Village of Holiday Hills Board Meeting Minutes for November 13, 2024

CALL TO ORDER
President Giles called the meeting to order at 7:00 p.m.

ROLL CALL
Board Members present: Brian Agrella, Mickey Brown, Kamil Pawlak, Carol Stingel, Richard Young
Board Members absent: none
Staff Present: Clerk Tennessen, Attorney Gibson, Chief Caldwell and Commander Copp

PLEDGE OF ALLEGIANCE

PRESIDENTS REPORT (J. GILES)
Sewer Update
President Giles reported the project is about 10% complete for the underground work. They will be working through the winter months. NE Shore Drive by December or the end of November. There have been no complaints and the company is cleaning up daily.

Motion to approve Ordinance 386-24 Authorizing the Disposal of Items of Personal Property Owned by the Village of Holiday Hills
President Giles explained how the ordinance will work for the sale of the black office chairs and the executive chair.
Motion: Stingel
Second: Brown
Ayes: Agrella, Brown, Pawlak, Stingel, Young
Nays: none
Absent: none
Abstain: none
Motion carried

Motion to approve the transfer QuickBooks primary administrator for license number 5240-8257-7901-317 from Village Treasurer Melanie Gatza to Village President Jeff Giles
This is necessary to get the payroll section of QuickBooks reassigned. Trustee Brown recommended that instead of going to President Giles, the assignment of primary administrator should be Katherine Andrus, GAPS. GAPS is the doing all of the Village accounting at present. The motion was revised to be: Approve the transfer QuickBooks primary administrator for license number 5240-8257-7901-317
from for Village Treasurer Melanie Gatza to Katherine Andrus, GAPS.
Motion: Stingel
Second: Brown
Ayes: Agrella, Brown, Pawlak, Stingel, Young
Nays: none
Absent: none

Abstain: none
Motion carried

CLERK'S REPORT (L. TENNESSEN)
Approve minutes for October 16, 2024 Board Meeting
A correction was noted that on Page 4, the lowest bid for power washing should be Luis Corral at $500.00.
Clerk Tennessen will change.
Trustee Brown asked that the Board have time to review the minutes and no action was taken. The minutes for Oct 16, 2024 will be presented for approval at the December 11, 2024 meeting.

Motion to approve 2025 Schedule of Meetings
Clerk Tennessen asked for a motion to approve.
Motion: Stingel
Second: Pawlak
Ayes: Agrella, Brown, Pawlak, Stingel, Young
Nays: none
Absent: none
Abstain: none
Motion carried

TREASURER'S REPORT (T. CHESLER)
Approve warrant dated 11/13/2024
Trustee Brown noted that the warrant does not show the insurance payment that was indeed made in October. The amount of the warrant showing should stand as shown.
Trustee Brown asked for a motion.
Motion: Pawlak
Second: Agrella
Ayes: Agrella, Brown, Pawlak, Stingel, Young
Nays: none
Absent: none
Abstain: none
Motion carried

Treasurer report given by Trustee Brown.
Monthly financial report given by Trustee Brown

Bank	$21,769.43
IL General	$192,405.05
MFT	$62,315.50
Epay	$27,491.55

There will be a transfer to First Mid of $40,000.00 to cover all expenses.

BUILDING DEPARTMENT REPORT (HLR)
President Giles reported that there were no issues during the month. He is asking that any permitting go to Stormwater first. Once permit is issued from Stormwater or a letter saying no permit is required is received by Village, then the Village can issue the building permit. Any floodplain permit needs Stormwater approval. If there is a LOMA for that property, please bring a copy to the Village for the files. Unpermitted work will be fined at 100% of the permit fee.

MAINTENANCE REPORT (D. DZIALO)
President Giles reported that Director Dzialo and Nunda Roads did a drive thru in mid-October surveying for potholes. Nunda will be in to fix this month, to setup for snow removal.

POLICE DEPARTMENT REPORT (J. CALDWELL)
Monthly report by Commander Copp
From 10/17 to 11/13, there were 29 calls. 9 Traffic with 7 citations/ tickets and 2 warnings and no admin tow, 1 parking violation, YTD there are 189 calls. Sheriff Office (MCSO) made 17 calls. Chief Caldwell explained that a bulk of those MCSO calls were to 2 residences for mental health/substance abuse and for numerous attempts to serve papers. There is no need for alarm.

Motion to approve the purchase of 4 body cameras from the Kewanee Police Department not to exceed $1000.00.
Commander Copp has contacted the Kewanee PD for the purchase of 4 body cameras. Body cameras are a mandate from the state. These are being sold and have another year warranty. These include all parts and hardware. The Village will still need to get storage for the camera footage. Commander Copp is going back to Motorola for quotes. Commander Copp asking for a motion to approve the Kewanee PD invoice for $1000.00.
Motion: Agrella
Second: Stingel
Ayes: Agrella, Brown, Pawlak, Stingel, Young
Nays: none
Absent: none
Abstain: none
Motion carried

Update on the taser grant
Commander Copp gave a report on the Taser Grant. The Village (HHPD) was successful in obtaining funds for 4 tasers totaling $10,173.60. The paperwork to accept the funds was signed and sent in. Commander Copp and President Giles went over the

total cost of 4 tasers at $21,187.20. The difference of $11,013.60 will be invoiced over 4 years starting in 2026. This is for docking stations, training, capsules and other accessories.

Motion to approve the hiring of 1 part time officer, William Bacon, based on approval of background investigation
Chief Caldwell spoke on Mr Bacon's credentials. Trustee Brown discussed that it is proper procedure to be able to meet and interview the potential officer before hiring. Some discussion ensued and it was decided by voice agreement and attorney that Mr Bacon come to December meeting. There will be an Executive Session for the interview.

Motion to approve the hiring of 1 additional part time officer
This was also discussed and mingled with the discussion on the hiring of Mr Bacon. It was concluded that the department still needs to hire 1 additional officer. Chief Caldwell mentioned that 2 officers would be resigning, and 3 would remain.
A motion was made to approve hiring 1 additional part time officer.
Motion: Pawlak
Second: Agrella
Ayes: Agrella, Brown, Pawlak, Stingel, Young
Nays: none
Absent: none
Abstain: none
Motion carried

Motion to accept the resignation of Chief Jeff Caldwell, effective December 31, 2024
The Trustees thanked Chief for the work that he and his officers have accomplished. Chief will stay on until Dec 31, 2024 without acting as Chief. He will assist the Interim Chief in transition
Motion: Pawlak
Second: Stingel
Ayes: Agrella, Brown, Pawlak, Stingel, Young
Nays: none
Absent: none
Abstain: none
Motion carried

Motion to approve appointment of Commander Billy Copp as Interim Police Chief, effective immediately
Chief Caldwell will assist Commander Copp in the transition. Trustee Brown asked that in this appointment, Commander Copp pay rate be raised immediately to Chief rate of $27.50 per hour.
A motion to approve appointment of Commander Billy Copp as Interim Police Chief, effective immediately with pay rate of $27.50.
Motion: Stingel
Second: Agrella
Ayes: Agrella, Brown, Pawlak, Stingel, Young
Nays: none
Absent: none
Abstain: none
Motion carried

REPORTS OF STANDING COMMITTEES:

BUILDINGS AND GROUNDS (K. PAWLAK)
None

COMMUNITY RELATIONS (C. STINGEL)
None

ENVIRONMENTAL (vacant)

FINANCE (M. BROWN)
The finances are reported under Treasurer section.

Motion to approve Ordinance 387-24 Levying and Assessing Taxes for Village of Holiday Hills for Fiscal Year May 1, 2024 and ending April 30, 2025
Discussion from Trustee Brown and Attorney Gibson on how the levy can raise 5% each year. For years, the levy remained the same. Last year, and again this year, the Village requested the 5% raise. This brings more funds to the Village.
A motion to approve Ordinance 387-24 Levying and Assessing Taxes for Village of Holiday Hills for Fiscal Year May 1, 2024 and ending April 30, 2025 was made.
Motion: Agrella
Second: Pawlak
Ayes: Agrella, Brown, Pawlak, Stingel, Young
Nays: none
Absent: none
Abstain: none
Motion carried

PLANNING AND DEVELOPMENT (R. YOUNG)
None

VILLAGE CODES (B. AGRELLA)
None

OLD BUSINESS
A discussion on vehicle stickers was brought up by Attorney Gibson. She outlined what several municipalities charge (between $10 and $30). Some of the difficulties encountered in enforcement and the cost of administering program. No decisions were reached. President Giles stressed that golf carts need regulation since they are vehicles driven on public way.

NEW BUSINESS
There was no Community Relations meeting held. There will be a house decorating contest for Holiday season. Prizes will be awarded. Trustee Stingel is organizing.

Trustee Brown brought up that the Treasurer position title be reflected as Katherine Andrus, GAPS. First, though, the Village needs to have currently listed person (T Chesler), resign. There needs to be an ordinance stating that GAPS is assuming the title of Village Treasurer without additional pay.

EXECUTIVE SESSION (if needed)
None

PUBLIC COMMENT
No comments

ADJOURNMENT
Motion to Adjourn requested by President Giles
Motion: Stingel
Second: Pawlak
Ayes: Agrella, Brown, Pawlak, Stingel, Young
Nays: none
Absent: none
Abstain: none
Motion carried
Meeting adjourned at 8:20 pm

NEXT BOARD MEETING: December 11, 2024

Submitted by
Lesley Tennessen, Village Clerk _____