee Lynn would like to give appreciation gifts/acknowledgement to drivers of the Senior Transportation Program
- Trustee Freund gave ideas for additional programs for the community

Senior Transportation: Supervisor R. Kay

- 57 rides given, 991 miles, with McHenry/Johnsburg most frequent destination, 42 rides
- 3 payrolls in month of October
- Working with Village of Hebron regarding expanding service to include doctor visits etc.

Cemetery: Supervisor R. Kay

- Solon Mills Cemetery vacation of road has been approved

UNFINISHED BUSINESS:

- Base trim needed for new office, then final inspection

- 4-year Strategic Plan, Supervisor R. Kay asking for input
- 2 Bus Bids received, discussion of bids. Trustee Lynn moved to accept the bus bid from Central States Bus Sales, for a 2026 Microbird for \$114,225.00. Trustee Dickens, second. Trustees Freund, Lynn, Johnston, Dickens and Supervisor R. Kay- yes votes.
- Discussion of Transportation Garage, with bid specs provided. Supervisor R. Kay will purchase prints and submit to the county.
- Trustee Lynn moved to adopt FY2026 Township Levy, Supervisor R. Kay, second. Trustees Freund, Lynn, Johnston, Dickens, and Supervisor R. Kay-yes votes
- Trustee Freund moved to adopt FY2026 Road District Levy, Trustee Johnston, second. Trustees Freund, Lynn, Johnston, Dickens, and Supervisor R. Kay- yes votes.
- Discussion of upcoming Santa/Reindeer event
- Discussion of a resolution to allow video/audio remote attendance of Trustees. Tabled for now

NEW BUSINESS:

- Discussion and appointment of Clerk Tammy Kay as OMA Designee
- Drone video shown of Richmond Cemetery new road asphalt. Bob and Jan Kubicki generously donated all of the road construction costs. Supervisor R. Kay asked the Township Board to name the roadway Kubicki Trail and to send a letter of thank you. All members were in agreement.

PUBLIC COMMENTS:

- Comments regarding Senior Transportation, services provided, and appreciative riders.
- Comment thanking the board for the completion of the office
- Comment regarding explanation of Treasurer’s Report

CLOSED SESSION: none

Trustee Dickens moved to adjourn, Trustee Lynn, second. Trustees Freund, Lynn, Johnston, Dickens and Supervisor R. Kay-all aye votes, no oppose.

8:43 pm

Township Clerk

Approved: _____