

VILLAGE OF SLEEPY HOLLOW

VILLAGE BOARD MEETING MINUTES

JULY 6, 2021

The regular meeting of the Sleepy Hollow Corporate Authorities was called to order at 7:30 p.m. at the Sleepy Hollow Village Hall. President Stephan Pickett, Trustee Ed Harney, Trustee Steven DeAtley, Trustee George Hoffman, Trustee Anthony Piraino and Trustee Mark Thorne, attended in person. Trustee Joseph Nemec attended via Zoom. Village Attorney Mark Schuster also attended via Zoom. Also present in person were Director of Finance Eugene Vann, Chief of Police Sam Parma, Director of Public Work Kyle Killinger, Village Clerk Anthony Mills, Village Engineer Jeffrey Steele.

After asking all participants to stand and recite the Pledge of Allegiance President Pickett directed the Clerk to call the roll of trustees in attendance at which time each trustee responding to the roll call confirmed the ability to hear all statements. President Pickett confirmed that the comments of all trustees remotely attending the meeting could be heard.

PRESIDENT'S REPORT

President Pickett reported Governor Pritzker latest Executive Order extends a municipality's ability to conduct business meetings via remote access. This order continues through July 24, 2021.

MINUTES

Trustee DeAtley moved with a second from Trustee Thorne to approve the minutes of 6-21-2021. By roll call vote with Trustees DeAtley, Harney, Nemec, Thorne and Hoffman voting aye and with Trustee Piraino abstaining no nay votes, the motion passed.

CLERK

No report

PLANNING AND ZONING COMMISSION

No report

ATTORNEY

No report

ENGINEER

Jeffrey Steele provided an update on the Sleepy Hollow Road Resurfacing project noting that the bid accepted was less than the estimated cost of repairs. The Board's discussion then turned to other road repairs that could be made with the surplus funds. President Pickett tasked the board with coming up with potential road projects for consideration.

The Village Engineer submitted his company's proposal for the 2021 Sleepy Hollow Watermain System Improvement Project. The engineering and design fee to be charged will equal 6.5% of the final project costs. No action was taken at the meeting to approve the proposal.

DIRECTOR OF FINANCE

Trustee Thorne moved with a second by Trustee DeAtley to approve the warrants of June 7, 2021, in the amount of \$108,229.35. By roll call vote with Trustee DeAtley, Nemec, Thorne, Hoffman, Piraino and Harney voting aye and with no nay votes the motion passed and the warrants were approved.

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JULY 6, 2021

PARKS, ROADS AND STREETS

Trustee Harney reported the Willow Lane culvert project is approximately 70% complete.

FINANCE

No report. Director of Finance Vann submitted a copy of the May 2021 Revenue & Expense Report for the Board's review and questions. Director Vann also submitted as part of the agenda packet a copy of the *Village Purchase Guide* which outlines the various levels purchase order authority.

WATER AND SEWER

Relative to the Board's discussion on how to finance the recommended watermain system repairs, Director of Finance Vann stated the means of securing funding would be (in no particular order) a bank loan, marketing of bonds, or the issuance of a special assessment to users of the water system. Typically, special assessment is the method used by municipalities with payment of the assessment being by single payment or payment over a 20 year period. Trustee Nemec suggested researching the availability of low-cost EPA loans. DOF Vann noted the water and sewer fund is an "enterprise fund" which means it is to be self-sustaining and that the Village should be putting aside some money from water and sewer payments received during each budget year for future repairs to the system.

POLICE AND PUBLIC SAFETY

Chief Parma reported that his department's current LiveScan fingerprint machine is out of service and that the maintenance service plan has expired. The current operating system is out of date and according to the manufacturer the equipment is considered to be at the end of its operating life. Chief Parma is recommending the purchase of a new system with the source of the funds from the department's restricted DUI Fund. The cost quoted is \$7,928.00. Trustee DeAtley moved with a second from Trustee Harney to approve the purchase of the new LiveScan system in the amount of \$7,928.00. By roll call vote with Trustee Harney, DeAtley, Nemec, Hoffman, Piraino and Thorne voting aye and with no nay votes the motion passed and the purchase was approved.

PUBLIC BUILDINGS AND ENVIRONMENTAL

Trustee Thorne reported on the status of the repairs to the air conditioning system for the police department noting that even after the recent repairs the current system will need to be replaced.

BUILDING AND ZONING ENFORCEMENT

Trustee Piraino thanked the Sleepy Hollow Service Club for all of their efforts setting up the 4th of July festivities. Trustee Piraino also inquired as to whether Public Works was responsible for the maintenance of Saddle Club Park noting the grass needed mowing. Kyle Killinger, Director of Public Works responded saying his department maintains the park and that due to the shortage of seasonal workers and with all manpower being directed to Sabatino Park for the 4th of July Festivities the mowing of Saddle Club Park has been delayed. Director Killinger also stated that the removal of the older playground equipment is scheduled for this sometime this summer.

OLD BUSINESS

None

NEW BUSINESS

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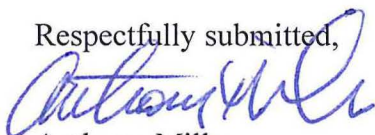
JULY 6, 2021

Nolan Mandelin personally appeared to request the board's approval of his Eagle Scout candidate's project. The project centers on the collection of household items (non-monetary donations) which will be given the Hearts of Hope organization for distribution to the homeless in Elgin. Scout Mandelin requested a waiver of the solicitation permit fees from the Board. The plan proposed will involve multiple boy scouts, under the direction of Nolan Mandelin, going through the Village soliciting for and collecting the donated items. The collection will be completed in one day and all scouts will be wearing their official uniforms. Trustee DeAtley moved with a second by Trustee Thorne to approve the waiver of the permit fees and to allow the door-to-door collection subject to the registration of all participants as well as each member respecting residents' "no solicitation" signs. By roll call vote with Trustee Harney, Piraino, Nemec, DeAtley, Hoffman and Thorney voting aye and with no nay votes the motion passed. Scout candidate Mandelin was directed to work with Police Chief Samuel Parma on the procedures to be followed in making the collection of donated items.

ADJOURNMENT

The board having no further business to discuss Trustee DeAtley moved with a second from Trustee Harney to adjourn the meeting at 8:08 pm. On a roll call vote with Trustee DeAtley, Harney, Thorne, Nemec and Hoffman voting aye and with no nay votes the motion to adjourn passed unanimously.

Respectfully submitted,



Anthony Mills
Village Clerk