

VILLAGE OF SLEEPY HOLLOW
VILLAGE BOARD MEETING MINUTES

SEPTEMBER 7, 2010

The regular meeting of the Sleepy Hollow Corporate Authorities was called to order at 7:30 p.m. at the Sleepy Hollow Village Hall. Board members in attendance were President Stephen Pickett, Trustees Scott Finney, Dennis Fudala, Russell Getz, Jeff Seiler, Steve Wind, and Donald Ziemba. Also in attendance were Police Chief Jim Montalbano, Finance Director Ellen Volkening, Village Attorney Mark Schuster, and Village Engineer Mark Reimers.

MINUTES

1. Seiler moved with a second from Wind to approve the Village Board Meeting Minutes of August 16, 2010. Motion passed unanimously.

PRESIDENT

No report.

CLERK

1. Getz moved with a second from Finney to approve Comcast Application No. PSH-3320-PT. Motion passed unanimously.
2. Wind moved with a second from Seiler to approve the request for Randy's Fall Fest on weekends from October 2 - October 31. Motion passed unanimously.
3. Articles for the next newsletter were requested before the end of the month.

PLAN COMMISSION

No report.

ZONING BOARD

No report.

ZBA

Chairman Dirk Fuqua was present to discuss file number 268 from the Dundee Township Park District for the property at 875 Winmoor Drive (tennis courts). The variance request was for fencing that would be less than 15' from the adjacent property line. The tennis courts are being refurbished and there was a safety concern with the fencing. The adjacent neighbor does not object to the proposed fence location. There was a ZBA hearing on August 19, 2010 at which the ZBA voted 5 to 0 to approve the variance request. The work should begin this fall. Seiler moved with a second from Getz to approve the variance request for file #268 of the Dundee Township Park District. Motion passed unanimously.

2. The ZBA would like to include information in the newsletter concerning variances. Mr. Fuqua will submit an article to the clerk.

ATTORNEY

1. A memo concerning the requested sewer hookup will be discussed later in the meeting.

ENGINEER

1. Only two bids were received for the MFT project and both were substantially over the engineer's estimate. Mr. Reimers suggested we re-bid next year and combine both years to hopefully obtain better quotes. We should also start the bidding much earlier in the year. Although Darien in particular is in poor condition, no work can be done until next year. Trustee Getz should have Public Works cold patch

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those areas that cannot wait until next year. We can solicit bids in early March. The Board must wait 8 days after bid opening to reject the bids and need to wait until the next meeting to reject both bids. Trustee Finney asked the engineer to update the 5 year road improvement plan for the Village so we know how much is needed annually to maintain the roads.

DIRECTOR OF FINANCE

1. Ziembra moved with a second from Seiler to approve the accounts payable of September 7, 2010 in the amount of \$70,547.22. Aye: Ziembra, Seiler, Getz, Finney, Fudala, Wind. Motion passed.
2. Ziembra moved with a second from Getz to approve the village telephone contract with AT&T. This is the same plan the village has been using for a few years. Aye: Ziembra, Getz, Finney, Fudala, Wind, Seiler. Motion passed.

COMMENTS FROM THE PUBLIC

1. Attorney Robert Smith of Elgin was present for the Sleepy Hollow Road house sewer connection to West Dundee. This matter is on the agenda for discussion later in the meeting.

PARKS, ROADS AND STREETS

1. The swale project on Locust can be done with MFT funds, but since there is landscaping involved this work should not be considered until the spring.
2. There is a hole several inches wide in the culvert at Saratoga and Churchill. Trustee Getz should instruct Public Works to review this hole.
3. Trustee Finney noted that the fire hydrant on Gail Lane is marked "out of service." It was assumed a problem was found when exercising the hydrant and parts are necessary to make repairs.

FINANCE

1. The Finance Committee met with the auditors, who will attend the next meeting to present their annual audit to the Village. The State is now 4-1/2 months behind in state income tax payments. Trustee Ziembra briefly reviewed the four month financial statements and noted general fund revenues are down about \$11,000. However, both the water and sewer funds are doing much better than last year. Trustee Seiler noted that water efficiency last month was about 81% and included a leak on Crane.

WATER AND SEWER

1. The owner of the home at 1912 Sleepy Hollow Road in the Village has approval from West Dundee to connect to their sewer system. West Dundee has also advised the Village that it does not require any payment from Sleepy Hollow for this connection, nor will the allocation to this home count against the Village's capacity with West Dundee. Mr. Schuster stated that this house does not meet the criteria necessary to disconnect from Sleepy Hollow on its own. Seiler moved with a second from Finney to approve the connection of 1912 Sleepy Hollow Road to the West Dundee sewer system. Motion passed unanimously.
2. President Pickett met with West Dundee officials regarding the sewer billing. Both villages must come to an understanding on the reliability of the equipment used and a method of verifying the meter readings. There are four meters in the Village, the largest and oldest which is located on Locust and reads the majority of the meters on the system. This meter may need to be replaced. West Dundee is concerned with infiltration into the system. The meters should be read daily which is not always possible by Public Works. There is a discrepancy between the two villages on the reading usage by a

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faction of 10. It was agreed that all meters should have two calibrations per year; one by Sleepy Hollow and one by West Dundee with resulting information given to the other village. The meters have digital read outs but are not logged and we do not know the cost to update the meters' technology. The Board felt this should be investigated. We are gathering information for West Dundee on calibrations, down time, and water usage in the sewer district.

POLICE AND PUBLIC SAFETY

No report.

PUBLIC BUILDINGS AND ENVIRONMENTAL

No report.

BUILDING AND ZONING ENFORCEMENT

1. The owners of the house on Hilltop that was granted a variance for a fence based on their child's needs have moved out of the house but have not yet sold it. It was believed the fence was to be removed upon the sale of the house.

OLD BUSINESS

1. There was an open motion from the last meeting to move \$41,000 from the impact fee fund to the general fund for the 2010-2011 budget. Trustee Finney questioned whether this could be done and whether it was necessary to do so at this time. Mr. Schuster said the developmental impact fee is not for the operating funds so it could only be borrowed, but must be paid back. The \$242,000 Target fund account was committed by board resolution to the sewer fund in anticipation of a possible residential development at that time which did not occur. However, these funds could be re-designated by the board via a resolution. The original motion on August 16 was: Finney moved with a second from Wind to approve the 2010-11 budget in the amount of \$1,380,450 in revenue and \$1,421.825 in expenses, for a deficit of \$41,375. Finney and Wind withdrew their motion and second. Ziembra moved with a second from Seiler to eliminate one police officer on the night shift. This would be the 11 p.m. to 7 a.m. shift on Sunday through Thursday per the Finance Committee's recommendation. Board discussion followed. Trustee Finney objected to the gutting of the police department and said the declining revenues should be addressed to balance the budget. Trustee Ziembra said the anticipated savings would be about \$20,000 per year. Trustee Finney noted there are other options, including raising the vehicle stickers, a tax increase referendum, or re-purposing the Target funds to cover the deficit, and that the village is micro-managing the police chief by reducing the shifts. Trustee Finney questioned if the Finance Committee wants to eliminate a shift or budget the shortfall. While he could understand the Finance Committee recommending a cut of \$20,000 to the police budget, he does not feel the Committee should be recommending the elimination of police shifts. Trustee Seiler feels the \$100,000 from the state will not be received; Trustee Finney feels the \$100,000 was correctly put back into the budget, although we do not have money from the State yet and this is a risk facing all municipalities. The shortfall is now \$41,000 and Trustee Wind feels our budget of \$10,000 in sales tax revenue is low as we have received close to that amount already this year, and this would help to further reduce the deficit. Trustee Ziembra does not feel the original hiring of the extra police officer was justified, and if necessary, we can call for assistance from another department. Trustee Wind does not feel any officer should be working alone and should always have backup. Trustee Seiler noted that about 10% of the Village calls at night are mutual aid assistance to other villages. Trustee Finney acknowledged that there have been cuts in other

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departments but not the police department and would consider a \$20,000 reduction from its budget, but not a shift elimination as adequate public safety is the most important service to the residents. Trustee Ziembra clarified the recommendation of the Finance Committee, on which his motion is based, which was to eliminate one officer from the night shift, Sunday through Thursday, or a reduction of 40 hours per week. He also clarified that the annual savings will be about \$28,000 per year, although only \$18,000 would be seen for the remainder of this fiscal year. Trustee Finney said this shift reduction is not necessary and other options are available, and the Board should address ways to raise the Village revenues. Trustee Ziembra responded that that issue will be addressed when reductions have been made to the police budget. Trustee Finney stated that residents contributed about \$4,000 toward the police department campaign and noted the difficulty and confusion involved in collecting the donations and delivering them to the Village. Aye: Ziembra, Seiler, Getz, Pickett. Nay: Finney, Fudala, Wind. Motion passed. In response to Trustee Wind's question, Mr. Schuster said the Board has the authority to set the budget and this vote was not illegal. Trustee Fudala asked if the Village could have liability with this shift reduction. Mr. Schuster replied that municipal immunity is involved, but it would depend on all the facts of the situation. Trustee Finney said a compromise would be for the police to instead reduce its budget by the \$17,331 that would be gained by the shift reduction, and use the extra sales tax anticipated to be received to make up the budget deficit. Trustee Ziembra said he would consider this compromise if the proposed cuts to the police budget were presented. He said the Finance Committee will be preparing a three year forecast for the Village.

NEW BUSINESS

1. Trustee Finney expressed concern with the current Finance Committee's ability to make budget recommendations that are consistent with the values of the Village. Finney moved that the current slate of the Finance Committee be disbanded and that we make a new slate for the Committee. There was no second to the motion and it was not on the agenda so no action was taken.
2. The Dundee Township Park District requested that "no parking" signs be posted at the walking path entrance on Glen Oak Drive. The Board did not object to a sign being posted. Trustee Getz should handle this issue.

Seiler moved with a second from Getz to adjourn to executive session at 9:22 p.m. for the purpose of discussing personnel pursuant to §2(c)(1) and collective bargaining pursuant to §2(c)(2) of the Open Meetings Act. Aye: Seiler, Getz, Finney, Fudala, Wind, Ziembra. Motion passed.

The regular meeting resumed at 9:40 p.m.

Seiler moved with a second from Getz to adjourn the meeting at 9:40 p.m. Motion passed unanimously.

Respectfully submitted,



Norine Olson
Village Clerk