THE VILLAGE OF HAWTHORN WOODS
VILLAGE BOARD MEETING
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS
MONDAY, MARCH 26, 2018
7:00 P.M.

MINUTES

I. CALL TO ORDER AND ROLL CALL

Mayor Mancino called the meeting to order at 7:06 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, Director of Parks and Recreation Brian Sullivan, Community Development Director Michael Cassata, AICP, Village Attorney Robert Kenny and Village Engineer, Lee Fell, PE.

II. PLEDGE OF ALLEGIANCE

III. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

Alex Casler, Aquatic Center Manager – Mr. Casler introduced himself to the Board. He has worked for the Village Aquatic Center since 2009 and has been promoted to the Aquatic Center Manager's position.

IV. MAYOR'S REPORT AND COMMITTEE REPORTS

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

Mayor Mancino reported that he attended the introductory Tri-County Access Project last week. He said residents want to start a grassroots effort and the Village will assist them with this endeavor. Mayor Mancino asked that staff include a link to the Tri-County Access Project's website with our weekly eblasts.

1. Reappointment of Doug Samz to the Board of Trustees of the Police Pension Board for a Two Year Term

   Motion by DiMaggio, second by Kaiser to Reappoint Doug Samz to the Police Pension Board for a Two Year Term.

   Roll call vote.
   Ayes: Kaiser, Kosik, Riess, Corrigan, DiMaggio, David
   Nays: None

Abstain: None
Absent: None
Motion carried.

2. Reappointment of Chris Donovan to the Planning, Building and Zoning Commission for a Four Year Term

   Motion by Corrigan, second by Riess to Reappoint Chris Donovan to the Planning, Building and Zoning Commission for a Four Year Term.

   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 finalized the tree ordinance. It will be forwarded to staff at the end of April. The annual Adopt-A-Highway program will take place in May. There will be a sapling giveaway to commemorate Arbor Day.

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

1. Approval of an Ordinance Amending the Village Code of the Village of Hawthorn Woods—Title 9, Chapter 11—Off Street Parking, Loading and Drive-Through Facility Standards; Section 9-11-3—Additional Regulations, Parking and Chapter 12—Signs, Section 9-12-4—Prohibited Signs and Conditions; Section 9-12-5—Exempt Signs; Section 9-12-6—Temporary Signs and Section 9-12-10—Penalty

   Motion by DiMaggio, second by Corrigan to approve an Ordinance Amending the Village Code of the Village of Hawthorn Woods—Title 9, Chapter 11—Off Street Parking, Loading and Drive-Through Facility Standards; Section 9-11-3—Additional Regulations, Parking and Chapter 12—Signs, Section 9-12-4—Prohibited Signs and Conditions; Section 9-12-5—Exempt Signs; Section 9-12-6—Temporary Signs and Section 9-12-10—Penalty.

   Mr. Cassata provided a report on this text amendment.

   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 Village Code of the Village of Hawthorn Woods—Title 9, Section 9-3-8—Parking of Certain Vehicles Prohibited; Exceptions and Title 11, Subsection 11-1-1.F—General Fees and Charges

   Motion by Riess, second by Corrigan to approve an Ordinance Amending the Village Code of the Village of Hawthorn Woods—Title 9, Section 9-3-8—Parking of Certain Vehicles Prohibited; Exceptions and Title 11, Subsection 11-1-1.F—General Fees and Charges.

   Trustee Kaiser asked for a clarification indicating resident and non-resident within the sections of the ordinance.

   Amended motion by Riess, seconded by Corrigan to approve the additional language proposed by Trustee Kaiser.

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

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

Trustee Kosik reported that there will be an audit report at the May Village Board meeting. She also reported that the State of Illinois continues to remain current in their revenue distribution to the Village. The Finance Committee reviewed the CIP and the Azavar report. Lastly, the Village will receive a $9,000 refund from the Special Census.

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

Trustee David reported that the Special Census count came in lower than expected, with 315 new residents being added. The Village is waiting for the Secretary of State to certify the count before the revenue will be distributed. CFO Kazenas will provide the actual dollar amount increase to the Board at a later date.

V. NEW BUSINESS

A. Consent Agenda
   1. Approval of the February 26, 2018 Village Board Meeting Minutes
   2. Approval of the Bills List Dated March 2018

3. Approval of Paid Invoice List Dated March 2018
4. Approval of an Ordinance Authorizing the Execution of a Certain Master Subscription and Service Agreement—eCivis
5. Approval of an Ordinance Authorizing the Execution of an Agreement—Scientific Aquatic Weed Control Inc.—Maintenance Services of Village Ponds in Copperfield and Heritage Oaks Parks
6. Approval of an Ordinance Authorizing the Execution of an Agreement – Summer Concert—Latest Rumor
7. Approval of an Ordinance Authorizing the Execution of an Agreement – Summer Concert—Save the Clocktower
8. Approval of an Ordinance Authorizing the Execution of an Agreement – Summer Concert—Today's Trade
9. Approval of an Ordinance Authorizing the Execution of an Agreement – Summer Concert—Evo
10. Approval of an Ordinance Authorizing the Execution of an Agreement – Summer Concert—Hip Pockit
11. Approval of an Ordinance Authorizing the Execution of an Agreement – Summer Concert—Magic Frank Blues Band
12. Approval of an Ordinance Authorizing the Execution of an Agreement – Summer Concert—Moon Money
13. Approval of an Ordinance Authorizing the Execution of an Agreement – Summer Concert—John Lambert
14. Approval of an Ordinance Authorizing the Execution of an Agreement – Summer Concert—Comstock Lode
15. Approval of an Ordinance Authorizing the Execution of an Agreement – Summer Concert—Gray Rock
16. Approval of an Ordinance Authorizing the Execution of an Agreement – Summer Concert—Second Time Around
17. Approval of an Ordinance Authorizing the Execution of an Agreement – Summer Concert—Deja Vu
18. Approval of an Ordinance Authorizing the Execution of an Agreement – Summer Concert—The Bossydog Band
19. Approval of an Ordinance Authorizing the Execution of an Agreement—Metropolitan Alliance of Police
20. Approval of an Ordinance Authorizing the Disposal of Personal Property Owned by the Village of Hawthorn Woods
21. Approval of an Ordinance Authorizing the Execution of a Contract with Central Management Services—Joint Purchasing Requisition for Bulk Rock Salt
22. Approval of an Ordinance Authorizing the Execution of a Road Bond Agreement.
23. Approval of a Resolution $118,800 to Match Federal Funds for the Schwerman Road Project
24. Approval of an Ordinance Authorizing the Execution of an Agreement With the Illinois Department of Transportation - Construction Engineering Agreement for Federal Participation BLR 05611
25. Acceptance of the NPDES Report Phase II, Permit Year 14 Annual Report
26. Approval of a Resolution—Arbor Day Proclamation

Item #1 was removed from the Consent Agenda.

Motion by David, second by DiMaggio to approve the Consent Agenda with the exception of item #1.

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 Consent Agenda Item #1, Approval of the February 26, 2018 Village Board Meeting Minutes.

Roll call vote.
Ayes: Kaiser, Kosik, Riess, Corrigan, David
Nays: None
Abstain: DiMaggio
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

Ms. Newton reported that Aqua Illinois has offered to purchase Bruce Everding's lots in the Hawthorn Ridge subdivision. She noted this is a private transaction between the two parties. Staff met regarding the management direction of the Aquatic Center. Ellis Management is still being considered for the future. Ms. Newton reported that a part-time employee has been hired to clean the Village facilities.

B. Report from the Village Attorney

Mr. Kenny 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's report is in the packet.

    b. Village Clerk's Report

        Ms. Lobaito reminded the elected officials and department heads to complete their Statement of Economic Interest forms before May 1.

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

        Ms. Kazenas' report is in the packet.

    b. Human Resources Department Report

        1. Wellness Committee 2017 Annual Report

            Ms. Kazenas reported on the Wellness Committee 2017 Annual Report.

    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

        1. Approval of an Ordinance Authorizing Membership in the Lake County Major Crimes Task Force

            Motion by Corrigan, second by David to approve an Ordinance Authorizing Membership in the Lake County Major Crimes Task Force.

            Chief Paulus reported this ordinance indemnifies all agencies and was reviewed by the village attorney and our risk management carrier.

            Roll call vote.
            Ayes: Kaiser, Kosik, Riess, Corrigan, DiMaggio, David
            Nays: None

Abstain: None
Absent: None
Motion carried.

4. Director of Public Works/Village Engineer – Erika M. Frable, PE
   a. Public Works Department's Annual Report

   Ms. Frable was not in attendance at the meeting. Mr. Fell, PE, reported that the Darlington Road project is to be completed by May 16, 2018. He also reported that the Schwerman Road resurfacing project bids came in under budget. The pre-construction meeting will be held late May/early June. Ms. Newton will be meeting with the Hawthorn Woods Country Club Homeowner's Association regarding the pavers at the crosswalk. The pavers will remain in the road.

5. Director of Parks and Recreation – Brian J. Sullivan, MPA, CPSI, CPRP
   a. Parks and Recreation Department's Annual Report

   Mr. Sullivan provided a report on the condition of the playing fields. The Bark in the Park will be held on April 7th; Baseball Jamboree will be held on April 15th; and the sapling tree distribution will take place on April 21st.

6. Director of Community Development – Michael Cassata, AICP
   a. Community Development Department's Annual Report

   Mr. Cassata report is in the packet.

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 stated there would not be an Executive Session this evening.

X. ADJOURNMENT

Motion by Corrigan, second by DiMaggio 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 8:10 p.m.

Respectfully submitted,

Donna Lobaito

Donna Lobaito
Village Clerk