



**THE VILLAGE OF HAWTHORN WOODS
VILLAGE BOARD MEETING
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS
NOVEMBER 15, 2010
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 Ponzio, Riess, Morgan, Corrigan and DiMaggio. Absent was Trustee Weick.

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

II. PLEDGE OF ALLEGIANCE

III. PUBLIC HEARING FOR FISCAL YEAR 2011 VILLAGE BUDGET

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

There were no comments on the budget.

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

IV. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

There were no comments.

V. NEW BUSINESS

A. Consent Agenda

1. Approval of Minutes of the Village Board Meeting – October 18, 2010
2. Approval of Bill List Dated November 2010
3. Approval of Paid Invoice Listing Dated November 2010
4. Approval of August 2010 Financial Statements
5. Approval of September 2010 Financial Statements
6. Approval of A Resolution Authorizing A Field Rental Agreement With the Lake Zurich LaCrosse Club

7. Approval of An Ordinance Amending the Village Code of the Village of Hawthorn Woods – Title 11, Section 11-1-1B – Fees, Planning/Development; Title 11, Section 11-1-1H- Building Permit/Plan Review/Inspections; and Title 11, Section 11-1-1H-6 – Cash Bond
8. Approval of an Ordinance Amending Title 2, Creation of the Village of Hawthorn Woods Environmental Committee
9. Approval of an Ordinance Granting Emergency Access on Cardinal Drive in Countryside Meadows
10. Ordinance approving an amended Certificate of Approval, Dr. Jack Edgar, 60 Landover Parkway
11. Ordinance Amending the Village Code Regarding Draw Down Deposit Agreement
12. Approval of a Resolution to Authorize the Chief Operating Officer to Accept the Proposal for Technology Support – Advanced Business Networks
13. Approval of a Resolution to Authorize the Purchase of 200 Hours of Computer Support at \$127.50 Per Hour for a Total Cost of \$25,500 from Advanced Business Networks
14. Approval of an Ordinance Amending the Village Code of the Village of Hawthorn Woods – Title 6, Section 6-1-5B, Half Year License– Vehicle Licenses
15. Approval of a Resolution to Approve Agreement with Global Connect for Emergency Phone Notification System
16. Approval of a Resolution to Authorize the Purchase of Village Emergency Operations Center Equipment in an Amount Not to Exceed \$8,210.00 from the CN Public Safety Funds Allocated to the Village

Trustee Morgan asked that item #6 be removed from the Consent Agenda.

Motion by Ponzio, second by DiMaggio to approve the Consent Agenda with the exception of item #6.

Roll call vote:

Ayes: Ponzio, Riess, Morgan, Corrigan, DiMaggio
Nays: None
Abstain: None
Absent: Weick
Motion carried.

Motion by Corrigan, second by DiMaggio to approve Consent Agenda item #6.

Trustee Morgan asked that language be included in the agreement stating that the club would agree not to play during foul weather, or when a

lightening detector activates. Ms. Newton indicated this language could be added.

Trustee Corrigan amended her motion to include this change. Seconded by Trustee DiMaggio.

Roll call vote:

Ayes: Ponzio, Riess, Morgan, Corrigan, DiMaggio

Nays: None

Abstain: None

Absent: Weick

Motion carried.

Trustee Weick arrived at 7:14 p.m.

B. Items for Separate Action

1. Consideration of An Ordinance Adopting An Annual Budget for the Village of Hawthorn Woods, Lake County, Illinois for the Fiscal Year Commencing January 1, 2011 and Ending December 31, 2011.

Motion by Riess, second by Corrigan to approve An Ordinance Adopting An Annual Budget for the Village of Hawthorn Woods, Lake County, Illinois for the Fiscal Year Commencing January 1, 2011 and Ending December 31, 2011.

Roll call vote:

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

Nays: None

Abstain: None

Absent: None

Motion carried.

2. Approval of an Ordinance Authorizing and Providing for the Issuance of Not to Exceed \$3,000,000 Refunding Revenue Bonds (Aquatic Center Project), Series 2010, of the Village of Hawthorn Woods, Lake County, Illinois, for the purpose of refunding certain outstanding revenue bonds, prescribing all the details of said bonds, providing for the execution of a bond order in connection therewith and providing for the collection and segregation of revenues of the aquatic center of said Village sufficient to pay such bonds

Motion by Riess, second by DiMaggio to approve an Ordinance Authorizing and Providing for the Issuance of Not to Exceed \$3,000,000 Refunding Revenue Bonds (Aquatic Center Project), Series 2010, of the Village of Hawthorn Woods, Lake County, Illinois, for the purpose of refunding certain outstanding revenue bonds, prescribing all the details of said bonds, providing for the execution of a bond order in connection therewith and providing for

the collection and segregation of revenues of the aquatic center of said Village sufficient to pay such bonds.

Ms. Kazenas stated that the Finance Committee has recommended the approval of this ordinance. She said that the interest rate will be favorable and within the budget to make the debt payments. She said that the pre-payment penalties have been waived.

Roll call vote:

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

Nays: None

Abstain: None

Absent: None

Motion carried.

VI. ADMINISTRATION REPORTS

A. Report from the Chief Operating Officer – Pam Newton

1. Monthly Update – Village Operations

Ms. Newton reported that the Village was contacted by Lake Zurich Fire Protection District about proper maintenance of the fire hydrants within the Village. She stated that Aqua Illinois was contacted with these concerns and will provide a maintenance schedule.

2. Economic Development

Ms. Newton reported that she and Ms. Lobaito had been working on several development issues.

3. Parks and Recreation

Ms. Newton reported that 26,836 people attended the Aquatic Center in 2009, and 28,196 people attended in 2010. She said the new staffing management is attributable to this with day camps being added this year. She stated that overtime has been greatly reduced this past season and twilight hours were added as a result of resident requests.

B. Reports from Department Heads

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

a. Department Report

Ms. Lobaito reported on the building permit status report.

b. Thornfield Meadows Authorization to Draw Upon Letter of Credit

Motion by Ponzio, second by Corrigan to draw upon the Thornfield Meadows letter of credit.

The board discussed whether a performance bond could be accepted for the unpaid balance on subdivision improvements. Staff indicated they would look into this option.

Roll call vote:

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

Nays: None

Abstain: None

Absent: None

Motion carried.

2. Chief Financial Officer – Kristin Kazenas

a. Department Report

Ms. Kazenas reported the Village received its first franchise check from AT&T in the amount of \$700. She stated that the offering statement will be her main focus in the immediate future for the refinancing of the aquatic center bonds. She indicated the deadline is December 31st.

3. Chief of Police – Jennifer Paulus

a. Department Report

Chief Paulus reported that her report was in the packet. She stated that she received a positive resident letter regarding Officer Cora, and she indicated that Officer Cora is doing an outstanding job.

4. Director of Public Works – Jim Maiworm

a. Department Report/Blizzard Report

Mr. Maiworm stated his report was in the packet. He indicated that SSA #4 is 98% complete with just restoration work to be addressed. Mr. Maiworm also reported that the salt price this year is the same as last year.

VII. OLD BUSINESS

None this month.

VIII. MAYOR'S REPORT AND COMMITTEE REPORTS

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

Trustee Morgan reported that members of the Police Department handed out candy to the children of the community on Halloween. He also reported that the committee is working on the traffic concern at the aquatic center and that he was hopeful that an agreement with IDOT would be forthcoming. Trustee Morgan also reported that the committee working on the EOP is making good progress.

- B. Parks and Recreation----- , Chair
 , *Trustee Liaison*

Trustee Weick stated that Mr. Maiworm has been assisting with the rewriting of the Park Master Plan, and that the present plan will be expanded to include the aquatic center.

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

No report this month.

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

Mayor Mancino reported that he met with the Zoning Board of Appeals and Planning, Building and Zoning Commission members, and attended the training session that Village Attorney Shapiro presented to these members.

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

1. Approval of an Ordinance Amending the Code of the Village of Hawthorn Woods – Title 9, Section 9-12-5L – Signs; Exempt Signs

Ms. Lobaito stated that a new law is going into effect January 1, 2011 regarding political signs on residentially zoned property. A public hearing was held before the Planning, Building and Zoning Commission regarding this issue.

Motion by Corrigan, second by Ponzio to approve an Ordinance Amending the Code of the Village of Hawthorn Woods – Title 9, Section 9-12-5L – Signs; Exempt Signs.

Roll call vote:

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

Nays: None

Abstain: None

Absent: None

Motion carried.

F. Finance Committee-----Peter Ponzio, Chair
Kelly Corrigan, *Trustee Liaison*

1. Approval of Resolution to Authorize the Chief Operating Officer to:
 - 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 \$113,110 for property, casualty, and workers compensation insurance coverage from December 31, 2010 to December 31, 2011

Motion by Riess, second by Corrigan to approve a Resolution to Authorize the Chief Operating Officer to Accept the Proposal of Insurance from Arthur J. Gallagher Risk Management Services, Execute “Client Authorization to Bind Coverage”, Execute “Gallagher Compensation Agreement”, and Expend \$113,110 for property, casualty, and workers compensation insurance coverage from December 31, 2010 to December 31, 2011.

Ms. Kazenas stated the Finance Committee has recommended the approval of this resolution. She said the Village is anticipating a 20% increase from IMLRMA. She also stated that Arthur J. Gallagher has provided a \$30,000 reduction in insurance costs.

Ms. Newton added that IMLRMA will continue to represent the Village on current active suits.

Trustee Corrigan stated that the way Ms. Kazenas handled this project is an example of why we have a professional finance person on staff on a full-time basis.

Roll call vote:

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

Nays: None

Abstain: None

Absent: None

Motion carried.

2. Approval of Resolution to Authorize the Chief Operating Officer to Accept the Audit Proposal for the Fiscal Years Ended December 31, 2010; 2011; and 2012 and Execute the Engagement Letter with Sikich, LLP

Motion by Ponzio, second by Corrigan to approve a Resolution to Authorize the Chief Operating Officer to Accept the Audit Proposal for the Fiscal Years Ended December 31, 2010; 2011; and 2012 and Execute the Engagement Letter with Sikich, LLP

Roll call vote:

Ayes: Ponzio, Riess, Morgan, Weick, Corrigan, DiMaggio
Nays: None
Abstain: None
Absent: None

Motion carried.

3. Approval of Village of Hawthorn Woods Department Head Employment Agreement Template and Authorize the Mayor to Execute Employment Agreements with Village Department Directors in Conjunction with the Approved 2011 Budget

Mayor Mancino stated that the words “Authorize the Mayor to Execute Employment Agreements with Village Department Directors in Conjunction with the Approved 2011 Budget, because upon advice of legal counsel, the Mayor has the authority to execute these agreements.

Motion by Riess, second by DiMaggio to Authorize the Mayor to Execute Employment Agreements.

Roll call vote:

Ayes: Ponzio, Riess, Morgan, Weick, Corrigan, DiMaggio
Nays: None
Abstain: None
Absent: None

Motion carried.

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

1. Time Extension for Midlothian Sewer Project

Mr. Harchut stated that RA Mancini has requested a 30 day extension on the SSA #4 project, with a final completion date of December 15, 2011. He stated the labor and operator’s strike and bad weather affected the completion of this project. Ms. Newton stated that the strike was not in the control of RA Mancini and that their request makes sense.

Motion by Riess, second by Corrigan to provide for a 30 day time extension to RA Mancini on the Midlothian Road sewer project.

It was noted that the time extension would be for 30 calendar days.

Roll call vote:

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

Nays: None

Abstain: None

Absent: None

Motion carried.

2. Committee Request to Expand Members from five to seven.

Motion by Ponzio, second by Corrigan to increase the membership of the Public Works Department from five members to seven.

Roll call vote:

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

Nays: None

Abstain: None

Absent: None

Motion carried.

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

1. Announcement that Tax Levy Hearing will be held December 6, 2010

Mayor Mancino announced that the Tax Levy hearing would be held on December 6, 2010. He noted that there was a publication error by the Daily Herald that has caused the rescheduling of the hearing to this date.

2. Appointment of Pamela Scaletta to the Zoning Board of Appeals Committee

Motion by Weick, second by Morgan to appoint Pamela Scaletta to the Zoning Board of Appeals Committee.

Voice vote.

Ayes: 6

Nays: 0

Abstain: 0

Absent: 0

Motion carried.

3. Appointment of Cliff Wright to the Public Works Committee

Motion by Corrigan, second by DiMaggio to appoint Cliff Wright to the Public Works Committee.

Voice vote.

Ayes: 6

Nays: 0

Abstain: 0

Absent: 0

Motion carried.

4. Acceptance of Trustee Resignation

Mayor Mancino announced that he has accepted the resignation of Trustee Joanne Weick. He thanked Trustee Weick for many years of service to the Village. He noted that Trustee Weick was one of his first supporters, and that she would serve on the Parks and Recreation Committee.

Trustee Riess stated that he found Trustee Weick to be a good listener and confidant. Mayor Mancino read a certificate of appreciation for Trustee Weick.

Ms. Lobaito thanked Trustee Weick for her support of staff members over the years. Ms. Newton noted that Trustee Weick has been a great source of historical information and that she heightened the community's awareness of the benefits of SRACLC.

Trustee Weick stated that she is confident that she is leaving office in the good hands of the board and staff members.

5. Appointment of Trustee

Mayor Mancino announced that he is appointing Michael David to fill the vacancy left by Trustee Weick.

Motion by Riess, second by Morgan to appoint Michael David to the position of Trustee.

Roll call vote:

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

Nays: None

Abstain: None

Absent: None

Motion carried.

Mayor Mancino administered the oath of office to Mr. David.

6. Swearing in of New Trustee

Motion by Riess, second by Morgan to appoint Michael David to the position of Trustee.

Mr. David stated he is the owner of Kingsford Fasteners and lives in the Hawthorn Woods Country Club. He is married to Kristy and they have four children. He noted that he is looking forward to serving the community, and he has served on the EOP sub-committee.

Roll call vote:

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

Nays: None

Abstain: None

Absent: None

Motion carried.

Mayor Mancino administered the oath of office to Mr. David.

IX. EXECUTIVE SESSION

A. Executive Session Minutes

B. Discussion of Personnel and Possible or Pending Litigation

Motion by Ponzio, second by Corrigan, to enter into Executive Session to approve Executive Session Minutes and discussions on personnel and possible or pending litigation.

On a voice vote, the motion carried unanimously at 8:10 p.m.

The Regular meeting reconvened at 9:00 p.m.

X. RETURN TO OPEN SESSION FOR BOARD ACTION

A. Approval of a Resolution Authorizing the Mayor and Village Clerk of the Village of Hawthorn Woods to Enter into a Certain Recapture And Settlement Agreement – Old McHenry Road Watermain Project – Kemper Parties/Pirtano

Motion by Riess, second by Corrigan to approve a Resolution Authorizing the Mayor and Village Clerk of the Village of Hawthorn Woods to Enter into a Certain Recapture And Settlement Agreement – Old McHenry Road Watermain Project – Kemper Parties/Pirtano.

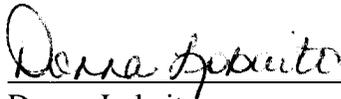
Roll call vote:

Ayes: Ponzio, Riess, Morgan, Corrigan, DiMaggio, David
Nays: None
Abstain: None
Absent: None
Motion carried.

IX. ADJOURNMENT

Motion by Corrigan, second by Morgan to adjourn the Regular Board Meeting. On a voice vote the motion carried unanimously and the meeting adjourned at 9:04 p.m.

Respectfully submitted,



Donna Lobaito
Village Clerk