

VILLAGE OF SLEEPY HOLLOW

VILLAGE BOARD MEETING MINUTES

November 20, 2023

The Regular Business meeting of the Sleepy Hollow Board of Trustees was called to order at 7:35 p.m. at the Sleepy Hollow Village Hall. After asking all participants to stand and recite the Pledge of Allegiance, President Pickett directed the Village Clerk to call the roll of trustees. Trustees Mark Thorne, Courtney Boe, Steven DeAtley, Kelly Thomas, Edward P. Harney and Jennifer McGuire attended in person. Director of Finance Eugene Vann, Village Clerk Anthony Mills, Police Chief Samuel Parma, also attended the meeting in person. Village Code Official Barbara Dettmer attended the meeting via zoom. Village Attorney Mark Schuster, Village Engineer Jeffrey Steele, and Director of Public Works Kyle Killinger did not attend the meeting.

MINUTES

Trustee DeAtley moved with a second by Trustee Harney to approve the minutes of November 6, 2023 with a single correction and on a voice vote with Trustees DeAtley, Thorne, Harney, McGuire, Thomas and Boe voting aye and with no nay votes the motion passed and the Minutes of 11-6-2023 as corrected were approved.

President Pickett asked resident Jeff Kreisel to read aloud the Illinois Municipal League Civility Pledge which has been adopted by the Village of Sleepy Hollow. The pledge states:

In the interest of civility, I pledge to promote civility in listening, being respectful of others, acknowledging that we are all striving to support and improve our community and understanding that we each have different ideas for achieving that objective.

PRESIDENT'S REPORT

President Pickett requested Board approval of the appointment of Bill Hof to be the Village liaison to the Northern Kane County Chamber of Commerce. Trustee Thorne moved with a second by Trustee Thomas to approve the appointment of Bill Hof as the Village of Sleepy Hollow liaison to the Northern Kane County Chamber of Commerce and on a voice vote with Trustee DeAtley, Thomas, Boe, McGuire, Thorne and Harney voting aye and with no nay votes the motion passed.

CLERK

The Village Clerk Anthony Mills reported that a draft copy of the Village newsletter has been forwarded to all trustees for their review and comment. It was the consensus of the Board to accept the newsletter as drafted.

The Clerk also noted that due to problems with the Village audio/video system tonight's meeting would not have the audio streamed on YouTube but that a digital recording of the meeting will be maintained for future use and review.

President Pickett requested a motion to amend the agenda to advance the discussion of the Planning & Zoning Commission's recommendations regarding the signage at 1037 and 1039-1401 West Main Street. Trustee McGuire moved with a second by Trustee DeAtley to amend the agenda and on a voice vote and with Trustee Harney, Thorne, DeAtley, Thomas, McGuire and Boe voting aye and with no nay votes the motion to amend passed unanimously.

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PLANNING AND ZONING COMMISSION

Barbara Dettmer, Village Code Official, submitted a written report regarding the Planning & Zoning Commission's meeting held on 11-12-2023. The P&Z Commission unanimously recommended that the Village Board approve the signage permit requests for Lady Luck III and Sunshine Liquors as well as the replacement panels for the Spring Hill Meadows Shopping Center. Trustee Thorne moved with a second by Trustee McGuire to accept the recommendation of the P&Z Commission and approve the signage permits as presented. On a voice vote with Trustee Boe, Thorne, McGuire, Harnev, Thomas and DeAtley voting aye and with no nay votes the motion passed.

ATTORNEY

No report

ENGINEER

Jeffery Steele Village Engineer submitted a written report indicating that he was preparing his recommendations and estimated draft budget for the 2024 Sleepy Hollow Road Project. The main site/roadway under consideration is Crane Drive.

DIRECTOR OF FINANCE

DOF Vann reported Kane County Animal Control was able to locate and return a missing pet to its owner and therefore a payment of \$350.00 would be subtracted from the Warrants. Subject to that single itemization, DOF Vann asked for approval of the Warrants for November 20, 2023.

Trustee Harney moved with a second by Trustee Thorne to approve the Warrants of 11-20-2023 in the amount of \$152,808.28 and with Trustees DeAtley, Boe, Thorne, Harnev, Thomas and McGuire voting aye and with no nay votes the motion passed.

COMMENTS FROM THE PUBLIC

- **Alicia Martinez** addressed her concerns about the lack of notice regarding the omission of an agenda item of her request for a variance on the installation of a pool at 1208 Timber Drive. She requested better communications in the future.
- **Jeff Kreisel** addressed his concerns about the requirement of covers on pools installed in the Village.

PARKS, ROADS, AND STREETS

Trustee Harnev noted for those in attendance that the Public Works Department is ready for this winter's snow removal. He cautioned residents to be patient because Public Works is understaffed with only two employees. If anyone knows of anyone with a Commercial Drivers License who is looking for employment to contact Kyle Killinger, Director of Public Works, to submit an employment application.

FINANCE

DOF Vann reported that for this fiscal year the Village has earned approximately \$60,000 in interest after moving Village funds to the new bank accounts. He also noted that the lack of a third full time employee for Public Works has contributed to some savings over the projected fiscal year budget.

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WATER AND SEWER

Trustee Boe reported that she has received inquiries/requests from several residents on the water/sewer meter installation list asking for a hold on the installation of meters. President Pickett reminded everyone that the Meter Installation Agreement was negotiated at the request and insistence of West Dundee and therefore was an agreement between the two Villages and not an agreement between Sleepy Hollow and its residents.

POLICE AND PUBLIC SAFETY

No report

PUBLIC BUILDINGS AND ENVIRONMENTAL

No report

BUILDING AND ZONING ENFORCEMENT

Trustee Thomas volunteered to act as the messenger to the resident for the permit application for 1208 Timber Drive.

OLD BUSINESS

Trustee McGuire moved with a second by Trustee Thorne to approve **ORDINANCE 2023-12 AN ORDINANCE AUTHORIZING THE SALE OF SURPLUS PERSON PROPERTY (Kvocera Copier)** and on a vote with Trustee DeAtley, McGuire, Harney, Boe. Harney and Thomas voting aye and with no nay votes. **ORDINANCE 2023-12** was approved.

NEW BUSINESS

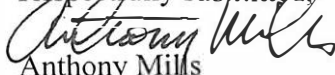
Girl Scouts of Northern Illinois (GSNI) is planning to hold its *2024 Cookie Program* from January 2024-March 2024 and has requested permission to conduct its annual program in the Village without having to pay a permit fee per scout to conduct and deliver cookies. Trustee Thomas moved with a second by Trustee Harney to approve the permit fee waiver request and on a vote with Trustee DeAtley, Thorne, Harney, McGuire, Boe and Thomas voting aye and with no nay votes the motion passed.

Police Chief Parma reported that a squad car is being repaired and would be back in service soon. Since the Village purchased an extended warranty on the vehicle the only cost to the Village will be the plan deductible of \$100.00.

ADJOURNMENT

With no further business to address, Trustee DeAtley moved with a second from Trustee Thorne to adjourn the meeting at 8:15 p.m. On a voice vote with Trustees Thorne, DeAtley, Thomas, McGuire, Harney and Boe voting aye and with no nay votes the motion to adjourn passed unanimously and the meeting was adjourned.

Respectfully submitted,



Anthony Mills
Village Clerk