

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

**March 4<sup>th</sup>, 2024**

The Regular Business 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 Deputy Village Clerk Joseph Nemec to call the roll of trustees. Trustees Mark Thorne, Steven DeAtley, Edward Harney, Kelly Thomas, Courtney Boe, and Jennifer McGuire attended in person. Police Chief Samuel Parma and Director of Finance Eugene Vann, Attorney Mark Schuster, Village Engineer Jeffrey Steele, and Director of Public Works Kyle Killinger attended in person. Village Code Official Barbara Dettmer attended remotely via Zoom. Village Clerk Mills did not attend the meeting.

**MINUTES**

Trustee Thorne moved with a second by Trustee McGuire to approve the minutes of February 20<sup>th</sup>, 2024 and on a voice vote with Trustees Thorne, DeAtley, Harney, Kelly Thomas, Boe, and McGuire voting aye and with no nay votes the motion passed and the Minutes of 2/20/2024 were approved.

**PRESIDENT'S REPORT**

Village resident Anne Delurgio 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.*

Village President reported that the village survey and vehicle sticker forms should be mailed soon. Survey return date is April 1 and that staff will compile results that should be available to the Board by early May.

**CLERK**

No report

**PLANNING AND ZONING COMMISSION**

No report

**ATTORNEY**

The Village Attorney presented to the Board an ordinance to modify the language of Chapter 1 in Title 7, concerning fees to be charged for building permits. Some confusion had arisen regarding such fees in the codification of prior Ordinance No. 2022-15; and further, the new ordinance would allow for periodic future adjustment of such fees, by motion and vote of the Village Board.

Trustee Harney moved with a second by Trustee Thomas to approve Ordinance No. 2024-2; amending the village code, title 7, Building Regulations, Chapter 1, re building permit and other building fees. On a roll call vote; Trustees Thorne, DeAtley, Harney, Thomas, Boe, and McGuire voting aye motion passed with 6 yes votes and 0 no votes.

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

**March 4<sup>th</sup>, 2024**

The Village Attorney presented a Resolution to adjust the fees to be charged for use of temporary "No Parking" signs in the Village.

Trustee DeAtley moved with a second by Trustee Boe to approve resolution no. 557; to amend the village policy of taking a cash deposit for issuance "NO PARKING" signs by the village police department. On a roll call vote; Trustees Thorne, DeAtley, Harney, Thomas, and Boe voting aye and with Trustee McGuire voting nay; motion passed with 5 yes votes and 1 no vote.

**ENGINEER**

The Village Engineer presented the Final PAYMENT ESTMI ATE NO. 2 for 2023 street program dated February 28th 2024.

Trustee Boe moved with a second by Trustee Thorne to approve the Final PAYMENT ESTMI ATE NO. 2 for the 2023 street program in an amount of \$17,614.21 dated February 28th 2024. On a roll call vote; Trustees Thorne, DeAtley, Harney, Thomas, Boe, and McGuire voting aye and with no nay votes; the motion passed.

**DIRECTOR OF FINANCE**

Trustee Harney moved with a second by Trustee Thorne to approve the Warrants of 3/4/2024 in the amount of \$101,497.51 On a roll call vote; Trustees DeAtley, Thomas, Thorne, Harney, Boe, and McGuire voting aye and with no nay votes the motion passed.

Director of finance Vann discussed the need to hire a part-time Admin/PD receptionist.

Director of Finance Vann explained a need to increase the flat-rate sewer fee Trustee Boe moved with a second by Trustee Thorne to approve a sewer flat-rate increase from \$15.60 to \$20.20 effective May 1st 2024. Discussion was had concerning the need for the increase and also looking to increase the flat rare sewer rate in the future. On a roll call vote; Trustees Thorne, DeAtley, Harney, Thomas, and Boe voting aye and with Trustee McGuire voting nay; motion passed with 5 yes votes and 1 no vote.

Director of Finance Vann also presented the proposed Budget for the coming fiscal year, 2024-25. Trustee Boe moved with a second by Trustee Thorne to approve 2025 budget and the 5 year Cap as presented to the board.

On a roll call vote; Trustees Thorne, DeAtley, Harney, Thomas, Boe, and McGuire voting aye and with no nay votes the motion passed.

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

**March 4<sup>th</sup>, 2024**

**COMMENTS FROM THE PUBLIC**

Greg Raab discussed Sleepy Hollow Service Club activities, including the upcoming Service Club dinner and auction, scheduled for April 27, 2024, and encouraged everyone to attend.

**PARKS, ROADS, AND STREETS**

Public Works Director Killinger reported that the Street sign replacement program is 98% complete and that speed table will be installed on Locust Drive about April 15th

**FINANCE**

No report

**WATER AND SEWER**

No report

**POLICE AND PUBLIC SAFETY**

Police Chief Samuel Parma reported that he wished to order a new car for the police department as soon as possible, to be received and paid for in the next fiscal year. The matter will be added to the March 18th agenda

**PUBLIC BUILDINGS AND ENVIRONMENTAL**

No report

**BUILDING AND ZONING ENFORCEMENT**

No report

**OLD BUSINESS**

None

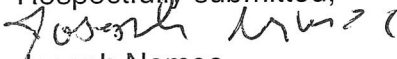
**NEW BUSINESS**

None

**ADJOURNMENT**

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

Respectfully submitted,

  
Joseph Nemec  
Deputy Village  
Clerk