



**THE VILLAGE OF HAWTHORN WOODS  
VILLAGE BOARD MEETING  
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS  
20 JUNE, 2011  
7:00 P.M.  
MINUTES**

**I. CALL TO ORDER AND ROLL CALL**

Mayor Mancino called the meeting to order at 7:01 p.m. Roll call indicated the following members were present: Mayor Mancino, Trustees Ponzio, Morgan and Riess. Absent were Trustees 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, Public Works Director Jim Maiworm, Intern David Fitzgerald and Village Attorney Daniel Shapiro.

**II. PLEDGE OF ALLEGIANCE**

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

*At this time, the public is welcome to address the Village Board. Please keep your remarks concise and state your name and address so that a staff member can follow up with related information if requested.*

None this month.

**IV. PUBLIC HEARING**

**A. Continuation of Public Hearing on Annexation Agreement with Nate Wynsma for 24145 Milton Road**

Mayor Mancino announced the public hearing would need to be continued to the July 18, 2011 Village Board meeting. Ms. Newton stated that Mr. Wynsma is still interested in annexing his property to Hawthorn Woods; however, he has not had the chance to review the annexation agreement.

Motion by Riess, second by Ponzio to continue the public hearing to the July 18, 2011 Village Board meeting.

Roll call vote.

Ayes: Ponzio, Riess, Morgan, Mancino

Nays: None

Abstentions: None

Absent: Corrigan, DiMaggio, David

Motion carried.

**V. NEW BUSINESS**

**A. Consent Agenda**

1. Approval of the Minutes from the May 23, 2011 Board Meeting
2. Approval of the Minutes from the June 13, 2011 Board Meeting
3. Approval of Paid Invoice List Dated June 2011
4. Approval of Bills List Dated June 2011
5. Approval of a Resolution Authorizing the Village to Participate in Lake County All Natural Hazards Plan Process  
*Resolution appoints Public Works Director Jim Maiworm to Lake County's Local Planning Committee and asks the Village Board to review the completed plan.*
6. Approval of a Resolution Authorizing the Execution of an Agreement with Sunset Cinema, Inc., for Family Movie Night  
*This is the agreement with Sunset Cinemas, the company that provides the indoor/outdoor cinema production service, for the Village's Family Movie Night Community Event. The fee, \$700, is the same as last year.*

Trustee Morgan asked that items #5 and #6 be removed from the Consent Agenda.

Motion by Ponzio, second by Morgan to approve the Consent Agenda with the exception of items 5 and 6.

Roll call vote.

Ayes: Ponzio, Riess, Morgan, Mancino

Nays: None

Abstentions: None

Absent: Corrigan, DiMaggio, David

Motion carried.

Motion by Morgan, second by Ponzio to approve Consent Agenda item #5.

Trustee Morgan questioned the appointment of Mr. Maiworm to the Local Planning Committee for the Lake County All Natural Hazards Plan as opposed to Chief Paulus. Ms. Newton stated that our Code Enforcement Officer attended the first meeting and found that most in attendance were Public Works Directors, fire officials and engineers. Mr. Maiworm responded that it would be appropriate for either he or Chief Paulus to be appointed. He also stated that there is only one more meeting before the plan is adopted.

Roll call vote.

Ayes: Ponzio, Riess, Morgan, Mancino

Nays: None

Abstentions: None

Absent: Corrigan, DiMaggio, David

Motion carried.

Motion by Riess, second by Morgan to approve Consent Agenda item #6.

Trustee Morgan noted that this agenda item is coming to the Board after the invoice had been paid. Ms. Newton noted that the check was cut, but not paid due to a weather cancellation. She also noted this expense would be a 50/50 split with the Hawthorn Woods Country Club.

Roll call vote.

Ayes: Ponzio, Riess, Morgan, Mancino

Nays: None

Abstentions: None

Absent: Corrigan, DiMaggio, David

Motion carried.

#### B. Items for Separate Action

1. Consideration of an Ordinance for Voluntary Annexation for Property Located at 21854 West Highway 22 and 23030 North Quentin Road, Commonly Known as the Wooten Property, PIN 14-15-300-012 and 14-15-300-013.
2. Consideration of an Ordinance for Voluntary Annexation for Property Located at 21910 West Route 22, Commonly Known as the Nielsen Property, PIN 14-15-302-016.

Motion by Ponzio, second by Morgan to table the consideration of these ordinances until a special Village Board meeting on July 13, 2011.

Roll call vote.

Ayes: Ponzio, Riess, Morgan, Mancino

Nays: None

Abstentions: None

Absent: Corrigan, DiMaggio, David

Motion carried.

3. Consideration of an Ordinance for Voluntary Annexation for Property Located at 22960 North Quentin Road, Commonly Known as the Lara Holdings (Cummings) Property, PIN 14-22-100-015.
4. Consideration of an Ordinance for Voluntary Annexation for Property Located at 23084 North Quentin Road, Commonly Known as the Obenauf Property, PIN 14-15-300-015.

Motion by Riess, second by Morgan to table the consideration of these ordinances until a special Village Board meeting on July 13, 2011.

Roll call vote.

Ayes: Ponzio, Riess, Morgan, Mancino

Nays: None

Abstentions: None  
Absent: Corrigan, DiMaggio, David  
Motion carried.

## VI. OLD BUSINESS

- A. Approval of an Ordinance for Annexation of Sunrise Tree Care, 110 Midlothian Road
- B. Approval of an Ordinance for Zoning of Sunrise Tree Care, 110 Midlothian Road  
*These two agenda items to be tabled to the July 18, 2011 Village Board meeting.*

Mayor Mancino announced that these two agenda items will be tabled until the July 18, 2011 Village Board meeting. Ms. Newton reported that at last month's meeting, staff was asked to make amendments to the ordinance. Ms. Lobaito added that staff was asked to draft an annexation agreement addressing the concerns expressed by the Village Board last month. She will be scheduling the public hearing for the annexation agreement for the July 18, 2011 Village Board meeting.

Motion by Ponzio, second by Riess to table these two ordinances until the July 18, 2011 Village Board meeting.

Roll call vote.

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

## VII. ADMINISTRATION REPORTS

- A. Report from the Chief Operating Officer – Pam Newton
  - 1. Monthly Update – Village Operations  
Ms. Newton reported on her attendance at the ILCMA Summer Conference. She also commented on the upcoming 4<sup>th</sup> of July festivities, including fireworks and the parade. She reported that David Fitzgerald had been named Intern of the Year at Northern Illinois University. Mayor Mancino presented Mr. Fitzgerald with a picture stating “Joy is in the Journey”.
  - 2. Economic Development
  - 3. Parks and Recreation
- 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 activity for the month of May as well as the FOIA requests. She also commented that she had been in contact with Toll Brothers to resolve the silt fencing and storage of construction materials issues that Trustee David had mentioned at last month's meeting.

2. Chief Financial Officer – Kristin Kazenas
  - a. Department Report

Ms. Kazenas reported that the State of Illinois is still four months behind in their remittance of income tax to the Village. She also read to the Village Board a letter she received from the Illinois Department of Public Health regarding reimbursement of funds for a grant the Village was awarded for the purchase of an AED for the Village Hall barn. The letter indicated that the State of Illinois borrowed the money from the grant program with the promise to restore it at some point, and as a result, the IDPH could not reimburse the Village for our expense of \$467.50 that we had been awarded. One trustee asked that this letter be posted on our website for the public to see.
3. Chief of Police – Jennifer Paulus
  - a. Department Report

Chief Paulus stated her report was in the packet. She reported on a very successful Bike Rodeo, with 224 registered children. She said it was the best turnout yet and that she received much positive feedback.
4. Director of Public Works – Jim Maiworm
  - a. Department Report

Mr. Maiworm stated his report was in the packet. He also noted the items on this project list that had been fixed or addressed.
  - b. The Summit Subdivision – Update on Street and Grate Repair

Mr. Maiworm reported that the grate repair in the Summit had been completed and cost approximately \$920.00.
  - c. Midlothian Sewer Update

Mr. Maiworm stated there are some minor items still in need of being addressed. He stated we will end up approximately \$75,000 under budget on this project on the construction side. Mr. Maiworm stated the sewer is capable of servicing the Aquatic Center right now; however, the Village is reviewing the connection fees due to Lake Zurich.
  - d. Emerald Ash Borer Confirmation

Mr. Maiworm stated that Emerald Ash Borer had in fact been confirmed in Hawthorn Woods by the Illinois Department of Agriculture. He said the infestation has been centered in the White Birch Lakes subdivision. Mr. Maiworm's staff is completing an inventory review of all public park trees, and it is believed that the about 185 Ash trees are on Village property. He said he will be attending the Environmental Committee meeting to discuss this item.

Lastly, Mr. Maiworm reported that he heard from SMC today regarding the Bent Tree drainage project. There are a few small issues to be resolved before they can issue the permit, but he anticipated the permit being issued by the end of the week.

Trustee DiMaggio arrived at 7:38 p.m.

Mayor Mancino noted that some communities are removing Ash trees even if they are not infected, because it's just a matter of time. He asked Trustee Riess to have the Environmental Committee look at a replacement program for the parks. Ms. Newton also asked Trustee Riess to have the Environmental Committee review the tree ordinance as it relates to Emerald Ash Borer. She indicated the present ordinance is written to address Dutch Elm Disease, and the removal of infected or diseased trees. Ms. Lobaito reminded all that the tree ordinance is in the zoning code, therefore, requiring a public hearing before the Planning, Building and Zoning Commission.

Mayor Mancino asked Mr. Maiworm what was being done about the newly created pond outside the office park. Mr. Maiworm stated the contractor will be conducting an exploratory search for the problem. It is believed the contractor hit a draitile during construction.

### VIII. MAYORS REPORT AND COMMITTEE REPORTS

- A. Mayors Report -----Joseph Mancino, Mayor  
Mayor Mancino reported that he hosted a visiting Mayor from Marineo, Italy, as Italy is celebrating their 150<sup>th</sup> year of unification. He said Marineo, Italy is a small community like Hawthorn Woods and they face similar challenges as we do. He said many good ideas were exchanged and there was talk about forming a sister community relationship with them.
- B. Public Safety and Judicial -----Vacant, Chair  
Neil Morgan, Trustee Liaison  
No meeting this month.
- C. Parks and Recreation -----Vacant, Chair  
Vacant, Trustee Liaison  
No meeting this month.
- D. Environmental Committee -----John Bickley, Chair  
Steve Riess, Trustee Liaison  
Trustee Riess stated this committee would be meeting on July 7, 2011 to discuss Emerald Ash Borer. He said the topic of leaf burning will be addressed in the near future.
- E. Zoning Board of Appeals -----John Kosik, Chair  
Dominick DiMaggio, Trustee  
Liaison  
No meeting this month.
- F. Planning, Building and Zoning Commission -----Susy Rein, Chair  
Dominick DiMaggio, Trustee  
Liaison

Ms. Rein reported that the Planning, Building and Zoning Commission held a public hearing on the rezoning request by Astor Development. She said several residents of Heather Highlands attended the meeting with many voicing their comments, but no one objecting to the rezoning request. She said their greatest concerns regarded drainage and emergency access should the property develop.

1. Approval of an Ordinance Amending the Village Code of the Village of Hawthorn Woods – Adding a New Chapter; Title 9, Chapter 7 – Solar Energy Systems

Ms. Rein reported that the Planning, Building and Zoning Commission held a public hearing to amend the zoning code for the regulation of solar energy systems. She noted that Village Intern David Fitzgerald conducted most of the research that went into the preparation of the ordinance. She noted that government money is coming available on July 1, 2011 to help residents offset the cost of installation. She mentioned that in the audience tonight was Mr. Andrew Patellaro, an energy expert with Renewable Energy Alternatives, to answer any technical questions the Board may have. Ms. Rein noted a minor language change staff had incorporated into the ordinance from the recommendation from the Planning, Building and Zoning Commission, and it had to do with the solar energy systems not being allowed by right on the front elevation of the house. Ms. Rein noted that staff recommends in this instance, the applicant going through the variance process to allow surrounding neighbors the opportunity to voice their concerns. Ms. Newton agreed in that a front elevation solar energy system is not prohibited, it's just not allowed by right.

Motion by Ponzio, second by DiMaggio to approve an Ordinance Amending the Village Code of the Village of Hawthorn Woods – Adding a New Chapter; Title 9, Chapter 7 – Solar Energy Systems.

Roll call vote.

Ayes: Ponzio, Riess, Morgan, DiMaggio

Nays: None

Abstentions: None

Absent: Corrigan, David

Motion carried.

2. Approval of an Ordinance Amending the Village Code – Title 9, Section 9-3-2E.15 and Section 9-3-2E.21 – Permitted Accessory Buildings, Structures and Uses

Ms. Rein reported that the Planning, Building and Zoning Commission held a public hearing on a text amendment to the Village Code regarding permitted accessory buildings, structures and uses. She said that the recommendation was to allow for playground and laundry drying equipment in the rear yard, but no closer than 10' from the rear property line, and to allow for decks, patios, terraces,

outdoor fireplaces and recreational fire pits in the rear yard, but no closer than 20' from the rear property line.

Motion by DiMaggio, second by Riess to approve an Ordinance Amending the Village Code – Title 9, Section 9-3-2E.15 and Section 9-3-2E.21 – Permitted Accessory Buildings, Structures and Uses.

Roll call vote.

Ayes: Ponzio, Riess, Morgan, DiMaggio

Nays: None

Abstentions: None

Absent: Corrigan, David

Motion carried.

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

Kelly Corrigan, Trustee Liaison

Trustee Ponzio commented that through April, 2011, the Village is running at an \$85,000 deficit, which was budgeted, but noted that this is \$164,000 better than last year at the same time, due to strong expense control. The property tax revenue continues to come into the Village as paid by the property owners. He noted that the State of Illinois is four months behind in their income tax payments to the Village.

Trustee Ponzio noted that at last months meeting, a new prospective Finance Committee member, Bill Zanchi, was in attendance. He noted that Mayor Mancino is yet to interview Mr. Zanchi, but that he anticipates Mr. Zanchi being appointed to the Committee next month.

1. Approval of the March 2011 Financial Statements

Motion by Morgan, second by DiMaggio to approve the March 2011 Financial Statements.

Roll call vote.

Ayes: Ponzio, Riess, Morgan, DiMaggio

Nays: None

Abstentions: None

Absent: Corrigan, David

Motion carried.

2. Approval of the April 2011 Financial Statements

Motion by Riess, second by Morgan to approve the April 2011 Financial Statements.

Roll call vote.

Ayes: Ponzio, Riess, Morgan, DiMaggio

Nays: None  
Abstentions: None  
Absent: Corrigan, David  
Motion carried.

3. Approval of Treasurer's Report for the year ended December 31, 2010

Motion by Riess, second by Ponzio to approve the Treasurer's Report for the year ended December 31, 2010.

Ms. Kazenas noted that it is statutorily required that the Treasurer's Report be presented in paragraph format in the newspaper, and that the Village has taken measures to ensure meeting the State requirements at the best possible price.

H. Public Works Committee -----John Harchut, Chair  
Trustee Liaison, Vacant

Mr. Maiworm noted that the Committee met; however, they did not have any action items for the Village Board's consideration.

**IX. EXECUTIVE SESSION**

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

Motion by DiMaggio, second by Ponzio to enter into Executive Session for the approval of Executive Session minutes, and for discussion of personnel and possible or pending litigation. Mayor Mancino stated no business would be conducted after Executive Session.

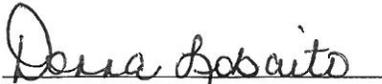
Roll call vote.

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

**X. ADJOURNMENT**

The Regular meeting resumed at 9:25 p.m. Motion by DiMaggio, second by Morgan to adjourn the meeting. There being no further business, the meeting adjourned on a voice vote at 9:26 p.m.

Respectfully submitted,

A handwritten signature in cursive script, reading "Donna Lobaito", written over a horizontal line.

Donna Lobaito  
Village Clerk