

**Richland Village Council
8985 Gull Road
Special Meeting
December 17, 2015**

COUNCIL APPROVED AS CORRECTED - JWH

Present: President Dave Greve, President Pro Tem Gail Koporetz, Clerk Jacqueline W. Holewa, Trustees Virginia Gross, Kim Lewis, Robert Prentice

Absent: Kevin Foust

The meeting was called to order in the Richland Community Hall by President Greve at 5:00 pm.

Pledge of allegiance was led by President Greve

President reviewed the rules for public participation at meetings.

Public Comments:

Virginia Mejeur brought to the council's attention that they had not followed Village ordinance: Chapter 2. Administration, Article IV. Finances, Division 2. Purchasing, Contracting and Selling Procedure, Sec. 2-114. Competitive sealed bids. She stated that she had not seen a published notice regarding the requests for sealed bids as required by the ordinance for construction projects over \$10,000.00. She gave council a copy of the village ordinance.

Council's response:

After reviewing the document, President Greve halted the meeting discussion for approval of bids for the DPW remodel agenda item as it appeared on the December 17, 2015 Special Meeting agenda.

President Greve asked Clerk Holewa if she was aware of the requirements for bidding major construction. Clerk Holewa responded that she had followed these requirements during the upgrades to the Community Hall.

President Greve thanked Ms. Mejeur for assisting the council by pointing out the correct steps before any action had been taken, and stated that he hoped this would be the beginning of an amicable relationship in the future.

The council instructed the clerk to post the notice for sealed bids per the ordinance requirements.

Clerk Holewa asked who would be the responsible party to supply her with the verbiage of the notice for sealed bids. Prentice offered that he and Chief Mattioli would supply her with the verbiage by Monday, December 21, 2015.

A Special meeting was called for December 28, 2015 to allow the five day noticing per the ordinance for the opening of the sealed bids. The meeting will be held at 8985 Gull Road at 5:30.

Motion to adjourn at 5:20 pm Gross/Lewis CARRIED

Respectfully Submitted,
Jacqueline W. Holewa
Village of Richland Clerk