

REGULAR MEETING
MINUTES

MAY 3, 1993

The regular meeting of the Sleepy Hollow corporate authorities was called to order on May 3, 1993 at 7:30 p.m. In attendance were President Shields; Trustees Fuqua, Harney, Johnson, Roberts, Tennis, and Williams (8:20 p.m.); Treasurer Panning; Police Chief Montalbano; Engineer Powers; and Clerk Olson.

MINUTES:

1. SHIELDS MOVED WITH A SECOND FROM HARNEY TO APPROVE THE REGULAR MINUTES OF APRIL 19, 1993 AS SUBMITTED. MOTION PASSED BY VOICE VOTE WITH TENNIS ABSTAINING.
2. TENNIS MOVED WITH A SECOND FROM ROBERTS TO APPROVE THE EXECUTIVE MINUTES OF APRIL 19, 1993 AS SUBMITTED. MOTION PASSED BY VOICE VOTE.

President Peterson talked about the many changes that have occurred in the village during her time in office. She then sworn in Norine Olson as Clerk. Clerk Olson then presented President Peterson with a gift from the village and thanked her, on behalf of those who have worked with her, for her many years of dedicated service. Trustee Shields also presented her with a gift.

Clerk Olson then swore in Bob Shields as President and Mike Tennis, Dan Johnson; and Dirk Fuqua as Trustees.

PRESIDENT:

1. President Shields made opening comments as the new president and his appointment responsibilities. He then announced the trustee appointments: Roads & Parks-Dirk Fuqua; Finance-Mike Tennis; Water-Dan Johnson; Police-Dave Williams; Health & Sanitation-Sue Harney; and Building-Rob Roberts. TENNIS MOVED WITH A SECOND FROM HARNEY TO APPROVE THE TRUSTEE APPOINTMENTS. MOTION PASSED BY VOICE VOTE.
2. ROBERTS MOVED WITH A SECOND FROM HARNEY TO APPROVE THE APPOINTMENTS OF SAMUELSON, KNICKERBOCKER & PAYNE AS ATTORNEYS AND RON PANNING AS TREASURER. It was decided to make those appointments separately. ROBERTS AND HARNEY WITHDREW THEIR MOTION AND SECOND. The board wanted to appoint the attorneys with no specific time limit to the appointment. HARNEY MOVED WITH A SECOND FROM JOHNSON TO APPROVE THE APPOINTMENT OF RON PANNING AS TREASURER FOR ONE YEAR. MOTION PASSED BY VOICE VOTE.
3. ROBERTS MOVED WITH A SECOND FROM TENNIS TO APPROVE THE APPOINTMENT OF SAMUELSON, KNICKERBOCKER & PAYNE AS VILLAGE ATTORNEYS, WITH NO SET TIME PERIOD. MOTION PASSED BY VOICE VOTE.
4. HARNEY MOVED WITH A SECOND FROM ROBERTS TO APPROVE THE APPOINTMENTS OF JIM MONTALBANO AS POLICE CHIEF AND ART SUNDERLAGE AS SUPERINTENDENT OF PUBLIC WORKS. MOTION PASSED BY VOICE VOTE WITH TENNIS ABSTAINING.
5. Pat Heffron has submitted her resignation from the Plan Commission. HARNEY MOVED WITH A SECOND FROM ROBERTS TO ACCEPT, WITH DEEP REGRET, THE RESIGNATION OF PAT HEFFRON. MOTION PASSED BY VOICE VOTE.

6. President Shields recommended the appointment of resident Gary Kirkland as co-chairman of the Plan Commission. The board did not feel this was appropriate at this time; they felt having a co-chairman would be confusing as far as communication and responsibility was concerned. They also felt this position should be held by someone who has served on the board for a period of time. TENNIS MOVED WITH A SECOND FROM HARNEY TO APPOINT GARY KIRKLAND TO SERVE AS A MEMBER THE PLAN COMMISSION BOARD, TO COMPLETE THE TERM VACATED BY PAT HEFFRON, TABLING HIS APPOINTMENT AS CO-CHAIRMAN UNTIL FURTHER DISCUSSION IS HELD BETWEEN THE PRESIDENT, THE CHAIRMAN AND THE PROPOSED CO-CHAIRMAN. MOTION PASSED BY VOICE VOTE. Trustee Tennis further suggested that no appointment as co-chairman be made for at least 90 days.

7. ROBERTS MOVED WITH A SECOND FROM HARNEY TO APPROVE THE APPOINTMENT OF WALT HEFFRON AS CHAIRMAN OF THE ZONING BOARD. MOTION PASSED BY VOICE VOTE.

8. FUQUA MOVED WITH A SECOND FROM ROBERTS TO APPROVE THE APPOINTMENT OF JOE KELLY AS CHAIRMAN OF THE ZBA. MOTION PASSED BY VOICE VOTE.

CLERK:

1. St. Joseph Hospital is sponsoring a golf outing at Elgin Country Club on May 24, 1993.
2. The new set of the Illinois Revised Statutes have arrived.
3. ROBERTS MOVED WITH A SECOND FROM TENNIS TO AUTHORIZE THE CLERK TO ORDER A COMPLETE, CURRENT SET OF SIDWELL MAPS, COMPLETE WITH FOLDER. AYE: ROBERTS-TENNIS-FUQUA-HARNEY-JOHNSON. MOTION PASSED.

PLAN COMMISSION:

Dan Wiedmeyer submitted his resignation, at the earlier request of President Shields, as chairman of the Plan Commission. Dan declined his offer to remain as a member of the Commission. TENNIS MOVED WITH A SECOND FROM JOHNSON TO ACCEPT, WITH REGRET, THE RESIGNATION OF DAN WIEDMEYER. MOTION PASSED BY VOICE VOTE.

ZONING BOARD:

No report.

ZBA:

No report.

(Trustee Williams arrives at 8:20 p.m.)

ATTORNEY:

1. JOHNSON MOVED WITH A SECOND FROM TENNIS TO APPROVE RESOLUTION NO. 214 ENTITLED A RESOLUTION APPOINTING RONALD F. PANNING AS VILLAGE TREASURER PURSUANT TO VILLAGE CODE SECTION 1-6-2A.-E. AND ASSIGNING HIM ADDITIONAL DUTIES AS BUDGET OFFICER AND DIRECTOR OF ADMINISTRATIVE SERVICES. MOTION PASSED BY VOICE VOTE WITH WILLIAMS ABSTAINING. The board reaffirmed that the office staff should be cross-trained. They also expressed concern about the requirement of prior approval of all expenditures, especially where there is an emergency situation and trustees are not available for prior approval. It was suggested that the maximum dollar amount be raised and/or provisions be made for emergency purchases.

2. We have received a draft copy of the First Amendment to Wastewater Service Agreement for review. This will be discussed at the next meeting.

*****OPEN TO THE PUBLIC*****

1. A resident in Deer Creek has been told that the park in Saddle Club is for residents of that subdivision only. The board stated that all parks and open areas are for use by all residents and their guests. The resident also said there is still a water problem in the drainage swale area in Deer Creek.
2. Bob Antic of Laurel Court would like to hook up with the village sewer system. He was told to make a formal, written request to the board.
3. Marcus Allen of 1605 Higgins Road is not receiving village mailings. He will be put on the mailing list for the newsletter.

ENGINEER:

1. The engineers have submitted the water main engineering cost proposal. This proposal does include bid advertising and evaluation by the engineers. President Shields would like to go out to bid for all engineering projects other than regular, routine engineering work. The board agreed with this idea, but for this situation, felt CMT have already put in a lot of preliminary work and are familiar with this project, and it would be more costly to go out to bid and start over with a new engineering firm. TENNIS MOVED WITH A SECOND FROM HARNEY TO APPROVE CRAWFORD, MURPHY, & TILLY TO PERFORM THE DESIGN SERVICES FOR THE NEW WATER MAIN FOR A FEE NOT TO EXCEED \$25,000. AYE: TENNIS-HARNEY-FUQUA-JOHNSON-ROBERTS-WILLIAMS. MOTION PASSED.
2. CMT ^{had been} told to stop work on the public works construction bid specs. Since this work was authorized by the board at the last meeting, CMT should resume work on this project immediately.

TREASURER:

1. TENNIS MOVED WITH A SECOND FROM JOHNSON TO APPROVE THE WARRANTS OF APRIL 30, 1993 IN THE AMOUNT OF \$24,978.78 WHICH INCLUDE PAYROLL OF \$12,844.92. AYE: TENNIS-JOHNSON-FUQUA-HARNEY-ROBERTS-WILLIAMS. MOTION PASSED.
2. TENNIS MOVED WITH A SECOND FROM FUQUA TO APPROVE THE WARRANTS OF MAY 1, 1993 IN THE AMOUNT OF \$45,290.45. AYE: TENNIS-FUQUA-HARNEY-JOHNSON-ROBERTS-WILLIAMS. MOTION PASSED.
3. TENNIS MOVED WITH A SECOND FROM HARNEY TO APPROVE THE SALARY AND HOURLY WAGE RATES FOR FISCAL YEAR 1994 AS PRESENTED. AYE: TENNIS-HARNEY-FUQUA-JOHNSON-ROBERTS. ABSTAIN: WILLIAMS. MOTION PASSED.
4. TENNIS MOVED WITH A SECOND FROM HARNEY TO APPROVE A DOUBLING OF THE SEP-IRA CONTRIBUTION FOR FULL TIME EMPLOYEES FROM 2.7% TO 5.4% AS DISCUSSED AT THE BUDGET MEETING, TO BECOME EFFECTIVE AS OF THE NEW FISCAL YEAR. AYE: TENNIS-HARNEY-FUQUA-JOHNSON-ROBERTS-WILLIAMS. MOTION PASSED.
5. TENNIS MOVED WITH A SECOND FROM JOHNSON TO AUTHORIZE THE VILLAGE TREASURER TO SUBMIT TO PROVIDENT LIFE AND ACCIDENT INSURANCE COMPANY THE APPLICATION FOR THE PROPOSED DISABILITY INSURANCE PLAN THAT HAS BEEN DISTRIBUTED TO TRUSTEES AND EMPLOYEES, AT A PROPOSED COST OF \$.80 PER \$100 OF PAYROLL. AYE: TENNIS-JOHNSON-FUQUA-HARNEY-ROBERTS-WILLIAMS. MOTION PASSED.

This proposal does not include additional options of the conversion benefit, the return to work benefit, or the child care expense credit benefit.

6. Received letter concerning legislation on house bill 454, income tax deposits to local government distribution funds.

7. JOHNSON MOVED WITH A SECOND FROM ROBERTS TO APPROVE THE SOFTWARE SERVICE AGREEMENT WITH MUNICIPAL SOFTWARE, INC. MOTION PASSED BY VOICE VOTE.

8. Trustee Tennis commented on the state insurance program benefits and their rate of increase.

ROADS & PARKS:

1. The trench is dug up again at the Saddle Club entrance.

2. The park district is improving the baseball diamond.

3. Two trees at the Deer Creek entrance will be replaced.

4. There have been a number of building permits issued where the builders are unable to begin work due to the 90 day weight restrictions. Since that time, we have instituted stricter weight limits (36,000) that will cause higher fines to these individuals if they exceed the limit. HARNEY MOVED WITH A SECOND FROM FUQUA TO WAIVE THE PERMIT FEES UP TO THE ORIGINAL WEIGHT LIMIT OF 44,000 LBS FOR THOSE BUILDERS WHO HAVE PREVIOUSLY APPLIED FOR BUILDING PERMITS.

TENNIS MOVED WITH A SECOND FROM JOHNSON TO AMEND THE MOTION TO ALLOW THIS WAIVER UP TO 90 DAYS.

ROBERTS MOVED TO AMEND THE MOTION TO LIST THE FIVE PEOPLE WHO ARE PART OF THIS WAIVER. It was felt the permits needed to be reviewed by Trustee Roberts to prepare this list of exempt builders as it will be higher than the five builders Trustee Harney talked with. ROBERTS WITHDREW HIS AMENDMENT TO THE MOTION.

ON FIRST AMENDMENT: MOTION PASSED BY VOICE VOTE.

ON MAIN MOTION: MOTION PASSED BY VOICE VOTE.

5. There is a meeting tomorrow night at the village hall for those residents interested in closing Sleepy Hollow Road.

6. HARNEY MOVED WITH A SECOND FROM ROBERTS TO AUTHORIZE THE VILLAGE TO CONTRIBUTE \$75 TOWARD A SMALL RECEPTION FOR THERESA PETERSON. The board felt village funds should not be used for this purpose, but that personal contributions should be obtained. HARNEY AND ROBERTS WITHDREW THEIR MOTION AND SECOND.

7. HARNEY MOVED WITH A SECOND FROM FUQUA TO REIMBURSE CLERK OLSON FOR THE GIFT PRESENTED TO THERESA PETERSON IN THE AMOUNT OF \$56.94. AYE: HARNEY-FUQUA-JOHNSON-ROBERTS-TENNIS-WILLIAMS. MOTION PASSED.

8. Trustee Harney wanted to hire the two part time employees that we have used the past two summers who are village residents. She feels they are familiar with the village and can help carry out any beautification projects. Some part time police officers have expressed interest in mowing the grass when these students return to school in the fall. President Shields wanted to hire the students from Harper College and felt he should be able to appoint them as they were non-elected officials. It was determined they are paid employees to be voted on by the board. HARNEY MOVED WITH A SECOND FROM ROBERTS TO HIRE JIM WERNER AND KYLE SCHAWEL AT \$6.25 PER HOUR, TO START WORK ON MAY 10, 1993. AYE: HARNEY-ROBERTS-FUQUA-JOHNSON-TENNIS-WILLIAMS. MOTION PASSED.

The board agreed that also hiring a Harper horticultural student was a good idea but the interviewing process has not yet started on this position.

9. Trustee Fuqua raised the question of modernizing Sleepy Hollow Road. Federal funds would pay about 75% of the cost, but we would be obligated to make certain modifications, including some widening and curbs and gutters. This should be discussed again next year when we have more details and perhaps obtain feedback from residents on this idea in the form of a survey.

FINANCE:

Trustee Tennis needs further information before he can sign the health insurance plan with the state.

WATER:

1. Have received a rough proposal from the engineers on servicing Hickory Hollow with water. There are approximately 120 homes. Board felt Trustee Johnson should pursue this possible connection with the homeowners in that subdivision. We would need to determine what percentage we could recapture on the new main installation costs up to the subdivision.

2. The wells have been capped across from Sabatino Park. An individual has expressed interest in obtaining the storage tanks and/or other equipment in the building and would remove them. We should have Art check on costs of razing the small building or if he could do it himself.

POLICE:

1. Trustee Williams is the new QuadCom rep for the village board.

2. Trustees noted the large number of ATVs on village property. They have been a number of complaints on these and other similar vehicles.

3. Trustee Fuqua said a new neighbor has complimented the police department on their high visibility on patrols through the village.

4. ROBERTS MOVED WITH A SECOND FROM HARNEY TO AUTHORIZE THE CLERK TO CONTACT THE PURCHASER OF LAST YEAR'S OLD SQUAD CAR TO DETERMINE THEIR INTEREST IN THE SURPLUS SQUAD CAR FOR THIS YEAR. MOTION PASSED BY VOICE VOTE.

5. The possibility of changing Chapter 5 of the recreational vehicle section of the village code was brought up. TRUSTEE HARNEY MOVED TO DENY USE OF ANY RECREATIONAL OFF ROAD VEHICLES IN THE VILLAGE. The board would like our village attorney to review the possibility of changing Chapter 5 of the code and present his ideas for possible action at the next meeting. HARNEY WITHDREW HER MOTION.

HEALTH & SANITATION:

The resident at 720 Hillcrest Drive is requesting reimbursement for damage caused by a failed septic system. The board may consider the \$200 landscaping reimbursement. The other costs are the responsibility of the homeowner. The matter will be turned over to Trustee Harney.

BUILDING:

1. We should be receiving six month reports on the maintenance of the multi-flows. There is a resident who has refused to be part of this program. We should send a letter informing him he must cooperate.
2. Trustee Roberts will send a letter to Spaceco., the engineering firm for Target, to correct a misconception they have; we are not responsible for obtaining the easements on Locust Road, they are. If they have problems, we can help on the eminent domain principle.
3. A new house is being built in the Bluffs.
4. Our attorney is working on a completion bond for builders.
5. Trustee Roberts clarified the building permit fees schedule; the value is computed the same whether the homeowner does the work himself or contracts out.

OLD BUSINESS:

No report.

NEW BUSINESS:

No report.

HARNEY MOVED WITH A SECOND FROM ROBERTS TO ADJOURN THE MEETING AT 10:25 P.M. MOTION PASSED BY VOICE VOTE.

Respectfully submitted,

Norine Olson
Norine Olson
Village Clerk