



**THE VILLAGE OF HAWTHORN WOODS
SPECIAL VILLAGE BOARD MEETING
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS
JANUARY 18, 2011
6:30 P.M.**

MINUTES

I. CALL TO ORDER AND ROLL CALL

Mayor Mancino called the meeting to order at 6:35 p.m. Roll call indicated the following members were present: Mayor Mancino, Trustees Riess, Morgan, Corrigan, DiMaggio and David. Absent was Trustee Ponzio.

Also present were Chief Operating Officer Pam Newton, Chief Administrative Officer and Village Clerk Donna Lobaito, Public Works Director Jim Maiworm and Village Attorney Daniel Shapiro.

II. PLEDGE OF ALLEGIANCE

III. ACKNOWLEDGEMENT OF TERRY DITSCH AND DAN FORTMAN FOR PUBLIC SERVICE TO THE PARKS AND RECREATION COMMITTEE

Mayor Mancino read certificates of appreciation for both Terry Ditsch, who served on the Parks and Recreation Committee for 20 years and Dan Fortman who served for 10 years. Mr. Ditsch thanked the Village Board for the opportunity to serve the community.

IV. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

Ms. Karin Gasero, 6 Goldfinch, expressed her continued concern over the noise the milk delivery truck makes in the middle of the night. Mayor Mancino commented that the Board had addressed this issue previously and indicated they could not write an ordinance for a single complaint.

Trustee Ponzio arrived at 6:42 p.m.

Trustee DiMaggio commented that the Village did not need to write an ordinance as the State of Illinois has a loud exhaust law.

Ms. Gasero asked for the police reports from the two times officers investigated her complaint. The Board reminded Ms. Gasero that at their last meeting she attended they suggested she obtain a decibel reading report and submit it to the Village.

Aaron Lawlor, County Board Representative, informed the Board of the County prescription drug program which has recently been extended to include dental care. He also mentioned they are close to passing an ordinance on wind energy.

Trustee Corrigan mentioned that there was a Boy Scout in the audience working on a badge. Jack Dahlinger introduced himself to the Board and said a condition of him obtaining his Community badge was to attend a public meeting. He is with Troop 189.

V. NEW BUSINESS

A. Consent Agenda

1. Approval of the Minutes from the December 6, 2010 Board Meeting
2. Approval of Ordinance for Zoning Map of the Village of Hawthorn Woods
3. Approval of Resolution Appointing Steve Riess as Director and James Maiworm and Donna Lobaito as Alternate Directors to SWALCO
4. Approval of Police Labor Contract
5. Approval of Police Salary Step Plan
6. Approval of Bill List Dated January 2011
7. Approval of Paid Invoice List Dated January 2011

Items #1 and #2 were asked to be removed from the agenda.

Motion by Corrigan, second by Morgan to approve the Consent Agenda with the exception of items #1 and #2.

Roll call vote.

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

Nays: None

Abstentions: None

Absent: None

Motion carried.

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

Mr. DiMaggio mentioned he was not in attendance at the December 6, 2010 meeting.

Roll call vote.

Ayes: Ponzio, Riess, Morgan, Corrigan, David

Nays: None

Abstentions: DiMaggio

Absent: None

Motion carried.

Motion by Ponzio, second by DiMaggio to approve item #2 of the Consent Agenda.

Trustee Morgan asked if the only amendment to the map was the Dartmoor annexation. Ms. Lobaito confirmed this to be true and explained the Village Board must approve the zoning map every year.

Roll call vote.

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

Nays: None

Abstentions: None

Absent: None

Motion carried.

B. Items for Separate Action

1. Approval of a Resolution Authorizing the Execution of a Certain Agreement with Harris Computer Corporation – MSI Computer Upgrades

Motion by Riess, second by Ponzio to approve a Resolution Authorizing the Execution of a Certain Agreement with Harris Computer Corporation – MSI Computer Upgrades.

Trustee Ponzio explained the purchase addressed concerns that the current version of MSI is not PCI compliant, it is not Windows 7 compliant, and the purchase order module was considered 2 years ago to track commitments and usage of funds. Furthermore, Ms. Kazenas would conduct the in-house training. It was noted that this is a budgeted expenditure.

Roll call vote.

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

Nays: None

Abstentions: None

Absent: None

Motion carried.

2. Board Direction for Disbursement the State of Illinois DCEO Grant

After discussion as how to disburse the \$175,000 grant obtained for the Village by State Representative Ed Sullivan, the Village Board decided to cut checks in equal amounts of \$774.34 to all residents whose names were provided to the Village by the County as paying into the Glennshire water system.

The Board will pass a resolution next month to ratify this decision.

Motion by Riess, second by DiMaggio to distribute the grant money of \$175,000 to the residents of the Glennshire water system project.

Roll call vote.

Ayes: Ponzio, Riess, Morgan, DiMaggio, David

Nays: None

Abstentions: Corrigan

Absent: None

Motion carried.

It was noted that Trustee Corrigan abstained from the vote as her home is a part of the Glennshire water system.

3. Approval of a Resolution Authorizing the Execution of a Certain Agreement with ActiveNet

Trustee Ponzio reported that ActiveNet will replace RecTrac which was purchased 4 years ago by the Village. RecTrac is not PCI compliant and will cost the Village approximately \$5,000.

The purchase of ActiveNet includes PCI compliance, resident scheduling and payment online features and scheduling events at Village facilities. The cost is \$16,000. There would be no future payment for upgrades and the fees are transaction based. It was noted that it interfaces with MSI.

Motion by Ponzio, second by Riess to approve a Resolution Authorizing the Execution of a Certain Agreement with ActiveNet.

Roll call vote.

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

Nays: None

Abstentions: None

Absent: None

Motion carried.

VI. ADMINISTRATIVE REPORTS

- A. Report from the Chief Operating Officer – Pam Newton
1. Monthly Update – Village Operations

Ms. Newton thanked Chief Paulus for the amicable contract negotiations with the police officers. She noted all parties were reasonable and worked together for a new contract. Ms. Newton also reported she conducted performance evaluations on all staff members. She thanked Trustees Ponzio and Riess for their work on the IT projects, and lastly reported she, Ms. Kazenas and Trustees Ponzio and Riess held a conference call with Moody's regarding our bond rating and that it went very well.

2. Economic Development

No report this month.

3. Parks and Recreation

Ms. Newton reported on the progress of the Recreation Coordinator Kelly Carlson. She is working to increase the Woodchucks program, add a farmers market, and move concerts in the park to Friday evenings.

- 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 for 2010. She also reported that staff worked collectively to clean out the file room as well as other storage areas of Village Hall and she has prepared a disposal certificate that has been sent to the state for approval. She will provide the Board with a listing of records to be disposed of at the February meeting.

- b. Countryside Meadows Donation Letter of Credit

Ms. Lobaito reported that all fees according to the First Amendment to the Annexation Agreement with Starzwood Development had been paid earlier today and that she was seeking authorization to release the Donation Letter of Credit. Ms. Lobaito stated that at the direction of the Village Board last month, language was added to the Amendment that provided for the collection of fees still due beyond the 20 year expiration date.

Motion by Riess, second by Corrigan to release the Donation
Letter of Credit for Countryside Meadows subdivision.

Roll call vote.

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

Nays: None

Abstentions: None

Absent: None

Motion carried.

2. Chief Financial Officer – Kristin Kazenas

a. Department Report

No report this month.

3. Chief of Police – Jennifer Paulus

a. Department Report

Ms. Newton commented that she had great respect for the work
CERT performed in conjunction with the pedestrian/vehicle
accident on Quentin Road.

4. Director of Public Works – Jim Maiworm

a. Department Report

Mr. Maiworm reported that 350 tons of salt and 750 man hours
were used in December for snow and ice removal.

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*

Although there was no meeting this month, Trustee Morgan reported that he and
Commander Scharringhausen were stocking the emergency center, and that they
are working on the emergency notification system as well as identifying rolls and
responsibilities of staff.

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

No report this month.

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

No report this month.

VIII. EXECUTIVE SESSION

A. Executive Session Minutes

B. Discussion of Personnel and Possible or Pending Litigation

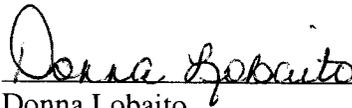
Motion by David, second by DiMaggio, to enter into Executive Session to approve Executive Session Minutes and discussions on personnel and possible or pending litigation.

On a voice vote, the motion carried unanimously at 8:05 p.m.

IX. ADJOURNMENT

At 8:37 p.m. the Special Meeting reconvened. Motion by Riess, second by DiMaggio to adjourn the Special Board Meeting. On a voice vote the motion carried unanimously.

Respectfully submitted,



Donna Lobaito
Village Clerk