

VILLAGE OF SLEEPY HOLLOW
VILLAGE BOARD MEETING MINUTES

MAY 20, 2019

The regular meeting of the Sleepy Hollow Corporate Authorities was called to order at 7:35 p.m. at the Sleepy Hollow Village Hall. Board members in attendance were President Stephan Pickett and Trustees Steven DeAtley, Thomas Merkel, Joseph Nemec, Anthony Piraino, and Donald Ziemba. Trustee Edward Harney was absent. Also present were Police Chief James Linane, Village Engineer Jeff Steele, Director of Finance Henry Mionskowski, and Director of Public Works Kyle Killinger.

MINUTES

1. Nemec moved with a second from DeAtley to approve the Village Board Meeting Minutes of May 6, 2018. On page 5, in the motion, the date of the next meeting should be corrected to June 3, 2019. Motion passed unanimously.

PRESIDENT

1. An Employment Agreement for Police Chief Jim Linane was presented to continue his employment until a new police chief is appointed. (Trustee Ziemba arrived.) The terms are the same as the previous agreement with two modifications: on page 2, under Term, add: ...May 1, 2019 "through April 30, 2020 or" until.... and on page 4 under Resignation, add: ...position "until April 30, 2020 or" until.... Piraino moved with a second from Ziemba to approve the modified Employment Agreement with James Linane as Sleepy Hollow Police Chief. Aye: DeAtley, Merkel, Nemec, Piraino, Ziemba. Motion passed. President Pickett is conducting interviews with several candidates for the position.

2. The Police Chief's unused ETO, sick time and vacation balances will be discussed with President Pickett and presented at a later date.

CLERK

No report.

PLANNING AND ZONING COMMISSION

1. The new Planning and Zoning Commission calls for 9 members; there are 6 volunteer members at this time and terms are to be appointed as well as a chairman for the Commission. President Pickett recommended 2 year terms for Dirk Fuqua and Jerry Kopacz, 3 year terms for Don Plass and George Hoffman, 4 year terms for Theresa Busky and Neil Bolden, and Dirk Fuqua as Chairman. Nemec moved with a second from Ziemba to approve all appointments. Motion passed unanimously.

ATTORNEY

1. The Board reviewed a memorandum from Village Attorney Schuster regarding a suggestion from a resident that the Village establish beekeeping and a hydroponic garden to raise funds for the Village. Mr. Schuster advised that using public funds for a money-making enterprise for the Village is not permitted under state statute.

ENGINEER

1. Engineer Steele discussed his memo regarding his review of ComEd's permit request #3707 for underground replacement work in the area of Randall Road at Saddle Club. He recommended several restrictions for approval of this permit, all outlined in his memo. Nemec moved with a

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second from Piraino to approve ComEd permit request #3707, subject to all restrictions of the Village Engineer as outlined in his memo of May 20, 2019. Motion passed unanimously.

2. There were two bids for the Bullfrog Road culvert replacement, both substantially over the engineer's estimate for this project. Engineer Steele said the difference is mainly due to the permit review by the Army Corps and DNR that required additional stream diversion work for the project. On Trustee Merkel's question, Mr. Steele noted that using concrete forms is more expensive than the plastic forms to be used in this project and the plastic forms will last about 100 years. Trustee Piraino questioned whether the Village could purchase the products and do the restoration work itself to save money. There may be some cost savings but Public Works may not have time to do the work. It was also noted that it would cost the Village more to abandon this road/project than to replace the culvert. In reviewing the budget, there is no line item for this project and the Board agreed this should be paid by a transfer from the 2019 general fund to the road improvements program. This will reduce the amount of money available for street improvements this year. The contract states that the project is to be completed by July 4th. Nemec moved with a second from Ziemba to accept the bid from Patnick Construction, Inc. in the amount of \$54,655 for the Bullfrog Road culvert project and authorize the President and Clerk to sign appropriate documents. Aye: DeAtley, Nemec, Piraino, Ziemba. Nay: Merkel. Motion passed.

3. Trustee Merkel asked about water that sometimes flows over Sleepy Hollow Road, north of Beau Brummel. This is coming from springs on the farm property that used to be located west of Sleepy Hollow Road.

DIRECTOR OF FINANCE

1. Ziemba moved with a second from Piraino to approve the accounts payable of May 20, 2019 in the amount of \$98,147.40. Aye: DeAtley, Merkel, Nemec, Piraino, Ziemba. Motion passed.

2. The April, 2019 month end close is completed and the audit work will start in June.

3. President Pickett noted that the State has collected \$1.5 billion more than anticipated in state income taxes this year.

COMMENTS FROM THE PUBLIC

1. Resident Neil Bolding asked about solar panels in the Village. They are not prohibited in the Village but permits must be obtained.

PARKS, ROADS AND STREETS

1. Nemec moved with a second from DeAtley to hire Tanner Gardon and Keegan Anderson as part time summer help at \$10.65 an hour. Aye: DeAtley, Merkel, Nemec, Piraino, Ziemba. Motion passed.

FINANCE

1. Ziemba moved with a second from Piraino to renew the audit contract with Lauterbach & Amen for the next three years at annual audit fees of \$13,150, \$13,500 and \$13,850. This firm has handled the audit for the past several years, was recommended by the Finance Committee, and we are not required to go out to bid. Aye: DeAtley, Merkel, Nemec, Piraino, Ziemba. Motion passed.

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2. There is still a balance in the wetland mitigation fund and no further expenses to be paid. Ziemba moved with a second from Nemec to transfer the balance of \$25,821.53 from the wetland mitigation fund to the 5-year capital fund. Aye: DeAtley, Merkel, Nemec, Piraino, Ziemba. Motion passed. Trustee Piraino asked about funds for resident water issues and was advised that there is \$90,000 budgeted for water drainage issues.

WATER AND SEWER

1. Trustee Nemec reviewed the proposed ordinance changes regarding bulk water used in the Village. Nemec moved with a second from DeAtley to authorize the Village Attorney to draft an ordinance with the proposed changes to bulk water use and fees. Motion passed unanimously.
2. Trustee Nemec reviewed the proposal for replacement of all inside residential water meters and the scope of the project. Letters will be sent to residents informing them of this project. It is believed that most residential meters are fairly old and have lost efficiency, to the detriment of the Village. Any comments on the proposal or other draft documents should be given to Trustee Nemec or Wendy O'Neill as soon as possible. This proposal will be presented for approval at the next meeting. There was a question about shutting off water in portions of the village to check for leaks but it is not recommended as this will cause a drop in pressure. The Village will probably hold off doing a village-wide leak detection survey until the meters are all changed. It was suggested the Village take all old meters for their scrap value.

POLICE AND PUBLIC SAFETY

1. The current activity sheet was submitted.

PUBLIC BUILDINGS AND ENVIRONMENTAL

1. Three bids were obtained to resurface the Public Works garage floor which is damaged due to salt. Trustee Merkel asked if only the damaged portion could be resurfaced. Kyle Killinger said it is not recommended to only do a portion as the gaps between epoxy and concrete may result in infiltration and further damage. Merkel moved with a second from Ziemba to approve the bid from Garage Store to resurface the Public Works floor in the amount of \$27,850. Aye: DeAtley, Merkel, Nemec, Piraino, Ziemba. Motion passed.

BUILDING AND ZONING ENFORCEMENT

1. Trustee Piraino met with Barb Dettmer of ICCI, President Pickett and Code Enforcement Officer Jeff Fleck. He suggested the Village may want to consider an increase in permit fees so the Village can make more money. It was suggested we compare area community fees to ours. It was noted that the intent is not for the Village to make money but to encourage residents to obtain permits to ensure work is done to code.
2. Trustee Piraino spoke with a resident who was upset that code enforcement came to her door early in the morning and he asked about establishing hours to contact residents. This should be discussed with the Police Chief.
3. Trustee Piraino would also like the Village to reconsider allowing sheds with restrictions.

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OLD BUSINESS

1. The newsletter is becoming cost prohibitive. Each newsletter with postage costs approximately \$2,100. It was suggested the Village only mail out one newsletter per year, the June issue which includes the July 4th schedule and the annual water report. The other three quarterly newsletters would be sent via email to those residents who submit their email address to the Village. The Village could consider a subscription list to mail the other three newsletters to residents unable to get email, but the Village may need to charge a fee to do so.

2. Trustee Merkel, noting that the new trustees were sworn in at the end of the last meeting, felt they should be sworn in at the beginning of the meeting, and suggested we consider this after the next election.

NEW BUSINESS

No report.

Nemec moved with a second from Ziemba to adjourn the meeting at 8:50 p.m. Motion passed unanimously.

Respectfully submitted,

Norine Olson
Deputy Village Clerk