

VILLAGE OF SLEEPY HOLLOW
VILLAGE BOARD MEETING MINUTES

July 17, 2023

The meeting of the Sleepy Hollow Board of Trustees was called to order at 7:30 p.m. at the Sleepy Hollow Village Hall. After asking all participants to stand and recite the Pledge of Allegiance, President Pickett directed the Clerk to call the roll of trustees. President Stephan Pickett, Village Clerk Anthony Mills, Police Sargent Susan Wilson, Director of Finance Eugene Vann, Trustees Mark Thorne, Courtney Boe, Edward Harney, Steven DeAtley, Kelly Thomas and Jennifer McGuire attended in person. Also attending in person was the Director of Public Works Kyle Killinger. Village Attorney Mark Schuster, Village Code Official Barbara Dettmer and Village Engineer Jeffrey Steele did not attend the meeting.

MINUTES

Trustee Thorne moved with a second by Trustee Thomas to approve the minutes of July 5, 2023 and on a voice vote with all trustees present voting aye and with no nay votes the motion passed and the Minutes of 7-5-2023 were approved.

PRESIDENT'S REPORT

President Pickett asked Trustee Mark Thorne 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.

CLERK

No report

PLANNING AND ZONING COMMISSION

Village Code Official Barbara Dettmer presented the Recommendation of the Village Planning & Zoning Commission for the development of restrictions for maximum impervious surfaces on residential lots. Such an ordinance would require an estimated \$1500 - \$2000 cost for legal fees and the holding of a public hearing. It was the consensus of the Board that the Village would benefit from an ordinance that would protect down-gradient properties from excessive water run-off . The P&Z Commission will address this issue and will present the Board with a more inclusive recommendation for future action.

ATTORNEY

No report

ENGINEER

In the absence of the Village Engineer, Trustee Harney summarized the Engineer's report regarding the bids for the 2023 Street Improvement Program which were opened on 7-14-2023. The lowest bid was from Schroeder Asphalt Services, Inc., of Huntley, IL. The Schroeder bid was \$248,221.28 which was 17.79% lower than the estimate of \$301,936.00. Trustee Harney moved with a second by Trustee Thorne to accept the bid by Schroeder Asphalt in the amount of \$248,221.28 and to authorize the Village President and Clerk to execute all necessary documents and on a roll call vote with Trustee

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Boe, Thomas, DeAtley, Harney, McGuire and Thorne voting aye and with no nay votes the motion passed.

DIRECTOR OF FINANCE

Trustee Thorne moved with a second by Trustee Harney to approve the Warrants of 7/23/2023 in the amount of \$176,808.43 and with Trustee DeAtley, McGuire, Boe, Harney, Thorne and Kelly voting aye and with no nay votes the motion passed.

COMMENTS FROM THE PUBLIC

None

PARKS, ROADS, AND STREETS

Trustee Harney reported Public Works has hired Jalen Jones as a full time employee and he encouraged people to stop and welcome Jalen to the Village.

FINANCE

DOF Vann attended a financial seminar recently and reported to the Board a suggestion on how the Village can secure a greater return on funds currently held in various checking accounts. Currently in order to protect these funds they are deposited in separate accounts. DOF Vann suggested that the Village consider diversifying the deposits/funds through a company which takes the funds from various municipalities and invests the funds in protected accounts. It was the consensus of the Board to refer the matter to the Finance Committee for further research and its recommendation.

Trustee Thorne reported DOF Eugene Vann is recommending the Village purchase updated financial software which will allow (amongst other features) the integration of utility billing and acceptance of online payments. The projected cost is \$6,725.00 plus an annual maintenance and support fee. The estimated amount is less than the budgeted figure of \$11,000.

Trustee Boe moved with a second by Trustee Thorne to approve the request to purchase the software upgrade for the MSI Financial Software at the cost of \$6,725.00 with the additional annual support and maintenance charge of \$765.82. On a roll call vote with Trustee DeAtley, Thomas, Harney, McGuire, Thorne and Boe voting aye and with no nay votes the motion passed.

WATER AND SEWER

Trustee Boe reported having met several residents who have expressed interest in connecting to Village water and sewer systems. Trustee Boe will continue to research this issue and will submit a report in the future.

POLICE AND PUBLIC SAFETY

No report.

PUBLIC BUILDINGS AND ENVIRONMENTAL

Trustee McGuire reported having received calls from several residents who complained that when they approached Village employees regarding certain issues, they thought the employees were rude in their

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responses. She proposed the adoption of the Civility Code for all Village employees as well as a review and revision of the Village Municipal Code to align the values with younger Millennial families. No action was taken on this suggestion.

BUILDING AND ZONING ENFORCEMENT

Trustee Thomas reported on her meeting with Jeff Fleck, the Village Code Enforcement Officer regarding a situation in The Bluffs.

OLD BUSINESS

The owners of the dwelling at 903 Holly Court are seeking a variance with the coverage limitations set forth in the Village Code. This issue was the subject of a Public Hearing after which the P&Z Commission issued its Recommendation that the variance be granted. Trustee Thomas moved to approve ORDINANCE 2023-7 AN ORDINANCE GRANTING A VARIANCE OF THE MAXIMUM COVERAGE REQUIREMENT OF SECTION 8-3A-1 TO ALLOW FOR CONSTRUCTION OF A SUNROOM ADDITIION TO THE PROPERTY AT 903 HOLLY COURT IN THE VILLAGE which was seconded by Trustee Boe. On a roll call vote with Trustee DeAtlev. Thomas. Harney. McGuire. Thorne and Boe voting ave and with no nav votes the motion passed and the variance was granted.

NEW BUSINESS

The Public Works Department submitted a request to approve the purchase of a 2023 Cub Cadet Zero Turn mower at the cost of \$11,764.89. Trustee Harney moved with a second by Trustee Thorne to approve the purchase order request and on a roll call vote with Trustee McGuire. Thorne. Boe. Thomas. Harney and DeAtley voting aye and with no nay votes the motion passed.

Public Works also submitted the bid of Ponds Inc., to hydro-vac and excavate the culvert at 1209 Timber Drive for the cost of \$5,320.00. Trustee Thomas moved with a second by Trustee Thorne to accept the bid of Ponds Inc.. to clean out and divert the culvert at 1209 Timber Drive for the cost of \$5,320.00 and on a roll call vote with Trustee DeAtley. Boe. Thomas. Thorne. McGuire and Harney voting aye and with no nay votes the motion passed.

Public Works also submitted a request to authorize the purchase of a Morbark 1621XBrush Chipper for the cost of \$62,862.55. Trustee DeAtley moved with a second by Trustee Harney to approve the purchase order request of \$62,862.55 and on a roll call vote with Trustee McGuire. DeAtley. Thorne. Harney. Boe and Thomas voting av and with no nay votes the motion passed.

ADJOURNMENT

With no further business to address, Trustee DeAtley moved with a second from Trustee Thorne to adjourn the meeting at 8:19 p.m. On a voice vote with Trustee Thorne. DeAtley. Harney. Thomas. Boe. and McGuire voting aye and with no nay votes the motion to adjourn passed unanimously and the meeting was adjourned.

Respectfully submitted,

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Anthony Mills
Village Clerk