



**THE VILLAGE OF HAWTHORN WOODS
VILLAGE BOARD MEETING
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS
MONDAY, JUNE 25, 2018
7:00 P.M.**

MINUTES

I. CALL TO ORDER AND ROLL CALL

Mayor Mancino called the meeting to order at 7:05 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 Public Works/Village Engineer Erika Frable, PE, Director of Parks and Recreation Brian Sullivan, Director of Community Development Michael Cassata, AICP, and Village Attorney Patrick Brankin.

II. PLEDGE OF ALLEGIANCE

III. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

None this month.

IV. PUBLIC HEARING

- A. A Public Hearing Regarding Relief from Section 8-4-3 of the Village Code to Exceed Requirements for Seasonal Garden Fencing—Ted Schweitzer and Karen Anderson, 2 Winding Branch Road

Motion by Corrigan, second by David to open the public hearing.

Roll call vote.

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

Nays: None

Abstain: None

Absent: None

Motion carried.

Trustee Corrigan stated she would recuse herself from this matter and would not be participating in the discussion or voting on the matter.

Ted Schweitzer and Karen Anderson, 2 Winding Branch, testified that they were seeking an exception to the garden fence ordinance. Mr. Schweitzer indicated he constructed an 8' garden fence in late April/early May, after the garden fence ordinance was passed.

There was no public testimony.

Mr. Cassata testified that a violation letter was sent when we learned the structure was erected. At last month's meeting the Village Board directed Mr. Schweitzer to work with staff through the proper process. Mr. Schweitzer and Ms. Anderson were appealing the code official's determination that the fence is in violation of the Village Code.

The Board discussed their concern that granting this relief could set precedence, opening the door for others. They also discussed revisiting the ordinance. Mr. Cassata commented that if the mesh fencing is removed, the structure is in compliance.

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

Roll call vote.

Ayes: Kaiser, Kosik, Riess, DiMaggio, David

Nays: None

Abstain: Corrigan

Absent: None

Motion carried.

The Board addressed item VI. B.1. on the agenda at this time.

Approval of an Ordinance Granting Certain Relief—Ted Schweitzer and Karen Anderson—
Seasonal Garden Fencing—2 Winding Branch Road

Motion by David, second by Kosik to approve an Ordinance Granting Certain Relief—Ted
Schweitzer and Karen Anderson—Seasonal Garden Fencing—2 Winding Branch Road.

Roll call vote.

Ayes: Kaiser, David

Present: Riess

Nays: Kosik, DiMaggio, Mancino

Abstain: Corrigan

Absent: None

Motion carried.

Mr. Schweitzer indicated he would reduce his fence to 2' in height.

V. MAYOR’S REPORT AND COMMITTEE REPORTS

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

Mayor Mancino reported that he will be representing the Metropolitan Mayors Caucus at a global event in Chicago in July. The discussion will center on how big data sharing can help with mobility, emergency operation techniques and transportation.

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

Trustee Riess reported the committee is finalizing the tree ordinance which will be completed next week.

C. Zoning Board of Appeals-----John Kosik, Chair
Dominick DiMaggio, Trustee Liaison

No meeting this month.

D. Planning, Building and Zoning Commission -----Jim Merkel, Chair
Dominick DiMaggio, Trustee Liaison

No meeting this month.

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

Trustee Kosik provided an update on the fund balance and mentioned Christopher B. Burke Engineering will be at the July meeting to review the pavement management report.

1. Approval of the May 2018 Financial Statements

Motion by Riess, second by Kaiser to approve the May 2018 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 DiMaggio 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: David

Motion carried.

VI. NEW BUSINESS

A. Consent Agenda

1. Approval of the May 29, 2018 Village Board Meeting Minutes
2. Approval of the Bills List Dated June 2018
3. Approval of Paid Invoice List Dated June 2018
4. Approval of an Ordinance Authorizing the Execution of an Agreement—Northern Illinois University
5. Approval of an Ordinance Authorizing the Execution of an Agreement—The Village of Hawthorn Woods, Porter Lee Corporation—Software Licensing and Annual Support and Maintenance Agreement for BEAST Evidence Software
6. Approval of an Ordinance Authorizing the Execution of an Addendum to a Previously Approved Agreement by and Between Scientific Aquatic Weed Control Inc. and the Village of Hawthorn Woods Regarding Acceptance of Certificate of Insurance Coverage
7. Approval of an Ordinance of the Village of Hawthorn Woods, Lake County, Illinois, Ascertaining the Prevailing Rate of Wages for Laborer
8. Approval of a Resolution Designating July as Parks and Recreation Month
9. Acceptance of the Police Pension Municipal Compliance Report

Motion by DiMaggio, second by Kosik to approve the Consent Agenda.

Roll call vote.

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

Nays: None

Abstain: None

Absent: None

Motion carried.

B. Items for Separate Action

1. Approval of an Ordinance Granting Certain Relief—Ted Schweitzer and Karen Anderson—Seasonal Garden Fencing—2 Winding Branch Road

This item was addressed earlier in the meeting.

VII. OLD BUSINESS

A. None this month.

VIII. ADMINISTRATION REPORTS

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

Ms. Newton reported that the Darlington Road bridge project is completed and that Schwerman Road resurfacing is almost done. The American in Bloom grant project will be next month.

B. Report from the Village Attorney

Mr. Brankin did not have a report.

C. Reports from Department Heads

1. Chief Administrative Officer – Donna Lobaito, RMC

a. Chief Administrative Officer's Report

Ms. Lobaito's report is in the packet.

b. Village Clerk's Report

Ms. Lobaito's report is in the packet.

2. CFO/Human Resources Director – Kristin N. Kazenas, CPA, MBA, CPFO

a. Finance Department's Report

Ms. Kazenas reported that the budget process will commence next month, and the Village Board will consider the draft budget in October.

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' report is in the packet.

3. Chief of Police – Jennifer R. Paulus
 - a. Police Department’s Report

Chief Paulus reported on the Gilmer Road closing. She also reported on the KPMG LPGA Championship at Kemper. All overtime will be reimbursed by the LPGA. The use of GPS for detouring traffic was discussed.

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

Ms. Frable reported on her department’s work to prepare for the Fourth of July activities. She has been dealing with a lot of drainage issues. She also reported that 69 trees were planted as a part of the ROW tree program.

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

Mr. Sullivan reported the parade will be held on July 4th.

6. Director of Community Development – Michael Cassata, AICP
 - a. Community Development Department’s Report

Mr. Cassata’s report is in the packet. Mayor Mancino informed Mr. Cassata that he has been stopped by three residents who were very complimentary of how helpful he and Wayne Wehde are.

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

X. ADJOURNMENT

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

Voice vote.

Ayes: 6

Nays: 0

Abstain: 0

Absent: 0

Motion carried.

The Village Board meeting adjourned at 8:26 p.m.

Respectfully submitted,


Donna Lobaito
Village Clerk