



**THE VILLAGE OF HAWTHORN WOODS
VILLAGE BOARD MEETING
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS
MONDAY, MARCH 27, 2017
7:00 P.M.**

MINUTES

I. CALL TO ORDER AND ROLL CALL

Mayor Mancino called the meeting to order at 7:04 p.m. Roll call indicated the following members were present: Mayor Mancino, Trustees Ponzio, Riess, Morgan, Corrigan and DiMaggio. Absent was Trustee David.

Also present were Chief Operating Officer Pamela Newton, 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, Deputy Village Clerk Jan Filenko and Village Attorney Patrick Brankin.

II. PLEDGE OF ALLEGIANCE

III. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

None this month.

IV. MAYOR'S REPORT AND COMMITTEE REPORTS

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

1. Reappointment of Timothy McCue to the Police Pension Fund Board for a Two Year Term
2. Reappointment of Peter Wifler to the Board of Police Commission for a Three Year Term
3. Reappointment of Randy Hertel to the Board of Police Commission for a Three Year Term

Item #1 and #3 were deferred to the April Village Board meeting.

Motion by DiMaggio, second by Corrigan to approve the reappointment of Peter Wifler to the Board of Police Commission for a Three Year Term.

Roll call vote.

Ayes: Ponzio, Riess, Morgan, Corrigan, DiMaggio

Nays: None

Abstain: None

Absent: David
Motion carried.

Mayor Mancino reminded the members of the audience about next week's Consolidated Election on April 4, 2017.

- B. Environmental Committee-----John Bickley, Chair
Steve Riess, Trustee Liaison
Trustee Riess reported that the committee continues to work on the 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
No report this month.
- E. Finance Committee-----Peter Ponzio, Chair
Kelly Corrigan, Trustee Liaison

Jayne Kosik, member of the Finance Committee, reported that the January and February financial statements will be brought forth next month due to an MSI issue. She also reported that there will be no audit adjustments for FY16. Lastly, Ms. Kosik reported that the Finance Committee continues discussions on the CIP and the SSA #4 debt.

- F. Special Census Update-----Mike David, Trustee

In Trustee David's absence, Ms. Lobaito reported that the Memorandum of Agreement and payment had been sent to the Special Census Bureau and maps for verification would be forthcoming.

V. NEW BUSINESS

A. Consent Agenda

1. Approval of the February 27, 2017 Village Board Meeting Minutes
2. Approval of Paid Invoice List Dated March 2017
3. Approval of Bills List Dated March 2017
4. An Ordinance Authorizing the Disposal of Personal Property Owned by the Village of Hawthorn Woods
5. Approval of an Ordinance Authorizing the Execution of a Contract with Central Management Services – Joint Purchasing Requisition for Bulk Rock Salt

6. Approval of an Ordinance Authorizing the Execution of a Landscape Maintenance Agreement—Acres Group
7. Approval of an Ordinance Authorizing the Mayor and Chief Operating Officer to Enter into an Agreement with the Lake County Lightning Baseball
8. Approval of an Ordinance Authorizing the Execution of an Agreement—Summer Concert—Buffalo Grove Jazz Band
9. Approval of an Ordinance Authorizing the Execution of an Agreement—Summer Concert—Face N Time
10. Approval of an Ordinance Authorizing the Execution of an Agreement—Summer Concert—Save the Clocktower
11. Approval of an Ordinance Authorizing the Execution of an Agreement—Summer Concert—Comstock Lode
12. Approval of an Ordinance Authorizing the Execution of an Agreement—Summer Concert—Magic Frank Blues Band
13. Approval of an Ordinance Authorizing the Execution of an Agreement—Summer Concert—Second Time Around
14. Approval of an Ordinance Authorizing the Execution of an Agreement—Summer Concert—K Michaels Band
15. Approval of an Ordinance Authorizing the Execution of an Agreement—Summer Concert—Today’s Trade
16. Approval of an Ordinance Authorizing the Execution of an Agreement—Summer Concert—Latest Rumor
17. Approval of an Ordinance Authorizing the Execution of an Agreement—Summer Concert—Evo
18. Approval of an Ordinance Authorizing the Execution of an Agreement—Summer Concert—Moon Money
19. Approval of an Ordinance Authorizing the Execution of an Agreement—Summer Concert—Deja Vu
20. Approval of an Ordinance Ratifying and Confirming the Execution of a Previously Executed Agreement—Summer Concert—Ramon Salgado
21. Approval of an Ordinance Authorizing the Execution of an Agreement—Summer Concert—The Allstars
22. Approval of an Ordinance Providing for the Official Zoning Map of the Village of Hawthorn Woods, Lake County, Illinois

Items #5, #6 and #7 were removed from the Consent Agenda.

Motion by Ponzio, second by DiMaggio to approve the Consent Agenda with the exception of agenda items #5, #6 and #7.

Roll call vote.

Ayes: Ponzio, Riess, Morgan, Corrigan, DiMaggio

Nays: None

Abstain: None

Absent: David

Motion carried.

Motion by Riess, second by DiMaggio to approve Consent Agenda item #5, an Ordinance Authorizing the Execution of a Contract with Central Management Services – Joint Purchasing Requisition for Bulk Rock Salt.

Trustee Ponzio inquired about the expectation on the price for this year. Ms. Frable expects the price to go down due to the abundance of salt. Ms. Frable confirmed that the Village pays Morton Salt directly and not Central Management Services.

Roll call vote.

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

Motion by Riess, second by Corrigan to approve Consent Agenda item #6, an Ordinance Authorizing the Execution of a Landscape Maintenance Agreement—Acres Group.

Trustee Riess asked about the large cost increase over last year. Mr. Sullivan responded that Acres had underbid the job last year as they found the work to be more labor intensive than they expected. All quotes this year were in excess of \$100,000. He noted that the price still represents a \$41,000 savings over the Village performing the work in-house.

Roll call vote.

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

Motion by Ponzio, second by Corrigan to approve Consent Agenda item #7, an Ordinance Authorizing the Mayor and Chief Operating Officer to Enter into an Agreement with the Lake County Lightning Baseball.

Trustee Corrigan noted that Attachment A needed updating.

Roll call vote.

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

Absent: None
Motion carried.

B. Items for Separate Action

1. None this month.

VI. OLD BUSINESS

- A. None this month.

VII. ADMINISTRATION REPORTS

A. Report from the Chief Operating Officer—Pamela O. Newton, MSOL

1. Monthly Update—Village Operations

Ms. Newton reported that staff is looking into small cell towers. She and Ms. Frable attended Lake County's open house on their ordinance revisions. She also reported that the Village has made it through the first round for federal funding for our roads. Tomorrow, staff will be meeting with Aqua Illinois regarding a second water facility in Hawthorn Woods, and she will provide an update to the Board. Lastly, Ms. Newton reported the Village received a \$20,000 grant in connection with Canadian National.

B. Report from the Village Attorney—Patrick Brankin

Mr. Brankin stated he would provide his report in Executive Session.

C. Reports from Department Heads

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

Ms. Lobaito reported that second notices for vehicle stickers had been mailed.

- b. Village Clerk's Report

Ms. Lobaito reminded the Board and department heads to complete their Statements of Economic Interest. Ms. Lobaito also reported on the current status of her work 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' report is in the packet

b. Human Resources Department Report

1. Safety Committee 2016 Annual Report

Ms. Kazenas reported that the workers compensation premiums had decreased, and that last year, the Village experienced no lost work days.

c. Risk Management Department Report

Ms. Kazenas' report is in the packet.

3. Chief of Police—Jennifer R. Paulus

a. Police Department Report

Chief Paulus' report is in the packet. She noted that CERT responded to an incident on Gilmer Road yesterday.

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

a. Public Works Department Report

Ms. Frable reported that improvements to the railroad crossing on Old McHenry Road will occur in July. Ms. Frable also reported that Lake County DOT will be replacing a large culvert on Fairfield Road in July/August. Lastly, Ms. Frable reported on her work for the drainage study workgroup.

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

a. Parks and Recreation Report

Mr. Sullivan reported that the Village has been awarded the Tree City USA designation for the second year. Mr. Sullivan presented Mayor Mancino with the Tree City USA flag.

6. Director of Community Development—Michael Cassata, AICP

a. Community Development Department Report

Mr. Cassata reported that 121 permits had been issued to Pulte to date.

VIII. EXECUTIVE SESSION

- A. Purchase of Property (5 ILCS 120/2(c) 1), 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 no business would be conducted after Executive Session this evening.

Motion by DiMaggio, second by Corrigan to enter into Executive Session for the purposes of Purchase of Property (5 ILCS 120/2(c) 1), Discussion of Probable or Pending Litigation (5 ILCS 120/2(c) 11), and Discussion of Executive Session Minutes (5 ILCS 120/2(c) 21).

Roll call vote.

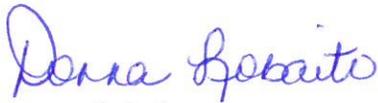
Present: Ponzio
Ayes: Riess, Morgan, Corrigan, DiMaggio and David
Nays: None
Abstain: None
Absent: None
Motion carried.

The Board moved into Executive Session at 7:51 p.m.

IX. ADJOURNMENT

Motion by Riess, second by DiMaggio to adjourn the meeting. Upon a voice vote, the motion carried and the meeting adjourned at 8:18 p.m.

Respectfully submitted,



Donna Lobaito
Village Clerk