



**THE VILLAGE OF HAWTHORN WOODS
VILLAGE BOARD MEETING
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS
MONDAY, JANUARY 22, 2018
7:00 P.M.**

MINUTES

I. CALL TO ORDER AND ROLL CALL

Village Clerk Lobaito called the meeting to order at 7:02 p.m. Roll call indicated the following members were present: Trustees Kaiser, Kosik, Riess, Corrigan, DiMaggio and David. Mayor Mancino 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.

Motion by Riess, second by DiMaggio to appoint Trustee Corrigan Mayor Pro Tem.

Roll call vote.

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

Nays: None

Abstain: None

Absent: None

Motion carried.

II. PLEDGE OF ALLEGIANCE

III. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

Bruce Everding, Lake Zurich Resident – Mr. Everding stated he is the developer of Hawthorn Ridge subdivision. He spoke to the Board about his dissatisfaction with the construction of a water tower on the Aqua Illinois owned property behind his subdivision. He asked the Village to look at another location for the water tower. He also asked the Village for a refund of \$30,000 he paid in developer donations for two of his unbuilt lots.

IV. PRESENTATIONS

A. Approval of a Resolution of Appreciation—Police Officer Alexander Miller

Ms. Lobaito read the resolution into the minutes. Mayor Pro Tem Corrigan presented Officer Miller the resolution.

Motion by Kaiser, second by DiMaggio to approve a Resolution of Appreciation—Police Officer Alexander Miller.

Roll call vote.

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

B. A Resolution Recognizing Mike Wahl for His Service to the Village of Hawthorn Woods as Chief of the Wauconda Fire District

Ms. Lobaito read the resolution into the minutes. Mayor Pro Tem Corrigan presented Chief Wahl the resolution.

Motion by Kaiser, second by Riess to approve a Resolution Recognizing Mike Wahl for His Service to the Village of Hawthorn Woods as Chief of the Wauconda Fire District.

Roll call vote.

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

V. MAYOR’S REPORT AND COMMITTEE REPORTS

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

1. Appointment of Jim Merkel as Planning, Building and Zoning Chair

Motion by David, second by DiMaggio to Appoint Jim Merkel as Planning, Building and Zoning Chair.

Roll call vote.

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

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

Trustee Riess reported that the Environmental 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 -----Vacant, Chair
Dominick DiMaggio, Trustee Liaison

No report this month.

- E. Finance Committee-----Jayne Kosik, Chair
Kelly Corrigan, Trustee Liaison

Trustee Kosik reported that the Finance Committee approved the November 2017 Financial Statements. She also reported that the State of Illinois is current on their payments to the Village. A letter will be mailed at the end of January regarding the results of the George K. Baum registered voter survey. Lastly, she reported that the pavement management study will be updated in 2018.

1. Approval of the November 2017 Financial Statements

Motion by DiMaggio, second by David to approve the November 2017 Financial Statements.

Roll call vote.

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

Nays: None

Abstain: None

Absent: None

Motion carried.

2. Approval of an Ordinance Amending the Annual Budget for the Village of Hawthorn Woods, Lake County, Illinois, for the Fiscal Year Commencing January 1, 2017 and Ending December 31, 2017

Motion by Riess, second by Kosik to approve an Ordinance Amending the Annual Budget for the Village of Hawthorn Woods, Lake County, Illinois, for the Fiscal Year Commencing January 1, 2017 and Ending December 31, 2017.

Roll call vote.

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

Nays: None

Abstain: None

Absent: None

Motion carried.

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

Trustee David reported that the Special Census is completed, and the Village is awaiting the results. Ms. Kazenas noted that the Illinois Department of Revenue has received the required information in order for them to provide the Village with its new population figure.

VI. NEW BUSINESS

A. Consent Agenda

1. Approval of the December 13, 2017 Special Village Board Meeting Minutes
2. Approval of the Bills List Dated January 2018
3. Approval of Paid Invoice List Dated January 2018
4. Approval of an Ordinance Amending the Village Code of the Village of Hawthorn Woods—Title 4, Chapter 2—Nuisances, Section 4-2-3-2—Nuisances Affecting Peace and Safety, and Title 8, Chapter 2—Building Permits and Fees, and Title 8, Chapter 4—Fences, Section 8-4-3—Exemptions from Provisions
5. Approval of an Ordinance Amending the Village Code of the Village of Hawthorn Woods—Title 8, Chapter 1—Building Codes, Section 8-1-2—Residential Code
6. Approval of an Ordinance Amending the Village Code of the Village of Hawthorn Woods—Title 11, Section 11-1-1L – Aquatic Center Fees
7. Approval of a Resolution to Approve Funding for the Construction of a Multi-Use Path in Route 22 Right-of-Way to be constructed by Illinois Department of Transportation
8. Approval of an Ordinance Authorizing the Chief Operating Officer to Enter into an Agreement with the Illinois Department of Transportation for the Construction of Multi-Use Path in Route 22

Item #4 was removed from the Consent Agenda.

Motion by DiMaggio, second by Kaiser to approve the Consent Agenda with the exception of item #4.

Roll call vote.

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

Nays: None

Abstain: None

Absent: None

Motion carried.

Motion by Riess, second by DiMaggio to approve Consent Agenda Item #4, Approval of an Ordinance Amending the Village Code of the Village of Hawthorn Woods—Title 4, Chapter 2—Nuisances, Section 4-2-3-2—Nuisances Affecting Peace and Safety, and Title 8, Chapter 2—Building Permits and Fees, and Title 8, Chapter 4—Fences, Section 8-4-3—Exemptions from Provisions.

The Board discussed possible exceptions to the prohibition of tarps and the use of small garden fences. After some discussion, there was a motion by Riess, second by DiMaggio to table Consent Agenda Item #4 to the February 26, 2018 Village Board meeting.

Roll call vote.

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

Nays: None

Abstain: None

Absent: None

Motion carried.

VII. OLD BUSINESS

- A. None this month.

VIII. ADMINISTRATION REPORTS

- A. Report from the Chief Operating Officer – Pamela O. Newton, MSOL
 - 1. 2017 Annual Report - Operations

Ms. Newton reported that there was a story airing on Channel 2 regarding a Hawthorn Woods baby being delivered at home. She also reported that Matt Bartlett wrote an article that was featured in the American Public Works Association publication. Lastly, Ms. Newton reported that Hawthorn Woods was named #17 as one of the most popular towns in which to relocate.

- B. Report from the Village Attorney

Mr. Brankin did not report on any matters.

- C. Reports from Department Heads

- 1. Chief Administrative Officer – Donna Lobaito, RMC
 - a. Chief Administrative Officer's Annual Report

Ms. Lobaito reported on her work on the Special Census, letters of credit, and contracts.

- 1. Chief Administrative Officer – Donna Lobaito, RMC
 - b. Village Clerk's Report

Ms. Lobaito reported that she continues to serve as the Treasurer of the Municipal Clerks of Lake County.

- 2. CFO/Human Resources Director – Kristin N. Kazenas, CPA, MBA, CPFO
 - a. Finance Department's Annual Report

Ms. Kazenas reported the auditors will be at Village Hall tomorrow.

b. Human Resources Department Report

No report this month.

c. Risk Management Department Report

No report this month.

d. Business Continuity Work Group Report

No report this month.

3. Chief of Police – Jennifer R. Paulus

a. Police Department's Annual Report

Chief Paulus' annual report is in the packet.

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

a. Public Works Department's Annual Report

Ms. Frable noted the new truck will be arriving soon.

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

a. Parks and Recreation Department's Annual Report

Mr. Sullivan reported that Randy Wendt will move into the park specialists position, Amy Mason completed her master's degree, and that the Brierwoods Preserve opened in 2017.

6. Director of Community Development – Michael Cassata, AICP

a. Community Development Department's Annual Report

Mr. Cassata reported that 159 permits have been issued to Pulte to date. He also reported that the Village was awarded the Silver Designation by SolSmart.

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)

Mayor Pro Tem Corrigan stated there would not be an Executive Session this evening.

X. ADJOURNMENT

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

Roll call vote.

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

Nays: None

Abstain: None

Absent: None

Motion carried.

The Village Board meeting adjourned at 7:45 p.m.

Respectfully submitted,

Donna Lobaito
Village Clerk