

VILLAGE OF SLEEPY HOLLOW VILLAGE BOARD MEETING MINUTES

November 21, 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. 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 the meeting. President Stephan Pickett, Village Clerk Anthony Mills, and Trustees Joseph Nemec, Mark Thorne, Steven DeAtley, Ed Harney, Anthony Piraino were present. Director of Finance Eugene Vann, Chief of Police Samuel Parma, Village Attorney Mark Schuster, and Village Code Official Barbara Dettmer also attended in person. Village Engineer Jeffrey Steele did not attend the meeting. Trustee George Hoffman was absent.

MINUTES

Trustee Harney moved with a second from Trustee Thorne to approve the revised Village Board Meeting Minutes of November 7, 2022. On a voice vote with all Board members voting aye, with no nay votes the motion passed, and the minutes of November 7, 2022 were approved.

PRESIDENT'S REPORT

President Pickett asked for a motion to amend the agenda to move up the presentation of the final audit report for the fiscal year ending 2022. Trustee Nemec moved with a second by Trustee Harney to approve President Pickett's request to amend the agenda and on a voice vote with all trustees voting aye and with no nay votes the motion passed.

Courtney Mohr of the firm Lauterbach and Amen, LLP provided both a written narrative as well as a verbal report commending the Director of Finance Eugene Vann and his staff on their diligence and cooperation in the auditing process. As a result of the audit Lauterbach and Amen issued a clean report on the Village revenues and expenses. Ms. Mohr noted that there was an excess in the actual expenditures Motor Tax Fund and Water and Sewer Fund to which the auditors recommended the Village investigate the causes of funds over budget and to adopt appropriate future funding measures.

President Pickett reported that Governor Pritzker issued a proclamation which allows public meetings to continue to be held remotely, in accordance with Public Act 101-0640, as long as certain requirements are met. This order will remain in effect until December 9, 2022. At such future date if the Governor does not further extend the proclamation, Board members will be required to attend meetings in person in order to participate and vote on Village matters. President Pickett noted that at tonight's meeting all trustees were present and therefore unless required by state statutes and/or Village ordinance all motions would be approved on a voice vote.

The Dundee Rutland Fire District Food Drive will start 12-1-2022 with the dates for the various areas of the Village published on the Fire District website.

CLERK

No report.

PLANNING AND ZONING COMMISSION

No report

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

November 21, 2022

ATTORNEY

No report

ENGINEER

Village Engineer Steele submitted a brief update on the Road Repair project which was included in the Agenda Packet for tonight's meeting.

DIRECTOR OF FINANCE

Trustee Thorne moved with a second from Trustee DeAtley to approve the accounts payable of November 21, 2022 for \$117,974.95. Pursuant to a roll call vote with Trustee DeAtley, Nemec, Thorne, Harney and Piraino, voting aye and with no nay votes, the motion passed.

DOF Vann submitted the Annual Financial Report for the Fiscal Year ending April 30, 2022 prepared by Lauterbach and Amen, LLP. Trustee Nemec moved with a second from Trustee DeAtley to accept and approve the Annual Finance Report for 2022 as presented. On a roll call vote with Trustee Harney, Piraino, DeAtley, Nemec, and Thorne voting aye and with no nay votes the motion passed.

Groot Industries, Inc., (hereinafter Groot) submitted a proposal for the combined collection and disposal of general refuse, recycling collection, and yard waste removal with the Village of Sleepy Hollow. Included within this proposal is that Groot will furnish all necessary equipment, labor, tools, and other means and will do all of the work starting January 1, 2023 – December 31, 2023. Trustee Thorne moved with a second from Trustee DeAtley accept the 5/7-year refuse/recycling proposal submitted by Groot and on a roll call vote with Trustee DeAtley, Nemec, Piraino, Thorne and Harney, voting aye and with no nay votes the motion passed.

TDH Mechanical Inc., Heating & Cooling submitted a proposal for the installation of a new Trane single stage 120,000 BTU up flow furnace for the Police Department. Trustee DeAtley moved with a second by Trustee Harney to approve the purchase of the proposal for a total cost of \$10,500. On a roll call vote with Trustee Nemec, DeAtley, Thorne, Harney and Piraino voting aye and with no nay votes the motion passed.

COMMENTS FROM THE PUBLIC

- *CM Parker reminded the Board that the next edition of the Village newsletter was in the draft phase and that any departmental updates needed to be submitted as soon as possible.*
- *Richard English on behalf of the Service Club announce the Club will be holding the annual Holiday in the Hollow ceremony on December 3, 2022 starting at 4:00 p.m. Festivities will include the lighting of the tree in Sabatino Park as well as a visit from Santa. Richard also reported the Service Club is investigating reclaiming the Village Community Garden with would include the installation and use of raised garden beds. President Pickett and Trustee Nemec stated that the use of raised beds was tried in the past and was a problem since the lower third of that area is in a flood plain. The Service Club will look into this issue further.*

PARKS, ROADS, AND STREETS

Trustee Harney provided a supplemental report to the report presented by the Village Engineer on the status of the 2022 Road resurfacing project noting that despite the recent inclement weather the project is moving forward.

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

November 21, 2022

FINANCE

No report

WATER AND SEWER

No report

POLICE AND PUBLIC SAFETY

No report . Police Chief Samuel Parma provided an update on his search to hire candidates for the part-time position of patrol officer. He has completed the initial interview of one candidate and is waiting for the background check to be completed.

PUBLIC BUILDINGS AND ENVIRONMENTAL

No report

BUILDING AND ZONING ENFORCEMENT

No report

OLD BUSINESS

At a prior meeting the consensus of the Board had been to revise sections “f” and “g” of Village of Sleepy Hollow Municipal Code Section 5-2-1, et seq. dealing with the fees to be charged for licensing motor vehicles and trailers commencing with the sale of the 2022-2023 vehicle stickers. The Board engaged in further discussion of the matters, and after such discussion Trustee Harney moved with a second by Trustee DeAtley to approve and adopt **ORDINANCE 2022-11 AN ORDINANCE AMENDING THE REGULATIONS GOVERNING REGISTRATION OF MOTOR VEHICLES IN THE VILLAGE** and on a roll call vote with Trustee Piraino, Harney, Nemec, DeAtley and Thorne voting aye and with no nay votes the motion passed **ORDINANCE 2022-11** was adopted.

NEW BUSINESS

Trustee Nemec moved with a second by Trustee Piraino to approve **RESOLUTION 548 – A RESOLUTION ESTABLISHING THE DATES OF REGULAR MEETINGS FOR THE BOARD OF TRUSTEES OF THE VILLAGE OF SLEEPY HOLLOW FOR THE CALENDAR YEAR OF 2023** and on a voice vote with all trustees voting aye and with no nay votes the motion passed and **RESOLUTION 548** was approved.

President Pickett stated that the Village has received a request from the Girl Scouts to have the Village waive the permit requirements for the sale of girl scout cookies. After discussion Trustee Nemec moved with a second by Trustee Thorne that the Village agree to waive the permit requires for the 2022 and 2023 calendar years. On a voice vote with all trustee voting aye and with no nay votes the motion passed.

ADJOURNMENT

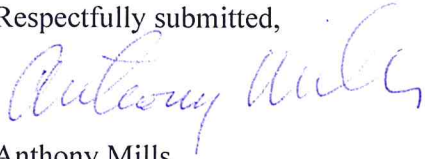
With no further business to address, Trustee Harney moved with a second from Trustee Thorne to adjourn the meeting at 8:19 pm. On a roll call vote with Trustee Nemec, Piraino, Harney, Thorne,

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

November 21, 2022

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