

VILLAGE OF SLEEPY HOLLOW

VILLAGE BOARD MEETING MINUTES

April 18, 2022

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, Village Clerk Anthony Mills, Trustees Steven DeAtley, Anthony Piraino, Mark Thorne, George Hoffman, Director of Finance Eugene Vann, and Chief of Police Samuel Parma attended in person. Trustee Ed Harney and Trustee Joe Nemec attended by remote video conference via Zoom. After asking all participants to stand and recite the Pledge of Allegiance President Pickett directed the Clerk to call the roll of trustees in attendance at which time each trustee responding to the roll call confirmed the ability to hear all statements. President Pickett confirmed that the comments of all trustees remotely attending the meeting could be heard .

MINUTES

Trustee Piraino moved with a second from Trustee Thorne to approve the Village Board Meeting Minutes of April 4, 2022. On a roll call vote with Trustees Hoffman, Thorne, Piraino, Nemec, DeAtley, and Harney voting aye, with no nay votes the motion passed and the corrected minutes of April 4, 2022 were approved.

PRESIDENT'S REPORT

President Pickett presented to the Board a "history" on the question of whether it is the Board or the Chief of Police who should address requests for approval of requests for permits to hold a block party. In an effort to streamline and speed up the process the approval of block party permits will be determined by the Chief of Police. A copy of a sample permit request form drafted by Chief Samuel Parma was included in the agenda packet for review by the Board.

Another issue presented to the Board by President Pickett is that of the use of food trucks by the grade school for Parent/Teacher Appreciation Day. President Pickett provided a copy of an analysis by the Village Attorney regarding the distinction between a zoning requirement and permit/license noting that the Board did not have authority to grant a "single use variance".

CLERK

No report

PLANNING AND ZONING COMMISSION

No report

ATTORNEY

No report

ENGINEER

The Village Engineer submitted a letter indicating that he will distribute the final cost estimates for the 2022 Street Program for the Board's review at the next meeting scheduled for May 2, 2022.

DIRECTOR OF FINANCE

Trustee DeAtley moved with a second from Trustee Harney to approve the accounts payable of April 4, 2022 for \$105,869.39. By a roll call vote with Trustee DeAtley, Thorne, Nemec Harney, Piraino and Hoffman voting aye and with no nay votes, the motion passed.

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COMMENTS FROM THE PUBLIC

None

PARKS, ROADS, AND STREETS

Trustee Harney reported on his continued analysis on the maintenance and repair needs of Sabatino Park. He reported that while the equipment is showing its age (cosmetic service life), the Park District regularly inspects the equipment and reports that all equipment is safe to use. According to the Park District the cost to replace all of the equipment in Sabatino Park would be \$100,000.

Trustee Harney did report that due to all of the rain that the Village has been enjoying this year, the baseball diamond floods and becomes too muddy to use. He reported that a potential remedy is to apply a moisture absorbent soil additive to the infield which will prevent the surface from becoming muddy and unplayable. Once he receives a cost estimate for the soil additive, he will report back to the Board.

FINANCE

- Due to the resignation of the Mueller accounting firm, the Village solicited bids from five (5) other accounting firms and received responses from three (3). The low bid was submitted by the Lauterbach & Amen firm. Trustee Hoffman moved with a second by Trustee Thorne to accept the bid by Lauterbach & Amen to serve as auditors for the Village and to authorize the Village President to execute a contract for such auditing services. On a roll call vote with Trustee Piraino, Harney, DeAtley, Nemec, Hoffman and Thorne voting aye and with no nay votes the motion passed.
- Trustee Hoffman reported on his continued analysis on Village spending and, in an effort, to further support the Village's efforts on cost control, he recommended a change in procedure for incurring the services of firms and individuals who charge on the basis of time spent – or hourly billing. The process will now call for anyone seeking to use firms/individuals whose service is billed by time spent, to first contact the department head or Director of Finance to see if the question/issue can be handled “in house”. After discussion by the board, Trustee Hoffman moved with a second by Trustee DeAtley to adopt the new process and on a roll call vote with Trustee Nemec, Hoffman, Piraino, DeAtley, Harney and Thorne voting aye and with no nay votes, the motion passed.
- Faced with ever increasing costs for office supplies, Trustee Hoffman recommended the Village set up an Amazon Business Account. The advantages of such an account include free shipping, monthly billing and recognition and application of the Village's tax-free status. The cost to the Village will be \$69.00/year. Along with the on-line business account, the supply ordering process will include a review of all orders by the Director of Finance prior to the administrative staff processing the payment. Trustee Hoffman moved with a second from Trustee DeAtley to approve the setting up of an Amazon Business Account and on a roll call vote with Trustee Nemec, DeAtley, Hoffman, Harney, Thorne and Piraino voting aye and with no nay votes the motion passed.
- The Finance Committee has completed their draft of the Fiscal Year 2023 Budget. With the addition of the new cost control process, receipt of anticipated revenue and assuming no unforeseen expenses, the budget calls for a year end surplus of \$700.00. Trustee Hoffman moved with a second by Trustee Thorne to accept the recommendation of the Finance Committee that the Village approve the draft FY 2023 budget of \$4,313,685. On a roll call

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vote with Trustee Nemec, Piraino, Harney, Hoffman, Thorne and DeAtley voting aye and with no nay votes the motion passed.

WATER AND SEWER

No report. Trustee Nemec who missed the previous business meeting commented that while he agrees with the increase in the water demand fee, it is his understanding that before it becomes operable the Board will need to pass an ordinance authorizing the increase. A draft ordinance is to be prepared by the Village Attorney and submitted to the board at the next regular meeting.

POLICE AND PUBLIC SAFETY

Included in the agenda packet and available for questioning by the Board was an updated monthly Current Activity Report Activity Memorandum prepared by Chief Parma. No questions were presented.

PUBLIC BUILDINGS AND ENVIRONMENTAL

No report

BUILDING AND ZONING ENFORCEMENT

Trustee Piraino indicated that he has had discussions with ICCI and the Village Attorney regarding future revisions to the Village Code, Chapter 8 Zoning. He anticipates that there will be something submitted to the Board in late May or early June.

OLD BUSINESS

None

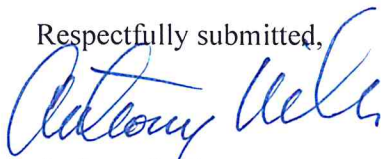
NEW BUSINESS

ORDINANCE 2022-6 titled **AN ORDINANCE AUTHORIZING THE SALE OF SURPLUS PERSONAL PROPERTY TO WIT: 2014 Ford Explorer Utility VIN 1FM5K8AR7EGA38458** was submitted to the Board by Chief Samuel Parma. Trustee DeAtley moved with a second by Trustee Harney to approve ORDINANCE 2022-6. On a roll call vote with Trustee Piraino, DeAtley, Harney, Nemec Thorne, Hoffman and Nemec voting aye and with no nay votes, the motion passed.

ADJOURNMENT

The board having no further business to discuss Trustee DeAtley moved with a second from Trustee Thorne to adjourn the meeting at 8:25 pm. On a roll call vote with Trustee Harney, Piraino, Hoffman, Thorne, Nemec and DeAtley voting aye and with no nay votes the motion to adjourn passed unanimously and the meeting was adjourned.

Respectfully submitted,



Anthony Mills
Village Clerk