



**THE VILLAGE OF HAWTHORN WOODS
VILLAGE BOARD MEETING
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS
OCTOBER 18, 2010
7:00 P.M.**

MINUTES

I. CALL TO ORDER AND ROLL CALL

Mayor Mancino called the meeting to order at 7:07 p.m. Roll call indicated the following members were present: Mayor Mancino, Trustees Ponzio, Riess, Morgan, Wright, Weick and Corrigan.

Also present were Chief Operating Officer Pam Newton, Chief Administrative Officer and Village Clerk Donna Lobaito, Public Works Director Jim Maiworm, Chief of Police Jennifer Paulus, Chief Financial Officer Kristin Kazenas, Village Intern David Fitzgerald and Village Attorney Dan Shapiro.

II. PLEDGE OF ALLEGIANCE

III. RECOGNITION OF BOB SHUTTY, RETIRED MEMBER OF THE VILLAGE OF HAWTHORN WOODS PUBLIC SAFETY AND JUDICIAL COMMITTEE

Mayor Mancino read a resolution prepared for Mr. Bob Shutty, who served as a member of the Police and Public Safety Committee for 40 years.

Motion by Morgan, second by Weick to approve A Resolution in Recognition of Bob Shutty.

Roll call vote.

Ayes: Ponzio, Riess, Morgan, Wright, Weick, Corrigan

Nays: None

Abstentions: None

Absent: None

Motion carried.

IV. PRESENTATION OF 2011 VILLAGE BUDGET AND RECOMMENDATION BY VILLAGE BOARD TO REVIEW AND PLACE DOCUMENT ON PUBLIC DISPLAY

Chief Operating Officer, Pamela Newton presented the 2011 theme of Building Our Foundation, which will be based on core services, building strong operations, shared vision for strategic planning, overcoming obstacles, removing blockades, economic recovery, new housing starts with a new product line in the Hawthorn Woods Country Club, utility infrastructure development, future planning, building community, and new recreation programs. Ms. Newton stated staff is proud to present a balanced budget to the Village.

Ms. Kazenas highlighted the budget process, which began in July. She mentioned income tax revenues are down due to delayed distribution by the State. She highlighted the purpose of the new utility tax, which first and foremost, is needed to make the aquatic center bond payment, increase the police pension contributions to the actuarial recommended amount, and to cover cash flow issues caused by the delay in the income tax distribution by the State.

Ms. Kazenas also highlighted expenditure savings, which include moving park maintenance and engineering services in-house.

New departments in the budget were highlighted, such as the Village Clerk and Risk Management departments. It was also noted that the Community Development Fund has been segregated into three categories; community events, economic development and building and zoning, which will provide more detailed tracking of revenues and expenses.

Ms. Kazenas provided a summary of each Village fund, and ended the presentation by stating the budget is available at Village Hall and online for the public to review. Trustee Riess stated he would copy the budget onto discs for distribution to the public upon request.

Trustee Riess complimented staff, Finance Committee and Village Board for the turnaround that has been accomplished with not only the budget process, but with the financial stability of the Village.

Motion by Riess, second by Corrigan to forward the 2011 Budget to the public for review.

Roll call vote.

Ayes: Ponzio, Riess, Morgan, Wright, Weick, Corrigan

Nays: None

Abstentions: None

Absent: None

Motion carried.

V. **OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD**

Brian and Beryl Ibbotson, 8 Lagoon Drive, distributed to the Board a packet of information they have prepared regarding a drainage problem in their yard. Mr. Ibbotson mentioned fecal contamination has been identified in his yard due to a draintile blockage at 10 Lagoon Drive. He said he has been working with Lake County Health Department on this matter, but they have not been able to identify the source of the problem.

Mr. Ibbotson stated the water pooling in his yard originates up the road near the Village Hall area. Mr. Ibbotson cited sections of the Village Code he believes are pertinent to his issue and stated the Village has a responsibility to resolve the drainage problem.

Mr. Maiworm stated the draintile is on private, not public property, and as a result, the Village has no responsibility in this matter. Mayor Mancino informed Mr. Ibbotson the Village cannot go onto private property to fix problems. Mr. Ibbotson stated that because of the blockage, a water problem has developed, which he believes is a Village issue.

Village Attorney Shapiro agreed with Mr. Maiworm and Mayor Mancino that this is a private draintile and not a Village issue. He suggested the Ibbotson's consult with an attorney. Mr. Maiworm stated he has old draintile plans which do not depict this particular draintile.

Mayor Mancino stated there are many residents in town who are experiencing drainage problems on private property, but the Village cannot assist due to it being a private matter. He suggested a joint cooperation between the neighbors. Mr. Ibbotson said he has spoken to the Homeowner's Association who says it is not their problem either.

Karin and Tony Gasero, 6 Goldfinch Court, approached the Board about the delivery problems they are experiencing in their neighborhood in the middle of the night. They cited sections of the Village Code that they believe should assist them in this matter. Mayor Mancino stated that previously, Mr. and Mrs. Gasero asked for an ordinance prohibiting deliveries in the evenings. Ms. Gasero stated she wants her neighbor to arrange for their deliveries at an acceptable time of day.

Police Chief Jennifer Paulus reported that her officers did investigate this complaint and did not find the noise levels of the truck to be a nuisance. She stated she has not received any other complaints regarding this matter.

Ms. Newton stated staff surveyed surrounding communities and could not find regulations on evening deliveries. Ms. Gasero responded that Lake Forest regulates evening deliveries, but Village Intern, David Fitzgerald stated that he spoke to the Lake Forest Police Department who said they do not prohibit evening deliveries, they prohibit deliveries that disturb the peace.

Trustee Ponzio responded to the Gasero's that the Village has to legislate for the common good, and not for just one household. He said that the Gasero's have indicated many

times over the past several months that they can hear the delivery person walk up their neighbor's driveway and set down the products. He went on to say these actions do not constitute a public nuisance. He suggested the Gasero's take decibel readings and bring their results back to the Village.

Mayor Mancino asked Chief Paulus to send another officer out to the area to check on this matter one more time.

VI. NEW BUSINESS

A. Consent Agenda

1. Approval of Minutes of the Village Board Meeting – September 29, 2010
2. Approval of Bill List Dated October, 2010
3. Approval of Paid Invoice Listing Dated October, 2010
4. Approval of a Resolution of Appreciation to Bob Shutty
5. Approval of a Resolution Proclaiming Red Ribbon Week - October 24-30, 2010

Mr. Ponzio asked that item #1 be removed from the Consent Agenda.

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

Roll call vote.

Ayes: Ponzio, Riess, Morgan, Wright, Weick, Corrigan
Nays: None
Abstentions: None
Absent: None
Motion carried.

Motion by Corrigan, second by Wright to approve item #1 of the Consent Agenda.

Roll call vote.

Ayes: Riess, Morgan, Wright, Weick, Corrigan
Nays: None
Abstentions: Ponzio
Absent: None
Motion carried.

VII. ADMINISTRATION REPORTS

- ### **A. Report from the Chief Operating Officer – Pamela Newton**

1. Monthly Update – Village Operations

Ms. Newton reported that her written report was on the dais. She mentioned the Tree Lighting Ceremony will be held on Friday, December 3, 2010, that the Village has been successful in resolving some legal matters, and that she had the opportunity with Trustee Corrigan to ride along the Canadian National line from Mundelein to Joliet to view their improvements to date.

2. Economic Development

Ms. Newton reported on economic development progress.

3. Parks and Recreation

No report this month.

B. Reports from Department Heads

1. Director of Building Department/Chief Administrative Officer – Donna Lobaito

a. Department Report

Ms. Lobaito noted that building permits continue to track higher than the month of September 2009.

b. Countryside Meadows Emergency Access

Ms. Lobaito reported that Mr. and Mrs. Michael Starykowicz, developers of Countryside Meadows, have requested the full access on Cardinal Drive, connecting their subdivision on the south to the Camden Trace subdivision on the north, be converted to an emergency only access.

Mr. Starykowicz stated that he anticipated the conversion of this access to emergency only would help him with sales in his subdivision as many potential buyers have stated their concerns about cut-through traffic off of Schwerman Road to avoid the light at Gilmer during rush hour.

Ms. Lobaito stated the engineering plans for this conversion have been reviewed by staff, Christopher B. Burke Engineering, Ltd. and the Countryside Fire District, all with a positive recommendation, subject to certain conditions.

Ms. Newton stated the Starykowicz's were looking for permission to start this improvement before the construction season ended. She said staff will prepare an ordinance for Board approval in November, but asked the Board to grant them permission to move forward with their plans at this time.

Mr. Starykowicz stated he will place signage on the north side of the emergency access to warn drivers of the emergency access. Mr. Maiworm mentioned that the emergency access lane will be transferred to the homeowner's association, so the Village will have no maintenance responsibilities. Mr. Starykowicz stated the homeowner's association will be responsible for plowing the emergency access, which would include not piling snow in front of the access.

2. Chief Financial Officer – Kristin Kazenas

a. Department Report

Ms. Kazenas stated her report is in the packet. She also stated that she will be meeting with Trustee Ponzio and the Village's financial advisor to finalize the refinancing of the aquatic center debt.

b. Estimated 2010 Tax Levy

Ms. Kazenas stated the Finance Committee will be making a recommendation to the Village Board next month on the tax levy ordinance. She said the estimated levy is approximately \$3.3 million.

3. Chief of Police

a. Department Report

Chief Paulus noted her report was in the packet.

4. Public Works Director – Jim Maiworm

a. Department Report

Mr. Maiworm noted his report was in the packet.

VIII. OLD BUSINESS

None this month.

IX. MAYORS REPORT AND COMMITTEE REPORTS

- A. Public Safety and Judicial -----Harry Benstein, Chair
Neil Morgan, Trustee Liaison

Mr. Benstein thanked staff for their hard work on the budget and noted that it is nice to see the cooperation by staff and the elected officials.

- B. Parks and Recreation-----Terry Ditsch, Chair
Neil Morgan, Trustee Liaison

Trustee Weick stated the committee met to review the budget. She said a sub-committee is working on the Park Master Plan update.

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

Trustee Riess reported there was no quorum this month.

- D. Zoning Board of Appeals-----Susy Rein, Chair
Trustee Liaison, Vacant

No report.

- E. Planning, Building and Zoning Commission ----- Susy Rein, Chair
Trustee Liaison, Vacant

Ms. Lobaito reported that the commission reviewed the budget.

- F. Finance Committee-----Peter Ponzio, Chair

Trustee Ponzio stated he would like to respond to a question that resident, Chris Donovan asked last month about the aquatic center when he was absent. Trustee Ponzio responded on the useful life of the pool and the effects the Canadian National train traffic may have. He said that important technical questions could not be answered and as a result, the useful life of the pool could not be changed. He said that presently, Hawthorn Woods has a 20 year useful life expectancy on the books, however, American Appraisal has stated the actual useful life is 45 years.

1. Set Public Hearing Date of November 15, 2010 for Fiscal Year 2011 Village Budget at 7:00 p.m.

Motion by Corrigan, second by Ponzio to set the budget public hearing date of November 15, 2010 at 7:00 p.m.

Voice vote. All ayes. Motion carried.

2. Set Public Hearing Date of November 15, 2010 for 2010 Tax Levy at 7:00 p.m.

Motion by Corrigan, second by Wright to set the tax levy public hearing date of November 15, 2010 at 7:00 p.m.

Voice vote. All ayes. Motion carried.

G. Public Works Committee----- John Harchut, Chair

Mr. Harchut reported that the committee reviewed the budget this month, and also reviewed the video of the Bent Tree storm sewer and no blockage was found, and furthermore, the condition of the storm sewer was excellent. He stated the committee discussed the options presented by Christopher B. Burke Engineering, Ltd. regarding this matter.

H. Mayor's Report-----Joseph Mancino, Mayor

1. Acceptance of Trustee Resignation

Mayor Mancino stated he has accepted the resignation of Trustee Cliff Wright. Mayor Mancino thanked Trustee Wright for his many years of service and for his professionalism over the years. Mayor Mancino presented Trustee Wright with a plaque. Each Village Board member, Ms. Newton and Ms. Lobaito individually thanked Trustee Wright.

2. Appointment of Village Trustee Vacancy

Mayor Mancino announced he has selected Dominick DiMaggio to replace Trustee Wright. Mayor Mancino reported that Mr. DiMaggio has served on the Police Commission for many years.

Mr. DiMaggio stated he has resided in Hawthorn Woods for 14 years. He introduced his wife, children and parents to the Board. He highlighted his professional experiences at an attorney.

3. Administration of Oath of Office

Mayor Mancino administered the Oath of Office to Mr. DiMaggio.

X. EXECUTIVE SESSION

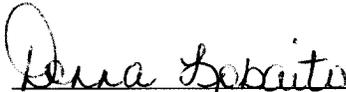
- A. Executive Session Minutes
- B. Discussion of Personnel and Possible or Pending Litigation

It was noted there would be no Executive Session this evening.

XI. ADJOURNMENT

Motion by Riess, second by Wright, to adjourn the meeting. There being no further business, the meeting adjourned at 9:16 p.m.

Respectfully submitted,



Donna L. Lobato
Village Clerk