

VILLAGE OF SLEEPY HOLLOW
VILLAGE BOARD MEETING MINUTES

OCTOBER 16, 2017

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 Stephan Pickett and Trustees Dennis Fudala, Joseph Nemec, Jeff Seiler, and Donald Ziemba. Trustees Scott Finney and Tom Merkel were absent. Also in attendance were Director of Finance Ellen Volkening and Police Chief James Linane.

MINUTES

1. Nemec moved with a second from Seiler to approve the Village Board Meeting Minutes of October 2, 2017. The minutes should be corrected under #1 of the Police report by adding at the end of the paragraph "...for safety purposes." Motion passed unanimously.

PRESIDENT

1. The Halloween trick or treat hours on October 31st are 4 – 7 p.m.

CLERK

No report.

PLAN COMMISSION

No report.

ZONING BOARD

No report.

ZBA

No report.

ATTORNEY

No report.

ENGINEER

1. The engineer's report noted that the Kay Court drainage improvements were complete, other than restoration, and the 2017 street program paving will be done this week. Additional patching on Arlington and Carol Crest was quoted extremely high by Lorig, Construction and a much lower bid was received from Sandman Paving, who will be making those repairs.

DIRECTOR OF FINANCE

1. Ziemba moved with a second from Seiler to approve the accounts payable of October 16, 2017 in the amount of \$109,195.81. Aye: Ziemba, Seiler, Fudala, Nemec. It was noted that four employees switched to the health insurance offered through the police union. Motion passed.

2. Ziemba moved with a second from Seiler to approve the Tax Services Agreement with Precision Payroll of America for \$218/year and authorize the President to sign. This is for tax services/filings for payroll. The Finance Committee recommended the Village approve this agreement. Aye: Ziemba, Seiler, Fudala, Nemec. Motion passed.

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3. The Finance Committee recommended a possible pay increase in the part time office position. Ziamba moved with a second from Nemec to authorize if necessary an increase in starting pay for the bookkeeper position not to exceed \$15/hr. and after 90 days it could be raised up to \$16/hr. Aye: Ziamba, Nemec, Fudala, Seiler. Motion passed.

COMMENTS FROM THE PUBLIC

There were no comments from the public.

PARKS, ROADS AND STREETS

1. Ziamba moved with a second from Seiler to approve the hiring of Mark Reimers on a part-time, as needed basis, at \$13.54/hour. Aye: Ziamba, Seiler, Fudala, Nemec. Motion passed.

FINANCE

1. The Finance Committee reviewed the audit report at their recent meeting.

WATER AND SEWER

1. A leak was discovered at what appears to be an improperly installed hydrant and we will be requesting the vendor, Patnick, make repairs and reimburse the Village for its expenses. Over the past 12 months, the Village has lost money in water compared to previous years, due to numerous water leaks.

POLICE AND PUBLIC SAFETY

1. Ziamba moved with a second from Seiler to ratify the email vote to hire Gary Schwartz at \$50,592.17/year as a full-time police officer. Aye: Ziamba, Seiler, Fudala, Nemec. Motion passed.

2. An ordinance was presented which adds and deletes stop and yield signs in the Village. Nemec moved with a second from Seiler to approve Ordinance No. 2017-22, "An Ordinance Amending Title 5: Traffic Regulations, Chapter 3: Traffic Schedules, to Amend the List of Stop Intersections and Yield Intersections in the Village", to be in effect no later than March 1, 2018. Public Works requested additional time to put this into effect to allow for sufficient manpower and time to make all the changes. It should also be put in the newsletter to give advance notice to the residents of the changes. Aye: Nemec, Seiler, Fudala, Ziamba. Motion passed.

3. The squad car in the recent accident has been declared a total loss. The accident was the fault of the other driver. The Village will receive payment from insurance for the loss which will also pay for removing and installing equipment on a new car. The Village can purchase the salvaged car from the insurance company for \$1,000 and then sell it for a profit to a local salvage yard. Ziamba moved with a second from Nemec to authorize the purchase of the salvaged car for \$1,000. Aye: Ziamba, Nemec, Fudala, Seiler. Motion passed.

4. Second notices have been sent out on non-compliant residents for vehicle stickers. The next step would be to issue citations, which the Board agreed should be done.

5. The monthly activity report was briefly reviewed.

6. The speed sign is not working and it is not certain what needs to be repaired/replaced. The Service Club may be interested in fixing this unit.

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PUBLIC BUILDINGS AND ENVIRONMENTAL

No report.

BUILDING AND ZONING ENFORCEMENT

1. The Chief advised of a house in the Village where the owner has left the state and the renters are not paying and causing damage to the home. Eviction proceedings are underway.

8:15 p.m. Jamie Wilke from Lauterbach & Amen briefly reviewed the annual audit report in which the Village was given an unmodified opinion, the highest level that can be issued. She thanked DOF Ellen Volkening for her preparation work and noted that, for the second year, there were no journal entries and no management letter for the Village. She also recommended the Board review the Management Discussion and Analysis included with the audit. Trustee Ziembra also made brief comments on the report. Ziembra moved with a second from Seiler to accept the Sleepy Hollow annual audit report for fiscal year 2017. Motion passed unanimously.

OLD BUSINESS

1. Trustee Ziembra asked about an accident in the Village a couple years ago involving a pedestrian, to which the Chief responded.

NEW BUSINESS

No report.

Seiler moved with a second from Fudala to adjourn the meeting at 8:25 p.m. Motion passed unanimously.

Respectfully submitted,



Norine Olson
Village Clerk