

VILLAGE OF SLEEPY HOLLOW  
VILLAGE BOARD MEETING MINUTES

September 16, 2019

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, Joseph Nemec, Donald Ziemba and Edward Harney. Trustee Thomas Merkel was absent. Also present were Police Chief Michael Rivas, Director of Finance Henry Mionskowski, and Director of Public Works Kyle Killinger.

**MINUTES**

1. Trustee DeAtley moved with a second from Trustee Harney to approve the Village Board Meeting Minutes of September 3, 2019. On a voice vote the motion passed with 5 aye votes.

**PRESIDENT**

No report

**CLERK**

No report

**PLANNING AND ZONING COMMISSION**

No report.

**ATTORNEY**

No report

**ENGINEER**

1. The Village Engineer submitted a written update reporting that the 2019 Street Program contract documents have been sent to Schroeder Asphalt Services for execution. Once the executed documents are received back from the contractor the Village will execute the documents and forward those to IDOT for execution.

In response to a prior request of Trustee Merkel Jeffrey Steele submitted a highlighted invoice to describe and explain the engineer's billing process. Attached to the exemplar invoice was a list referencing all project numbers and project phase descriptions.

**DIRECTOR OF FINANCE**

1. Trustee Ziemba moved with a second from Trustee Harney to approve the accounts payable of September 16, 2019 in the amount of \$203,589.04. Aye: Piraino, DeAtley Nemec, Harney and Ziemba. Nay, None. Motion passed.

**COMMENTS FROM THE PUBLIC**

None

**PARKS, ROADS AND STREETS**

No report.

**FINANCE**

No report

## **WATER AND SEWER**

Trustee Nemec provided an update on the water meter replacement project. As of this meeting there are 132 meters left to replace. Many of those meters have been the subject of three written notices seeking to schedule the mandatory installation of the new meters. The Village office staff has called all residents who have not made arrangements for their meter replacement. Of the 132 there are 20 residents for which the Village does not have contact information, other than their address, and those individuals have not replied to written notices. Public Works will red tag those 20 houses this week. A revised list will be prepared the following week and Public Works will start red tagging the remaining houses. The red tag will give those residents 16 days to schedule an appointment for their meter replacement. If arrangements for the meter replacement have not been made within that time frame water services will be shut off and the resident will be charged a shut off fee. The goal is to have all delinquent houses red tagged by October 16, 2019.

## **POLICE AND PUBLIC SAFETY**

No report.

## **PUBLIC BUILDINGS AND ENVIRONMENTAL**

No report.

## **BUILDING AND ZONING ENFORCEMENT**

No report

## **OLD BUSINESS**

1. Street Sign & Color Selection. Trustee Ziemba moved with a second from Trustee Piraino to authorize Public Works to purchase up to fifty (50) street signs and metal poles. The color of the signs will be brown and the poles will be powder coated black. Aye: Piraino, DeAtley, Nemec, Ziemba and Harney. Nay, none.
2. President Pickett nominated Michael Tennis to be the recipient of the Chamber of Commerce Service Volunteer Award. It was noted that in addition to his extensive and lengthy service to the Village as a member of the Finance Committee, Mr. Tennis unselfishly attends and monitors the financial activities of neighboring communities and governmental entities. His financial vigilance has been unwavering for many years and the Village is grateful for his service. Trustee Ziemba moved with a second from Trustee Nemec to approve the nomination of Michel Tennis to receive this year's Chamber of Commerce Service Volunteer Award. Aye: Piraino, DeAtley, Nemec, Ziemba and Harney. Nay, none. Motion passed.
3. Chief Michael Rivas presented to the Board his request for funds to install safety equipment and light bars to a squad car purchased to replace squad car #9. The total amount of funds requested is \$2,260.00. Trustee DeAtley moved with a second from Trustee Piraino to approve the funding request. Aye: Piraino, DeAtley, Nemec, Ziemba and Harney. Nay: none. Motion passed.
4. Chief Rivas reported to the Board that the existing personal computers in use by the Police Department currently operate on Windows 7 which has become obsolete and in 2020 will no longer be supported by Microsoft. All essential police department services are dependent on the proper functioning of the computers. Working through West Dundee's IT department Chief Rivas has secured a quote of \$800 per computer. The department currently has four (4) computers in need of replacement so the total amount requested is \$3,200.00. Trustee Ziemba noted there is approximately \$4,000.00 remaining in the budget for administration,



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so there are sufficient funds in the budget for this purchase. Trustee DeAtley moved with a second from Trustee Harney to approve the purchase of four (4) personal computers for the sum of \$3,200.00. Aye: Piraino, DeAtley, Nemec, Ziemba and Harney. Nay: none. Motion passed.

5. Chief Rivas submitted to the Board the department's *Current Activity Report* for the month of August and YTD 2019. The report was presented to the Board as part of the agenda packet for this meeting.

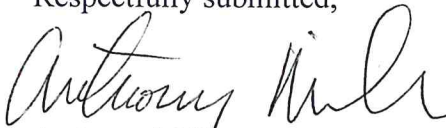
**NEW BUSINESS**

Trustee Harney requested an explanation of the amount of revenues generated by Midway Motors as well as the project revenue of the cell tower. President Pickett reported that the sale tax revenues come to the Village in a lump sum from the State so he is unable to state with any precision the amount of the money the Village is receiving from the sales at Midway Motors. As for the cell tower the anticipated revenue will be based on monthly rent as well as "premium" payments received when each new service provider (up to three) enters a contract for the use of the tower. The project revenue is \$22,500 per year.

**ADJOURNMENT**

Trustee Nemec moved with a second from Trustee Ziemba to adjourn the meeting at 8:48 p.m. Motion passed unanimously.

Respectfully submitted,



Anthony Mills  
Village Clerk