

VILLAGE OF SLEEPY HOLLOW
VILLAGE BOARD MEETING MINUTES

September 7, 2021

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 Stephan Pickett and Trustees Anthony Piraino, Steven DeAtley, Edward Harney, Mark Thorne, and George Hoffman. Police Samuel Parma, Director of Finance Eugene Vann, and Director of Public Works Kyle Killinger and Village Clerk Anthony Mills attended in person. Trustee Nemec attended remotely via Zoom. Also attending remotely were Village Attorney Mark Schuster, Village Engineer Jeff Steele, and ICCI Code Enforcement Officer Barbara Dettmer.

MINUTES

Trustee Hoffman moved with a second from Trustee Thorne to approve the Village Board Meeting Minutes of August 16, 2021. On a roll call vote with Trustees Piraino, DeAtley, Harney, Nemec, Hoffman and Thorne voting aye and with no nay votes the motion passed.

PRESIDENT

- Gubernatorial Executive Order 2021-20 (Covid 19) has been received by President Pickett who reported to the Board that remote attendance at meetings was still permitted until 9/18/2021.
- Since the last board meeting held on 8/16/2021 in response to Executive Order 2021-20 President Pickett issued new protocol procedures for (masks & vaccinations) for Village occupied buildings. Trustee DeAtley moved with a second by Trustee Thorne to ratify President Pickett's action. By roll call vote with Trustee DeAtley, Piraino, Nemec, Thorne, Harney, and Hoffman voting aye and with no nay votes the motion passed.
- Since the last board meeting held on 8/16/2021 President Pickett approved the publication and release of the fall edition of the *Legend*. Trustee Thorne moved with a second by Trustee DeAtley to ratify President Pickett's action. By roll call vote with Trustee DeAtley, Piraino, Nemec, Thorne, Harney, and Hoffman voting aye and with no nay votes the motion passed.
- President Pickett asked for Board approval to the appointment of Bill Hof (present at the meeting) to the Planning & Zoning Commission. Trustee Nemec moved with a second by Trustee Hoffman to approve the appointment of Bill Hof to the P&Z Commission. By roll call vote with Trustee Hoffman, Nemec, Thorne, DeAtley and Harney voting aye, and with Trustee Piraino abstained from voting no nay votes the motion passed.
- President Pickett reported on his receipt of an inquiry from a developer interested in developing property on Willow Lane. The developer is exploring the ability to build multi-family units (approximately 31-32) on the 6.4-acre vacant property presently zoned R-1 (single family). The parcel is located behind Kinder Care abutting the boundary with West Dundee. After a lengthy discussion it was the consensus of the board that the developer might continue discussions with the Village and/or proceed with a petition for re-zoning and development through the Village's zoning process, in order for the Board to gain a better understanding of the proposal and the details of any proposed development. An amendment to the text of the Zoning Regulations might be needed to allow for a multi-family development of a parcel of such size.

CLERK

No report

PLANNING AND ZONING COMMISSION

No report.

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ATTORNEY

Village Attorney Mark Schuster provided his analysis and recommendation behind **ORDINANCE 2021-9 AN ORDINANCE CORRECTING ORDINANCE 2021-6 AND AMENDING WATER BILLING CHARGES IN THE VILLAGE, INCLUDING THE COMMODITY CHARGE, CUSTOMER DEMAND CHARGE, AND A NEW METER CHARGE**. Recognizing the need to correct a scrivener's error, Trustee Nemec moved with a second by Trustee Harney to approved ORDINANCE 2021-9. By roll call vote with Trustee Nemec, Harney, Piraino, Hoffman, DeAtley and Thorne voting aye and with no nay votes, the motion was approved.

ENGINEER

Jeffrey Steele reminded the board as to the dates Plote will be performing the resurfacing work on Sleepy Hollow Road. Further, Engineer Steele reported that IDOT did not approve the KKCOM/ Village funding ratio of 80/20 as originally reported. Instead, the funding ratio will be 75/25 which means the Village will be funding just over \$107,000 of the repair/resurfacing charges. This will result in the removing of Christopher Court from the repair list. The letting date for the repair bids will be September 14, 2021.

MCImetro submitted permit application 1905CVXH-PE-MCA-14699 which involves the installation of new fiber optic conduit. Trustee DeAtley moved with a second by Trustee Piraino to approve the permit subject to the requirements cited by the Village Engineer. By roll call vote with Trustee Piraino, Nemec, DeAtley, Hoffman, Thorne, and Harney voting aye and with no nay votes the motion passed.

ComEd submitted permit application WO17293675 for work along Locust Drive. The work involves, inter alia, the installation of a new pole and voltage regulator, replacement of an existing pole on both Sleepy Hollow property and property within West Dundee's jurisdictional boundary. Trustee Thorne moved with a second by Trustee Hoffman to approve the permit request, subject to the conditions cited by the Village Engineer. By roll call vote with Trustee DeAtley, Piraino, Nemec, Harney, Hoffman, and Thorne voting aye and with no nay votes the motion passed.

DIRECTOR OF FINANCE

Trustee Thorne moved with a second from Trustee Hoffman to approve the accounts payable of September 7, 2021, in the amount of \$96,634.52. On a roll call vote with the following trustees voting aye: DeAtley, Piraino, Thorne, Nemec, Harney and, Hoffman and with no nay votes the motion passed. See narrative under FINANCE REPORT for additional discussion.

COMMENTS FROM THE PUBLIC

- Terry Morris expressed her concern over the frequency that contractors were receiving tickets for parking on the cul-de-sac while performing work in the Village. She reported many contractors were hesitant to perform work in the Village because of being ticketed. She asked if there was a procedure for securing Village authorization to park on cul-de-sacs – which is prohibited under the Village Code. Chief Parma discussed his department's approach to this issue noting that the incident cited by the resident also involved a which without updated tags. Chief Parma will reach out to the resident to clarify the best method to avoid such an incidence in the future. The Board took no action on this issue.

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PARKS, ROADS AND STREETS

No report.

FINANCE

Director of Finance Eugen Vann announced that the laptops purchased for the trustees are finally available and be picked up at the IT Department in West Dundee. To have their individual laptops activated, each trustee will need to pick up the unit in person. DOF Vann said that he will provide the telephone number to the trustees to reserve a time to pick up their laptops.

DOF Vann provided an updated analysis and recommendation on the electronic payment services available to the Village. If the Board elects to make an electronic payment service available to residents, there had to be no additional cost to the Village. The services analyzed by DOF Vann included "Court Money", "GovPay", and "E-Pay". Since the Village Police Department presently uses Court Money, Trustee Nemec moved with a second by Trustee Piraino to authorize DOF Vann to execute an agreement with Court Money to use its service and allow residents the options of making electronic payments of amounts owed to the Village. By roll call vote with Trustee Nemec, Piraino, Harney, Thorne, Hoffman and DeAtley voting aye and with no nay votes the motion passed.

WATER AND SEWER

Trustee Nemec reported on a resident's request for a sewer usage charge credit of \$158.95. The request was based on a contractor's failure to properly turn off an outdoor faucet thereby causing a large amount of water usage without being discharged into the sewer. The unusual discharge was confirmed with the Village water/sewer monthly usage. It was noted that the resident was not seeking credit for the additional water charge for the billing period. Trustee Nemec moved with a second by Trustee DeAtley to approve the resident's request for a sewer credit of \$158.95. By roll call vote with Trustee DeAtley, Piraino, Nemec, Hoffman, Harney, and Thorne voting aye and with no nay votes the motion passed.

POLICE AND PUBLIC SAFETY

No report. To full address the manpower issues raised in Police Chief Parma's August Memorandum, the board discussed:

- Request of Chief of Police for approval of a line item transfer of \$61,000, in the prior appropriation for the Police Department, from Salaries for Part-Time Officers to Salaries for Full-Time Officers; and
- Request to create a new full time officer position and hire a full-time officer to fill that position.

By taking this action the Village will have 7 full time officers and 5 part time officers. Trustee DeAtley moved with a second by Trustee Piraino to approve the line-item transfer of \$61,000 in the prior appropriation. By roll call vote with Trustee Nemec, Harney, Hoffman, Thorne, Piraino and DeAtley voting aye and with no nay votes the motion for the line-item transfer was approved.

Trustee DeAtley moved with a second by Trustee Harney to approve the hiring of Officer Glenn Edwards as full-time officer. By roll call vote with Trustee DeAtley, Hoffman, Nemec, Piraino, Harney and Thorne voting aye and with no nay votes the motion passed.

PUBLIC BUILDINGS AND ENVIRONMENTAL

No report.

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BUILDING AND ZONING ENFORCEMENT

No report.

OLD BUSINESS

None

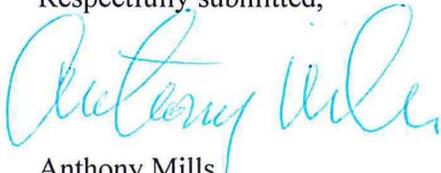
NEW BUSINESS

No report.

ADJOURNMENT

With no further business to address Trustee Piraino moved with a second from Trustee Thorne to adjourn the meeting at 8:57 p.m. On a roll call vote with Trustees Piraino, DeAtley, Harney, Nemec, Hoffman and Thorne voting aye and with no nay votes the motion passed and the meeting was adjourned.

Respectfully submitted,



Anthony Mills
Village Clerk