

The regular meeting of the Sleepy Hollow Corporate Authorities was called to order at 7:30 p.m. In attendance were President Pickett; Trustees Getz, Grom, Morris, and Ziemba; Police Chief Montalbano; Director of Finance Volkening; Village Attorney Schuster; Village Engineer Heinz and Clerk Olson. Trustees Merkel and Rzonca were absent.

President Pickett explained the rules for speaking under public comments.

MINUTES:

1. The September 16th minutes should be corrected to show the attendance at the meeting of Sgt. Childs, not Chief Montalbano. GROM MOVED WITH A SECOND FROM ZIEMBA TO APPROVE THE REGULAR MEETING MINUTES OF SEPTEMBER 16, 2002 AS AMENDED. MOTION PASSED BY VOICE VOTE WITH MORRIS ABSTAINING.

PRESIDENT:

1. President Pickett read a proclamation designating October as United Way month. MORRIS MOVED WITH A SECOND FROM GROM TO PROCLAIM OCTOBER AS UNITED WAY MONTH. MOTION PASSED BY VOICE VOTE. (Trustee Getz arrived.)
2. President Pickett congratulated new police officers Herman and Larson on completion of the Illinois State Police ten week training course and presented each officer with his certificate.

CLERK:

1. The draft newsletter was presented.
2. MORRIS MOVED WITH A SECOND FROM GROM TO APPROVE THE SALE OF CHRISTMAS TREES BY HAFEMAN'S EVERGREENS FROM NOVEMBER 23 TO DECEMBER 23, 2002. MOTION PASSED BY VOICE VOTE.
3. GROM MOVED WITH A SECOND FROM ZIEMBA TO RATIFY THE PHONE VOTE TO ALLOW BIG H AMUSEMENTS' RIDES AND GAMES AT RANDY'S DURING OCTOBER. MOTION PASSED BY VOICE VOTE.
4. Trick or treat hours will be 3 p.m. to 7 p.m. on October 31st.

PLAN COMMISSION:

No report.

ZONING COMMISSION:

Chairman Neil said the board met last week to review the B-2 ordinance regarding possible new commercial development in the Village. Chairman Neil has some questions for the Village Attorney on this ordinance.

ZBA:

No report.

ATTORNEY:

1. GROM MOVED WITH A SECOND FROM ZIEMBA TO APPROVE ORDINANCE NO. 2002-24 ENTITLED "AN ORDINANCE AMENDING THE PAYMENT PROVISIONS OF THE BUILDING REGULATIONS IN THE VILLAGE". AYE: GROM, ZIEMBA, GETZ, MORRIS. MOTION PASSED.
2. MORRIS MOVED WITH A SECOND FROM ZIEMBA TO APPROVE ORDINANCE NO. 2002-25 ENTITLED "AN ORDINANCE VARYING THE SIDE YARD SET BACK REQUIREMENT OF THE RESIDENTIAL ZONING DISTRICT FOR THE PROPERTY LOCATED AT 1036 VAN TASSEL DRIVE IN

) THE VILLAGE. Board discussed this property. In view of the fact that the residents may not be able to meet the set back restrictions to build, this ordinance was put on hold until it can be determined that the residents can comply with the restrictions and intend to proceed with the next steps. MORRIS MOVED WITH A SECOND FROM ZIEMBA TO TABLE THIS MATTER. MOTION PASSED BY VOICE VOTE. Morris and Ziemba withdrew their motion and second.

ENGINEER:

1. MORRIS MOVED WITH A SECOND FROM GETZ TO AUTHORIZE THE VILLAGE PRESIDENT AND CLERK TO SIGN THE APPROPRIATE DOCUMENTS TO AWARD THE CONTRACT FOR THE 2002 WATER SYSTEM IMPROVEMENTS. MOTION PASSED BY VOICE VOTE.

2. GROM MOVED WITH A SECOND FROM ZIEMBA TO AWARD THE 2002 STREET IMPROVEMENTS CONTRACT TO ARROW ROAD CONSTRUCTION CO. BASED ON THEIR LOW BID OF \$97,771.55 AND THAT THE PRESIDENT AND CLERK BE AUTHORIZED TO EXECUTE ALL CONTRACT AND MFT DOCUMENTS REQUIRED, SUBJECT TO IDOT REVIEW AND APPROVAL. Arrow's bid was substantially lower than all other bidders, but the Engineer has worked with Arrow previously and is comfortable with their bid. AYE: GROM, ZIEMBA, GETZ, MORRIS. MOTION PASSED.

3. The IEPA is monitoring storm water sewer systems more closely and the Village must apply for a permit by spring 2003 that as a municipality, it will govern any construction sites in the village as they relate to storm water run off.

4. The Board briefly discussed Lots 46, 47, and 54 in the Village which have been reviewed by the Engineer and noted what action must yet be taken by the builder on each lot. The builder was present and answered questions about the lots. He has not yet met all Village requirements to start construction, but wishes to proceed with the foundations now while the weather permits. The Village building inspector had suggested a \$15,000 "bond" for an early construction start and to ensure compliance with our requirements.

5. The bids for the Jelkes Creek project will be opened this week. We should request an extension on the grant money from the State as it appears this project will not be complete by the deadline.

8:10 P.M. There was a presentation by a M.A.D.D. representative for DUI arrests by Sleepy Hollow officers. Officer Rick Nelson had 10 DUI arrests for the year, and Officer Brian Aten had 7.

DIRECTOR OF FINANCE:

1. Item #4 under the Engineer's report was further discussed. Director Volkening said it was not clear whether the \$15,000 bond was suggested for each lot or the total required for all three. This should be clarified with the building inspector and relayed to the builder of the three lots. The builder should also be advised that he must show the Village that he has met all Kane County requirements for the lots.

2. ZIEMBA MOVED WITH A SECOND FROM GROM TO APPROVE THE ACCOUNTS PAYABLE WARRANTS IN THE AMOUNT OF \$111,961.62.

GROM MOVED WITH A SECOND FROM ZIEMBA TO AMEND THE MOTION TO REDUCE THE PAYMENT TO M&H LANDSCAPING BY \$240 UNTIL THEY PROVIDE THE DATES THAT ALL HORTICULTURAL SERVICES WERE DONE, REDUCING THE TOTAL WARRANTS TO \$111,721.62.

ON AMENDMENT: MOTION PASSED BY VOICE VOTE.

ON MAIN MOTION: AYE: ZIEMBA, GROM, GETZ, MORRIS. MOTION PASSED.

3. ZIEMBA MOVED WITH A SECOND FROM GETZ TO RATIFY THE PHONE VOTE TO CHANGE THE VILLAGE HALL OFFICE HOURS FROM 8 A.M. - 5 P.M. TO 7 A.M. - 4 P.M., EFFECTIVE SEPTEMBER 30, 2002. MOTION PASSED BY VOICE VOTE.

COMMENTS FROM THE PUBLIC:

1. Kerry Pickens has purchased a lot in Sleepy Hollow and intends to build a house. He expressed his desire to dig a well to water his landscaping.

PARKS, ROADS & STREETS:

1. GROM MOVED WITH A SECOND FROM GETZ TO APPROVE ORDINANCE NO. 2002-25 ENTITLED "AN ORDINANCE AUTHORIZING THE SALE OF CERTAIN PROPERTY OWNED BY THE VILLAGE". This is for the sale of the 1992 F350 Ford flatbed truck, with bids to be received by October 17th. AYE: GROM, GETZ, MORRIS, ZIEMBA. MOTION PASSED.
2. The Village recently requested proposals for the Green Communities Grant and has received seven proposals from potential facilitators. Trustee Grom will summarize the proposals and present to the Board for their decision.
3. The Village planted six trees in the Village through the tree replacement program.

FINANCE:

1. Board discussed the personnel manual concerning use of sick days and vacation days as it relates to the Family Medical Leave Act. It was suggested the Finance Committee review this section of the manual and recommend modifications.

WATER:

1. Purchase Order #009953 was tabled until the next meeting.
2. ZIEMBA MOVED WITH A SECOND FROM GETZ TO APPROVE P. O. #009954 IN THE AMOUNT OF \$3,840.00 TO BIHLER TECH FOR 2 PUMP REPLACEMENT KITS. AYE: ZIEMBA, GETZ, GROM, MORRIS. MOTION PASSED.
3. Since we have an agreement with a new company to read the water meters, Nicor has requested that we terminate their agreement with the Village. GROM MOVED WITH A SECOND FROM MORRIS TO APPROVE THE TERMINATION AGREEMENT WITH NICOR GAS. MOTION PASSED BY VOICE VOTE.

POLICE & PUBLIC SAFETY:

1. GETZ MOVED WITH A SECOND FROM GROM TO APPROVE THE HIRING OF ROXANNE C. MILLER AS A POLICE MATRON AT THE RATE OF \$10.00/HOUR, CONTINGENT ON PASSAGE OF A PHYSICAL EXAMINATION. AYE: GETZ, GROM, MORRIS, ZIEMBA. MOTION PASSED.

PUBLIC BUILDINGS & ENVIRONMENTAL:

1. Board discussed a resident refusing the trash pick up services and not paying for the service. The Board felt this issue was between the resident and the trash company. The new trash contract should include language that all residents must pay whether they use the service or not and we should consider a new ordinance requiring resident compliance.
2. We received four proposals for the trash pick up service that Trustee Morris has not reviewed. Director Volkening will summarize the proposals for the next board meeting.

BUILDING & ZONING ENFORCEMENT:

) No report.

OLD BUSINESS:

1. The Elm Court sewer matter is still pending.
2. The Board and Village Attorney briefly discussed the issue of private resident wells for additional water usage as a less costly alternative. This will be discussed further when all trustees are present.
3. President Pickett and Attorney Schuster are meeting with Dundee Township to coordinate a possible wetland mitigation bank program. If the Board decides to proceed with this project, work will not begin until next spring.
4. The revised letter to residents in the sewer district will be finalized and mailed to the appropriate residents.

NEW BUSINESS:

No report.

ZIEMBA MOVED WITH A SECOND FROM GETZ TO ADJOURN TO EXECUTIVE SESSION AT 9:18 P.M. FOR THE PURPOSE OF DISCUSSING PERSONNEL/COMPENSATION BENEFITS PURSUANT TO SECTION 2(C)(1) OF THE OPEN MEETINGS ACT. MOTION PASSED BY VOICE VOTE.

The regular meeting reconvened at 9:30 p.m.

ZIEMBA MOVED WITH A SECOND FROM MORRIS TO ADJOURN THE MEETING AT 9:30 P.M. MOTION PASSED BY VOICE VOTE.

Respectfully submitted,



Norine Olson
Village Clerk

Released 11-21-05

EXECUTIVE MEETING MINUTES

OCTOBER 7, 2002

The executive session of the Sleepy Hollow Board of Trustees was convened at 9:18 p.m. for the purpose of discussing personnel pursuant to §2(c)(1) of the Open Meetings Act. In attendance were President Pickett; Trustees Getz, Grom, Morris, and Ziemba; Village Attorney Schuster; and Clerk Olson. Trustees Merkel and Rzonca were absent.

1. The Board discussed the compensation package of Terri Jersky as it relates to her current family medical leave to care for her husband. There is some confusion in the Village personnel manual on what accrued time (sick days and vacation) must be applied to the leave and whether they must be used prior to unpaid leave going into effect. The Board must determine whether it will allow employees to use this accumulated paid time during family medical leaves. The Finance Committee will review this section of the personnel manual and advise the Board of any recommendations for change. The Board must then decide whether any changes made to the manual will be retroactive so that Terri will be have the benefit of these changes during her current leave..

MORRIS MOVED WITH A SECOND FROM GETZ TO ADJOURN THE EXECUTIVE SESSION
AT 9:30 P.M. MOTION PASSED BY VOICE VOTE.

Respectfully submitted,



Norine Olson
Village Clerk