

VILLAGE OF SLEEPY HOLLOW
VILLAGE BOARD MEETING MINUTES

FEBRUARY 6, 2017

The regular meeting of the Sleepy Hollow Corporate Authorities was called to order at 7:33 p.m. at the Sleepy Hollow Village Hall. Board members in attendance were President Stephan Pickett and Trustees Scott Finney, Dennis Fudala, Russell Getz, Joseph Nemec, Jeff Seiler and Donald Ziemba. Also in attendance were Village Attorney Mark Schuster, Engineer Jeff Steele, Director of Finance Ellen Volkening, and Police Chief James Linane.

MINUTES

1. Getz moved with a second from Ziemba to approve the Village Board Meeting Minutes of January 16, 2017. Motion passed unanimously.

Nemec moved with a second from Ziemba to amend the agenda to move item 14 d(i) for police hiring to now. Motion passed unanimously. Chief Linane detailed the background of a proposed part time police officer. Seiler moved with a second from Finney to hire Gregory Taylor as a part time officer at the rate of \$19.38/hour. Aye: Seiler, Finney, Fudala, Getz, Nemec, Ziemba. Motion passed. The clerk then issued the oath of office to Mr. Taylor.

PRESIDENT

No report.

CLERK

No report.

PLAN COMMISSION

No report.

ZONING BOARD

No report.

ZBA

No report.

ATTORNEY

1. Mr. Schuster reviewed a draft ordinance amending vehicle registration regulations. Finney moved with a second from Nemec to approve Ordinance No. 2017-6, "An Ordinance Amending the Regulations Governing Registration of Motor Vehicles and Trailers in the Village." The Board discussed fee changes in the ordinance. Trustee Nemec suggested the senior reduction be based on financial qualification; Trustee Ziemba preferred to keep it at 10% off. There were several motions to amend the main motion to set fees.

(a) Ziemba moved with a second from Nemec to amend the motion to allow a 10% discount for both seniors (paragraph F) and active military personnel (paragraph G).

(b) Seiler moved with a second from Finney to amend the motion to allow a 10% discount to seniors, and a \$10 discount to active military personnel.

(c) Finney moved with a second from Fudala to amend the motion to allow a \$10 discount for both seniors and active military personnel.

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On amendment (c): Ayes: 3; Nays: 3. Village President abstained. Motion did not pass

On amendment (b): Ayes: 3; Nays: 3. Village President abstained. Motion did not pass.

On amendment (a): Ayes: 4; Nays: 2. Motion passed.

Ziembra moved with a second from Nemec to charge a \$10 sticker registration fee for trailers (paragraph E). The registration will enable the Village to establish a list of the trailers and their size that are housed in the Village. Motion passed 5 to 1.

Ziembra moved with a second from Seiler to reduce the fee from \$15 to \$5 for vehicle emblem transfers and also for vehicle emblem replacements. Motion passed unanimously.

It was noted that after the sticker fee deadline (May 2 this year), the vehicle registration fee will double. After 30 days, there will also be an additional fee of \$5 for each month the payment is late.

On main ordinance motion: Aye: Finney, Nemec, Fudala, Getz, Seiler. Ziembra. Motion passed

2. Mr. Schuster presented a draft resolution to adopt new fees for various Village services, licenses and permits. It was last updated in 2007. The Board will consider this at a later meeting after it has been reviewed by the Finance Committee.

ENGINEER

No report.

DIRECTOR OF FINANCE

1. Ziembra moved with a second from Seiler to approve the accounts payable of February 6, 2017 in the amount of \$127,741.06. Aye: Ziembra, Seiler, Finney, Fudala, Getz, Nemec. Motion passed.

COMMENTS FROM THE PUBLIC

1. Resident Rich English expressed his opposition to the cell tower, questioning whether it could be placed in another location in the Village, noting that it should not be constructed in the center of the Village where everyone comes for activities.

2. Resident Tom Merkel questioned the appropriateness of some of the Board's executive sessions regarding certain aspects of the cell tower. He also suggested the Board consider other companies for a cell tower.

3. Resident Mike Tennis read a statement regarding the proposed cell tower, and stated his support of the tower to improve communications for public safety purposes, a copy of which was given to the clerk. He also noted conversations with the fire district regarding these issues.

PARKS, ROADS AND STREETS

No report.

FINANCE

1. Trustee Ziembra has not yet been able to review financial reports effectively as he is still working on formatting issues after software changes.

WATER AND SEWER

No report.

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POLICE AND PUBLIC SAFETY

1. Chief Linane briefly reviewed the monthly activity report. He also explained his request to order a new squad car with a 6 year, 150,000-mile extended warranty. Finney moved with a second from Getz to authorize the pre-order of a 2017 squad car as detailed in the Chief's memo. The cost of approximately \$25,000 takes into account the sale of an old squad.

Ziemba moved with a second from Seiler to amend the motion to include the sale of the 2013 Ford Taurus as part of the purchase of the new vehicle. Motion passed unanimously.

On main motion: Aye: Finney, Getz, Fudala, Nemec, Seiler, Ziemba. Motion passed.

2. The Code Enforcement Officer's report was briefly discussed. The majority of the violations are reported by neighbors. The Board questioned the total number of violations cited to date and the Chief will confirm the numbers with the CEO. The Chief noted that the Village should make clarifications to the requirements for visible street numbers on all homes to ensure homes are easily located in an emergency.

PUBLIC BUILDINGS AND ENVIRONMENTAL

No report.

BUILDING AND ZONING ENFORCEMENT

No report.

OLD BUSINESS

1. The status of the sale of the end loader was discussed. It was noted there is a quarterly municipal auction that may be helpful. Chief Linane feels we should get \$25-30,000 for this piece of equipment. He will work on options to sell it.

2. After reviewing the code with the Code Enforcement Officer, Chief Linane said there are some areas that require additional modifications, including trailer use, ATVs, boats, snowmobiles, the number of vehicles in a driveway, commercial vehicles with appurtenances, snowplows, etc. The Chief and Code Enforcement Officer should prepare a list to be reviewed by the Board.

3. The ICOPS insurance participation agreement will be discussed in executive session.

4. The National Wireless lease proposal will be discussed in executive session but no vote will be taken on this matter tonight. Another company has approached the Village with an alternative system of small cell towers although we have nothing in writing at this time.

NEW BUSINESS

No report.

Getz moved with a second from Seiler to adjourn to executive session at 8:43 p.m. to discuss personnel, collective bargaining, and lease of village-owned property pursuant to §§2(c)(1), (2) and (6) of the Open Meetings Act. Aye: Getz, Seiler, Ziemba, Pickett. Nay: Finney, Fudala, Nemec. Motion passed

The regular meeting resumed at 9:33 p.m.

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The Board discussed the tower proposal from National Wireless and why they could not build the tower further back toward the tree line. Trustees would like written confirmation from the appropriate governmental agencies that the request to construct south of the village hall was denied and why. The Board would also like to hear from the firework vendor and obtain written confirmation if they can still do the annual fireworks if the tower is constructed behind the public works building as proposed. The Village would also like to know about insurance requirements or issues with fireworks in close proximity of the tower. Trustee Finney would also like to know if the tower can be constructed in another location within the ideal area in the "circle" proposed by National Wireless. The Village should also have our engineer confirm in writing that the tower cannot be constructed further south of the village buildings as preferred by the Village.

Trustee Nemec suggested the code be "cleaned up" regarding the words "lot" and "parcel" being used interchangeably.

No further communication will be sent to National Wireless on the proposed lease until the Village has received and reviewed a written proposal from a company that approached the Village about a small cell antenna tower alternative for the Village. This alternative would include 7-8 tower antennas 25-30' tall. However, it was not clear if the Village would have to handle a vendor lease for this small cell proposal.

Seiler moved with a second from Getz to adjourn the meeting at 9:43 p.m. Motion passed unanimously.

Respectfully submitted,



Norine Olson
Village Clerk

VILLAGE OF SLEEPY HOLLOW
VILLAGE BOARD

EXECUTIVE SESSION MINUTES
FEBRUARY 6, 2017

The executive session of the Sleepy Hollow Corporate Authorities was convened at 8:43 p.m. at the Sleepy Hollow Village Hall for the purpose of personnel, collective bargaining and setting a price for lease of village-owned property pursuant to §§2(c)(1), (2) and (6) of the Open Meetings Act. Board members in attendance were President Stephan Pickett and Trustees Scott Finney, Dennis Fudala, Russell Getz, Joseph Nemec, Jeff Seiler, and Donald Ziemba. Also in attendance were Village Attorney Mark Schuster and Police Chief James Linane.

Released
7-3-17

1. A full-time officer, Naveed Bhatti, has accepted a position with a railroad company with better salary, pension and benefits. However, he would like to remain a part-time officer in Sleepy Hollow. The Chief approves of this arrangement and the Board was agreeable to him changing from full-time to part-time status. The Chief will work on a full-time replacement but it will take some time. Chief Linane also advised the Board of the resignation of a part-time officer who had not fulfilled her obligation under the reimbursement contract. The repayment of this monetary obligation is being handled by the village attorney. Chief Linane would also like to modify the employment contracts to include longer probationary and reimbursement periods.

Released
7-3-17

3. The cell tower lease proposal and a summary from Mr. Schuster were reviewed. The 125' tower would be built just south of the public works building. There is a one year option for the Lessee to investigate the proposed lease site to obtain governmental approvals, etc. which could be reduced to 6 months. The option requires a \$1,000 payment to the village for this investigation period. The agreement then calls for a 10-year term with an additional nine 5-year renewals. Initial rent would be \$1,800/month for 10 years and then increased by 2%. Trustee Nemec questioned if the Board would be interested in soliciting bids from other companies for a lease.

The Board suggested the following for a possible counter-offer to National Wireless:

- a. Rent of \$1,800 per month with an annual increase in rent of 4% or CPI, whichever is greater,
- b. Additional \$500/month for the second co-locator on the tower and \$750/month for the third co-locator on the proposed tower. (It should be confirmed that the first co-locator will be considered the 2nd tenant so as to trigger the co-location fee.)

- c. All professional/legal fees are to be paid in full as a condition of the lease by National Wireless,
- d. Ensure that QuadCom can be located on the tower at no cost to them,
- e. The Board would like to know where the utility cables for the tower will be located and would prefer that cables are buried. There was concern about cables crossing the creek.

The Board members discussed that if there will be any official counter-offer back to National Wireless at this time. Another company has approached the Village about an alternate small cell system and the members wish to wait for more information about this alternative before proceeding further with a lease with National Wireless/Insite.

Ziamba moved with a second from Seiler to adjourn the executive session at 9:33 p.m. Motion passed unanimously.

Respectfully submitted,



Norine Olson
Village Clerk