Village of Holiday Hills Board Meeting Minutes
For October 15, 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, Jake Jensen, Kamil Pawlak, Carol Stingel
Board Members absent: none
Staff Present: Clerk Tennessen, Attorney Jennifer Gibson, Chief Copp, Director Dzialo

PLEDGE OF ALLEGIANCE

PRESIDENTS REPORT (J. GILES)
Sewer/Paving Update
President Giles reported that no pre-construction meeting has been announced. Nunda has done some work to remediate manhole hazards on Hyde Park concerning snow removal. Director Dzialo mentioned that the punch list items with Northern Moraine are not completed, and she is requesting status.

CLERK'S REPORT (L. TENNESSEN)
Motion to approve Saturday position candidate for Village office (possible Executive Session)
Clerk Tennessen expected a candidate, but there was a no-show. No Executive Session was held and no vote was taken.

Approve minutes for September 17, 2025 Board Meeting
Clerk Tennessen asked for a motion.
Motion: Stingel
Second: Brown
Ayes: Agrella, Brown, Jensen, Pawlak, Stingel
Nays: none
Absent: none
Abstain: none
Motion carried

Approve minutes for September 17, 2025 Executive Session Meeting
Clerk Tennessen asked for a motion.
Motion: Stingel
Second: Jensen
Ayes: Agrella, Brown, Jensen, Pawlak, Stingel
Nays: none
Absent: none
Abstain: none
Motion carried

Discuss licensing costs for Microsoft emails and One Drive application
Clerk Tennessen presented the options for renewing the Microsoft email licenses. This would remove the license from GoDaddy and move to Realm of Tech. The clerk discussed the differences in pricing for monthly versus annually.

Motion to approve annual fee for Microsoft licensing at $720.00 annual
Motion: Stingel
Second: Pawlak
Ayes: Agrella, Brown, Jensen, Pawlak, Stingel
Nays: none
Absent: none
Abstain: none
Motion carried

Motion to approve monthly fee for Microsoft licensing at $63.00/month ($756.00)
This motion was dismissed as the Trustees chose the annual option.

TREASURER'S REPORT (Katherine Andrus, reported by Trustee Brown)
Approve warrant dated 10/15/2025
Trustee Brown noted that this warrant has the insurance payment included. The November warrant will include the Nunda IGA for Snow/Ice removal.
Trustee Brown asked for a motion.
Motion: Stingel
Second: Pawlak
Ayes: Agrella, Brown, Jensen, Pawlak, Stingel
Nays: none
Absent: none
Abstain: none
Motion carried

Motion to approve $19,791.60 to IL Risk Management for annual village insurance
Trustee Brown asked for a motion.
Motion: Stingel
Second: Pawlak
Ayes: Agrella, Brown, Jensen, Pawlak, Stingel
Nays: none
Absent: none
Abstain: none
Motion carried

Monthly Financial Report/Fund balances
Trustee Brown presented the monthly financial report.

Monies in amount of $40,000.00 were transferred into the First Mid Bank account on 10/14/2025.

First Mid Bank	$25,836/71
IL General	$130,757.98
MFT	$91,156/75
Epay	$53,806.70

Noted that the First Mid Account amount had not been updated with transfer amount as of 10/15/2025 Board meeting.

Discuss approval of annual Tax Levy Ordinance for next month's Board meeting
Trustee Brown mentioned that the annual Tax Levy will be presented at next month's Borad Meeting. Trustee Brown has spoken to the accountant to prepare a Levy ordinance with no allowed increase and one version with allowed increase to be presented.

Discuss Grant Finder tool thru IL Risk Management
Trustee Brown presented information that was included with IML insurance packet for a Grant Finder option. The Village can have 1 registration. Trustee Brown will be obtaining more information.

BUILDING DEPARTMENT REPORT (HLR, reported by Pres. Giles)
President Giles reported that there were no issues during the month. Several permits were obtained. Several stop works were issued to residents performing unpermitted work. President Giles reminds all residents to get Stormwater approvals and then a permit thru the Village. The resident should check with Clerk's office before beginning any work to verify if permit is required.
President Giles also remarked that an email was received inquiring about putting a fence on a vacant lot. Per ordinance, no fence is allowed on vacant property. No auxiliary structures such as fences, sheds, garages, etc are allowed without a residence on the property.

MAINTENANCE REPORT (D. DZIALO)
CMAP update
Director Dzialo reported that the CMAP program will survey and present the condition ratings to the Village by December. An analysis follows in February.

Motion to approve Ordinance 394-25 for CMAP IGA for Technical Assistance in Pavement Management Plan
Director Dzialo remarked that word should be changed from Ordinance to Resolution.
Director Dzialo asked for a motion.
Motion: Stingel
Second: Jensen
Ayes: Agrella, Brown, Jensen, Pawlak, Stingel

Nays: none
Absent: none
Abstain: none
Motion carried

Discuss landscaping proposals for fence line of 1304 Sunset property maintenance
Director Dzialo explained the need for landscaping needs behind garage, cut limbs on several trees, gutters cleaned, and removal of shrubbery along fence. Two proposals were presented; one for $1000.00 and one for $1280.00.

Motion to approve proposal for fence line landscaping not to exceed $1300.00
Director Dzialo asked for a motion.
After short discussion, the Board chose to go with the lower bid of $1000.00.

A motion was then presented for fence line landscaping not to exceed $1000.00
Motion: Stingel
Second: Jensen
Ayes: Agrella, Brown, Jensen, Pawlak, Stingel
Nays: none
Absent: none
Abstain: none
Motion carried

POLICE DEPARTMENT REPORT (W. Copp)
Monthly statistics /calls for service
From 9/17 to date, there were 16 calls. 15 stops for traffic with 20 for citation/tickets and 2 warnings and 1 admin tow. There were 0 parking tickets. Sheriff Office (MCSO) made 9 calls.

Coffee with a Cop Oct 11, 2025, 9am – 11am recap
Chief Copp reported that he held his event. Low attendance. Possibly another event during the summer. The Police Department is attempting to build community relationship with events such as these. Please don't hesitate to attend or to call the HHPD at any time.

Update on Squad car computer/windows 11 issue with new setup
Chief Copp reported that the update with the new computers is still in process. Both computers are programmed and installed. Working on connectivity with the printers. HHPD is one of only 8 in county that are compliant! A Win!

Update on potential new hires
Chief Copp is in process of background check on 3 individuals.
The ad is still up in BlueLine.com but not on first page.

Continued enforcement for Village vehicle stickers
Chief Copp advised residents that they can still purchase vehicle stickers. If you get the ordinance violation, it will be far more costly than the price of a sticker.

Halloween preparation and safety
Village Halloween Trick or Treat hours are Oct 31 from 4pm to 8pm. Please be careful when driving as there will be lots of people on the streets and it will be dark. Be conscious of all the walkers.
Chief Copp and Officer Bacon will be driving the Village on Halloween passing out treats.

There was a discussion of how to deal with E-bike and speeding. This is a hot topic among the villages and cities. How fast can they go. How old to be riding. The attorney will keep the village apprised on ordinances and regulations.

REPORTS OF STANDING COMMITTEES:

BUILDINGS AND GROUNDS (K. PAWLAK)
Waste baskets on the playground area are not covered. They will be removed for the winter time and amended to have covers to keep out rain and snow. President Giles remarked that there is still remaining money in the park funds to build a shade pavilion for playground.
President Giles will look into getting a village sign for the message board.

COMMUNITY RELATIONS (C. STINGEL)
Discuss Halloween celebration
There will be Halloween Trick or Treat and crafts at the Village Hall on Oct 31, 4pm to 7pm. Clerk Tennessen will post on FB and Message Board. The verbal decision was made to go ahead and purchase treats and get approval vote in November.

Motion to approve monies for Winter Holiday Celebration, Dec 15, 2025 not to exceed $300.00
Trustee Stingel asked for a motion
Motion: Jensen
Second: Pawlak
Ayes: Agrella, Brown, Jensen, Pawlak, Stingel
Nays: none
Absent: none
Abstain: none
Motion carried

ENVIRONMENTAL (vacant)

None

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

PLANNING AND DEVELOPMENT (J. JENSEN)
None

VILLAGE CODES (B. AGRELLA)
None

OLD BUSINESS
None

NEW BUSINESS
Clerk Tennessen will bring in the 2026 Meeting Schedule to November Board Meeting.

PUBLIC COMMENT
None.

EXECUTIVE SESSION (if needed)

ADJOURNMENT
Motion to Adjourn requested by President Giles
Motion: Brown
Second: Jensen
Ayes: Agrella, Brown, Jensen, Pawlak, Stingel
Nays: none
Absent: none
Abstain: none
Motion carried
Meeting adjourned at 7:55 pm
NEXT BOARD MEETING: Nov 19, 2025

Submitted by
Lesley Tennessen, Village Clerk _____