

VILLAGE OF SLEEPY HOLLOW

VILLAGE BOARD MEETING MINUTES

April 6, 2020

The regular meeting of the Sleepy Hollow Corporate Authorities was called to order at 7:30 p.m. at the Sleepy Hollow Village Hall. President Stephan Pickett and Village Clerk Anthony Mills attended in person and Trustees Steven DeAtley, Anthony Piraino, Edward Harney and Joseph Nemec attended by remote video-conference via Zoom. Trustees Thomas Merkel and Donald Ziemba were absent. Also attending via video-conferencing was Village Attorney Mark Schuster.

President Pickett started the meeting noting that this was the first time a board meeting had been held via teleconferencing. He explained to the members of the board that the video is "live" and that it is being recorded. He cautioned the trustees to act accordingly.

President Pickett noted the last time the village prepared an emergency plan was 1996, so to combat the spread of the COVID-19 virus in keeping with Governor Pritzker's executive order; the Village Code ought to be amended by adding certain emergency powers for the Village President. Included in the agenda packet for the meeting was a memo prepared by the Village Attorney which outlined the issues involved in an emergency plan for the Village.

Trustee Nemec moved with a second by Trustee Harney to pass Ordinance 2020-5 AN ORDINANCE AMENDING THE MUNICIPAL CODE TO AUTHORIZE PRESIDENT TO DECLARE A LOCAL STATE OF EMERGENCY AND TO EXERCISE CERTAIN EMERGENCY POWERS. After discussion of adding a timeline for the expiration of such a declaration;

Trustee Nemec moved with a second from Trustee Harney to amend his motion to include a 21 day time limit to be added to ORDINANCE 2020-5. On the amendment, by voice vote Trustee Piraino, Harney, Nemec and DeAtley voted aye. There were no nay votes. The motion passed, adding a 21 day timeline for the expiration of any emergency declaration.

On the original motion, to adopt Ordinance 2020-5 AN ORDINANCE AMENDING THE MUNICIPAL CODE TO AUTHORIZE PRESIDENT TO DECLARE A LOCAL STATE OF EMERGENCY AND TO EXERCISE CERTAIN EMERGENCY POWERS, by roll call vote Trustee Piraino, Harney, Nemec and DeAtley voted aye. There were no nay votes. The motion passed.

MINUTES

Trustee DeAtley moved with a second from Trustee Piraino to approve the Village Board Meeting Minutes of March 16, 2020. On a roll call vote Trustee Piraino, Trustee DeAtley, Trustee Nemec, and Trustee Harney voted aye. The motion passed and the minutes of 3-16-2020 were approved.

PRESIDENT'S REPORT

President Pickett reported that joining him in the meeting room were the Village Clerk and John Florance. President Pickett noted John has stepped up and given a lot of time to setting things up so this video-conference could be had and his efforts are greatly appreciated.

In order to provide video-conference capability President Pickett authorized the expenditure of \$150.00 for the first year Zoom account membership, which will allow up to 100 participants in the meeting, and allows for unlimited time. The meeting can also be viewed on Facebook and/or YouTube.

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CLERK

The Village Clerk suggested to the board members and the online audience to support the local businesses remaining open during the COVID-19 pandemic. Those businesses providing curbside food services include, Salsa Street Station, Dunkin Donuts and Rosati's Pizza. Advance Auto Parts remains open during the pandemic as well.

PLANNING AND ZONING COMMISSION

No report.

ATTORNEY

The Village Attorney provided an update on the Village's Affordable Housing Plan. The plan will be completed once the Village Attorney and Village Engineer have received the IDHA's figures for housing values to determine the number of affordable housing units' shortfall, and a map of available residential home sites in the Village.

ENGINEER

The Village Engineer submitted a written report on the final payment for the 2019 Street Improvement Plan – copies of which had been provided to all trustees in their agenda packets.

DIRECTOR OF FINANCE

Trustee Piraino moved with a second from Trustee DeAtley to approve the accounts payable of April 6, 2020 in the amount of \$117,515.78. By a roll call vote with all trustees voting aye the motion passed.

President Pickett reported that he is still working on a proposed budget which is due to be in place by May 1, 2020. However, the state statutes allow for municipal expenditures to be made after May 1 provided a budget is in place by the end of July 2020. The biggest issue is the estimate of sales tax revenues to be returned to the municipalities by the State. Typically, Sleepy Hollow has used the estimates projected by the Illinois Municipal League. But this year the projected revenues are unknown and as of this date the IML has not provided their estimates on the amounts to be returned.

Trustee Piraino raised the question of the Village's search for a new Director of Finance and its use of a temporary accountant at this time. President Pickett reported that no one has submitted an application for the position and he has not started searching for a replacement. The situation will require the Village to discuss with the accounting agency the continuing use of temporary personnel.

Trustee Nemec brought up the issue of borrowing money to cover the estimated shortfall of Village revenues in the coming fiscal year. President Pickett suggested that is a topic for discussion in the future.

The finance committee meeting for the first week in April was cancelled to the COVID-19 pandemic so that committee will have to set up a meeting for a date in the near future.

In response to a question from Trustee Piraino, President Pickett reported that the state has not issued an order extending the date a budget needs to be in place and that the deadline is currently the end of July 2020.

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COMMENTS FROM THE PUBLIC

None

PARKS, ROADS AND STREETS

No Report

FINANCE

No Report

WATER AND SEWER

Trustee Nemec reported that one resident complained of a high water bill which prompted Public Works to visit the residence at which time it was discovered an outside faucet was turned on full blast. Since the resident was out of town the plan is to adjust the water bill consistent with past practices. The proposed adjustment will be submitted to the board at the next meeting,

POLICE AND PUBLIC SAFETY

Trustee DeAtley reminded everyone to be extra careful while driving due to the increased presence of pedestrians during the pandemic. President Pickett noted the correct way for pedestrians to walk on roadways is on the side facing traffic.

PUBLIC BUILDINGS AND ENVIRONMENTAL

No report

BUILDING AND ZONING ENFORCEMENT

Trustee Piraino asked if there was anything new regarding 1001 Main Street. President Pickett noted that APWC ("All Pets Wellness Center") has expressed interest in leasing the building and had planned to make a presentation to the board. This presentation will be continued to the next regular board meeting.

OLD BUSINESS

None

NEW BUSINESS

As a result of the COVID-19 pandemic and resultant closure and changes in our daily lives, President Pickett took several actions, and requested board ratification:

Trustee Piraino moved with a second from Trustee Harney to ratify the extension of the Vehicle Sticker and Animal tag fees due date by sixty days to June 30, 2020. By a roll call vote Trustee Harney, Nemec, DeAtley and Piraino voted aye. There were no nay votes. The motion passed.

Trustee Nemec moved with a second from Trustee Piraino to ratify the delinquent water bill cut off due date by 60 days and to waive late payment fees for the same period. By roll call vote Trustee Piraino, Nemec, DeAtley and Harney voted aye. There were no nay votes. The motion passed.

Due to the need to protect village residents and the village staff from spreading the COVID-19 virus, President Pickett ordered the Village Hall to be closed until the Governor's Executive Order has

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been rescinded. Trustee Nemec moved with a second from Trustee DeAtley to ratify the order closing the village hall due the COVID-10 pandemic. President Pickett noted that since there are only two Village staff members, social distancing is not a problem and the Village Hall remains operational. However, there has been a more pronounced effect on the daily operation of the police department, and for example, training of the newest officer has been delayed. By voice vote with all trustees voting aye, the motion to ratify the order to close the Village Hall was approved.

As part of Governor Pritzker's Executive Order the restaurants and food-service businesses in Sleepy Hollow have had to limit their business practices to curb side and delivery services. President Pickett as Local Liquor Control Commissioner issued an Order authorizing sales of alcoholic beverages for consumption off premises. The order will be amended to allow for sales of alcoholic beverages other than in their original package for consumption off premises.

Trustee Piraino noted that on the 2020 Census form he received his residence was listed as "Dundee" and not Sleepy Hollow. Other trustees noted the same issue on their census forms. The Village Attorney and President Pickett noted this was due to Sleepy Hollow and Dundee sharing the same zip code but that once the census was tabulated the numbers for Sleepy Hollow and Dundee will be separately identified.

Trustee Nemec asked that the issue of open burning in the village be placed on the agenda for the next meeting. After a brief discussion seeing that there was no objection, the issue of open burning will be place on the agenda for 4/20/2020.

ADJOURNMENT FROM REGULAR SESSION

The board having no further business to discuss Trustee DeAtley moved with a second from Trustee Piraino to adjourn the meeting at 8:34 pm. On a voice vote the motion passed unanimously.

Respectfully submitted,


Anthony Mills
Village Clerk