



**THE VILLAGE OF HAWTHORN WOODS
SPECIAL VILLAGE BOARD MEETING
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS
MONDAY, JANUARY 25, 2016
7:00 P.M.**

MINUTES

I. CALL TO ORDER AND ROLL CALL

Mayor Mancino called the meeting to order at 7:05 p.m. Roll call indicated the following members were present: Mayor Mancino, Trustees Ponzio, Morgan, Corrigan, DiMaggio and David. Absent was Trustee Riess.

Also present were Chief Administrative Officer and Village Clerk Donna Lobaito, Chief Financial Officer Kristin Kazenas, Chief of Police Jennifer Paulus, Public Works Director and Village Engineer Erika Frable, PE, Director of Parks and Recreation Brian Sullivan, Community Development Director Michael Cassata, AICP and Village Attorney Patrick Brankin.

II. PLEDGE OF ALLEGIANCE

III. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

Aaron Lawlor, Lake County Chairman – County Board Chairman Lawlor updated the Village Board on several items at the County level. Specifically, Chairman Lawlor spoke about the consolidated dispatching service, road construction, smart lights, and the County budget.

Jeff Skarb, Rosewood Drive – Mr. Skarb voiced concern to the Village Board about the noise generated by the snow plows during the day.

Trustee Riess arrived at 7:11 p.m.

Mr. Skarb also asked about the handling of landscape debris. Ms. Lobaito stated she would mail Mr. Skarb a copy of the burning ordinance, and that she would provide him with details of the unlimited Waste Management landscape collection service. Mr. Skarb asked about the Police Department's policy for pulling over a vehicle on a busy road. Lastly, Mr. Skarb expressed concern about the home under construction next door to his home. Ms. Frable updated Mr. Skarb on the engineering approval process.

IV. PRESENTATIONS

A. Presentation of a Resolution of Appreciation—Police Officer Anthony Cortez

Motion by David, second by DiMaggio to approve a Resolution of Appreciation—Police Officer Anthony Cortez.

Ms. Lobaito read the resolution into the record, and Mayor Mancino presented a plaque to Officer Cortez.

Roll call vote.

Ayes: Ponzio, Riess, Morgan, Corrigan, DiMaggio, David

Nays: None

Abstain: None

Absent: None

Motion carried.

B. Presentation of the Wellness Committee Annual Report

Ms. Kazenas and Sgt. Tennant presented the Wellness Committee Annual Report to the Village Board.

V. MAYOR’S REPORT AND COMMITTEE REPORTS

A. Mayors Report -----Joseph Mancino, Mayor

Mayor Mancino reported that last month the Illinois Tollway approved the Environmental Impact Statement. He also reported that the Metro Mayors Caucus has grant opportunities that will be distributed to the Lake County Municipal League.

B. Environmental Committee-----John Bickley, Chair
Steve Riess, Trustee Liaison

Trustee Riess reported that his committee is working on a new tree ordinance.

C. Zoning Board of Appeals-----John Kosik, Chair
Dominick DiMaggio, Trustee Liaison

No report this month.

D. Planning, Building and Zoning Commission -----Jim Kaiser, Chair
Dominick DiMaggio, Trustee Liaison

Trustee DiMaggio reported that the committee approved the recommendation of Stonewood Glen to the Village Board.

- E. Finance Committee-----Peter Ponzio, Chair
Kelly Corrigan, Trustee Liaison
No report this month.

VI. NEW BUSINESS

A. Consent Agenda

1. Approval of the November 23, 2015 Village Board Meeting Minutes
2. Approval of Paid Invoice List Dated January 2016
3. Approval of Bills List Dated January 2016
4. Approval of an Ordinance Ratifying and Confirming the Previously Executed Agreement with Sikich, LLP—Audit Services
5. Approval of an Ordinance Authorizing the Execution of a Certain Confidentiality Agreement—North Shore Gas
6. Approval of an Ordinance Authorizing the Execution of an Agreement – The Village of Hawthorn Woods, The Lake County Board of Health – Animal Care and Control Services Agreement
7. Approval of an Ordinance Adopting by Reference of the Lake County Watershed Development Ordinance – Amends Title 10, Section 10-4-2B
8. Approval of an Ordinance Authorizing the Disposal of Personal Property Owned by the Village of Hawthorn Woods
9. Approval of a Resolution Approving the IDOT Municipal Maintenance Expenditure Statement for Fiscal Year 2010
10. Approval of a Resolution for Maintenance of Streets and Highways by Municipality Under the Illinois Highway Code for Fiscal Year 2011
11. Approval of a Resolution approving the IDOT Municipal Maintenance Expenditure Statement for Fiscal Year 2011
12. Approval of a Resolution approving the IDOT Municipal Maintenance Expenditure Statement for Fiscal Year 2012
13. Approval of a Resolution approving the IDOT Municipal Maintenance Expenditure Statement for Fiscal Year 2013
14. Approval of a Resolution approving the IDOT Municipal Maintenance Expenditure Statement for Fiscal Year 2014
15. Authorization for the Release of the Countryside Meadows Maintenance Letter of Credit Posted by Starzwood Development

Item #3 was removed from the Consent Agenda.

Motion by Ponzio, second by DiMaggio to approve the Consent Agenda with the exception of Item #3.

Roll call vote.

Ayes: Ponzio, Riess, Morgan, Corrigan, DiMaggio and David
Nays: None

Abstain: None
Absent: None
Motion carried.

Motion by Morgan, second by Ponzio to approve Consent Agenda Item #3, Approval of Bill List Dated January 2016.

Roll call vote.

Ayes: Ponzio, Riess, DiMaggio and David
Nays: None
Abstain: Morgan
Absent: None
Motion carried.

B. Items for Separate Action

None this month

VII. OLD BUSINESS

A. None this month.

VIII. ADMINISTRATION REPORTS

- A. Report from the Chief Operating Officer—Pamela O. Newton, MSOL
1. 2015 Annual Report—Village Operations

In Ms. Newton's absence, Mayor Mancino asked that Ms. Newton's report be placed on the website. Ms. Lobaito stated that Ms. Newton wanted to bring to the Board's attention the use of the many graphs in her report which are indicative of the growth the Village is experiencing.

- B. Report from the Village Attorney—Patrick Brankin

Mr. Brankin stated his report would be provided in Executive Session.

- C. Reports from Department Heads

1. Chief Administrative Officer—Donna Lobaito
a. Chief Administrative Officer Report

Ms. Lobaito noted that her report was in the packet. She also reminded the public that the office would be open this Saturday to accommodate our residents with the sale of vehicle stickers and dog tags.

b. Village Clerk's Report

Ms. Lobaito informed the Board that she was recently appointed to serve as the Treasurer of the Municipal Clerks of Lake County.

2. Chief Financial Officer—Kristin Kazenas, CPA, MBA, CPFO

a. Finance Department Report

Ms. Kazenas noted that her report was in the packet. She also stated that the auditors will be at Village Hall on February 22, 2016, and she encouraged the Board to respond to their fraud questionnaires.

b. Human Resources Department Report

Ms. Kazenas noted her report was in the packet.

c. Risk Management Department Report

Ms. Kazenas noted her report was in the packet.

3. Chief of Police—Jennifer R. Paulus

a. Police Department Report

Chief Paulus noted her report was in the packet. Mayor Mancino noted information regarding an innovative award for police departments will be forthcoming from the Lake County Municipal League.

4. Director of Public Works/Village Engineer—Erika M. Frable, PE

a. Public Works Department Report

Ms. Frable reported the fuel tanks have been installed and are operational. She also reported on the upgrades to the Barn lighting and the lobby restroom renovations.

5. Director of Parks and Recreation—Brian J. Sullivan, MPA, CPSI, CPRP

a. Parks and Recreation Report

Mr. Sullivan reported that the parks have been upgraded to the national safety standards. He also reported that Amy Scholz has been promoted to Assistant Director of Parks and Recreation. Mr. Sullivan met with various organizations regarding field lease agreements.

It was noted grants are available for LED lighting in parks.

Ms. Newton arrived at 8:03 p.m.

6. Director of Community Development—Michael Cassata, AICP
 - a. Community Development Department Report

Mr. Cassata reported that to date, the Village has issued 46 permits to Pulte.

IX. EXECUTIVE SESSION

- A. Discussion of Probable or Pending Litigation (5 ILCS 120/2(c) 11), and Discussion of Executive Session Minutes (5 ILCS 120/2(c) 21)

Mayor Mancino announced there would be Village business conducted after Executive Session.

Motion by DiMaggio, second by Corrigan to enter into Executive Session for the purposes of Probable or Pending Litigation and discussion of Executive Session Minutes.

Roll call vote.

Ayes: Ponzio, Riess, Morgan, Corrigan, DiMaggio, David

Nays: None

Abstain: None

Absent: None

Motion carried.

The regular meeting moved into Executive Session at 8:07 p.m.

The special meeting reconvened at 9:33 p.m.

X. ACTION ITEM AFTER EXECUTIVE SESSION

- A. Approval of an Ordinance Authorizing the Execution of a Settlement Agreement with Harless

Motion by Ponzio, second by DiMaggio to approve an Ordinance Authorizing the Execution of a Settlement Agreement with Harless.

Roll call vote.

Ayes: Ponzio, Riess, Morgan, Corrigan, DiMaggio, David

Nays: None

Abstain: None

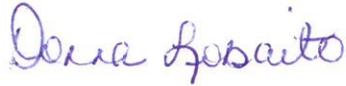
Absent: None

Motion carried.

XI. ADJOURNMENT

Motion by Morgan, second by DiMaggio to adjourn the regular meeting. Upon a voice vote, the motion carried and the meeting adjourned at 9:34 p.m.

Respectfully submitted,



Donna Lobaito
Village Clerk