

VILLAGE OF SLEEPY HOLLOW
VILLAGE BOARD REGULAR MEETING MINUTES
December 6, 2021

The regular meeting of the Corporate Authorities of the Village of Sleepy Hollow was called to order by President Stephan Pickett at 7:30 p.m. in the Village Hall on Monday, December 6, 2021.

Pursuant to the latest Gubernatorial Executive Order & Proclamation 2021-21 (Covid 19), President Pickett confirmed that all persons, both remote and in person, could hear each other. The Pledge of Allegiance was given by all present – in person and remote.

Roll call was taken and answered as follows:

Anthony Piraino – Here

Steven DeAtley – Here

Edward Harney – Here

Mark Thorne – Here

George Hoffman – Here

Joseph Nemec – Present (Remote)

Also in attendance was Police Chief Samuel Parma, Village Clerk Anthony Mills, Director of Finance Eugene Vann, and Director of Public Works Kyle Killinger. Also attending via remote was Village Engineer Jeffrey Steele and Village Attorney Mark Schuster.

MINUTES

Trustee Harney moved with a second from Trustee Hoffman to approve the Village Board Meeting Minutes of November 15, 2021. On a roll call vote with Trustees Piraino, Harney, Hoffman, Nemec and Thorne voting aye, with Trustee DeAtley abstaining and with no nay votes the motion passed.

PRESIDENT

No report

CLERK

No report

PLANNING AND ZONING COMMISSION

No report.

ATTORNEY

No report.

ENGINEER

Village Engineer Jeffrey Steele reported that despite the delays caused by weather the *2021 Street Improvement Program* work has been completed. He suggested that going forward the Board needs to consider approving similar projects earlier in the year to allow for weather and other construction delays.

DIRECTOR OF FINANCE

Trustee DeAtley moved with a second from Trustee Thorne to approve the accounts payable of November 15, 2021, in the amount of \$209,747.98. On a roll call vote with the following trustees voting aye: DeAtley, Nemec, Piraino, Thorne, Harney and, Hoffman and with no nay votes the motion passed.

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COMMENTS FROM THE PUBLIC

None

INDEPENDENT AUDITOR'S REPORT

Kevin Bissell with the firm PKF Mueller presented the Independent Financial Report for the fiscal year ending April 30, 2021. Copies of the report had been provided to each member of the Board prior to the meeting. A copy of the report has been provided to the Village Clerk and will be maintained in the Village Hall. The report will be made available for public inspection upon request. In pertinent part the auditor reported:

In our opinion, the financial statement present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, and each major fund of the Village of Sleepy Hollow, Illinois as of April 30, 2021, and the respective changes in financial position and, where applicable, cash flows thereof and the budgetary comparison for the General Fund and the Motor Fuel Tax Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

After hearing the report from PFK Mueller, Trustee Hoffman moved with a second from Trustee Thorne to accept the audit report. By roll call vote with Trustee DeAtley, Nemec, Piraino, Thorne, Hoffman, and Harney voting aye and with no nay votes the motion passed.

*Former Trustee and Chair of the Village Finance Committee Donald Ziemba attended in person to participate in the discussion regarding the PFK Financial Report.

PARKS, ROADS AND STREETS

At the request of Trustee Ed Harney Director of Public Works Kyle Killinger reported that while the Village has received the new street signs, he is still waiting for the poles to arrive before completing the installation.

FINANCE

Trustee Hoffman lead a question-and-answer review of the Corkill Insurance Agency insurance renewal proposal for the policy term 12/31/2021 – 12/31/2022. Initially it was noted that the asset list identified in the proposal was outdated so DOF Vann agreed to review the list and provide an updated inventory to the insurance agency. Of specific concern was the offer of Cyber Liability coverage since the reported number of cyber attacks is on the increase. The yearly premium for this coverage is \$2875 for “Data Compromise , Cyber Attack and Cyber Extortion” coverage limits of \$250,000. Since the Village has an agreement for IT services with West Dundee, the question of what protection is provided under this agreement arose and DOF Vann agreed to review the agreement to determine what if any protection is provided by West Dundee.

After a lengthy discussion regarding the insurance proposal Trustee DeAtley moved with a second by Trustee Thorne to approve the purchase of \$250,000 Cyber coverage for the yearly premium of \$2875. By roll call vote with Trustee DeAtley, Nemec, Harney, Thorne, Hoffman and Piraino voting aye and with no nay votes the motion passed.

WATER AND SEWER

Trustee Nemec submitted for discussion and future action the issue of replacing the ancient water mains throughout the Village. There is anecdotal evidence to suggest that when the original water mains were installed the pipes were used and therefore would have a shorter useful life. At the

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request of Trustee Nemec the Village Engineer submitted extensive documentation and maps identifying as best possible the location of water mains in the Village. The estimated cost to replace the entire system ranges from \$2.5 to \$3.72 million which begs the question of how to pay for this much needed work. The Board discussed the availability of loans, Federal and State grants as well as an increase in usage and connection fees. Engineer Steele reported the earliest date to submit engineering plans for financial assistance is 3/1/2023 with actual construction to start sometime after that. It was the consensus of the Board that an engineering plan for this construction needed to be created and submitted for Board review and approval in early 2022.\

Trustee Nemec moved with a second by Trustee Hoffman to approve **ORDINANCE 2021-11 – AN ORDINANCE AMMENDING THE PROVISIONS OF THE WATER AND SEWER REGULATIONS GOVERNING MAINTENANCE AND REPAIR OF COMPONENTS OF THE VILLAGE’S COMBINED WATERWORKS AND SANITARY SYSTEM AND RESTORATION OF PRIVATE PROPERTY.** By roll call vote with Trustee Nemec, Hoffman, DeAtley, Piraino, Harney and Thorne voting aye and with no nay votes the motion passed.

POLICE AND PUBLIC SAFETY

No report. Chief of Police Samuel Parma submitted his departmental update highlighting the ongoing efforts to identify traffic issues in order to form solutions to residents’ traffic complaints. The goal is to develop a program, including budget, to present to the Board by Spring 2022. Chief Parma complemented the “Safer Together Sleepy Hollow” group and reported that he will be meeting with the group on 12/7/2021 to continue the search to addressing traffic and speeding problems in the Village.

Chief Parmas reported his department is operating with five (5) fulltime staff and three (3) part time patrol officers which is well below their allocated levels. His officers often work ten (10) days in a row and two of the part time officers regularly work 50 hours a week. In addition to obvious “burn out” concerns, Chief Parma is working on a solution to address budgetary concerns. Since the number of full-time offers is below the budgeted number, he is confident that is overall payroll budget will be at or under budget for the fiscal year. He noted that the overtime used was necessary to provide basic street coverage for the Village.

Operationally, Chief Parma has been reviewing his department’s policy manual and notes that it needs to be brought up to current, legally defensible and comprehensive standards. He and Trustee DeAtley are investigating a program by Lexipol which will provide training resources, organizational accountability, and liability protection.

PUBLIC BUILDINGS AND ENVIRONMENT

No report.

BUILDING AND ZONING ENFORCEMENT

No report.

OLD BUSINESS

The Board discussed the issue of the holiday closure hours for Village Hall and staff. Trustee Thorne moved with a second by Trustee Piraino that the Village Hall will be closed on December 24, 2021 and will open on 12/28/2021. The Village Hall will be closed on 12/31/2021 and will open on 1/3/2022. By roll call vote with Trustee Nemec, Hoffman, Thorne, Harney, DeAtley and Piraino voting aye and with no nay votes, the motion passed.

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Trustee Harney moved with a second from Trustee Piraino to approve **ORDINANCE 2021-12 AN ORDINANCE AMENDING THE FEES FOR REGISTRATION OF MOTOR VEHICLE AND TRAILERS IN THE VILLAGE.** By roll call vote with trustee Nemec, DeAtley, Piraino, Harney, Hoffman, and Thorne voting aye and with no nay votes the motion passed.

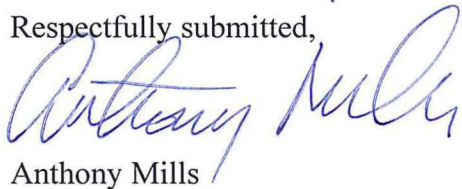
NEW BUSINESS

Trustee Piraino moved with a second by Trustee DeAtley to approve Resolution 541 - **A RESOLUTION ESTABLISHING DATES OF REGULAR BUSINESS MEETINGS OF THE BOARD OF TRUSTEES OF THE VILAGE OF SLEEPY HOLLOW FOR THE CALENDAR YEAR OF 2022.** By roll call vote with Trustee DeAtley, Piraino, Harney, Thorne, Hoffman and Nemec voting aye and with no nay votes the motion passed. A copy of Resolution 541 will be posted in the Village Hall and posted on the Village website. A copy will be submitted to local news media for publication.

ADJOURNMENT

With no further business to address Trustee DeAtley moved with a second from Trustee Harney to adjourn the meeting at 9:40 p.m. On a roll call vote with Trustees DeAtley, Piraino, Nemec, Harney, Hoffman, and Thorne voting aye and with no nay votes the motion passed and the meeting was adjourned.

Respectfully submitted,



Anthony Mills
Village Clerk