

REGULAR MEETING
MINUTES

JUNE 6, 1994

The regular meeting of the Sleepy Hollow Corporate Authorities was called to order at 7:30 p.m. In attendance were President Shields; Trustees Fuqua, Harney, Roberts, Tennis, and Williams; Treasurer Panning; Police Chief Montalbano; and Village Clerk Olson. Trustee Johnson was absent.

MINUTES:

1. The regular minutes of May 16, 1994 should be amended on page 3, #5: on the main motion vote, Williams abstained. TENNIS MOVED WITH A SECOND FROM FUQUA TO APPROVE THE MINUTES OF MAY 16, 1994 AS AMENDED. MOTION PASSED BY VOICE VOTE WITH HARNEY ABSTAINING.
2. TENNIS MOVED WITH A SECOND FROM WILLIAMS TO APPROVE THE EXECUTIVE MINUTES OF MAY 16, 1994 AS SUBMITTED. MOTION PASSED BY VOICE VOTE WITH HARNEY ABSTAINING.

PRESIDENT:

1. Trustee Williams requested an executive session for purposes of personnel.
2. Since the Board did not receive the Comprehensive Plan in time to review before this meeting, the Plan Commission will make their presentation at the next meeting.
3. President had a meeting with the employees concerning the personnel manual changes which he thought went quite well.
4. The triangle at Thorobred and Hillcrest will be included in the maintenance program by Weidemeyer.
5. Sgt. Joe Dunat has submitted a letter of resignation. He is retiring from police work, effective June 17, 1994. ROBERTS MOVED WITH A SECOND FROM WILLIAMS TO ACCEPT THE ^{RETIREMENT} RESIGNATION OF JOE DUNAT WITH REGRET AND HONOR HIS REQUEST FOR A STAR I.D. BADGE. MOTION PASSED BY VOICE VOTE.
6. WILLIAMS MOVED WITH A SECOND FROM HARNEY TO ACCEPT THE RESIGNATION OF GARY SCHWARTZ WITH REGRET. MOTION PASSED BY VOICE VOTE. President Shields will write a letter to both officers thanking them for their many years of service to the Village.
7. A resident of Paula Court has submitted a proposal for the berm of that court at an approximate cost of \$2,500. The president did not recommend approval by the Board as no other residents of that court were aware of the plans and the cost was excessive. He will respond to the resident denying the request.
8. Mr. Husted has responded to our suggestion that he review the village records on a Saturday as unacceptable. The letter will be referred to our attorney for response.

CLERK:

1. The draft newsletter was reviewed. A revised article-questionnaire about leaf collection was submitted and will be included. Changes were suggested to the president's report to make it more reflective of the board as a whole. These changes were unacceptable to the president and he chose to withdraw his report from the newsletter. The newsletter will reach the residents in time for the open house at the public works building on June 18th and will also include an insert from the Service Club on the 4th of July festivities which will be celebrated on Sunday, July 3rd, this year.

PLAN COMMISSION:

No report.

NuToys Leisure Products of LaGrange distributed a packet of information, made a presentation of their playground equipment, and showed three possible playground layouts for Sabatino Park. The Board decided to review the materials distributed and discuss these proposals at the next meeting.

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

1. Bill Hanselman from the Service Club discussed the 4th of July plans which will occur on Sunday, July 3rd this year. He gave the Clerk the required insurance certificate for the day and requested permission to sell liquor. HARNEY MOVED WITH A SECOND FROM TENNIS TO GRANT THE SERVICE CLUB A LIQUOR LICENSE TO SELL BEER AND WINE ON JULY 3RD FROM 11 AM TO 4 PM. MOTION PASSED BY VOICE VOTE. The port-o-potties have been ordered for the day. It was suggested the Service Club contact Waste Management and request a recycling container for the pop cans. He asked that the Village transport the trailer, dunk tank, and kettles from behind the Village Hall to the park prior to the 3rd and back to the Village Hall afterwards. The Board said this could be done by Public Works. The Board noted that the fireworks set up location in the park may need to be adjusted according to the direction and strength of the wind that day.

FUQUA MOVED WITH A SECOND FROM TENNIS TO ADJOURN TO EXECUTIVE SESSION AT 9:00 P.M. FOR THE PURPOSE OF PERSONNEL. AYE: FUQUA-TENNIS-HARNEY-ROBERTS-WILLIAMS. MOTION PASSED.

The regular meeting reconvened at 9:55 p.m. and the following action was taken as a result of the executive session.

WILLIAMS MOVED WITH A SECOND FROM FUQUA TO HIRE PART TIME OFFICER TODD SHAVER AS A FULL TIME OFFICER AT A SALARY OF \$23,400 TO BE EFFECTIVE AS SOON AS HE IS AVAILABLE.

WILLIAMS MOVED TO AMEND HIS MOTION WITH A SECOND FROM ROBERTS TO INCLUDE AN INCREASE IN PAY TO \$24,200 ON SEPTEMBER 1, 1994, ASSUMING GOOD PERFORMANCE BY OFFICER SHAVER.

ON AMENDMENT: AYE: WILLIAMS-ROBERTS-FUQUA-HARNEY-TENNIS. MOTION PASSED.

ON MAIN MOTION: AYE; WILLIAMS-FUQUA-HARNEY-ROBERTS-TENNIS. MOTION PASSED.

WILLIAMS MOVED WITH A SECOND FROM ROBERTS TO OFFER A PART TIME POLICE POSITION TO CLAUDE OSTERRICHER, CONTINGENT UPON A BACKGROUND CHECK AND OTHER EMPLOYMENT REQUIREMENTS OF OUR POLICY MANUAL, AT \$7.00 PER HOUR. AYE: WILLIAMS-ROBERTS-FUQUA-HARNEY-TENNIS. MOTION PASSED.

The ordinance concerning the employment contract for police officers will be delayed and discussed with the village attorney at the next meeting.

It was stated that while in Executive Session we also discussed land matters/acquisition.

ZONING BOARD:
No report.

ZBA:

No report.

ATTORNEY:

The prevailing wage ordinance will be passed at the next meeting.

TREASURER:

1. TENNIS MOVED WITH A SECOND FROM ROBERTS TO APPROVE THE WARRANTS OF APRIL 30, 1994 IN THE AMOUNT OF \$8,066.57. AYE: TENNIS-ROBERTS-FUQUA-WILLIAMS. MOTION PASSED. (Harney out of room)
2. Hold payment to Commonwealth Edison until verified. TENNIS MOVED WITH A SECOND FROM WILLIAMS TO APPROVE THE WARRANTS OF JUNE 3, 1994 IN THE AMOUNT OF \$42,184.48. AYE: TENNIS-WILLIAMS-FUQUA-HARNEY-ROBERTS. MOTION PASSED.
3. Trustee Tennis reviewed the year end financial statements. He noted that almost 40% of our revenue comes from property taxes and less than 2% is from sales tax.
4. The 1994-95 budget revisions were reviewed and some additional changes were made. Adjustments were made to account for the construction management services necessary for the Village Hall renovations. TENNIS MOVED WITH A SECOND FROM HARNEY TO APPROVE THE BUDGET FOR FISCAL YEAR 1994-95 AS DISCUSSED TONIGHT WITH THE REVISED DOCUMENTS TO BE PROVIDED BY THE VILLAGE TREASURER. AYE: TENNIS-HARNEY-FUQUA-ROBERTS-WILLIAMS. MOTION PASSED.
5. The changes to the personnel policy manual concerning sickness disability were presented. TENNIS MOVED WITH A SECOND FROM FUQUA TO APPROVE THE CHANGES TO THE PERSONNEL POLICY MANUAL AS DRAFTED, TO INCLUDE ONE CORRECTION TO THE PROPOSED CHANGES, UNDER DEFERRED COMPENSATION PLAN, CONCERNING DEFINITIONS FOR ACTIVE EMPLOYEES. AYE: TENNIS-FUQUA-HARNEY-ROBERTS-WILLIAMS. MOTION PASSED.

ROADS & PARKS:

1. All trustees should review the 5 year road program.
2. We received 3 bids on the tree removal in the Village. FUQUA MOVED WITH A SECOND FROM HARNEY TO APPROVE TAYLOR'S TREE REMOVAL BID IN THE AMOUNT OF \$2,700 FOR REMOVAL OF 7 DEAD TREES IN THE VILLAGE. AYE: FUQUA-HARNEY-ROBERTS-TENNIS-WILLIAMS. MOTION PASSED.
3. We received two quotes for fuel tanks. FUQUA MOVED WITH A SECOND FROM TENNIS TO ACCEPT THE BID OF BONCOSKY OIL IN THE AMOUNT OF \$4,932 PLUS FREIGHT COSTS (ESTIMATED AT \$375) FOR THE FUEL TANKS. AYE: FUQUA-TENNIS-HARNEY-ROBERTS-WILLIAMS. MOTION PASSED. This cost includes installation.
4. Three bids for the MFT program were received. Our engineer's bid was about \$55,000. FUQUA MOVED WITH A SECOND FROM HARNEY TO ACCEPT THE BID OF ARROW ROAD CONSTRUCTION OF \$43,825.20 FOR THE MFT ROAD WORK. AYE: FUQUA-HARNEY-ROBERTS-TENNIS-WILLIAMS. MOTION PASSED.
5. Received a letter from resident Kedzior on Locust regarding water in swale. Trustee Fuqua will respond.
6. Received a call concerning damage to the slide in Saddle Club Park. Art will repair the damage.
7. We must pass the road weight ordinance next meeting as the new laws are effective July 1st concerning truck weights.
8. Target would like to "adopt" Locust Drive under the Illinois Adopt a Highway program. They will clean up Locust a few times a year. Trustee Fuqua will respond that we are agreeable but they should place the sign on the east side of the road.
9. A resident has asked if Public Works can water the flowers planted at the Saddle Club entranceway. Trustee Fuqua will see if they have time.

FINANCE:

We are checking possible grants for the Village Hall work concerning ADA requirements.

WATER:

) The new house being constructed on Sharon has asked about connecting to water at Thorobred Road through Sabatino Park. We will need to talk to the EPA. This will be brought up at a later meeting.

POLICE:

1. Saddle Club Estates is having their annual garage sale. Parking is a problem. The department had signs indicating parking on one side of the street only but they're all gone. The Board authorized Chief Montalbano to have the necessary signs made.

2. WILLIAMS MOVED WITH A SECOND FROM HARNEY TO AUTHORIZE ISSUANCE OF A CHECK IN THE AMOUNT OF \$13,862.10 FOR THE PURCHASE OF A NEW SQUAD CAR. AYE: WILLIAMS-HARNEY-FUQUA-ROBERTS-TENNIS. MOTION PASSED.

3. The trailer and fence violations were granted two month continuances. Continuances were granted all last year with the trailer. We are concerned this will continue indefinitely. Our prosecuting attorney needs to be told that we do not want to agree to any more continuances and that we are not interested in fines but in having the fence and trailer permanently removed. The Board is concerned about the way our prosecuting attorney is handling these matters. It was suggested President Shields call Attorney David.

HEALTH & SANITATION:

1. We need two more pumps. HARNEY MOVED WITH A SECOND FROM WILLIAMS TO APPROVE THE PURCHASE OF TWO PUMPS FROM METROPOLITAN PUMP FOR \$2,744. AYE: HARNEY-WILLIAMS-FUQUA-ROBERTS-TENNIS. MOTION PASSED.

) There is still some question about the number of pumps we paid for in fiscal 1994.

2. Attended a CORE sponsored seminar on school financing.

3. Requested board approval of a resolution objecting to the granting of a permit at Raceway Woods. HARNEY MOVED WITH A SECOND FROM WILLIAMS TO PASS A RESOLUTION REQUESTING A DENIAL OF A PERMIT TO THE ARMY CORPS FOR VERMONT HOMES AT THE RACEWAY WOODS IN CARPENTERSVILLE. AYE: HARNEY-WILLIAMS-FUQUA-ROBERTS. ABSTAIN: TENNIS. MOTION PASSED. Trustee Harney will prepare a resolution.

BUILDING:

No report.

OLD BUSINESS:

Discussed the Village Hall bid specifications. Trustee Tennis brought up several points for clarification on the bid specs submitted by the architect. It was noted that our building inspector, Joe Prang, will be inspecting the renovation work. The bid specs will be due July 1st. Substantial completion of the work will be January 15, 1995.

FUQUA MOVED WITH A SECOND FROM ROBERTS TO ADJOURN THE MEETING AT 11:35 P.M. MOTION PASSED BY VOICE VOTE.

Respectfully submitted,

Norine Olson

) Norine Olson, Village Clerk



The Village of Sleepy Hollow, Illinois

One Thoroughbred Lane
Sleepy Hollow, Illinois 60118

Village Hall
Village President

426-6700
580-3477

Village Clerk
Building Department

428-2266
428-3388

Released 7-15-96

JUNE 6, 1994

EXECUTIVE MEETING MINUTES

The executive session began at 9:00 p.m. In attendance were President Shields; Trustees Fuqua, Harney, Roberts, Tennis, and Williams; Police Chief Montalbano; Police Committee Member Jim Mertz; Treasurer Panning; and Village Clerk Olson.

The topic of discussion was police personnel. Chief Montalbano, Jim Mertz, and Dave Williams interviewed police candidates last week.

Part time officer Todd Shaver was interviewed as a potential full time officer. Trustee Williams and Jim Mertz felt he is qualified for the position; he is, however, #1 on the East Dundee police list for hiring and would probably go with them if called. It was suggested we hold off sending him to the costly police training until late fall, when he should hear from East Dundee, if he is going to. If he does go through training, we should have a signed ~~contract~~ contract from him or reimbursement of the training costs if he leaves prior to the end of the contract period. Starting salary should be \$23,400 with an increase to \$24,200 in September.

Two part time police candidates were interviewed who were former full time police officers now in other professions. Claude Osterricher and Tom Montalbano were both qualified and Trustee Williams and Jim Mertz felt they would both do a good job. Trustee Tennis was very uncomfortable with the Chief's brother working here also and felt there was a potential for future problems. It was decided we would hire Osterricher only for the part time position. Since he is a former officer, he will not need as much training and should be on the street immediately.

Jim Mertz spoke with Robert Logsdon concerning his resignation. It was for personal reasons--time away from his family. He had no problem with the department or village. Jim has been unable to speak with Mary Lou Houck--she has not returned calls. The Board suggested we mail her an exit interview form and ask her to complete and return it to the Village since she appears unwilling to talk to Jim on the phone.

June 6, 1994

Gary Schwartz resigned and submitted a letter to the Board. In it, Gary stated his complete satisfaction with the police department. He also stated that he felt the Village Board did not care about their employees. Gary's new job with Huntley is apparently at less pay but does include a police pension. Jim Mertz will conduct an exit interview with Gary and report back to the Board. There were apparently some personal confrontations between Gary and Joe Dunat which may have contributed to Gary's resignation. Chief Montalbano also suggested an exit interview be conducted with Ted Ziarkowski.

The department is now at "bare bones" with only three full time officers (including the hiring of Todd Shaver). Trustee Tennis noted overtime may be necessary to ensure adequate coverage until we hire more officers. President Shields and Trustee Tennis felt we should concentrate on hiring some experienced part and/or full time officers, perhaps retired officers, and offer more money. The Chief was concerned about hiring retired officers where we may not know their background or why they retired. He is still looking for additional experienced candidates through his police connections.

Trustee Williams wondered if the cost of a police pension plan may not be more manageable with the recent resignations of two officers with many years of service. Trustee Tennis thought it would still be too costly but suggested we wait on requesting new costs until we have hired more officers. *Trustee Harney would like to have new, revised costs for a police pension plan presented to the Board.* Trustee Williams received a letter from Gary Schwartz requesting payment for 35 accumulated sick days. After review of the manual, the Board agreed sick pay is not a vested right and he is not entitled to the sick pay.

Regarding the water main easements, the Board reviewed the memo from Dan Johnson concerning Bobbi Moss' property along Sleepy Hollow Road. She has made several demands in exchange for her easement. The Board agreed with Dan's opinion that we refuse her demands and bypass her property.

TENNIS MOVED WITH A SECOND FROM FUQUA TO ADJOURN THE EXECUTIVE MEETING AT 9:55 P.M. AYE: TENNIS-FUQUA-HARNEY-ROBERTS-WILLIAMS. MOTION PASSED.

Respectfully submitted,

Norine Olson

Norine Olson
Village Clerk