

VILLAGE OF SLEEPY HOLLOW  
REGULAR MEETING MINUTES

NOVEMBER 19, 2007

The regular meeting of the Sleepy Hollow Corporate Authorities was called to order at 7:30 p.m. In attendance were President Pickett, Trustees Finney, Fudala, Getz, Prigge, Wind, and Ziemba, Police Chief Montalbano, Finance Director Volkening, and Clerk Olson.

MINUTES:

1. ZIEMBA MOVED WITH A SECOND FROM WIND TO APPROVE THE SPECIAL MEETING MINUTES OF NOVEMBER 5, 2007. MOTION PASSED.
2. ZIEMBA MOVED WITH A SECOND FROM WIND TO APPROVE THE REGULAR MEETING MINUTES OF NOVEMBER 5, 2007. MOTION PASSED.

PRESIDENT:

1. The Chicago Metropolitan Agency for Planning is accepting comments on the proposed FPA boundary expansion between Gilberts and Hampshire.  
(Trustees Getz and Prigge arrive.)

CLERK:

1. A newsletter quote was received from a new printer that was less than our current printer. We will consider this vendor for our next newsletter.
2. ZIEMBA MOVED WITH A SECOND FROM WIND TO APPROVE COMCAST PERMIT APPLICATION NO. PSH-039. MOTION PASSED.
3. A packet of documents concerning the Brar property were given to the Board in anticipation of discussing this matter at the next Board meeting.

PLAN COMMISSION:

No report.

ZONING COMMISSION:

No report.

ZBA:

No report.

ATTORNEY:

1. ZIEMBA MOVED WITH A SECOND FROM GETZ TO APPROVE ORDINANCE NO. 2007-24 ENTITLED "AN ORDINANCE AMENDING THE DUTIES OF THE PUBLIC BUILDINGS AND ENVIRONMENT COMMITTEE OF THE BOARD OF TRUSTEES." AYE: ZIEMBA, GETZ, FINNEY, FUDALA, PRIGGE, WIND. MOTION PASSED. This relates to the Tree City USA application.
2. ZIEMBA MOVED WITH A SECOND FROM WIND TO APPROVE ORDINANCE NO. 2007-25 ENTITLED "AN ORDINANCE ESTABLISHING CERTAIN REGULATIONS FOR THE PROTECTION OF CABLE AND VIDEO CUSTOMERS IN THE VILLAGE." AYE: ZIEMBA, WIND, GETZ, FINNEY, FUDALA, PRIGGE. MOTION PASSED. This is the final ordinance concerning the new legislation on cable and video protection laws.

ENGINEER:

1. The drainage issue on Hialeah Court has not yet been reviewed.

2. The on-going flow of water across Beau Brummel appears to be an underground spring, which will be reviewed by Public Works and the Village Engineer.

3. The Board discussed the road project and the stone laid along the road edges. The contractor has quoted \$30,000+ to remove some of the stone and re-compact the edges. The Board still questions whether excessive stone was laid, above the requirements, and if so, the Village should not have to pay for its removal. The Engineer will be asked to check into this further. Because of IDOT specs, we cannot withhold more than 10% for retainage purposes, but could hold back an additional amount for a different reason, such as shoulder work. ZIEMBA MOVED WITH A SECOND FROM PRIGGE TO WITHHOLD AN ADDITIONAL 10% FOR SHOULDER WORK ON EACH PAYMENT ESTIMATE AS FOLLOWS: FOR 2A, WE SHOULD WITHHOLD AN ADDITIONAL \$36,364.32, FOR A TOTAL WITHHELD OF \$72,728.64 AND FOR 2B, WE SHOULD WITHHOLD AN ADDITIONAL \$5,340.10, FOR A TOTAL WITHHELD OF \$10,680.20. AYE: ZIEMBA, PRIGGE, GETZ, FINNEY, FUDALA, WIND. MOTION PASSED.

#### DIRECTOR OF FINANCE:

1. ZIEMBA MOVED WITH A SECOND FROM GETZ TO APPROVE THE ACCOUNTS PAYABLE OF NOVEMBER 16, 2007 IN THE AMOUNT OF \$162,050.33. AYE: ZIEMBA, GETZ, FINNEY, FUDALA, PRIGGE, WIND. MOTION PASSED.

2. Office staff has asked that the Village Hall be closed on Christmas Eve day, December 24<sup>th</sup>. Employees will take the day as a floating holiday, vacation day, or without pay. WIND MOVED WITH A SECOND FROM FINNEY TO CLOSE THE OFFICE ON DECEMBER 24, 2007. MOTION PASSED.

#### COMMENTS FROM THE PUBLIC:

There were no comments from the public.

#### PARKS, ROADS & STREETS:

1. Trustee Prigge asked that the pathway be mowed before winter. He also asked that the chunks of cement and gravel at the north end be cleaned out and/or removed. In addition, he requested that Public Works do continual clean up along Sleepy Hollow Road when there is time as there are many large dead limbs and concrete blocks along the sides of the road.

#### FINANCE:

1. Trustee Ziemba reviewed the proposed tax levy details from the Finance Committee. They have proposed a tax levy of \$462,825, with the ordinance to be presented for approval at the December meeting. He noted this would result in a very small tax increase to residents.

2. Trustee Ziemba also distributed and briefly reviewed the six months financial statements. The Board briefly discussed the Randall Road commercial development, and the boundary agreement with Elgin as it relates to Randy's property remaining within Village limits.

3. The Finance Committee reviewed a new proposal for the long-term disability plan. This new proposal is much more beneficial to employees for about \$1300 more per year to the Village. The Village insurance broker will be asked to attend the December 17<sup>th</sup> board meeting and explain the tax details of this new plan to the Board. However, the Board would like to proceed with this plan to be effective January 1, 2008. ZIEMBA MOVED WITH A SECOND FROM GETZ TO APPROVE THE OPTION 1 PLAN, WITH THE GROSS UP PORTION TO BE DETERMINED AT THE DECEMBER MEETING. AYE: ZIEMBA, GETZ, FINNEY, FUDALA, PRIGGE, WIND. MOTION PASSED.

4. Draft minutes of the Finance Committee meeting were distributed. At the meeting, the Committee also reviewed worker's compensation plans and decided to stay with the current plan.

WATER & SEWER:

1. The water replacement bids were reviewed and HD Supply was determined to be the best choice. FUDALA MOVED WITH A SECOND FROM ZIEMBA TO AUTHORIZE THE VILLAGE ENGINEER TO PREPARE A CONTRACT WITH HD SUPPLY FOR THE WATER METER REPLACEMENT PROGRAM NOT TO EXCEED \$284,522.35. Replacement of the water meters will improve efficiency and should increase revenue to the Village. There is a 5 year warranty for the accuracy of the readings. A transmitter/receiver unit will be driven around the Village once a month to "read" the meters via a radio signal. The information will then be downloaded to the Village software system for preparing water bills. The replacements will not begin until the beginning of March because of weather, at which time it will take 60-90 days to replace all meters. HD Supply will schedule all appointments with residents for installation. AYE: FUDALA, ZIEMBA, FINNEY, GETZ, PRIGGE, WIND. MOTION PASSED.

POLICE & PUBLIC SAFETY:

1. The two police recruits attending the academy for the past nine months have graduated and are now ready to work on the street.

PUBLIC BUILDINGS & ENVIRONMENTAL:

1. As part of the Tree City USA application, the Village must hold an Arbor Day celebration. PRIGGE MOVED WITH A SECOND FROM GETZ TO PROCLAIM THE WEEK OF NOVEMBER 26<sup>TH</sup> AS ARBOR DAY WEEK. MOTION PASSED. As part of the celebration, we will plant a tree. A quote was obtained for a 4" autumn blaze maple tree and the Board suggested it be planted in the Lake Sharon area. PRIGGE MOVED WITH A SECOND FROM ZIEMBA TO ACCEPT THE QUOTE FROM DUNDEE LANDSCAPE IN THE AMOUNT OF \$600. AYE: PRIGGE, ZIEMBA, FINNEY, FUDALA, GETZ, WIND. MOTION PASSED.
2. Trustee Prigge also received quotes from Dundee Landscape for a program for the 50<sup>th</sup> anniversary. They have suggested four different trees, all available in different sizes. In order to obtain the best price and sufficient quantity, they suggest the Village pre-order \$2,000 worth of trees, to be delivered to the Village, who will then arrange delivery to homeowners who have purchased them.
3. The Environmental Committee suggested the Village hold a contest for the largest tree in the village as part of the 50<sup>th</sup> anniversary celebration.

BUILDING & ZONING ENFORCEMENT:

No report.

OLD BUSINESS:

1. Trustee Wind suggested the Village have a home improvement contest as part of the 50<sup>th</sup> anniversary celebration; broken down into landscaping, exterior, and interior improvements. We could offer a certificate to a local home improvement store as a prize.

NEW BUSINESS:

No report.

ZIEMBA MOVED WITH A SECOND FROM GETZ TO ADJOURN TO EXECUTIVE SESSION AT 9:10 P.M. FOR THE PURPOSE OF DISCUSSING PERSONNEL PURSUANT TO SECTION 2(C)(1) OF THE OPEN MEETINGS ACT. MOTION PASSED.

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The regular meeting reconvened at 10:03 p.m.

FINNEY MOVED WITH A SECOND FROM WIND TO DIRECT THE VILLAGE ATTORNEY TO MODIFY THE AGREEMENT TO AWARD THE CHIEF IMMEDIATE CONTROL OF THE FUNDS. MOTION PASSED WITH ZIEMBA VOTING NAY.

WIND MOVED WITH A SECOND FROM GETZ TO ADJOURN THE MEETING AT 10:04 P.M. MOTION PASSED.

Respectfully submitted,



Norine Olson  
Village Clerk

VILLAGE OF SLEEPY HOLLOW  
EXECUTIVE MEETING MINUTES

NOVEMBER 19, 2007

The executive session of the Sleepy Hollow Board of Trustees was convened at 9:10 p.m. for the purpose of discussing personnel pursuant to §2(c)(1) of the Open Meetings Act. In attendance were President Pickett; Trustees Getz, Finney, Fudala, Prigge, Wind, and Ziembra; and Clerk Olson.

The Board again discussed Police Chief Jim Montalbano's supplemental retirement fund agreement which was signed in 2000 and where the Village contributed \$17,700 annually for seven years to an account for the Chief. The Chief currently has control over the investments of this account, but does not have ownership of the account itself. The agreement provided that the funds be turned over to the Chief if he is fired, resigns, or retires. If he were to participate in another pension/retirement plan within the Village, such as the police pension fund, the account would revert to the Village. None of these events has occurred, but the Chief has requested that the funds be turned over to him. Some board members felt he should receive these funds immediately. It was not felt the Chief has plans to retire in the near future, but there was some concern that the Chief may retire in order to get these funds if the Village refuses to turn the account over to him. There was concern among some board members that if these funds are turned over to him and the Village subsequently participated in another pension plan, it would be "double dipping" for the Chief. They discussed the possibility of the Village setting up a pension plan or the police pension plan being put into place. They also discussed requiring the Chief to use his funds to buy back years of service into a Village funded pension plan. However, after obtaining rough cost estimates for a recent proposed pension plan for all Village employees, Trustee Ziembra said the Village would not be able to afford this pension, so this would not be an issue. It was also noted that it is highly unlikely the Village will ever participate in the Illinois police pension plan as it would have to be approved by the residents through referendum and it has already been voted down 3 times. They also noted they should be discussing a plan for the Chief's successor when he does retire. Trustee Finney suggested we consider setting up a new agreement to continue this retirement fund with the understanding that if the Village does set up a pension plan in the future in which he participates, those funds would be deducted from any required contribution by the Village for previous years of employment. The consensus of the majority of the Board was to modify the agreement to give the funds to Jim Montalbano immediately.

GETZ MOVED WITH A SECOND FROM WIND TO ADJOURN THE EXECUTIVE SESSION  
AT 10:03 P.M. MOTION PASSED.

Respectfully submitted,

*Norine Olson*

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Village Clerk