

VILLAGE OF SLEEPY HOLLOW

VILLAGE BOARD MEETING MINUTES

July 5, 2023

The meeting of the Sleepy Hollow Board of Trustees 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. President Stephan Pickett, Village Clerk Anthony Mills, Police Chief Samuel Parma, Director of Finance Eugene Vann, Trustees Mark Thorne, Courtney Boe, Edward Harney, Steven DeAtley, Kelly Thomas and Jennifer McGuire attended in person. Also attending in person was the Village Attorney Mark Schuster and Barbara Dettmer, Village Code Official. Village Engineer Jeffrey Steele and Director of Public Works Kyle Killinger did not attend the meeting.

MINUTES

Trustee DeAtley moved with a second by Trustee Thorne to approve the minutes of June 20, 2023 and on a voice vote with all trustees present voting aye and with no nay votes the motion passed and the Minutes of 6-20-2023 were approved.

PRESIDENT'S REPORT

President Pickett asked Trustee Kelly Thomas to read aloud the Illinois Municipal League *Civility Pledge* which has been adopted by the Village of Sleepy Hollow. The pledge states:

In the interest of civility, I pledge to promote civility in listening, being respectful of others, acknowledging that we are all striving to support and improve our community and understanding that we each have different ideas for achieving that objective.

Trustee McGuire moved with a second by Trustee Thorne to amend the agenda to advance the issue of License Agreement Renewal for 1208 Timber Drive and on a voice vote with all trustees voting aye and with no nay votes the agenda was amended.

The prior owners of 1208 Timber Drive had negotiated a license allowing the construction on and use of Village right-of-way at that location for off-street parking. The agreement, which has lapsed, called for an annual payment of \$10.00. The proposed license continues the same payment obligation on the part of the current owners. Trustee Thomas moved with a second by Trustee DeAtley to authorize the Village President and Village Clerk to execute the license agreement with the current owners. On a roll call vote with Trustee McGuire, Boe, Thomas, Thorne, Harney and DeAtley voting aye and with no nay votes the motion passed.

CLERK

No report

PLANNING AND ZONING COMMISSION

Village Code Official Barbara Dettmer presented the Findings of Fact and Recommendations of the Village Planning & Zoning Commission regarding a requested variance to allow an increase in lot area coverage for 903 Holly Court. This variance request was the subject of a Public Hearing on June 26, 2023 wherein the Commission took evidence on a variance to Village Code section 8-3A-1 which limits lot cover occupancy to 15%. The Commission recommended the Board approve the request which will allow the current owners to construct an 11' x 15' sunroom. It was the consensus of the Board to accept the variance request which will be the subject of a special use ordinance to be presented for Board approval at the next regular meeting scheduled for 7-17-2023.

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ATTORNEY

No report

ENGINEER

No report

DIRECTOR OF FINANCE

Trustee Thorne moved with a second by Trustee Harney to approve the Warrants of 7/5/2023 in the amount of \$119,575.80 and with Trustee DeAtley, McGuire, Boe, Harney, Thorne and Kelly voting aye and with no nay votes the motion passed.

COMMENTS FROM THE PUBLIC

John Florance on behalf of the Sleepy Hollow Service Club reported that while the attendance at the fireworks show on July 1st was down, the festivities held on July 4th were probably in the top 5 attended of all 4^{ths} of July celebrations in the last 20+ years. He expressed his thanks to the Sleepy Hollow Patrol Officers and OEM members for their efforts in making sure the two festivals were safe and ran smoothly. He also noted that Sabatino Park is in great shape and looks better than ever. He especially thanked Bill Hof for his continued efforts to maintain the vegetation in and around the Village – especially the grounds of Sabatino Park. All those in attendance at this meeting gave Bill a hearty ovation.

PARKS, ROADS, AND STREETS

Trustee Harney reported Kyle Killinger, Director of Public Works has received an application for fulltime employee from Jalen Jones and has asked for Board authority to extend a conditional offer of Mr. Jones. Trustee Harney moved with a second by Trustee Thorne to authorize the hiring of Jalen Jones at the hourly rate of \$20 subject to the satisfactory completion of all pre-employment conditions. On a roll call vote with Trustee Boe, Thomas, McGuire, Harney, Thorne and Thomas voting aye and with no nay votes the motion passed.

Trustee Harney noted a new water fountain has been installed in Sabatino Park.

FINANCE

Trustee Thorne reported DOF Eugene Vann is recommending the Village purchase updated financial software which will allow (amongst other features) the integration of utility billing and acceptance of online payments. The projected cost is \$6,725.00 plus an annual maintenance and support fee. The estimated amount is less than the budgeted figure of \$11,000.

Trustee Boe moved with a second by Trustee Thorne to approve the request to purchase the software upgrade for the MSI Financial Software at the cost of \$6,725.00 with the additional annual support and maintenance charge of \$765.82. On a roll call vote with Trustee DeAtley, Thomas, Harney, McGuire, Thorne and Boe voting aye and with no nay votes the motion passed.

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WATER AND SEWER

No report

POLICE AND PUBLIC SAFETY

The new CBA with the Police Union limits the carry-over of personal time to 90 hours and three fulltime patrol officers have accrued hours in excess of the new limit. In the interest of fairness to these officers, Trustee DeAtley moved with a second by Trustee Thorne to approve the adjustment of personal time for these Officers and on a roll call vote with Trustee Thorne, McGuire, Boe, Harney, Thomas and DeAtley voting aye and with no nay votes the motion passed.

PUBLIC BUILDINGS AND ENVIRONMENTAL

No report

BUILDING AND ZONING ENFORCEMENT

Trustee Thomas reported on her meeting with the Pine Cone HOA on the issue of constructing a shed to house a water cleansing system for their lake. Since the lake is in excess of the 10 acre minimum requirement for shed usage, the HOA will be presenting its permit request in the future.

OLD BUSINESS

None

NEW BUSINESS

Under state law, municipalities are required to review on a twice annual basis the minutes of all Executive Session minutes containing confidential information so determine if confidentiality is needed. Since the start of the start of the COVID pandemic, municipalities were generally unable to conduct the minutes review required under state statute. At 8:10 p.m. Trustee DeAtley moved with a second by Trustee Thomas to adjourn the meeting to an Executive Session and on a roll call vote with Trustee Boe, DeAtley, McGuire, Harney, Thorne and Thomas voting aye and with no nay votes the motion passed and the regular business meeting was adjourned.

At 9:16 p.m. the Board returned from its Executive Session at which time President Pickett reported the minutes from the following Executive Sessions no longer need to remain confidential and therefore will be released for publication:

Aug. 2, 2010 #1	May 19, 2014 #2	Jul. 3, 2017
Aug. 16, 2010 #1	May 18, 2015	Jan. 6, 2020
Sept. 7, 2010 #2	Jul 20, 2015	May 2, 2022
Oct. 18, 2010 (exc. Last paragraph)	Aug. 16, 2016	Feb. 21, 2023
Mar. 17, 2014 #3		

Trustee Thorne moved with a second by Trustee DeAtley to approve the release of the minutes of Closed Sessions listed herein, and on a roll call vote with Trustees McGuire, Boe, Harney, Thomas, DeAtley and Thorne voting aye and with no nay votes, the motion passed.

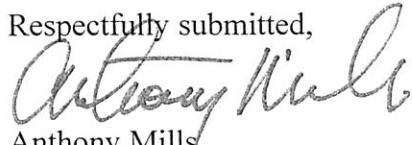
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ADJOURNMENT

With no further business to address, Trustee DeAtley moved with a second from Trustee Thorne to adjourn the meeting at 9:30 p.m. On a voice vote with Trustee Thorne, DeAtley, Harney, Thomas, Boe, and McGuire voting aye and with no nay votes the motion to adjourn passed unanimously and the meeting was adjourned.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Anthony Mills".

Anthony Mills
Village Clerk