

VILLAGE OF SLEEPY HOLLOW
VILLAGE BOARD MEETING MINUTES

OCTOBER 2, 2017

The regular meeting of the Sleepy Hollow Corporate Authorities was called to order at 7:32 p.m. at the Sleepy Hollow Village Hall. Board members in attendance were President Stephan Pickett and Trustees Dennis Fudala, Thomas Merkel, Joseph Nemec, Jeff Seiler, and Donald Ziemba. Trustee Scott Finney was absent. Also in attendance were Village Attorney Mark Schuster, Director of Finance Ellen Volkening, and Police Chief James Linane.

MINUTES

1. Seiler moved with a second from Ziemba to approve the Village Board Meeting Minutes of September 18, 2017. Motion passed with Merkel abstaining.

PRESIDENT

1. President Pickett stated that after further review, it appears that unless Trustee Donald Ziemba resigns or abandons his position, he remains the sitting trustee until the next election in 2021. He noted that there were candidates for the position.
2. President Pickett recommended the Village submit Bill Hof as the volunteer of the year for the annual Chamber of Commerce event. Mr. Hof regularly picks up trash off Sleepy Hollow Road, sometimes trims trees/brush on the road, cuts grass at houses in the village that are abandoned, and has formed a group to clean up the Village portion of Randall Road. It was the consensus of the Board to inform the Chamber of this choice.

CLERK

1. Nemec moved with a second from Seiler to approve Comcast permit ID # 635386 for work on Glen Oak Drive. Motion passed unanimously.

PLAN COMMISSION

No report.

ZONING BOARD

No report

ZBA

No report.

ATTORNEY

No report.

ENGINEER

1. The 2017 road improvements will not start until October 9th, the storm sewer work on Locust is done, and the Kay Court project is underway.

DIRECTOR OF FINANCE

1. Ziemba moved with a second from Seiler to approve the accounts payable of October 2, 2017 in the amount of \$90,181.21. Aye: Ziemba, Seiler, Merkel, Nemec. Motion passed.

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2. DOF Volkening updated the Board on the search for a bookkeeping/administrative assistant which has been unsuccessful to date, with only one candidate to be interviewed. The proposed salary may be part of the problem. (Trustee Fudala arrived.) After discussion, the Board directed her to contact the Robert Half temporary accounting agency to hire someone to come in once a month and 3 days at the end of every quarter to do accounting work. The Board would also like to see if someone from the agency can stop by the village to discuss this position and their procedures. However, we should continue searching for someone to handle both the accounting and reception duties.

President Pickett said the resident on the agenda for 8 pm, Karen Flowers, called him to say she would not be attending the meeting. He did speak with her about her concerns and the issue has hopefully been resolved.

COMMENTS FROM THE PUBLIC

There were no comments from the public.

PARKS, ROADS AND STREETS

No report.

FINANCE

1. There is a Finance Committee meeting tomorrow to review the annual audit report.

WATER AND SEWER

1. There have been no recent water main breaks and sewer efficiency is doing well.

POLICE AND PUBLIC SAFETY

1. Chief Linane reviewed his recommended changes to stop and yield signs throughout the village, including deletions and additions. This will be presented as an ordinance at the next meeting. It was suggested we include the sign changes in the next newsletter. Trustee Nemec asked that the Chief also review the intersections of Locust and Hillcrest, and Sleepy Hollow Road/Thorobred and Beau Brummel, both which may need some modification for safety purposes.

2. One of the squad cars was involved in an accident (fault of the other driver) and may be totaled.

3. The department is down two full-time and two part-time officers but has a potential full-time candidate.

PUBLIC BUILDINGS AND ENVIRONMENTAL

No report.

BUILDING AND ZONING ENFORCEMENT

No report.

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OLD BUSINESS

1. There is no update on possible companies for building inspection services.

NEW BUSINESS

1. The Board discussed handling of a prior full-time employee's benefits (retirement, vacation, etc.) who has now returned as an employee. This is not addressed in the personnel manual. Nemec moved with a second from Seiler that Kyle Killinger's prior services in the Village will be credited for purposes of employment benefits. Aye: Nemec, Seiler, Fudala, Merkel, Ziemba. Motion passed.
2. Art Sunderlage has given formal notice of his retirement on November 3, 2017. Ziemba moved with a second from Nemec to approve the payout of all accrued benefits to Art Sunderlage as close to his retirement date as possible. Aye: Ziemba, Nemec, Fudala, Merkel, Seiler. Motion passed.

Ziemba moved with a second from Seiler to adjourn the meeting at 8:27 p.m. Motion passed unanimously.

Respectfully submitted,



Norine Olson
Village Clerk