



**THE VILLAGE OF HAWTHORN WOODS
SPECIAL VILLAGE BOARD MEETING
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS
MONDAY, OCTOBER 23, 2017
7:00 P.M.**

MINUTES

I. CALL TO ORDER AND ROLL CALL

Mayor Mancino called the meeting to order at 7:00 p.m. Roll call indicated the following members were present: Mayor Mancino, Trustees Kaiser, Riess, Corrigan, DiMaggio and David. Trustee Kosik was absent.

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, and Village Attorney Patrick Brankin.

II. PLEDGE OF ALLEGIANCE

III. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

None this month.

VI. PRESENTATION

A. Approval of a Resolution Recognizing the Life Saving Efforts of Police Officer Alex Miller

Ms. Lobaito read the resolution into the record. Lake Zurich Fire Chief John Malcolm spoke about the details of the residential fire in Heather Highlands subdivision, and the quick response by Officer Miller.

Michael Bright, 1 Heather Lane, thanked Officer Miller and the Lake Zurich Fire Department for their actions in saving his family and home.

Motion by Corrigan, second by DiMaggio to approve a Resolution Recognizing the Life Saving Efforts of Police Officer Alex Miller.

Roll call vote.

Ayes: Kaiser, Riess, Corrigan, DiMaggio, David

Nays: None

Abstain: None

Absent: Kosik

Motion carried.

V. MAYOR’S REPORT AND COMMITTEE REPORTS

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

Mayor Mancino reported that he has been working with the Village Attorney on a particular matter, and he attended the District 95 presentation regarding their proposed referendum question.

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

No report this month.

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

1. Approval of an Ordinance Amending the Village Code of the Village of Hawthorn Woods—Title 9, Chapter 18—Solar Energy Systems

Mr. Cassata indicated that based upon Board feedback from the September meeting, all reference to wind energy has been removed from the ordinance. Ground-mounted systems, solar gardens and solar farms are identified as prohibited in all zoning districts. With these changes, certification through SolSmart is still available.

Roll call vote.

Ayes: Kaiser, Riess, Corrigan, DiMaggio, David

Nays: None

Abstain: None

Absent: Kosik

Motion carried.

E. Finance Committee-----Peter Ponzio, Chair
Kelly Corrigan, Trustee Liaison

No report this month.

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

Trustee David reported that the Special Census count has been completed, and the Village is awaiting certification of the preliminary count. It is anticipated the Village will receive the certified count around the first of the year.

VI. NEW BUSINESS

A. Discussion on Building Codes Update

Mr. Cassata suggested bringing this discussion item to the Board in November as Trustee Kosik was absent. Mr. Cassata also noted that the fire districts are now asking for impact fees to be codified with the code update. Mr. Cassata stated impact fees for the fire districts, libraries and schools are not codified and this issue should be discussed at a later date.

Building Inspector/Code Enforcement Officer Wayne Wehde, discussed the details of the limited area system and how the system would be looped. Mr. Cassata will bring an ordinance to the Board next month.

B. Consent Agenda

Mayor Mancino noted that Consent Agenda Item #5 was being removed from the agenda with no action taking place at this time.

1. Approval of the September 25, 2017 Village Board Meeting Minutes
2. Approval of the Bills List Dated October 2017
3. Approval of Paid Invoice List Dated October 2017
4. Approval of an Ordinance Authorizing the Adoption of the 2017 Lake County All Natural Hazards Mitigation Plan
5. Approval of an Ordinance Authorizing the Chief Operating Officer to Enter Into a Three Year Agreement with Dustbusters, Inc. for Village Hall and Police Department Cleaning Services
6. Approval of a Resolution Proclaiming the Week of October 23 - 31, 2017 as Red Ribbon Week

Motion by Corrigan, second by DiMaggio to approve the Consent Agenda with the exception of item #5.

Roll call vote.

Ayes: Kaiser, Riess, Corrigan, DiMaggio, David

Nays: None

Abstain: None

Absent: Kosik

Motion carried.

C. Items for Separate Action

1. Approval of Budget Transfers

Ms. Kazenas reported on budget overages through the month of August.

Motion by Corrigan, second by DiMaggio to approve the budget transfers.

Roll call vote.

Ayes: Kaiser, Riess, Corrigan, DiMaggio, David

Nays: None

Abstain: None

Absent: Kosik

Motion carried.

VII. OLD BUSINESS

- A. None this month.

VIII. ADMINISTRATION REPORTS

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

- 1. Village Operations Report

Ms. Newton reported on her work on the proposed referendum. The Board will vote on December 13, 2017 as to whether they will proceed with placing the referendum question on the ballot in the spring of 2018.

- B. Report from the Village Attorney—Patrick Brankin

Mr. Brankin will provide his report in Executive Session.

- C. Reports from Department Heads

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

Ms. Lobaito's report is in the packet.

- b. Village Clerk's Report

Ms. Lobaito's report in in the packet.

- 2. Chief Financial Officer—Kristin Kazenas, CPA, MBA, CPFO
 - a. Finance Department Report

Ms. Kazenas reported that the November Board meeting has been moved to the 13th. This will be a joint Committee of the Whole/Finance Committee followed by the Village Board meeting.

- b. Human Resources Department Report

Ms. Kazenas' report is in the packet.
 - c. Risk Management Department Report

Ms. Kazenas' report is in the packet.
 - d. Business Continuity Work Group Report

Ms. Kazenas reported that the work group continues to meet, and that Neil Morgan has remained on the committee after he left office.
3. Chief of Police—Jennifer R. Paulus
 - a. Police Department Report

Chief Paulus' report is in the packet.
 4. Director of Public Works/Village Engineer—Erika M. Frable, PE
 - a. Public Works Department Report

Ms. Frable's report is in the packet.
 5. Director of Parks and Recreation—Brian J. Sullivan, MPA, CPSI, CPRP
 - a. Parks and Recreation Report

Mr. Sullivan reported that staff is working on an in-house baseball team, the craft fair, tree lighting ceremony and a Harry Potter event.
 6. Director of Community Development—Michael Cassata, AICP
 - a. Community Development Department Report

Mr. Cassata's report is in the packet.

IX. 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)

Motion by David, second by DiMaggio to enter into Executive Session for the 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) and to close the special meeting.

Roll call vote.

Ayes: Kaiser, Riess, Corrigan, DiMaggio, David

Nays: None

Abstain: None

Absent: Kosik

Motion carried.

Mayor Mancino noted that no business will be conducted after Executive Session.

X. ADJOURNMENT

The Board entered into Executive Session at 8:05 p.m.

Respectfully submitted,



Donna Lobaito
Village Clerk