

# VILLAGE OF SLEEPY HOLLOW

## VILLAGE BOARD MEETING MINUTES

JULY 19, 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. Also present in person were Director of Finance Eugene Vann, Village Clerk Anthony Mills and Chief of Police Sam Parma.

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.

As a result of a resident's recent permit request, the Village discovered an undeveloped and abandoned cul-de-sac jutting off of Deer Lane. The issues presented to the Board was (a) keep the abandoned property or sell it, and if to be sold (b) how to establish the selling price. After discussion the Board decided to sell the property but only on the stipulation that the Village would retain a utility easement on the property and that the selling price would be established by an appraisal. Trustee Hoffman moved with a second by Trustee Harney to authorize the sale of the property subject to the Village retaining a utility easement and at a selling price established by an appraisal. On a roll call vote with Trustee Hoffman, Harney, DeAtley, Piraino, Thorne and Nemec voting aye and with no nay votes the motion passed.

President Pickett reported the receipt of Neil Bolding's resignation from the Planning & Zoning Commission. Mr. Bolding and his family will be selling their home and moving away from the Village. Trustee Thorne with a second by Trustee DeAtley to accept Mr. Bolding's resignation request with regrets. By roll call vote with Trustee DeAtley, Thorne, Nemec, Piraino, Hoffman and Harney voting aye and with no nay votes the motion passed.

Recently a resident sent an email to all of the Trustees regarding a request for assistance which stated that she had made earlier requests all of which had passed without a response from any trustee. President Pickett investigated this claim and discovered that the allegation of inattention was false, and that the resident's issue had been addressed.

Trustee Piraino moved with a second by Trustee DeAtley to advance agenda item 13a to allow Scout candidate Nolan Mandelin to update the Board on his Eagle Scout project. By roll call vote with Trustee Piraino, DeAtley, Nemec, Thorne, Hoffman, and Harney voting aye and with no nay votes the motion passed. 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 and adults, under the direction Nolan Mandelin, going through the Village collecting the donated items. Scout Mandelin met with Chief Samuel Parma who explained what actions are allowed under the Village Solicitation ordinance. As part of this project Nolan Mandelin is requesting the use of Sabatino Park as a staging area and for the Board to approve its use for this purpose. Trustee Piraino indicated that the Service Club would reserve the park and provide its use to Nolan Mandelin on a no cost basis. After hearing the update the Board returned to the publish agenda.



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### MINUTES

Trustee Thorne moved with a second from Trustee Piraino to approve the minutes of 7-6-2021. By roll call vote with Trustees DeAtley, Harney, Nemec, Thorne and Hoffman voting aye and with no nay votes, the motion passed.

### CLERK

No report

### PLANNING AND ZONING COMMISSION

No report

### ATTORNEY

No report

### ENGINEER

Jeffrey Steele provided his analysis and recommendation on ComEd's Permit application 16639279 regarding above groundwork to be made on an existing pole located at Winmoor and Oak Drive. Trustee Nemec moved with a second from Trustee Harney to accept the Village Engineer's recommendation and allow the work as to set forth in the application to proceed . By roll call vote with Trustee Nemec, Harney, Piraino, Hoffman, Thorne and DeAtley voting aye and with no nay votes the motion passed.

President Pickett identified two additional informational (non-action) items provided by the Village Engineer. The first is that the Village Engineer was contacted by KKCOM seeking to secure an immediate approval of the resurfacing project and as inducement for the agreement (already approved by the board) the contribution ratio will improve from 75/25% to 80/20% thereby reducing the Village's contribution by approximately \$20,000.

According to a report from Kyle Killinger, Director of Public Works, the engineer will next focus on the resurfacing of Carol Crest Drive, Winmoor Court and Christopher Court. The estimated start date is sometime this Fall once the weather temperature turns cooler. The Village Engineer and the Director of Public Works will meet to discuss additional resurfacing projects in the Village.

### DIRECTOR OF FINANCE

DOF Vann reported the month's expense and revenue noting that with the exception of the operating and office maintenance expenses, all items are in line with the approved budget. Operating and office maintenance expenses are at 58% of budget due to a one-time expense to replace an office computer.

Trustee Piraino moved with a second by Trustee Thorne to approve the warrants of June 19, 2021, in the amount of \$137,937.05. 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.

### PUBLIC COMMENT

- *Kevin Erickson* – inquired as to the future use of Saddle Club Park and its equipment. He was advised that the Board has determined that the equipment will be dismantled and removed.

### PARKS, ROADS AND STREETS

Trustee Harney provided an update on the Willow Lane resurfacing project.

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### FINANCE

Director of Finance Vann raised the issue of using a collection agency to collect overdue and delinquent money owed to the Village noting that this issue was discussed in the past without approval. It was the consensus of the Board that such use is appropriate so long as there is no additional cost to the Village. The DOF was tasked with securing RPFs from multiple collection agencies.

Traditionally the Village has not accepted credit card payments for fees, permits and other amounts collected even though a significant number of Village residents have requested the ability to pay on-line or with credit cards. This practice is not in keeping with current economic practice which encourages routine electronic payments. It was the consensus of the Board that the Village needs to modernize its procedures on accepting payments so long as there is no additional cost to the Village and DOF Vann was instructed to secure RFPs as a means of allowing electronic payments.

### WATER AND SEWER

Trustee Nemec reported that over twenty (20) years ago the Village Engineer recommended that the water mains currently under discussion needed to be replaced. The Village has spent hundreds of thousands of dollars to repair and maintain the old mains and the list prepared by the Village Engineer Jeffrey Steele lists only those in the most dire shape and that more replacements will be needed.

### POLICE AND PUBLIC SAFETY

Chief Samuel Parma submitted a request to approve the hiring of Officer Chris Szafranski from part time to full time at the starting salary of \$52,147. Trustee DeAtley moved with a second from Trustee Piraino to approve the hiring of Officer Szafranski as a full-time patrol officer with the starting salary of \$52,147 in keeping with the current CBA with the police union. By roll call vote with Trustee DeAtley, Piraino, Nemec, Hoffman, Harney and Thorne voting aye and with no nay vote the motion passed.

Chief Parma next reported on his investigation and analysis on his department's need for a new vehicle which under the current budget is an approved item for fiscal year 2022-2023. Based on his analysis he is recommending that his department forgo buying a new squad car and instead purchase extended service warranties on two vehicles which currently do not have service plans. The cost of the service plans for the two vehicles will be \$6,330 (\$3,165.00 per vehicle). Trustee DeAtley moved with a second from Trustee Harney to approve the purchase of two extended service plans at the annual cost of \$6,330. By roll call vote with Trustee DeAtley, Harney, Nemec, Hoffman, Piraino and Thorne voting aye and with no nay votes the motion passed.

### PUBLIC BUILDINGS AND ENVIRONMENTAL

No report

### BUILDING AND ZONING ENFORCEMENT

No report

### OLD BUSINESS

President Pickett reminded the Board that there will be a Public Hearing on July 29, 2021 regarding appropriations for fiscal year 2022 and that immediately following the Public Hearing there will be a Special Hearing to approve the Appropriation Budget Ordinance. The Public Hearing will start at 7:30 pm in the Village Hall. All trustees are expected to attend.



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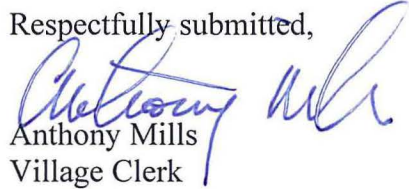
**NEW BUSINESS**

None

**ADJOURNMENT**

The board having no further business to discuss Trustee Harney moved with a second from Trustee DeAtley to adjourn the meeting at 8:33 pm. On a roll call vote with Trustee DeAtley, Harney, Thorne, Nemec, Piraino and Hoffman voting aye and with no nay votes the motion to adjourn passed unanimously.

Respectfully submitted,

  
Anthony Mills  
Village Clerk