

REGULAR MEETING  
MINUTES

OCTOBER 5, 1992

The regular meeting of the Sleepy Hollow Corporate Authorities was called to order on October 5, 1992 at 7:30 p.m. In attendance were Trustees Harney, Johnson, Roberts, Shields, Tennis, and Williams; Police Chief Montalbano; Treasurer Panning; Engineer Powers; and Clerk Olson.

TENNIS MOVED WITH A SECOND FROM HARNEY TO APPOINT TRUSTEE ROBERTS TO SERVE AS PRESIDENT PRO TEM FOR THIS MEETING. MOTION PASSED BY VOICE.

MINUTES:

TENNIS MOVED WITH A SECOND FROM SHIELDS TO APPROVE THE REGULAR MEETING MINUTES, INCLUSIVE OF THE RECONVENED MEETING MINUTES, SEPTEMBER 21 AND 23, 1992. MOTION PASSED BY VOICE.

PRESIDENT:

No report.

CLERK:

1. HARNEY MOVED WITH A SECOND FROM TENNIS TO SET HALLOWEEN TRICK OR TREAT HOURS OF 3:00 P.M. UNTIL 9:00 P.M. ON OCTOBER 31, 1992. MOTION PASSED BY VOICE.
2. A book called The 1990 Census Summary of Social, Economic, and Housing Characteristics of the United States has been received and is located in the Clerk's office.
3. The Environmental Regulations Handbook for Very Small Communities is also located in the Clerk's office.
4. A Fall Bike & Hikeathon is being held October 10th at the Dundee Tourist Center.
5. Illinois Cable Television and TCI of Illinois are sponsoring a reception for the Illinois Municipal League in Chicago on October 9th.
6. Terri Jersky requested permission to attend a one day workshop for secretaries at a cost of \$165. The Board did not feel it was necessary.
7. Discussion on the Save-a-Pet Foundation contract will be delayed until the next meeting.
8. A newsletter revised draft was distributed. Any final changes should be submitted in the next few days.

PLAN COMMISSION:

No report.

ZONING BOARD:

No report.

ZBA:

No report.

ATTORNEY:

1. Received from Windsor (re Deer Creek) a check for \$2,355.30 and a \$10,000 cash bond to insure completion of three items: installation of a 2 foot road shoulder, remediation of erosion adjacent to lot 28, and installation of a "turf stone" deflector berm on lot 29. There is concern that some other items are not complete. SHIELDS MOVED WITH A SECOND FROM HARNEY TO REQUIRE WINDSOR TO FULFIL THE ORIGINAL PLAN

DESIGN. MOTION PASSED BY VOICE. Engineer will call Jim Davis concerning these items. Also received a 15% maintenance bond in amount of \$115,173.00 that expires January 5, 1994.

TENNIS MOVED WITH A SECOND FROM SHIELDS TO APPROVE RESOLUTION NO. 200 ENTITLED A RESOLUTION RELEASING LETTER OF CREDIT NO. 44602-100 FROM UNION NATIONAL BANK AND TRUST COMPANY IN THE AMOUNT OF \$328,570.00 EXPIRING OCTOBER 8, 1992, AND ACCEPTING CERTIFICATE OF APPROVAL AND ACCEPTANCE; TITLE EVIDENCE FOR LOTS 99 AND 100; BILL OF SALE; AND MAINTENANCE GUARANTEE FOR FIFTEEN MONTHS IN THE AMOUNT OF \$115,173.00 (DEER CREEK SUBDIVISION). AYE: TENNIS-SHIELDS-HARNEY-JOHNSON-ROBERTS-WILLIAMS. MOTION PASSED.

We do not yet have the bill of sale. The bond should be held in case we need it, but not put in an interest bearing account.

2. TENNIS MOVED WITH A SECOND FROM HARNEY TO APPROVE ORDINANCE NO. 92-23 ENTITLED AN ORDINANCE AMENDING SECTION 7-1-2 OF THE VILLAGE CODE OF THE VILLAGE OF SLEEPY HOLLOW TO ADOPT BY REFERENCE THE KANE COUNTY BUILDING CODE AS AMENDED MAY 14, 1991 (EXCEPT AS MODIFIED THEREIN). AYE: TENNIS-HARNEY-JOHNSON-ROBERTS-SHIELDS-WILLIAMS. MOTION PASSED.

3. TENNIS MOVED WITH A SECOND FROM SHIELDS TO APPROVE RESOLUTION NO. 201 ENTITLED RESOLUTION DECLARING PUBLIC NUISANCES AND AUTHORIZING ACTION TO ABATE NUISANCES AND TO DEMOLISH BUILDINGS. AYE: TENNIS-SHIELDS-HARNEY-JOHNSON-ROBERTS-WILLIAMS. MOTION PASSED.

4. JOHNSON MOVED WITH A SECOND FROM HARNEY TO ADOPT ORDINANCE NO. 92-24 ENTITLED AN ORDINANCE AMENDING TITLE 7, CHAPTER 5 OF THE VILLAGE CODE TO PROVIDE AN EFFECTIVE MEANS FOR PROTECTING THE WATER SUPPLY FROM CONTAMINATION DUE TO BACKFLOW OF CONTAMINANTS THROUGH THE CUSTOMER WATER SERVICE CONNECTION INTO THE PUBLIC WATER SYSTEM, WITHIN THE VILLAGE OF SLEEPY HOLLOW (THE CROSS-CONNECTION ORDINANCE). AYE: JOHNSON-HARNEY-ROBERTS-SHIELDS-TENNIS-WILLIAMS. MOTION PASSED.

5. The proposed ordinance on weeds needs revisions. Trustees Harney and Williams will discuss and contact Attorney Payne. It was felt the ordinance should be part of the AWT program and administered by the zoning enforcement officer. Grass height is the main concern.

#### ENGINEER:

1. The contractor on the MFT road project should begin paving next Monday.
2. The electric vault has been installed in Deer Creek and will be landscaped on three sides.
3. One bid was received on the Galvin project and was very high. SHIELDS MOVED WITH A SECOND FROM TENNIS TO REJECT THE BID. MOTION PASSED BY VOICE. The Engineer will write a letter to the contractor of the board's decision. He will also see if we can find several small, local contractors to do the work instead.

#### AUDITORS REPORT - 8:00 P.M.

Bret Grishaber of Klayman & Korman was present to review the annual audit report and management comments. Complimented Ron, Mike, and Ellen on the job they have done. Noted that he received about 99% of the audit information from Ellen. We have a very strong surplus cash position, although major allotments are budgeted for the renovations that have been delayed by the gas tank contamination. Also noted that the sewer fund retained earnings show a deficit balance because of the depreciation expense, but is not a reason for concern. ~~Management~~ *The auditors* would like to see better accounting of the ticketing in the AWT program and a segregation of the duties in the building department.

TENNIS MOVED WITH A SECOND FROM SHIELDS THAT THE POLICE CHIEF AND THE TREASURER DEVELOP A MONTHLY ACCOUNTING PROCEDURE FOR USE OF AWT AND RELATED CASH RECEIPTS AND THAT THIS PROCEDURE BE DOCUMENTED IN WRITING AND PRESENTED TO THE TRUSTEES PRIOR TO THE FIRST MEETING IN DECEMBER. MOTION PASSED BY VOICE.

TENNIS MOVED WITH A SECOND FROM JOHNSON THAT THE BUILDING OFFICER AND TREASURER DEVELOP A MONTHLY ACCOUNTING PROCEDURE FOR USE OF BUILDING PERMITS AND RELATED REVENUES AND THAT THE PROCEDURE BE DOCUMENTED IN WRITING AND PRESENTED TO THE TRUSTEES PRIOR TO THE FIRST MEETING IN FEBRUARY, 1993. MOTION PASSED BY VOICE.

TREASURER:

1. Add Elgin water for \$16,446.73, delete leak detection service for \$633.60 and Gervasio/CMT for \$749.00. Trustees questioned the amount of money spent on Carol Crest Court beautification (over \$1,400). It was requested that future beautification project plans and proposed costs be presented to the board prior to actual installation.

TENNIS MOVED WITH A SECOND FROM HARNEY TO APPROVE THE WARRANTS AS REVISED IN THE AMOUNT OF \$59,680.63. AYE: TENNIS-HARNEY-JOHNSON-ROBERTS-SHIELDS-WILLIAMS. MOTION PASSED.

\*\*\*\*\*OPEN TO THE PUBLIC\*\*\*\*\*

1. Barbara Ferguson, President of United Way of Dundee Township, and Patrick Sharpe, Campaign chairman, spoke about the agencies that they support. The Board felt we should encourage support of United Way in the newsletter. They hope to raise \$125,000 with fund raising costs of about \$7,000. TENNIS MOVED WITH A SECOND FROM JOHNSON TO PROCLAIM THE WEEK OF OCTOBER 11TH THROUGH OCTOBER 17TH, 1992 AS UNITED WAY WEEK IN THE VILLAGE OF SLEEPY HOLLOW. MOTION PASSED BY VOICE.

ROADS & PARKS:

1. Tom's Tree Service has not returned to finish work at Rainbow Creek. Someone else has finished the work.
2. Some of the part time police officers have expressed interest in helping with the snow plowing when the need arises. Trustee Harney will work out the personnel details with Chief Montalbano.
3. A driveway culvert needs to be reset on Maria Court to prevent pooling of water in a resident's yard. Our Engineer has estimated the cost at about \$1,000, and Geske has agreed to do the work for time and materials. This problem is not the fault of the Village. The middle of the cul-de-sac is being raised 5" as part of the MFT work, and the water will then drain to the resident's culvert.

WILLIAMS MOVED WITH A SECOND FROM HARNEY TO PROCEED WITH REPAIRS TO THE DRIVEWAY CULVERT AT 1911 MARIA COURT AT A COST NOT TO EXCEED \$1,000, AND TO ATTEMPT TO RECOVER THE COSTS FROM THE BUILDER. MOTION PASSED BY VOICE.

It was suggested we have the grades on new property certified by an engineer before the occupancy permit is issued to prevent problems of this type in the future.

4. We have received the appropriate bid information from the Engineers on the work to be done at the Saddle Club entrance. Bids are going out.
5. The lawn mower tractor should be advertised in the newspaper, requesting sealed bids.
6. The Bluffs will be plowed by the builder this winter.

FINANCE:

1. A report from ERM is ready to be submitted to the State. To date, we have authorized \$28,015 to correct the problem; the estimated total to complete the project is \$31,669.30. TENNIS MOVED WITH A SECOND FROM HARNEY TO PAY THE AUGUST INVOICE OF \$5,066 WITH THE NEXT WARRANTS, AND THAT THE OVERALL PROJECT BE AUTHORIZED TO INCREASE TO \$31,669.30. AYE: TENNIS-HARNEY-JOHNSON-ROBERTS-SHIELDS-WILLIAMS.  
MOTION PASSED.

WATER:

1. We have not yet received plans for the flow restrictor from CMT.  
2. No written report has been sent by the water leak detection service. Art has started repairs on the leaks.  
3. The possibility of a third pressure zone is not being pursued because of the very high cost involved. In the interim, we can try increasing the pressure on the pressure reducing valves. Getting a second connection with Elgin along Sleepy Hollow Road would probably also help the pressure problems.

POLICE:

1. Cable Committee: Approval of the by-laws will be discussed at the next meeting.  
2. Beautification: Money is available in the budget for materials to rebuild the Deer Lane planter, but not for labor. The residents of the block have agreed to do the work if we supply the materials.  
3. Some residents voiced concern about the police stopping a homecoming float on a trailer and possibly issuing a ticket. It was requested that the Chief review the matter and report back to the board.  
4. Comment was made about vehicles passing on the right, heading west on Route 72, at Sleepy Hollow Road. The area on the right has been asphalt patched (not by us), giving motorists the impression it is permissible to pass on the area. We should ask IDOT to install a sign indicating that passing is not allowed.

HEALTH & SANITATION:

No report.

BUILDING:

No report.

OLD BUSINESS:

No report.

NEW BUSINESS:

No report.

JOHNSON MOVED WITH A SECOND FROM HARNEY TO ADJOURN THE MEETING AT 10:00 P.M. MOTION PASSED BY VOICE.

Respectfully submitted,

*Norine Olson*

Norine Olson  
Village Clerk