

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

**February 5, 2024**

The Regular Business 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 Deputy Village Clerk Joseph Nemec to call the roll of trustees. Trustees Mark Thorne, Steven DeAtley, Edward P. Harney, Kelly Thomas and Courtney Boe attended in person; Trustee McGuire did not attend the meeting.

Police Chief Samuel Parma, Village Director of Finance Eugene Vann, Village Attorney Mark Schuster, Village Engineer Jeffrey Steele, and Director of Public Works Kyle Killinger attended the meeting. Village Clerk Mills, Village Code Official Dettmer did not attend the meeting.

Trustee DeAtley moved with a second by Trustee Thomas to approve the minutes of January 16, 2024 and on a voice vote with Trustees DeAtley, Thorne, Harney, Boe, and Thomas voting aye and with no nay votes the motion passed and the Minutes of 1-16-2024 were approved.

A Motion to amend the agenda to move agenda item 12 d. up for discussion was made by Trustee DeAtley and a seconded by Trustee Boe. On a voice vote with Trustees DeAtley, Thorne, Harney, Boe, and Thomas voting aye and with no nay votes the motion passed.

**12 d. AUTHORITY TO HIRE NEW PART-TIME PATROL OFFICER**

Trustee DeAtley moved with a second by Trustee Boe to hire new patrol officer Andrew Tolczyk at a rate of \$26.59 per hour. On a roll call vote with Trustees DeAtley, Thorne, Harney, Boe, and Thomas voting aye and with no nay votes the motion passed and the oath of office was administered to Andrew Tolczk.

**PRESIDENT’S REPORT**

Village resident Weeks 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.*

President Pickett proposed and presented to the Board a draft survey/questionnaire designed and intended to assist the Village Board of Trustees help make decisions over the next few years. The survey/questionnaire will be sent to all Village residents and it asks a number of questions on issues that are likely to arise in the near future. In addition the survey/questionnaire includes financial information on where the Village of Sleepy Hollow now stands. President Pickett estimates to cost to be about \$1,000.

Trustee Boe motioned with a second by Trustee Thorne to authorize the use of Village funds for such survey. On a roll vote with Trustees DeAtley, Thorne, Harney, Boe, and Thomas voting aye and with no nay votes the motion passed.

President Pickett recognized Kyle Killinger, Director of Public Works, 10 years of service to the Village.

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**CLERK**

Solicitation for newsletter items

**PLANNING AND ZONING COMMISSION**

No report

**ATTORNEY**

No report

**ENGINEER**

Jeffrey Steele, Village Engineer presented a rough cost estimate for the 2024 Street Program – a written copy of which was included in the trustees’ agenda packet. In summary, the projected rough estimate for the paving, curb, and storm sewer for four projected areas of the Village totals at least \$450,000. Mr Steele pointed out that the major area of concern is Crane drive and he discussed ways in which the project could be handled over several years without damaging areas that had been repaired in previous years.

**DIRECTOR OF FINANCE**

Trustee Thomas moved with a second by Trustee Thorne to approve the Warrants of 2-5-2024 in the amount of \$127,778.54. On a roll call vote; Trustees DeAtley, Thomas, Thorne, Harney, Boe, and voting aye and with no nay votes the motion passed.

**COMMENTS FROM THE PUBLIC**

Anne Delurgio thanked public works for the work they did plowing the snow.

Greg Raab advised the board on some service club activities and asked that the newsletter be mailed quarterly

**PARKS, ROADS, AND STREETS**

Trustee Harney moved with a second by Trustee Thomas to approve authority to hire Tyler Ward at \$20.00 per hour as full time employee. On a roll call vote; Trustees DeAtley, Thomas, Thorne, Harney, and Boe voting aye and with no nay votes the motion passed.

**FINANCE**

DOF Eugene Vann reported that he has proposed a new grant policy and a copy was distributed to the trustees for review.

**WATER AND SEWER**

Trustee Boe reported that the sewer backup on Willow Lane was on a gravity feed and the Village’s insurance company advised that the homeowners should contact their insurance company.

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**POLICE AND PUBLIC SAFETY**

A motion was made for the promotion of Kyle Davis from part time to full time by Trustee DeAtley and a second by Trustee Harney. On a roll call vote; Trustees DeAtley, Thomas, Thorne, Harney, and Boe voting aye and with no nay votes the motion passed.

**PUBLIC BUILDINGS AND ENVIRONMENTAL**

No report

**BUILDING AND ZONING ENFORCEMENT**

Trustee Thomas had a question for Attorney Schuster on the requirements for signatures which attorney Schuster will research and advise.

**OLD BUSINESS**

None

**NEW BUSINESS**

None

**ADJOURNMENT**

With no further business to address, Trustee Boe moved with a second from Trustee Thorne to adjourn the meeting at 8:23 p.m. On a voice vote with Trustees Thorne, DeAtley, , Harney, Boe, and Thomas voting aye and with no nay votes the motion to adjourn passed unanimously and the meeting was adjourned.

Respectfully submitted,



Joseph Nemec  
Deputy Village Clerk