

**VILLAGE OF SLEEPY HOLLOW**  
**VILLAGE BOARD MEETING MINUTES**

**September 5, 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 Chief Samuel Parma, Director of Finance Eugene Vann, Trustees Mark Thorne, Courtney Boe, Edward Harney, Steven DeAtley, Kelly Thomas attended in person. Village Attorney Mark Schuster, Village Engineer Jeffrey Steele, Director of Public Works Kyle Killinger also attended the meeting. Trustee Jennifer McGuire and Village Code Official Barbara Dettmer did not attend the meeting.

**MINUTES**

Trustee Harney moved with a second by Trustee Boe to approve the minutes of August 21, 2023 and on a voice vote with all trustees present voting aye and with no nay votes the motion passed and the Minutes of 8-21-2023 were approved.

President Pickett asked resident Bill Hof 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 asked for a motion to approve the appointment of Bill Hof to the Village of Sleepy Hollow Finance Committee. Trustee Boe moved with a second by Trustee Thomas to approve the appointment of Bill Hof to the Finance Committee and on a voice vote with all trustees present voting aye and with no nay votes the motion passed.

CM Parker & Kathy Eaton submitted for Board review and comment the Fall Edition of the Sleepy Hollow Village Newsletter. It was the consensus of the Board that subject to a few minor typographical changes, the draft version was approved.

**CLERK**

The Clerk reported receipt of notice from KDOT that it is conducting a Phase I preliminary engineering and environmental study to analyze existing bicycle, pedestrian and public transit conditions on Randall Road. Trustee Harney explained that part of this study will include two public meetings regarding the Randall Road multimodal improvement project and that he strongly urged all residents to attend one or both of the meetings. Copies of the notice have been posted on the entrances to the Village Hall and have been posted on the Village website.

**PLANNING AND ZONING COMMISSION**

No report

**ATTORNEY**

No report

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**ENGINEER**

Jeffery Steele, Village Engineer, provided an update on the pavement project for Sleepy Hollow Road and Locust Drive. Part of this project will include paving Hemlock Drive as well as a review of the feasibility of installing a curb on a portion of Sleepy Hollow Road as a means controlling water runoff. During the work on the project traffic will be reduced to one lane.

**DIRECTOR OF FINANCE**

Trustee Thorne moved with a second by Trustee DeAtley to approve the Warrants of 8-21-2023 in the amount of \$104,824.35 and with Trustee DeAtley, Boe, Harney, Thorne and Kelly voting aye and with no nay votes the motion passed.

DOF Vann reported that the auditors needed only two days to complete their in-person review the Village's financial documents. He anticipates receiving the completed audit report in October.

**COMMENTS FROM THE PUBLIC**

- **Rich English** – on behalf of the Sleepy Hollow Service Club presented a check for \$1500 from the proceeds realized from the Club dining soiree at the Blu Root restaurant. The Club's donation is greatly appreciated.

**PARKS, ROADS, AND STREETS**

Trustee Harney on behalf of the Board of Trustees and the residents of Sleepy Hollow expressly thanked the Service Club for not only the financial contribution, but also for its continuing efforts to make Sleepy Hollow a great place to live.

**FINANCE**

Trustee Thorne asked DOF Vann to present for discussion the documents for Board review and approval of the planned diversification of Village funds.

Included as part of the agenda packet for tonight's meeting was the necessary documentation to formally approve the authorization to invest funds in the Illinois Municipal Fund (IMET). President Pickett asked for a motion to approve **RESOLUTION 555 titled A Resolution Approving the Fourth Declaration of Trust of the Illinois Metropolitan Investment Fund (IMET), Amended and Restated, dated as of April 22, 2022 (Declaration of Trust), and Authorizing the Execution Thereof, and Authorizing Certain Officials to Act on Behalf of the [Village].**

Trustee Thorne moved with a second by Trustee Boe to approve RESOLUTION 555 as identified above and on a roll call vote with Trustee DeAtley, Boe, Harney, Thorne and Thomas voting aye and with no nay votes the motion passed.

**WATER AND SEWER**

No report

**POLICE AND PUBLIC SAFETY**

Chief Samuel Parma provided a draft outline of the proposed ordinance governing the parking of RV, boat and trailers in the Village. This draft was the culmination of several town hall meetings with Village residents

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and in its current form will be referred to the Village Attorney for review and drafting.

As training is required by the Safety Act and which goes into effect September 18, 2023, Chief Parma provided an update on his officers' in-house training as well as notifying the Board that he has completed his own Safety Act coursework. Further, Chief Parma has completed the background check for the hiring of several officers to work part-time. Chief Parma will be presenting the Board with his recommendations for hiring these officers in the near future.

**PUBLIC BUILDINGS AND ENVIRONMENTAL**

No report

**BUILDING AND ZONING ENFORCEMENT**

Trustee Thomas reported that the Township will meet at 6:00 p.m. on September 27, 2023 to discuss much needed repairs to the Village swimming pool and that without the repairs the pool might have to be closed in 2025.

**OLD BUSINESS**

None

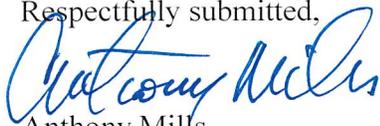
**NEW BUSINESS**

The Knights of Columbus have asked the Village for its approval to collect monetary contributions for its Statewide Intellectual Disabilities Fund raising program to be held on September 8<sup>th</sup>, 9<sup>th</sup> and 10<sup>th</sup>. Trustee Harney moved with a second by Trustee DeAtley to authorize the Knights of Columbus to solicit donations at the corners of Beau Brummel and Sleepy Hollow and Thorobred Lane and Sleepy Hollow Road. On a voice vote with all trustees present voting aye and with no nay votes, the motion passed.

**ADJOURNMENT**

With no further business to address, Trustee Thorne moved with a second from Trustee Boe to adjourn the meeting at 7:56 p.m. On a voice vote with Trustee Thorne, DeAtley, Harney, Thomas, 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