

VILLAGE OF SLEEPY HOLLOW
REGULAR MEETING MINUTES

OCTOBER 20, 2008

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, Village Engineer Weiss, and Clerk Olson.

President Pickett explained the rules for speaking under the public comments section of the meeting and asked that all electronic devices be turned off or set on vibrate mode.

MINUTES:

1. ZIEMBA MOVED WITH A SECOND FROM GETZ TO APPROVE THE REGULAR MEETING MINUTES OF OCTOBER 6, 2008. MOTION PASSED.

PRESIDENT:

No report.

WIND MOVED WITH A SECOND FROM GETZ TO AMEND THE AGENDA TO MOVE THE HIRING OF THE NEW POLICE OFFICER FROM THE POLICE REPORT TO NOW. MOTION PASSED.

WIND MOVED WITH A SECOND FROM ZIEMBA TO HIRE NEIL A. REYES AS A PART TIME OFFICER AT \$11.50/HOUR, EFFECTIVE IMMEDIATELY. MOTION PASSED. Mr. Reyes was then given the oath of office by the clerk.

CLERK:

No report.

PLAN COMMISSION:

No report.

ZONING COMMISSION:

No report.

ZBA:

No report.

ATTORNEY:

No report.

ENGINEER:

1. The engineering agreement for the Jelkes Creek watershed study was reviewed. Engineer Weiss told the Board that their fee estimate is based on approximately 164 hours of time. This study should inform the Board on the cause of the water problems and what steps need to be taken to fix the problems in the northwest area of the Village. The study will include a detailed review of the water flow from the developments west of Randall. The final report and recommendations should be completed in about three months. ZIEMBA MOVED WITH A SECOND FROM GETZ TO APPROVE THE PRELIMINARY

ENGINEERING AGREEMENT FOR A DRAINAGE STUDY OF THE JELKES CREEK TRIBUTARY WATERSHED, NOT TO EXCEED \$12,000. AYE: ZIEMBA, GETZ, FINNEY, FUDALA, PRIGGE, WIND. MOTION PASSED.

2. The current projects update memo was reviewed. Engineer Weiss noted that FEMA/IDNR has made minor non-technical changes recommended by the engineer to the flood insurance rate map. No technical changes have been made yet by FEMA.

3. There was a final meeting on the water meter replacement program, which is substantially complete. There remain only a few meters to be replaced, including the Sears building. There are a couple empty houses, and there is one resident who is not cooperating with replacement of his meter. The Board can later decide how to enforce compliance. WIND MOVED WITH A SECOND FROM GETZ TO APPROVE RELEASE OF THE FINAL RETAINAGE TO HD SUPPLY. MOTION PASSED.

4. The majority of the 2008 road maintenance work has been done and a recommended semi-final payment of \$160,587.18 is included with tonight's accounts payable. The engineer is working on some quantity issues with the contractor.

5. The police garage and Glen Oak projects are also substantially complete and the engineer recommends partial payment of \$30,381.35 (10% has been retained), which is included on the accounts payable.

6. Engineer Weiss reviewed the resident complaint on the condition of Darien Court and he recommends that the road be added to the street improvement program for next year due to its deteriorated condition. He also informed the Board that it would cost about \$4,500 to update the 5 year road maintenance program for the Village. President Pickett asked him to find out if that expense would qualify for MFT funds. (Engineer Weiss left the meeting at 8:10 pm.)

Brian Mulhich of Insurance Plans Agency discussed the HSA insurance plan, the third health insurance option for employees. He distributed a summary that included the recommendations from the Finance Committee on this plan and charts highlighting the savings of this plan to both the Village and the employees. The Village will offer the same contribution level and will also contribute to the employee's HSA under this plan, in the amount of \$1,250 for individuals and \$2,500 for family coverage. The contribution will be distributed as quarterly payments and the employee may also contribute personally to the account. (Trustee Getz leaves at 8:20 p.m.) Brian commented on possible tax consequences if certain insurance items become taxable in the future. He also noted that the employee would be responsible for keeping track of personal contributions to make sure he does not put in more than the maximum allowed. Brian offered to meet two times with employees to explain this new plan. ZIEMBA MOVED WITH A SECOND FROM WIND TO ACCEPT THE RECOMMENDATIONS OF THE FINANCE COMMITTEE AND MOVE FORWARD WITH THE HSA INSURANCE PLAN. MOTION PASSED. (Trustee Getz returns at 8:30 p.m.)

DIRECTOR OF FINANCE:

1. ZIEMBA MOVED WITH A SECOND FROM GETZ TO APPROVE THE ACCOUNTS PAYABLE OF OCTOBER 20, 2008 IN THE AMOUNT OF \$312,851.05. AYE: ZIEMBA, GETZ, FINNEY, FUDALA, PRIGGE, WIND. MOTION PASSED.

2. Holiday hours for office staff were presented, which would close the Village Hall on November 27 and 28, December 25 and 26, and January 1. These will not be paid holidays. GETZ MOVED WITH A

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SECOND FROM ZIEMBA TO APPROVE THE RECOMMENDED HOLIDAY HOURS. MOTION PASSED.

3. ZIEMBA MOVED WITH A SECOND FROM GETZ TO APPROVE RESOLUTION 384 ENTITLED "A RESOLUTION AUTHORIZING THE REMOVAL OF CAPITAL ASSETS THAT ARE INACTIVE AND/OR OBSOLETE" FROM OUR ASSET INVENTORY. MOTION PASSED.

4. Sick days language was modified in the personnel manual. ZIEMBA MOVED WITH A SECOND FROM GETZ TO APPROVE THE CHANGE TO THE PERSONAL MANUAL AS WRITTEN. MOTION PASSED.

5. ZIEMBA MOVED WITH A SECOND FROM GETZ TO APPROVE RESOLUTION NO. 385 FOR PARK NATIONAL BANK, RESOLUTION NO. 386 FOR BANK OF AMERICA, AND RESOLUTION NO. 387 FOR TCF BANK, ALL AUTHORIZING THE VILLAGE TO MOVE FUNDS FROM THE INVESTMENT ACCOUNT TO THESE BANKS. MOTION PASSED. This is to move approximately \$500,000 into CDs in secure bank accounts.

COMMENTS FROM THE PUBLIC:

There were no comments from the public.

PARKS, ROADS & STREETS:

1. GETZ MOVED WITH A SECOND FROM ZIEMBA THAT THERE BE NO CHANGE TO THE VILLAGE LICENSE FEES FOR THIS YEAR. MOTION PASSED. (Trustee Getz leaves at 8:42 p.m.)

FINANCE:

1. Trustee Ziemba reviewed the five month financial statements and noted that the fund balance and total revenues are both down at this time. He also noted that, although the fund is still negative, water and sewer may begin to show improvement with the new water meters now installed.

2. ZIEMBA MOVED WITH A SECOND FROM FINNEY TO APPROVE ORDINANCE NO. 2008-18 ENTITLED "AN ORDINANCE ADOPTING AN IDENTITY THEFT PREVENTION PROGRAM FOR THE VILLAGE." This is required by federal law. AYE: ZIEMBA, FINNEY, FUDALA, PRIGGE, WIND. MOTION PASSED.

WATER & SEWER:

1. A resident is always late on his sewer payment and has a running past due balance. This matter will be referred to Attorney Schuster for his advice.

POLICE & PUBLIC SAFETY:

No report.

PUBLIC BUILDINGS & ENVIRONMENTAL:

No report.

BUILDING & ZONING ENFORCEMENT:

No report.

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OLD BUSINESS:

1. There is no update on the Nicor/dead tree issue. (Trustee Getz returns at 8:55 p.m.)

NEW BUSINESS:

1. Trustee Finney presented a program available to municipalities to help locate missing persons through electronic monitoring. This is a program to quickly locate missing people with such disabilities as Alzheimer's, autism, and Down's syndrome. The Naperville Police Department offers training for this program, which requires \$7,000 for the tracking equipment and training. For those who utilize the service, after purchase of the ankle bracelet, there is a \$30 monthly monitoring fee. This program greatly reduces the time necessary to locate a missing person. The Village may be able to solicit contributions to help fund this program.

ZIEMBA MOVED WITH A SECOND FROM GETZ TO ADJOURN THE MEETING AT 9:03 P.M.
MOTION PASSED.

Respectfully submitted,



Norine Olson
Village Clerk