Village of Holiday Hills Board Meeting Minutes
For June 18, 2025

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

ROLL CALL
Board Members present: Mickey Brown, Jake Jensen, Kamil Pawlak
Board Members absent: Brian Agrella, Jennifer Keyes, Carol Stingel
Staff Present: Clerk Tennessen, Attorney Jennifer Gibson, Chief Copp, Director Dzialo

PLEDGE OF ALLEGIANCE

PRESIDENTS REPORT (J. GILES)
Discussion with Attorney Gibson on quorum with 3 trustees absent. Attorney Gibson replied that the Board is made of 7 members to include the 6 trustees and 1 president. Therefore, President Giles is allowed to vote at this meeting as part of the majority system. Quorum was met and meeting could proceed.

Sewer Update
President Giles reported that the Board voted during the special Board Meeting of June 11, 2025 to grinding and applying base layer (binder) to NE Shore/Pine and Hyde Park. President Giles said that he would advise Nunda and Village on the dates once he receives notice. He reported on a couple of estimates ranging from approximately $30,000.00 to $42,000.00. President Giles is also getting more estimates for repaving Pine completely.

Building Updates/IT contract (monthly vs annual)
A contract for IT work from Realm of Tech was discussed. Monthly prorate would be $162 for the remainder of the year. Annual rate would be $1510.00 prorated. A 10% discount on the annual brings the total down to $1314.00 and a savings of $567.00. This covers security, updates on 6 machines. We would still pay for service calls in the 15 minute increments.
President Giles asked for a motion for annual contract not to exceed $1314.00.
Motion: Jensen
Second: Pawlak
Ayes: Brown, Jensen, Pawlak, Giles
Nays: none
Absent: Agrella, Keyes, Stingel
Abstain: none
Motion carried

CLERK'S REPORT (L. TENNESSEN)
Approve minutes for May 21, 2025 Board Meeting
Trustee Brown asked to have (voted prior to new trustee oaths) added to May 21, 2025 minutes to clarify.
Motion: Brown
Second: Pawlak
Ayes: Brown, Jensen, Pawlak, Giles
Nays: none
Absent: Agrella, Keyes, Stingel
Abstain: none
Motion carried

Approve minutes for June 11, 2025 Special Board Meeting
Motion: Brown
Second: Jensen
Ayes: Brown, Jensen, Pawlak, Giles
Nays: none
Absent: Agrella, Keyes, Stingel
Abstain: none
Motion carried

TREASURER'S REPORT (Katherine Andrus, reported by Trustee Brown)
Approve warrant dated 06/18/2025
Trustee Brown mentioned that there were no money transfers this month to cover warrant.
Trustee Brown asked for a motion.
Motion: Pawlak
Second: Brown
Ayes: Brown, Jensen, Pawlak, Giles
Nays: none
Absent: Agrella, Keyes, Stingel
Abstain: none
Motion carried

Treasurer report (Katherine Andrus, given by Trustee Brown)
Monthly financial report given by Trustee Brown
No Monies were transferred into the First Mid Bank account

First Mid Bank	$74,652.62
IL General	$128,476.55
MFT	$80,177.42
Epay	$41,962.02

Motion to approve Appropriations Ordinance 393-25 for FY 2025-2026
Trustee Brown presented the Ordinance that was prepared by Katherine Andrus, Treasurer. Stated for new trustees that this represents the sum total of all monies that can be spent, not what we will spend (budget).
Trustee Brown asked for a motion.
Motion: Pawlak
Second: Jensen
Ayes: Brown, Jensen, Pawlak, Giles
Nays: none
Absent: Agrella, Keyes, Stingel
Abstain: none
Motion carried

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 the CMAP has approved our application to review and assist on pavement management issues. The grant for the Engineering Study for pavement solutions was approved. The most it would cost village would be $2000.00 for study. We are awaiting written approval.

POLICE DEPARTMENT REPORT (W. Copp)
Monthly statistics /calls for service
From 5/21 to date, there were 30 calls. 17 stops for traffic with 21 for citation/tickets and 1 warning and 0 admin tow. There were 1 parking tickets and 1 warning. Sheriff Office (MCSO) made 4 calls.

Coffee with a Cop date TBD
Coffee with a Cop postponed. Rehab in back half of department not completed. Time and date to be firmed up later.

Police Dept rehab update
Chief Copp presented updates on the rehab project reporting that one estimate for drywall was very high. President Giles will seek out 2 more estimates from names given to him.

Vehicle Sticker update
Chief Copp reported that his officers will be enforcing the ordinance on requiring a vehicle sticker. He encourages residents to purchase a sticker rather than incur the cost of a citation.

Fireworks information
Chief Copp reported that if a call comes in, his officers will make 1 courtesy call to the residence in question and request that no more fireworks be used and shutdown activity. If a second call comes in for same residence, then the officers will issue a citation and confiscate all remaining fireworks.

Hot Weather conditions and Well Being Checks. Watch for your neighbors.
Please check on your neighbors, especially the elderly in the upcoming hot weather prediction. If you need assistance, call 911.

Reminder to call 911
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)
None
Absent

ENVIRONMENTAL (J. KEYES)
None
Absent

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

PLANNING AND DEVELOPMENT (J. JENSEN)
None

VILLAGE CODES (B. AGRELLA)
None
Absent

OLD BUSINESS
Zoning variance for culvert pipes at 1509 Poplar
President Giles reported that Nunda Township Roads came out to inspect and ‘shoot’ grades for the existing driveway culvert and the proposed area of 100’ continuous pipe. Nunda determined that the driveway culvert did not provide enough slope to include more pipe. If additional culvert was installed, it would be too long a length to adequately

move water and probably would plug with leaves and silt. This creates a maintenance issue for the village and expense to 'jet clean' that length. Nunda did not recommend allowing that length of culvert pipe. This issue will be brought up for motion at next Board meeting to deny the variance. President Giles will speak with the homeowners.

A short discussion on the Clarke contract was held. Clerk Tennessen received the contract for review and distributed to Trustee Keyes and Trustee Brown. The contract automatically renews year after year. The first invoice will be paid this month. The second invoice will be paid in the July warrant.

NEW BUSINESS
None

EXECUTIVE SESSION (if needed)

PUBLIC COMMENT
Trustee Brown asked if the vacant corner property on Elm/Holiday was mowed by Village. Director Dzialo replied that the village has not cleaned that property except for the initial time last summer. That clearing incurred a $3500.00 cost passed to the owner in a property lien. Chief Copp asked if any of the outstanding fines to the property were included in the initial lien. Attorney Gibson replied that the lien could be adjusted through the court with documentation. Chief Copp will get the citations and amounts to the attorney.

ADJOURNMENT
Motion to Adjourn requested by President Giles
Motion: Pawlak
Second: Jensen
Ayes: Brown, Jensen, Pawlak, Giles
Nays: none
Absent: Agrella, Keyes, Stingel
Abstain: none
Motion carried
Motion carried Meeting adjourned at 7:37 pm

NEXT BOARD MEETING: July 16, 2025

Submitted by
Lesley Tennessen, Village Clerk _____