

VILLAGE OF SLEEPY HOLLOW  
VILLAGE BOARD MEETING MINUTES

AUGUST 16, 2010

The regular meeting of the Sleepy Hollow Corporate Authorities was called to order at 7:30 p.m. at the Sleepy Hollow Village Hall. Board members in attendance were President Stephen Pickett, Trustees Scott Finney, Dennis Fudala, Russell Getz, Jeff Seiler, Steve Wind, and Donald Ziemba. Also in attendance were Police Sgt. Sue Wilson and Finance Director Ellen Volkening.

MINUTES

1. Ziemba moved with a second from Fudala to approve the Village Board Meeting Minutes of August 2, 2010. Motion passed unanimously.
1. Wind moved with a second from Fudala to approve the Village Board Meeting Minutes of the reconvened meeting of August 4, 2010. Motion passed with Ziemba abstaining.

PRESIDENT

No report.

CLERK

1. The Village received a rate sheet for advertising in the Dundee Crown Chargers sports programs.

PLAN COMMISSION

No report.

ZONING BOARD

No report.

ZBA

No report.

ATTORNEY

1. Ziemba moved with a second from Getz to approve Ordinance No. 2010-11 entitled "An Ordinance Amending the Tax Imposed on the Privilege of Using Electricity in the Village." It is anticipated that this increase will bring the Village an additional \$4-6,000 per year. Aye: Ziemba, Getz, Finney, Fudala, Seiler, Wind. Motion passed.

ENGINEER

1. The current projects update was reviewed. The engineer estimated the cost for road repairs in the way we usually do the work is about \$73,000 per 1/4 mile. Finance Director Volkening noted that we appropriated \$97,300 so we may need to do a supplemental appropriation for this year.
2. As a requirement of the IEPA issued MS4 Permit, the Village must prepare storm water system mapping and a storm water facilities inspection and maintenance program. The Board authorized the engineer to prepare and submit a proposal for the planning phase of these two requirements.

DIRECTOR OF FINANCE

1. Ziemba moved with a second from Seiler to approve the accounts payable of August 16, 2010 in the amount of \$99,285.16. Aye: Ziemba, Seiler, Getz, Finney, Fudala, Wind. Motion passed.

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2. There were 22 applicants for the receptionist position and 8 were interviewed. Finance Director Volkening recommends the hiring of Wendy O'Neill. Ziembra moved with a second from Getz to approve the hiring of Wendy O'Neill for 25 hours/week at \$10.50/hour. Motion passed unanimously.
3. Ziembra moved with a second from Seiler to approve Resolution No. 418, a resolution authorizing a certificate of deposit at PNC Bank in the amount of \$75,000 for six months. Aye: Ziembra, Seiler, Finney, Fudala, Getz, Seiler, Wind. Motion passed.

COMMENTS FROM THE PUBLIC

1. Attorney Robert Smith was present on behalf of the owners of 1912 Sleepy Hollow Road, who are requesting permission to hook up to the West Dundee sewer system. This matter was deferred for discussion under the water report.
2. Hans Meng of Gail Lane praised the work of the police department. He said that his van was just broken into and items stolen and the police were very supportive. He would like the police department to stay as it is now.
3. Jim Hendricks of Surrey Lane reviewed the balance sheets and said there is about \$1.6 million in the reserve accounts and feels these funds should be used instead of reducing the police force, which he feels should be the last choice. He noted several downsides to reducing the police force. He feels the revenues will increase and that this is a temporary shortfall for the Village.
4. Mary Miller, a resident, also commended the police for their services, noting the recent crime in the neighborhood, and does not want to see any reduction in the force.
5. Mike Tennis of Churchill Court, a member of the Finance Committee, reviewed the budget and said this is not a temporary shortfall for the Village. He explained the changes regarding revenue and expenses and discussed the Village's financial situation. He does feel the Village needs police coverage 24/7. He also feels the Village must have a substantial reserve to pay ongoing expenses. Mr. Tennis also feels the employee benefits are an area to be looked at for expense reductions.
6. Carol Grom of Hilltop Lane asked about the reconvened meeting of August 4. President Pickett explained that after the executive session on August 2, the regular meeting was recessed and reconvened on August 4 in order to complete the executive session.

PARKS, ROADS AND STREETS

1. Getz moved with a second from Ziembra to approve the bid from R&J Total Tree Service in the amount of \$3,900 to remove several dead trees and limbs. Trustee Ziembra said this is covered in the budget and will be applied to the Tree City program. Aye: Getz, Ziembra, Finney, Fudala, Seiler, Wind. Motion passed.
2. One bid of \$1,975 was received for the swale work on Locust Drive. The Village has unsuccessfully attempted to correct this problem several different times. There is no money in the budget for this work. Trustee Getz will discuss this with the engineer to see if it might qualify for MFT funds.

FINANCE

1. The Finance Committee will be meeting with the auditors in a few weeks.

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WATER AND SEWER

1. Attorney Robert Smith was present with his clients regarding their request to hook up to the West Dundee sewer system. The house is located at 1912 Sleepy Hollow Road. West Dundee is considering the homeowners' request at their board meeting tonight also. Sleepy Hollow must approve the hook up. The Board does not object in concept to the hook up, but must discuss this with West Dundee first and would also like Mr. Schuster to review the matter. Attorney Smith noted that a decision must be made quickly because of mortgage approval issues related to the septic system.
2. It was noted that the sewer billing issue is not yet resolved with West Dundee.
3. Even with a large water leak during part of the month (since repaired), the water efficiency was 81%.

POLICE AND PUBLIC SAFETY

No report.

PUBLIC BUILDINGS AND ENVIRONMENTAL

No report.

BUILDING AND ZONING ENFORCEMENT

1. Trustee Fudala informed the Board that a rooster has been located at a home on Hilltop. The homeowner is looking for a new home for the bird, which was an Easter gift to the children.

OLD BUSINESS

1. The budget shortfall was discussed. Trustee Finney stated that the budget shortfall is now about \$41,000 with the changes made in the budget. He does not believe it is necessary to make any reductions to the police force, but he agreed that the financial future of the Village must be addressed. He also feels any current shortfalls can be handled through the reserves. Trustee Wind feels we will receive more sales tax revenue than is budgeted based on the sales tax revenue received to date. Trustee Seiler does not believe the Village will receive the \$100,000 from the State that is back in the budget. The reserve funds were also discussed. It was noted that the Village has about \$281,000 in the general fund and about \$242,000 in impact fee fund, which could be used to balance this year's budget. Trustee Ziemba recommended that the \$41,000 deficit be covered from the impact fee fund. He noted that we are 4-5 months late in receiving sales tax revenue from the state and the Village should keep over \$700,000 in reserves to cover four months' expenses. Trustee Seiler pointed out that, based on the working papers of the Finance Committee, the Village will be broke in the capital improvement fund in 2013. Trustee Finney said the Board must come together and put the Village on a path for the future, which includes a referendum. Finney moved with a second from Wind to move \$41,000 from the impact fee fund to the general fund for the 2010-2011 budget. Trustee Ziemba questioned whether this fund can be transferred since it was originally designated for sewer. It may be necessary to approve an ordinance authorizing the change in the use of the impact fee fund before it can be transferred to the general fund. Finance Committee member Michael Tennis said he believed the impact fee fund is for

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capital items and moving capital fund money into the operating fund may be limited to moving it as borrowed funds since it will not be used for capital purposes. The wetland mitigation fund is restricted to maintenance of that area and the MFT fund must be used for roads so they cannot be transferred to the general fund. If we move funds out of the general fund, we risk a cash flow problem although probably not until later in the year. Trustee Ziemba suggested we do not move funds at this time from the general fund as it is not necessary. It was not disclosed how much money was collected from residents for the support of the police department. President Pickett will discuss the impact fee fund transfer with Attorney Schuster.

Although the Board has already approved the Appropriation Ordinance, which is the legal spending limit, a revised budget was presented for approval, which includes the change in the receptionist position. Finney moved with a second from Wind to approve the 2010-11 budget in the amount of \$1,380,450 in revenue and \$1,421,825 in expenses, for a deficit of \$41,375. This includes the revised figures for the general fund only; the other figures remain as previously approved. It was noted the budget is not a legally binding document. Aye: Finney, Fudala, Wind. Nay: Getz, Seiler, Ziemba, Pickett. Motion did not pass.

NEW BUSINESS

No report.

Getz moved with a second from Wind to adjourn to executive session at 9:00 p.m. for personnel pursuant to 2(c)(1) of the Open Meetings Act. Aye: Getz, Wind, Finney, Fudala, Seiler, Ziemba. Motion passed.

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The regular meeting reconvened at 9:15 p.m.

Seiler moved with a second from Wind to adjourn the meeting at 9:15 p.m. Motion passed unanimously.

Respectfully submitted,



Norine Olson  
Village Clerk