

# VILLAGE OF SLEEPY HOLLOW

## VILLAGE BOARD MEETING MINUTES

June 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, Director of Public Works Kyle Killinger, Trustees Mark Thorne, Steven DeAtley, Kelly Thomas and Jennifer McGuire attended in person. Edward Harney was absent. Also attending in person was the Village Attorney Mark Schuster and the Village Engineer Jeffrey Steele. Barbara Dettmer, Village Code Official did not attend the meeting. Trustee Courtney Boe was not present at the time roll was called but did arrive at 7:35 pm.

### MINUTES

Trustee DeAtley moved with a second by Trustee Thorne to approve the minutes of May 15, 2023 and on a voice vote with those trustees present voting aye and with no nay votes the motion passed and the Minutes of 5-15-2023 were approved.

### PRESIDENT'S REPORT

President Pickett asked Trustee Steven DeAtley 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.*

Village resident Pam Waumbold submitted a request for the waiver of the late fee charges for the failure to timely pay for a vehicle sticker and pet tags. The total amount requested to be waived is \$15.00. The resident claimed that a medical condition prevented her from submitting payment on a timely basis. Trustee McGuire moved with a second by Trustee Thorne to approve the waiver of the late fee charges and on a roll call vote with Trustee DeAtley, Thorne, McGuire and Thomas voting aye and with no nay votes the motions passed.

President Pickett reported on his receipt of Comed's 2023 Load Shed Plan which addresses the company's responsive actions to emergency conditions should capacity shortages ("brown outs") occur. President Pickett encouraged all trustees to review Comed's plan which was prepared for the Village of Sleepy Hollow. Also included in the packet was Comed's 2022 Annual Municipal Franchise Report which identifies that the #1 cause of electrical shortages are trees. This report also identifies "priority trees" – those trees most likely to cause problems – and included in that list, amongst others, are Sleepy Hollow and Van Tassel Roads.

### CLERK

The Clerk reported that the Metro West Council of Government was holding a no-cost orientation seminar on 6/13/2023 for Newly Elected Officials. A copy of the announcement was included in the agenda packet for the newly elected officials seeking training and assistance in the assumption of the responsibilities of their office.

### PLANNING AND ZONING COMMISSION

No report

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### ATTORNEY

No report

### ENGINEER

Jeffrey Steele recently attended a webinar put on by the Kane County Office of Emergency Management & Department of Environment and Water Resources. FEMA requires the Village to have in place such a plan and since the Village relies on the County for such emergency services, this information is key to the issue of updating the Village's Hazard Mitigation Plan. The County requires the Village to participate in the updating of the plan which was last updated in 2013. Trustee Thorne will be attending the next seminar and all trustees are invited to attend as well. Following the introductory seminar will be workshops on various aspects of the plan.

### DIRECTOR OF FINANCE

Director of Finance, Eugene Vann asked for ratification of the payment of Warrants for 5/15/2023. in the amount of \$119,284.00. Trustee Thorne moved with a second by Trustee DeAtley to approve the prior payment of warrants for 5/15/2023 and on a roll call vote with Trustee Boe, Thorne, DeAtley, McGuire and Thomas voting aye and with no nay votes the motion to ratify the payments was approved.

Trustee Boe moved with a second by Trustee Thorne to approve the Warrants of 6/5/2023 in the amount of \$253,658.26 and with Trustee DeAtley, McGuire, Boe, Thorne and Kelly voting aye and with no nay votes the motion passed.

### COMMENTS FROM THE PUBLIC

None

### PARKS, ROADS, AND STREETS

In anticipation of being absent, Trustee Harney had submitted a report on the cost to replace the 30 year old fountain for Sabatino Park. Kyle Killinger, Director of Public Works, explained that the existing system was in desperate need of repair. The cost to install the new fountain will be \$6,278.75. DOF Vann noted the quoted amount is less than the amount budgeted for the repair. Trustee Thomas moved with was second by Trustee DeAtley to approve the cost to install the new fountain and with Trustee Boe, McGuire, Thorne, DeAtley and Kelly voting aye and with no nay votes the motion passed.

Continuing with the list of items submitted by Trustee Harney, DPW Killinger reported on the quote for the installation of a new roof on the Village Salt Dome. Of the six (6) contractors contacted only one (1) responded. Summit Roofing submitted a bid of \$27,491.44, which includes all work to be done at prevailing wage as required by state law. The payment comes from the five-year capital improvement fund. \$30,000 which had been budgeted for this much needed repair. Trustee Thorne moved with a second by Trustee Thomas to accept the bid submitted by Summit Roofing and on a roll call vote with Trustee McGuire, Boe, Thomas, Thorne and DeAtley voting aye and with no nay votes the motion passed.

The final item on Trustee Harney's list for Parks, Roads & Streets is the swale repair work at 1208 Jill Peak Drive and 1733 Hazel Court. Ponds Inc. submitted a combined bid of \$4,045.00. Trustee McGuire moved with a second by Trustee DeAtley to the swale repair cost for 1208 Jill Peak Drive

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and 1733 Hazel Court for the amount of \$4,045.00 and on a roll call vote with Trustee DeAtley, Thorne, Boe, McGuire, and Thomas voting aye and with no nay votes the motion passed.

DPW Killinger provided an update on the continuing installation of street signs.

### FINANCE

Trustee Thorne deferred to DOF Vann who reported the Village's ancillary insurance (Life, LTD & Dental) is up for renewal. Trustee Thorne moved with a second by Trustee Boe to approve purchase of the ancillary insurance through Standard Insurance at the one year rate of \$7,765.24 and on a roll call vote with Trustee McGuire, Boe, Thorney, DeAtley and Thomas voting aye and with no nay votes the motion passed.

As a follow up to the \$200,000 DCEO grant arranged by Representative Suzanne Ness, DOF Vann asked for the Board to authorize President Pickett and DOF Vann to execute the grant documents which limit the use of the funds to flood litigation and road repairs. The terms of the grant will allow for the purchase of a mini-excavator and jetter to assist in the repairs on both issues. Trustee Thorne moved with a second by Trustee Thomas to authorize DOF Vann to execute the necessary documents on behalf of the Village and on a roll call vote with Trustee Thomas, McGuire, DeAtley, Thorne and Boe voting aye and with no nay votes the motion passed.

### WATER AND SEWER

After an analysis and discussion of the merits regarding the hardship and particular circumstances submitted to support requests to waive and freeze the current usage and late fees for the residents at 940 Glen Oaks and 44 Katrina Lane, Trustee Boe made the following motions – both motions are based on the expressed stipulation by each resident that all future charges will be kept current:

- A motion to waive the late fees on water usage charge on 940 Glen Oaks in the amount of \$458.79 and 44 Katrina Lane in the amount of \$68.16. Trustee Boe's motion was seconded by Trustee Thorne and on a roll call vote with Trustee DeAtley, Thomas, Thorne and McGuire voting aye and with no nay votes, the motion to waive the past due water charges passed.
- A motion to waive the past due water usage charges of \$692.75 for 940 Glen Oaks and \$282.50 for Katrina Lane which was seconded by Trustee Thorne. On a roll call vote with Trustee DeAtley, Thorne, Thomas and Boe voting aye and with Trustee McGuire voting nay, the motion passed.

### POLICE AND PUBLIC SAFETY

Trustee DeAtley moved with a second by Trustee Thomas to approve the purchase of a new squad car, previously approved by the Board of Trustees, in the amount of \$41,355.00. On a roll call vote with Trustees Boe, Thomas, DeAtley, Thorne and McGuire voting aye and with no nay votes the motion passed.

Trustee DeAtley thanked the residents who came out and attended the Town Hall meeting on the Village parking regulations. Chief Parma will take all of the comments and information into consideration in the redrafting of the proposed regulations.

As a side note Trustee DeAtley reported that he and President Pickett attend IDOT's "Randall over 90" public meeting. IDOT is promoting 5 plans and will pick one plan in approximately a year which will then be presented for funding. The Sleepy Hollow residents attending the public meeting expressed concerns over increased sound mitigation – which heretofore IDOT had not taken into

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consideration. He encouraged all residents to sign on to IDOT's website to monitor any discussions on this project. President Pickett noted that IDOT has informed him that should there be any expansion of Randall Road it will be to the west away from the Village and not to the east.

**PUBLIC BUILDINGS AND ENVIRONMENTAL**

No report

**BUILDING AND ZONING ENFORCEMENT**

Trustee Thomas reported that she has scheduled a meeting with the resident at 1208 Timber Road to discuss their proposed additions to their property.

**OLD BUSINESS**

None

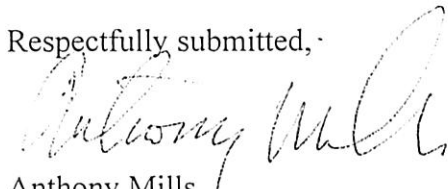
**NEW BUSINESS**

None

**ADJOURNMENT**

With no further business to address, Trustee DeAtley moved with a second from Trustee Thorne to adjourn the meeting at 8:12 p.m. On a voice vote with Trustee Thorne, DeAtley, Thomas, Boe, and McGuire voting aye and with no nay votes the motion to adjourn passed unanimously and the meeting was adjourned.

Respectfully submitted,



Anthony Mills  
Village Clerk