

**THE VILLAGE OF HAWTHORN WOODS
SPECIAL VILLAGE BOARD MEETING
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS
WEDNESDAY, DECEMBER 13, 2017
7:00 P.M.**

MINUTES

I. CALL TO ORDER AND ROLL CALL

Mayor Mancino called the meeting to order at 7:13 p.m. Roll call indicated the following members were present: Mayor Mancino, Trustees Kaiser, Kosik, Riess, Corrigan, DiMaggio and 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, and Village Attorney Patrick Brankin.

II. PLEDGE OF ALLEGIANCE

III. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

Richard Kirshner, 1 Elm Street – Mr. Kirshner, owner of 516/518 Old McHenry Road, asked the Board for their permission to construct a shed on this property for agricultural purposes. Mayor Mancino responded that there is a variance process to which staff has informed Mr. Kirshner, and seeking permission from the Board is not the proper venue for his request.

VI. ADMINISTRATION OF THE OATH OF OFFICE

A. Administration of the Oath of Office to Police Officer Brian Cvitkovich

Mayor Mancino administered the Oath of Office to Police Officer Brian Cvitkovich.

V. PRESENTATION

A. Presentation by the Citizens Task Force – Referendum Question

Cathy Bayer, 10 Bruce Circle South, reviewed the citizen task force process to date. 2,811 surveys were sent to registered voters, and 551 were returned. Due to the responses, the task force's recommendation is to hold the referendum, but not until the fall of 2018. This will allow time to educate voters about the needs of the Village and what happens if the referendum does not pass. Ms. Bayer noted that $\frac{3}{4}$ of those responding indicated the roads

were in good or very good condition. The survey also indicated that ½ the respondents are not concerned with flooding.

Joel Schauer, 12 Lancelot Lane, reported that there was no interest in funding the bike path, so the task forces' recommendation is to leave this out of the referendum question. He thanked the Board for involving the citizens in the process.

Ms. Kazenas indicated the results of the survey will be summarized and sent to those who responded to the survey.

Trustee Corrigan spoke about educating the public with our message.

Peter Ponzio said the task force believes more electors will come out for the fall gubernatorial election, thus giving more voters a voice.

Ms. Newton stated Christopher B. Burke Engineering will update their pavement management cost estimate. The Board will receive an update when the late surveys arrive and are tabulated.

VI. PUBLIC HEARING

A. A Public Hearing for the Fiscal Year 2018 Village Budget

Motion by Riess, second by Kaiser to open the public hearing.

Roll call vote.

Ayes: Kaiser, Kosik, Riess, Corrigan, DiMaggio, David

Nays: None

Abstain: None

Absent: None

Motion carried.

The budget has been on display for 30 days. There was no public comment.

Motion by Riess, second by Kaiser to close the public hearing.

Roll call vote.

Ayes: Kaiser, Kosik, Riess, Corrigan, DiMaggio, David

Nays: None

Abstain: None

Absent: None

Motion carried.

VII. MAYOR'S REPORT AND COMMITTEE REPORTS

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

Mayor Mancino reported that he attended the North American Climate Summit in Chicago. At that meeting, mayors from around the world signed a covenant for action against climate change. After much discussion, the Board’s consensus was that Mayor Mancino should not sign the covenant at this time.

- 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 -----Vacant, Chair
Dominick DiMaggio, Trustee Liaison
No report this month.

- E. Finance Committee-----Jayne Kosik, Chair
Kelly Corrigan, Trustee Liaison
No report this month.

- F. Special Census Update-----Mike David, Trustee
No report this month.

VIII. NEW BUSINESS

- A. Consent Agenda
 - 1. Approval of the November 13, 2017 Special Village Board Meeting Minutes
 - 2. Approval of the Bills List Dated December 2017
 - 3. Approval of Paid Invoice List Dated December 2017
 - 4. Approval of an Ordinance Amending the Village Code of the Village of Hawthorn Woods—Title 5, Section 5-4-3.C—Proof of Rabies Vaccination
 - 5. Approval of an Ordinance Amending the Village Code of the Village of Hawthorn Woods—Title 7, Subsection 7-2-5—Construction of Facilities in the Rights of Way, Title 8, Subsection 8-2-4—Cash or Surety Bond, Title 8, Subsection 8-2-5—Term of Permit, Title 8, Subsection 8-2-7—Certificate of Occupancy, Subsection 8-3-3—Building Permit Required, Subsection 8-5-1—Building Permit Required, Title 11, Subsection 11-1-1.H—Building Permit/Plan Review/Inspections
 - 6. Approval of an Ordinance Authorizing the Chief Operating Officer to Enter Into an Agreement with Arthur J. Gallagher Risk Management Services:
 - Accept the Proposal of Insurance from Arthur J. Gallagher Risk Management Services; and
 - Execute “Client Authorization to Bind Coverage”; and

- Execute “Gallagher Compensation Agreement”; and
 - Expend \$166,595 for Property, Casualty, and Workers Compensation Insurance
7. Approval of an Ordinance Authorizing the Mayor to Enter Into an Agreement— Family Service of Lake County
 8. Approval of an Ordinance Authorizing the Disposal of Personal Property Owned by the Village of Hawthorn Woods
 9. Approval of An Ordinance Authorizing the Execution of the Audit Engagement Letter for the Audit of the Financial Statements for the Year Ended December 31, 2017 – Sikich, LLP
 10. Approval of a Resolution Adopting a Policy Regarding Sexual Harassment in Employment
 11. Approval of a Revised 2018 Meeting Calendar
 12. Approval of Medical, Dental and Vision Insurance Plans for 2018

Items #1 and #3 were removed from the Consent Agenda.

Motion by DiMaggio, second by Kaiser to approve the Consent Agenda with the exception of items #1 and #3.

Roll call vote.

Ayes: Kaiser, Kosik, Riess, Corrigan, DiMaggio, David

Nays: None

Abstain: None

Absent: None

Motion carried.

Motion by Corrigan, second by Kosik to approve Consent Agenda Item #1, Approval of the November 13, 2017 Special Village Board Meeting Minutes.

Trustee Kosik asked that Trustee Ponzio’s name be replaced with hers under the Finance Committee.

Motion by Corrigan, second by Kosik to amend the motion to approve Item #1 under the Consent Agenda to reflect the change outlined by Trustee Kosik.

Roll call vote.

Ayes: Kaiser, Kosik, Riess, Corrigan, DiMaggio, David

Nays: None

Abstain: None

Absent: None

Motion carried.

Motion by DiMaggio, second by Kosik, to approve Consent Agenda Item #3, Approval of Paid Invoice List Dated December 2017.

Roll call vote.

Ayes: Kosik, Riess, DiMaggio, David

Nays: None

Abstain: Kaiser and Corrigan

Absent: None

Motion carried.

B. Items for Separate Action

1. Approval of an Ordinance Adopting the Village of Hawthorn Woods Building Code

Motion by Riess, second by DiMaggio to approve an Ordinance Adopting the Village of Hawthorn Woods Building Code.

After discussion, Trustee DiMaggio indicated he would like to have the motion modified to remove sprinklers from all tonight's ordinances. Mr. Cassata noted that Items 1, 4, 5 and 6 are not affected by fire suppression. Trustee DiMaggio removed his request to modify the motion.

Fire Department impact fees were discussed and will be edited out of the ordinances.

Roll call vote.

Ayes: Kaiser, Kosik, Riess, Corrigan, DiMaggio, David

Nays: None

Abstain: None

Absent: None

Motion carried.

2. Approval of an Ordinance Adopting the Village of Hawthorn Woods One and Two Family Dwelling Building Code

Motion by Riess, second by Corrigan to approve an Ordinance Adopting the Village of Hawthorn Woods One and Two Family Dwelling Building Code.

It was noted the ordinance as prepared contained fire suppression language.

Amended motion by Riess, seconded by Corrigan to remove the fire suppression requirement in the One and Two Family Dwelling Building Code.

Roll call vote.

Ayes: Kaiser, Kosik, Riess, Corrigan, DiMaggio, David

Nays: None

Abstain: None

Absent: None

Motion carried.

3. Approval of an Ordinance Adopting the Village of Hawthorn Woods Fire Code

Motion by Corrigan seconded by Riess to approve an Ordinance Adopting the Village of Hawthorn Woods Fire Code without fire suppression requirement language.

Roll call vote.

Ayes: Kaiser, Kosik, Riess, Corrigan, DiMaggio, David

Nays: None

Abstain: None

Absent: None

Motion carried.

4. Approval of an Ordinance Adopting the Village Code of the Village of Hawthorn Woods Property Maintenance Code

Motion by Riess, seconded by DiMaggio to approve an Ordinance Adopting the Village of Hawthorn Woods Property Maintenance Code.

Roll call vote.

Ayes: Kaiser, Kosik, Riess, Corrigan, DiMaggio, David

Nays: None

Abstain: None

Absent: None

Motion carried.

5. Approval of an Ordinance Adopting the Village of Hawthorn Woods Electric Code

Motion by Riess, seconded by Kosik to approve an Ordinance Adopting the Village of Hawthorn Woods Electric Code.

Roll call vote.

Ayes: Kaiser, Kosik, Riess, Corrigan, DiMaggio

Nays: David

Abstain: None

Absent: None

Motion carried.

At the request of Trustee David, there was a motion by Corrigan, seconded by DiMaggio to reconsider the previous vote on the Village of Hawthorn Woods Electric Code.

Roll call vote.

Ayes: Kaiser, Kosik, Riess, Corrigan, DiMaggio, David

Nays: None

Abstain: None

Absent: None
Motion carried.

Motion by Riess, second by Corrigan to approve an Ordinance Adopting the Village of Hawthorn Woods Electric Code.

Trustee David commented that the Village should allow for the use of Romex and not require conduit. Staff confirmed that Romex is allowed in the 2014 code, and conduit was not included in the Electric Code amendments.

Roll call vote.

Ayes: Kaiser, Kosik, Riess, Corrigan, DiMaggio, David
Nays: None
Abstain: None
Absent: None
Motion carried.

6. Approval of an Ordinance Adopting the Village of Hawthorn Woods Plumbing Code

Motion by Corrigan, seconded by Kosik to approve an Ordinance Adopting the Village of Hawthorn Woods Plumbing Code.

Roll call vote.

Ayes: Kaiser, Kosik, Riess, Corrigan, DiMaggio, David
Nays: None
Abstain: None
Absent: None
Motion carried.

7. Approval of an Ordinance Adopting an Annual Budget for the Village of Hawthorn Woods, Lake County, Illinois for the Fiscal Year Commencing January 1, 2018 and Ending December 31, 2018

Motion by Kaiser, second by DiMaggio to approve an Ordinance Adopting an Annual Budget for the Village of Hawthorn Woods, Lake County, Illinois for the Fiscal Year Commencing January 1, 2018 and Ending December 31, 2018.

Roll call vote.

Ayes: Kaiser, Kosik, Riess, Corrigan, DiMaggio, David
Nays: None
Abstain: None
Absent: None
Motion carried.

8. Approval of an Ordinance Providing for the Levy of Taxes for the Fiscal Year Commencing January 1, 2018 and Ending December 31, 2018, of the Village of Hawthorn Woods, Lake County, Illinois

Motion by Corrigan, second by DiMaggio to approve an Ordinance Providing for the Levy of Taxes for the Fiscal Year Commencing January 1, 2018 and Ending December 31, 2018, of the Village of Hawthorn Woods, Lake County, Illinois.

Ms. Kazenas updated the Board on the research she conducted regarding the levying of taxes for the police pension.

Roll call vote.

Ayes: Kaiser, Kosik, Riess, Corrigan, DiMaggio, David

Nays: None

Abstain: None

Absent: None

Motion carried.

9. Acceptance of Kruckenberg Road

Motion by Corrigan, second by DiMaggio for the Acceptance of Kruckenberg Road.

Ms. Frable provided a report to the Board on the acceptance of Kruckenberg Road.

Roll call vote.

Ayes: Kaiser, Kosik, Riess, Corrigan, DiMaggio, David

Nays: None

Abstain: None

Absent: None

Motion carried.

10. Approval of a Release of Hawthorn Hills Letter of Credit No. 3122458 in the Amount of \$535,252.63—Kruckenberg Road

Motion by Kaiser, second by Corrigan to approve a Release of Hawthorn Hills Letter of Credit No. 3122458 in the Amount of \$535,252.63—Kruckenberg Road.

Roll call vote.

Ayes: Kaiser, Kosik, Riess, Corrigan, DiMaggio, David

Nays: None

Abstain: None

Absent: None

Motion carried.

11. Approval of a Resolution Authorizing the Execution of a Bill of Sale and Assignment for Kruckenberg Road—Pulte Home Company, LLC

Motion by Riess, second by DiMaggio to approve a Resolution Authorizing the Execution of a Bill of Sale and Assignment for Kruckenber Road—Pulte Home Company, LLC.

Roll call vote.

Ayes: Kaiser, Kosik, Riess, Corrigan, DiMaggio, David

Nays: None

Abstain: None

Absent: None

Motion carried.

IX. OLD BUSINESS

A. None this month.

X. 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 stated there would not be an Executive Session this evening.

XI. ADJOURNMENT

Motion by Kaiser, second by DiMaggio to adjourn the meeting.

Voice vote.

Ayes: 6

Nays: 0

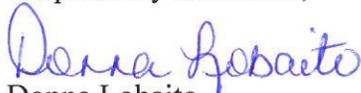
Abstain: 0

Absent: 0

Motion carried.

The Special Village Board meeting adjourned at 9:40 p.m.

Respectfully submitted,



Donna Lobaito
Village Clerk