Village of Holiday Hills Board Meeting Minutes
For May 21, 2025

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 Matt Walters, Chief Copp, Director Dzialo
Also in attendance: Jacob Jensen, Jennifer Osterman-Keyes, Katherine Andrus

PLEDGE OF ALLEGIANCE

PRESIDENTS REPORT (J. GILES)
President Giles asked to suspend the agenda as published so that previous monthly business could be voted on.
Motion to approve 2025-2026 budget
(voted prior to new trustee oaths)
President Giles asked for a motion to approve the 2025-2026 budget
Motion: Stingel
Second: Agrella
Ayes: Agrella, Brown, Pawlak, Stingel, Young
Nays: none
Absent: none
Abstain: none
Motion carried

Motion to approve Ordinance 390-2025 Vehicle Sticker price change
(voted prior to new trustee oaths)
President Giles asked for a motion to approve ordinance for price change
Motion: Agrella
Second: Stingel
Ayes: Agrella, Brown, Pawlak, Stingel, Young
Nays: none
Absent: none
Abstain: none
Motion carried

Motion to approve Ordinance 391-2025 amending Police Department ranks
(voted prior to new trustee oaths)
President Giles asked for a motion to approve changes in ranks
Motion: Stingel
Second: Pawlak
Ayes: Agrella, Brown, Pawlak, Stingel, Young
Nays: none

Absent: none
Abstain: none
Motion carried

Motion to approve Ordinance 392-2025 amending Village Code on compensation of appointed officials
President Giles asked for a motion to approve amending code
Motion: Stingel
Second: Brown
Ayes: Agrella, Brown, Pawlak, Stingel, Young
Nays: none
Absent: none
Abstain: none
Motion carried

Sewer Update
President Giles reported that he has met with the Nunda Township Road Commissioner and has done a walk thru of the project. There may be a total change to the scope of the project with paving. There are options of surface grind, put down base then surface No mention of costs at this point. It would be for Pine/NE Shore Dr/Hyde Park. Northern Moraine Water Reclamation District (NMWRD) is still under contract to surface grind and patch. President Giles mentioned that there would be a special Board Meeting to discuss and reach a final decision on patching or grinding and applying base.

Building updates
HVAC
President Giles mentioned there was a sewer and plumbing emergency on 5/17. The company that came out inspected the septic system and also jetted the field. It was determined that the septic is not working properly and it is time to connect to the city sewer. Trustee Pawlak has been tasked with getting details. There is a possibility that NMWRD will donate the connection fee and village will do the plumbing. There are monies in the budget that need to be used before 2026.
Ductwork was done by Jett's. New ducts under hall with several new openings cut to deliver more air thru-out hall.
Concrete raising was completed by Atlas prior to park rededication.
IT and Building Security will be discussed next month. A contract for IT work from Realm of Tech will be discussed.
Village Hall Sign Board has been installed and is being used. Part of old sign board was given to Trustee Brown as a remembrance.

CLERK'S REPORT (L. TENNESSEN)
Approve minutes for April 16, 2025 Board Meeting (voted prior to new trustee oaths)
Motion: Brown
Second: Stingel
Ayes: Agrella, Brown, Stingel, Young
Nays: none
Absent: none
Abstain: Pawlak
Motion carried

Oath of Office for Jeff Giles
Oath of Office for Mickey Brown
Oath of Office for Jacob Jensen
Oath of Office for Jennifer Osterman-Keyes
Oath of Office for Kamil Pawlak
Clerk Tennessen had each person read the Oath of Office and sign paperwork.

Outgoing Trustee Young left meeting at this time and Trustees were seated.

TREASURER'S REPORT (reported by Trustee Brown)
(voted prior to new trustee oaths)
Treasurer Katherine Andrus led a short discussion and review of the budget. The Village finished FY 2024 higher by $17,000.00. The new budget for FY 2025 is similar and include Police Department raises and IT changes discussed in previous months. GAPS will provide Appropriations for the June meeting.

Approve warrant dated 05/21/2025
Trustee Brown mentioned that the warrant includes driveway and culvert repair at Village Hall.
(voted prior to new trustee oaths)
Trustee Brown asked for a motion.
Motion: Stingel
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
Monies were transferred into the First Mid Bank account

First Mid Bank	$82,346.87
IL General	$147,517.75
MFT	$77,641.13
Epay	$40,049.43

BUILDING DEPARTMENT REPORT (HLR, reported by Pres. Giles)
President Giles reported that there were no issues during the month.

MAINTENANCE REPORT (D. DZIALO)
Director Dzialo reported that she met with CMAP on pavement management issues and there was discussion on grants. We are awaiting results from that conversation and the resulting Engineering Study for pavement solutions. The most it would cost village would be $2000.00 for study.
Director Dzialo also mentioned the meeting with Sen Wilcox office concerning projects on open land and parks in village. There are some grants for such projects and they will attempt to assist in finding grant opportunities. Also, Sen. Wilcox has sent a letter of approval to IDOT for refurbishing village owned property.

POLICE DEPARTMENT REPORT (W. Copp)
Monthly statistics /calls for service
From 4/17 to date, there were 50 calls. 23 stops for traffic with 21 for citation/tickets and 2 warnings and 0 admin tow. There were 1 parking tickets. Sheriff Office (MCSO) made 7 calls.

Motion to approve hourly raises as previously discussed and effective 5/01/2025 (voted prior to new trustee oaths)
Motion: Stingel
Second: Young
Ayes: Agrella, Brown, Pawlak, Stingel, Young
Nays: none
Absent: none
Abstain: none

Motion carried

Motion to accept the resignation of Officer Svejcar effective 4/19/2025 (voted prior to new trustee oaths)
Motion: Stingel
Second: Agrella
Ayes: Agrella, Brown, Pawlak, Stingel, Young
Nays: none
Absent: none
Abstain: none
Motion carried

Back to regular posted agenda order.

Chief Copp mentioned that the law firm, ZRFM has been approved at the County to handle local court proceedings for village.

Chief Copp reported that ILETSB tazer grant check was received. This will be invoiced from the state and the village will pay from the grant money.
Chief Copp mentioned that 3 additional squad car tickets printers will be coming from county. These are at no cost to village. These 3 will be used as spares.
Chief mentioned that he is proceeding with the background check on the new officer candidate.

Chief will be holding Coffee with a Cop tentatively on June 22 at the village hall. Time and date to be firmed up later.
Chief Copp presented updates on the rehab project. The front portion is complete. Drywall in the back portion will be done soon.

Chief Copp also requested that if you need police assistance to call 911. Dispatch will handle the call. This provides documentation of the event. Please do not contact village officials to handle.

REPORTS OF STANDING COMMITTEES:

BUILDINGS AND GROUNDS (K. PAWLAK)
None

COMMUNITY RELATIONS (C. STINGEL)
Park Rededication report

Trustee Stingel reported that there was a great turnout on a beautiful weather day! Everything went very well. The Pohlman family attended also to see their 'tot lot' rededicated. Great job by everyone. Food Truck was phenomenal.
Trustee Stingel discussed some ideas for summertime including a movie night.
The Village will be celebrating our 50th Anniversary in 2026, so planning will begin soon.

ENVIRONMENTAL (J. KEYES)
A short discussion on the Clarke contract was held. Clerk Tennessen will get the contract in hand for review.

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

PLANNING AND DEVELOPMENT (J. JENSEN)
None

VILLAGE CODES (B. AGRELLA)
None

OLD BUSINESS

NEW BUSINESS
President Giles discussed the variance request from residents at 1509 Poplar. This is a variance for extending culvert pipe beyond the allowed 40 feet and material to be used. President Giles will get the advice of Nunda Township Road District on length, pitch, material before issuing permit. No decision was made.

EXECUTIVE SESSION (if needed)

PUBLIC COMMENT
A resident on Elder wants to add more living space. He would like to tear down existing garage, and build new with some type of living area. This is not allowed per ordinance. He has sewer available and would connect. This will allow him to add to existing home. The resident was looking for advice on how to proceed.

ADJOURNMENT
Motion to Adjourn requested by President Giles
Motion: Stingel
Second: Agrella
Ayes: Agrella, Brown, Jensen, Keyes, Stingel
Nays: none
Absent: Pawlak
Abstain: none

Motion carried Meeting adjourned at 8:26 pm

NEXT BOARD MEETING: Jume 18, 2025

Submitted by
Lesley Tennessen, Village Clerk _____