

**VILLAGE OF SLEEPY HOLLOW
VILLAGE BOARD MEETING MINUTES**

August 6, 2018

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 Dennis Fudala, Joseph Nemec, Thomas Merkel, Jeff Seiler and Donald Ziemba. Also present were Village Police Chief James Linane, Village Engineer Jeff Steele, Director of Finance Henry Mionskowski, and Director of Public Works Kyle Killinger. Absent: Scott Finney.

MINUTES

Trustee Ziemba moved with a second from Seiler to approve the minutes of July 16, 2018. Aye: Fudala, Nemec, Seiler and Ziemba. Merkel abstained. By voice vote the motion passed. Next, the board was called to approve minutes of the 7/30/2018 Public Hearing. Seiler moved with a second from Ziemba to approve the Hearing minutes. Aye: Fudala, Nemec, Seiler and Ziemba. Merkel abstained. Motion carried.

PRESIDENT

President Pickett reported a recent inquiry from West Dundee to extend the IDOT night road work on Route 72. Pickett advised the Village Board had already agreed to extend the night road work to five (5) days and that this matches the extensions by East Dundee, West Dundee and Gilberts.

CLERK

The Village Clerk reported the approval of Ordinance 2018-15 on July 31, 2018. Trustee Ziemba moved with a second from Seiler to ratify the vote approving Ordinance 2018-15 dated July 31, 2018. Aye: Fudala, Nemec, Seiler and Ziemba. Merkel abstained. Motion to ratify the vote carried.

PLANNING AND ZONING COMMISSION

No report. President Pickett reported the Village is still seeking applicants willing to fill the vacancies on the commission and that anyone interested should contact him directly.

ATTORNEY

Attorney Schuster explained the need to amend several zoning and Village code provisions to comport with the language used to create the Planning and Zoning Commission. The amendments called for Ordinance 2018-16 An Ordinance Further Amending the Zoning Regulations and Other Village Code Provisions Regarding the Creation of the Planning and Zoning Commission. Seiler moved with a second from Ziemba to approve Ordinance 2018-16. Aye: Fudala, Nemec, Seiler and Ziemba. Nay: Merkel. Motion carried.

ENGINEER

At the request of President Pickett the Village Engineer conducted an investigation into multiple drainage issues throughout the village. This study was conducted in response to multiple comments by Village residents to determine what remedies are available to correct the drainage problems. Pickett reported he met with the Village Engineer and Director of Public Works to discuss the

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proposed recommendations. Pickett acknowledged that many of the repairs were costly and that the Village does not have the funds to complete the work. As noted by the Village Engineer a significant percentage of problems are caused by silt build up in the drainage swales and driveway culverts. Pickett noted that it is the homeowner's responsibility to work with the Village Engineer to maintain the swales in their yard.

Trustee Merkel commented that the roads in the village were falling apart, unsafe and shabby looking and that Sleepy Hollow Road was a disaster. He suggested that overuse and parking on the road edges were contributing to the deterioration of the roadways. Merkel suggested it might time for the Village to "throw in the towel", un-incorporate and turn everything over to the county. Pickett noted this discussion was had two years ago.

A copy of the Village Engineer's MEMORANDUM – Drainage Updates (8/6/2018) is copied verbatim at the end of these minutes.

Jeff Steele next reported the bids for the 2018 Street Improvement Program were opened on 7/30/18 with Arrow Road Construction Company of Mt. Prospect submitting the low bid of \$220,937.00 which was 13% lower than estimated. Based on Steele's recommendation to accept the bid, Nemec moved with a second from Fudala to award the contract to Arrow Road Construction. Aye: Fudala, Nemec, Merkel, Seiler and Ziemba. Nay: None. Motion carried.

Nemec moved with a second from Ziemba to authorize the Village President and Village Clerk to execute the contract documents and all other MTF forms required during the course of the construction. Aye: Fudala, Nemec, Merkel, Seiler and Ziemba. Nay: None. Motion carried.

The Village Engineer and Director of Public Works reviewed the REQUEST FOR PERMIT PTI-572790 from COMCAST seeking authority to install CATV cable along Pine Cone Lane. Nemec moved with a second by Ziemba to approve the REQUEST FOR PERMIT. By a unanimous voice vote of the trustees present, the motion carried.

DIRECTOR OF FINANCE

Village Finance Director Mionskowski reported warrants in the amount of \$126,749.14. Ziemba moved with a second from Seiler to approve the accounts payable warrants in the amount of \$126,749.14. Aye: Fudala, Merkel, Nemec, Seiler, and Ziemba. Nay: None

COMMENTS FROM THE PUBLIC

Erin Nash – 544 Stevens Court addressed the Board regarding the continuing drainage issues on her property. She specifically inquired as to the Village conducting a flow rate study in compliance with engineering Best Practices Management to which the Village Engineer responded "yes". She stated she would be filing a FOIA request once the study has been completed.

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Dorothy Tenney – 772 Locust – a new resident in the village inquired as to whether she was allowed to have a shed on her property. President Pickett stated under the Village Code sheds were prohibited.

TRUSTEE REPORTS

PARKS, ROADS AND STREETS

No report.

FINANCE

No Report

WATER AND SEWER

Seiler reported the Village bulk water rates have not been changed since 2001. He proposed an increase in bulk water rates as follows:

1. The village shall charge for water furnished for each connection from hydrant, other than water so furnished to a fire protection district for fighting a fire, at the rate of seventeen dollars sixteen cents (\$17.60) per one thousand (1,000) gallons or fraction thereof, plus a surcharge of six dollars seventy cents (\$6.70); provided, the minimum billing under this subsection shall be one hundred five dollars sixty cents (\$105.60).
2. The village shall charge for water furnished to a fire protection district and used to abate a fire occurring on premises not otherwise served by the village water system, or premises otherwise charged a hydrant fee pursuant to this chapter, whether such premises is located inside or outside the village, at the rate of seventeen dollars sixteen cents (\$17.16) per one thousand (1,000) gallons or fraction thereof, plus a surcharge of six dollars seventy cents (\$6.70); provided, the minimum billing under this subsection shall be one hundred five dollars sixty cents (\$105.60), and the maximum billing shall be seven hundred thirty-nine dollars twenty cents (\$739.20) for abatement of any fire.

Seiler moved with a second from Merkel to approve the bulk water rate increase. Aye: Fudala, Nemec, Merkel, Seiler and Ziemba. Nay: None. Motion carried.

POLICE AND PUBLIC SAFETY

Chief Linane reported the new Village squad car is now in service and that the previous SUV has been converted to a multi-service vehicle.

Citing his earlier email regarding the Belmont Parkway incident, Chief Linane asked if any of the trustees has any questions. Fudala asked for the disposition of the arrest to which the Chief responded the individual was still in jail.

Chief Linane presented a MEMORANDUM and handout identifying a new database application available to the Village at no cost which will allow multiple services to be coordinated through

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Dispatch directly to the Village squad cars. Services ranging from wellness and house checks to pet retrieval to residential vacation plans can all be coordinated through Dispatch thereby increasing officer efficiency and response times. While the Board declined the offer to allow equal trustee access to this information, the trustees welcomed this increase in efficiencies.

PUBLIC BUILDINGS AND ENVIRONMENTAL

No report.

BUILDING AND ZONING ENFORCEMENT

No report.

OLD BUSINESS

None

NEW BUSINESS

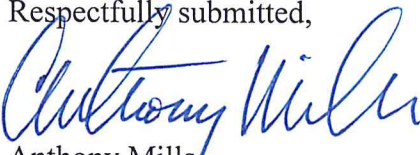
President Pickett reported ICCI is recommending that the Village adopt the 2018 updates to the International Building Code as well as the 2017 updates to the Electrical Code. ICCI is recommending that the updates be approved in time for implementation effective January 1, 2019. While it was agreed that ICCI could proceed with a review of the updates, Merkel requested specific examples of the changes and updates prior to a full vote of the Board.

The Sleepy Hollow Halloween festivities will be held on Saturday 10/27/2018. Nemec moved with a second by Ziemba to set 10/1/2018 as the Burn Pile opening date and 10/26/2018 as the closing date. By unanimous voice vote the motion carried.

Chief Linane noted Halloween this year is on Wednesday 10/31/2018 so his office is recommending that the time for trick or treating activities be set from 4:00 PM to 7:00 PM. Since this item was not on the Agenda for this meeting, the Village Clerk was instructed to note this matter on the agenda for the 8/20/2018 Board Meeting.

Ziemba moved with a second from Seiler to adjourn the meeting at 8:45 p.m. Motion passed unanimously.

Respectfully submitted,


Anthony Mills
Village Clerk

Gerald L. Heinz & Associates, Inc.

206 N. River Street • East Dundee, Illinois • Phone (847) 426-4535 • Fax Number (847) 426-4584

MEMORANDUM

Date: August 6, 2018
To: Village President & Village Trustees
From: Jeff Steele, P.E., CFM
Subject: Drainage Updates
Job No. SH-1000

Following are known outstanding drainage issues within the Village of Sleepy Hollow. Some of the issues listed below will be performed by the Village of Sleepy Hollow Public Works while others should be budgeted for.

1. Hillcrest Parkway

Recently the roadside drainage swales of Hillcrest Parkway were regraded to allow for positive drainage towards Locust Drive. During large rain events the rear yards of the properties located at 1756 and 1754 Hillcrest Parkway have standing water for extended periods of time. These areas are located within a 25 foot drainage easement which extends to Locust Drive. Located in the rear of these properties are two drainage pipes that are spanned by a berm. We believe that these two drainage pipes are meant to drain the rear areas of 1756 and 1754 Hillcrest Parkway out towards Locust Drive. The problem is that the swales along Locust Drive have higher, or equal, elevations then the rear of these two lots and therefore allows for very poor drainage. The location where elevations become lower than these rear lots is located at the corner of Hillcrest Drive and Locust Drive. There is currently a drainage structure located at the southwest corner of Hillcrest Drive and Locust Drive that we believe can be utilized to help drain the rear of these two lots and also help alleviate drainage issues along Locust Drive. A survey would have to be conducted in order to determine elevations and utility locations to see if this drainage structure can be used. If this structure can be used then a storm sewer along with drainage swale would be installed from the rear of 1756 and 1754 Hillcrest Parkway and directed towards Locust Drive (within the drainage easement) and then south long Locust Drive and tying into the drainage structure at Hillcrest Drive and Locust Drive. Assuming that both a storm sewer system and drainage swale would have to be installed the approximate cost could be upwards of \$70,000 for construction. However this amount could be reduced if, after a survey, it is determined that only portions of the area need to be regraded for swales.

2. 724 Hillcrest Drive

The property located at 724 Hillcrest Drive is experiencing a constant flow of water from the Village property (Outlot A) located to the north. Outlot A spans from the rear properties of those located on Sycamore Lane to Rainbow Drive. Outlot A is known to have old clay draitiles along with springs which cause water issues. The location of the old clay draitiles is somewhat unknown, however they are slowly being discovered (due to failures) and springs can form in any location. Various properties, including 724 Hillcrest Drive, have installed pvc draitiles to help collect this water and outlet it into the Hillcrest Drive swales. The property at 718 Hillcrest has installed underground cisterns to help store water and slowly release it into the drainage swale along Hillcrest Drive. Due to low elevations and the

areas located on Hillcrest Drive being very flat there are very little locations for water to flow. The old clay draitiles used to gather this water and direct it towards the creek; however over time these clay draitiles have failed and are now causing increased drainage issues. A possible solution to this would be to install a new draitile system in Outlot A and direct this water towards the creek. A comprehensive survey of the area would need to be performed to determine if this is possible. Restrictions include the location of existing utilities and to a greater extent elevations.

3. Hazel Court

During rain events there is standing water that accumulates between the properties of 1733 and 1731 Hazel Court. The drainage pattern of Hazel Court drains from Hillcrest Drive to the south and then between the properties of 1731 and 1727 Hazel court in a 15 foot drainage easement. The driveway culvert at 1731 Hazel Court has heaved and is blocking water from following this drainage pattern. The ground between 1733 and 1731 Hazel Court has also settled and is holding water. The Village will be writing a letter to 1731 Hazel Court notifying them that their culvert needs to be adjusted to allow for the correct flow of water in Hazel Court.

4. Willow Lane

Along Willow Lane there are various swales that have silted in that require regrading to allow for the proper drainage of the swale. Currently all drainage along Willow Lane is directed between lots and towards Sleepy Creek. The area of most concern is from Winmoor Drive to Bullfrog Road. Kyle Killinger has contacted Ponds Inc. who has provided him a price to clean the swales of this silt to drain towards the culverts located under Willow Lane. The Village should also remove and replace these culverts as many of them have heaved and appear to be failing.

5. 1107 & 1109 Crane Drive

Between the properties of 1107 and 1109 Crane Drive there is a 15 foot drainage easement which serves as the drainage path for a portion of Crane Drive. A culvert and curb cut drain into this drainage easement. The drainage path has undergone a lot of erosion due to heavy rain events. The erosion has occurred due to no erosion control for the culvert or the curb cut. It is recommended that a gabion or stone rip rap be installed at the downstream end of the culvert and curb cut to reduce the amount of erosion that occurs. It is also recommended that straw erosion control logs be placed perpendicular along the drainage easement in order to slow down the flow of water coming from Crane Drive towards Sleepy Hollow Road. The straw logs will reduce the speed of the water down the hill and also reduce the siltation of the slope further down the hill. Kyle Killinger is in the process of obtaining prices for stone rip rap and a gabion In order for public works to perform the work.

6. 1287 Locust Drive

Between the properties of 1287 and 1291 Locust Drive there is a 20 foot drainage easement which serves as the drainage path for portions of Locust Drive. Located in this drainage easement is a swale which flows from west to east to a detention pond located in the rear of the properties. Over time this swale has become silted in which has caused standing water located within the Village ROW along Locust Drive. The swale, located within the drainage easement, needs to be regraded along with some minor filling of topsoil

in the Village ROW. Public Works is able to complete this work and it is on their schedule to complete.

7. Thorobred Lane

Currently along the east side of Thorobred Lane from Bullfrog Road to Hillcrest Lane there is standing water located within the swales. The swales should be regraded along with the removal and replacement of the existing driveway culverts. The approximate cost to complete this work would be \$40,000 for construction. Along with regrading of the drainage swales a storm sewer system might be required to be installed to allow for better drainage and possible future expansion. This storm sewer system would tie into the one that was constructed in 2016 located at the corner of Thorobred Lane and Bullfrog Road. The installation of a storm sewer system would depend on the location and depth of various utilities located along Thorobred Lane. The additional cost for this storm sewer would be approximately \$30,000.

8. Jill Peak Drive

Recently the properties of 1208, 1212, and 1214 Jill Peak Drive have had new driveways and driveway culverts installed. As part of the building permit, ICCI required that the culverts have a minimum of 6 inches of cover over them. Due to this the driveway culverts were lowered which in turn has caused standing water within the culverts due to the drainage swales being higher than the culverts. There are various options to help with the standing water within the culverts. Given the topography of Jill Peak Drive the best option would be regrade the swales around the end of Jill Peak Drive and install a dry well. The dry well could either be installed in the Village ROW between the properties of 1212 and 1214 Jill Peak Drive or within the Island that is located at the end of Jill Peak Drive. The location of the dry well would depend on various utilities in the area. In discussions with Public Works they feel they could complete this work. It should be noted that when looking at the topography of the land it appears that Jill Peak Drive is either lower or equal in elevation when compared to the surrounding area. This means that there is no definitive way to drain the water from Jill Peak Drive. Before the driveway and culvert replacement the homeowners noted that they never had standing water which means that all water most likely infiltrated the ground. The current topography of the area indicates that the drainage for the area runs between 1215 and 1213 Jill Peak Drive in a drainage easement. This drainage then settles into the rear yards and infiltrates into the ground.

If you have any questions or would like to discuss further, please don't hesitate to call.