Village of Holiday Hills Board Meeting Minutes
For November 19, 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

Executive Session was moved to beginning of this meeting.
Entered in Executive Session at 7:02pm.
Minutes are produced separately and are considered confidential.

ROLL CALL
Return from Executive Session 7:39pm
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

PRESIDENTS REPORT (J. GILES)
Sewer/Paving Update
President Giles reported that the pre-construction meeting has been announced. This will be for PhaseIIB. The meeting will be November 25, at 10am at the Northern Moraine offices. President Giles asked Director Dzialo to attend.
All roadwork and patching is done in preparation for winter and snow plowing.

CLERK'S REPORT (L. TENNESSEN)
Motion to approve Saturday position candidate for Village office (possible Executive Session)
Clerk Tennessen asked for a motion to hire Pat Borre as the Saturday assistant.
Motion: Stingel
Second: Jensen
Ayes: Agrella, Brown, Jensen, Pawlak, Stingel
Nays: none
Absent: none
Abstain: none
Motion carried

Approve minutes for October 15, 2025 Board Meeting

Trustee Brown asked for a clarification on the wording for item on page 4 of the October 15, 2025 minutes. It should read that the Board chose the $1000.00 proposal to vote on.
Trustee Brown asked for a motion with the requested changes.
Motion: Brown
Second: Stingel
Ayes: Agrella, Brown, Jensen, Pawlak, Stingel
Nays: none
Absent: none
Abstain: none
Motion carried

Motion to approve the 2026 Meeting Schedule
Clerk Tennessen asked for a motion.
Motion: Stingel
Second: Jensen
Ayes: Agrella, Brown, Jensen, Pawlak, Stingel
Nays: none
Absent: none
Abstain: none
Motion carried

TREASURER'S REPORT (Katherine Andrus, reported by Trustee Brown)
Monthly Financial Report/Fund balances
Trustee Brown presented the monthly financial report. Trustee Brown mentioned that $50,000.00 was transferred from Epay and General Funds into the First Mid account to accommodate the large amount. This transfer was to ensure that funds for the the Nunda IGA check would be available..

First Mid Bank	$76,719.23
IL General	$140,122.87
MFT	$93,834.72
Epay	$20,701.19

Approve warrant dated 11/19/2025
Trustee Brown noted that this warrant has the Nunda IGA payment included.
Trustee Brown asked for a motion.
Motion: Agrella
Second: Stingel
Ayes: Agrella, Brown, Jensen, Pawlak, Stingel
Nays: none
Absent: none
Abstain: none
Motion carried

Motion to approve Ordinance 395-25 Annual Tax Levy Ordinance for 2026-26

Trustee Brown mentioned that this Levy Ordinance used the 4.99% allowed increase in funding.
Trustee Brown asked for a motion.
Motion: Stingel
Second: Pawlak
Ayes: Agrella, Brown, Jensen, Pawlak, Stingel
Nays: none
Absent: none
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)
Final recap of CMAP report end of December
Director Dzialo reported that the CMAP program anticipated to be presented to the Village by mid-December or early January. The findings will be shared with Nunda Roads since they maintain the Village roads.

Motion to approve IGA from Nunda Roads for snow/ice removal not to exceed $45,000.00
The Nunda IGA for snow and ice removal was approved at the October 15, 2025 meeting and check will be delivered by Director Dzialo on November 20, 2025. No vote necessary.

POLICE DEPARTMENT REPORT (W. Copp)
Monthly statistics /calls for service
From 10/15 to date, there were 28 calls. 27 stops for traffic with 18 for citation/tickets and 9 warnings and 2 admin tow. There were 0 parking tickets. Sheriff Office (MCSO) made 6 calls.

Motion to hire new part-time officer to swear in at December Board Meeting
No motion necessary. All discussion confidential and was held in the Executive Session. Board verbally agreed to have candidate present at December meeting for further interview.

Address Driving Complaints
Chief discussed speeding, ignoring stop signs, close calls to early morning walkers
Chief reported that he will adjust his hours and come in early to observe, issue warning or citations if necessary.

REPORTS OF STANDING COMMITTEES:

BUILDINGS AND GROUNDS (K. PAWLAK)
Waste baskets on the playground area are not covered. They have been removed for the winter time and will be amended to have covers to keep out rain and snow.

COMMUNITY RELATIONS (C. STINGEL)
Motion to approve Village Halloween Trick or Treat expenditures not to exceed $227.22
Trustee Stingel asked for a motion
Motion: Brown
Second: Pawlak
Ayes: Agrella, Brown, Jensen, Pawlak, Stingel
Nays: none
Absent: none
Abstain: none
Motion carried

A discussion of the Trunk or Treat event was held. It was generally agreed by the Board that this was a volunteer event held by a resident. No Village approval of money was requested prior to the event and therefore, no money was allotted or approved.

Everyone agreed that the Halloween Trick or Treat on October 31 was very successful and there was lots of activity throughout the Village and at the Village Hall.

ENVIRONMENTAL (vacant)
None

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

PLANNING AND DEVELOPMENT (J. JENSEN)
None

VILLAGE CODES (B. AGRELLA)
Trustee Agrella and Chief Copp have met to discuss procedures for ordinance violations. They did a walk thru of Village and did advise a few residents.

OLD BUSINESS

None

NEW BUSINESS
None

PUBLIC COMMENT
None

EXECUTIVE SESSION (if needed)
Was moved to the beginning of this meeting.

ADJOURNMENT
Motion to Adjourn requested by President Giles
Motion: Pawlak
Second: Jensen
Ayes: Agrella, Brown, Jensen, Pawlak, Stingel
Nays: none
Absent: none
Abstain: none
Motion carried
Meeting adjourned at 8:05 pm
NEXT BOARD MEETING: December 10, 2025

Submitted by
Lesley Tennessen, Village Clerk _____