



**THE VILLAGE OF HAWTHORN WOODS
VILLAGE BOARD MEETING
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS
JANUARY 17, 2012
7:00 P.M.**

MINUTES

I. CALL TO ORDER AND ROLL CALL

Mayor Mancino called the meeting to order at 7:02 p.m. Roll call indicated the following members were present: Mayor Mancino, Trustees Ponzio, Riess, Morgan, 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, Management Analyst David Fitzgerald and Village Attorney Patrick Brankin.

II. PLEDGE OF ALLEGIANCE

III. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

There was no public comment.

IV. PUBLIC HEARING

A. A Public Hearing for the Annexation Agreement for Fisher Burton, 27250 N. Gilmer Road

Motion by Riess, second by DiMaggio to continue the public hearing for Fisher Burton until the February 21, 2012 Village Board meeting.

Roll call vote.

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

Nays: None

Abstentions: None

Absent: None

Motion carried.

B. A Public Hearing for the Annexation Agreement for Sunrise Tree Care, 110 Midlothian Road

Motion by DiMaggio, second by Morgan to continue the public hearing for Sunrise Tree Care until the February 21, 2012 Village Board meeting.

Roll call vote.

Ayes: Ponzio, Morgan, Corrigan, DiMaggio

Nays: None
Present: Riess and David
Abstentions: None
Absent: None
Motion carried.

V. NEW BUSINESS

A. Consent Agenda

1. Approval of the Minutes from the November 21, 2011 Village Board Meeting
2. Approval of the Minutes from the December 20, 2011 Special Village Board Meeting
3. Approval of Paid Invoice List Dated January 2012
4. Approval of Bills List Dated January 2012
5. Approval of a Resolution Authorizing the Mayor and Village Clerk to Enter into a Certain Agreement with Weather by Request
6. Approval of a Resolution Accepting the Solid Waste Recycling Task Force Report and Its 60 Percent Recycling Goal
7. Approval of an Ordinance Amending the Village Code of the Village of Hawthorn Woods – Title 11, Section 11-1-1L – Aquatic Center Fees
8. Approval of a Resolution Authorizing the Mayor and Chief Operating Officer to Enter into a Certain Agreement with the Lake Zurich Baseball and Softball Association
9. Approval of a Resolution Authorizing the Mayor and Chief Operating Officer to Enter into a Certain Agreement with the Lake County Thunder Baseball Team
10. Approval of a Resolution Authorizing the Mayor and Chief Operating Officer to Enter into a Certain Agreement with the Lake County Stars Baseball Team
11. Approval of a Resolution Authorizing the Mayor and Chief Operating Officer to Enter into a Certain Agreement with the Lake Zurich Lacrosse Club

Motion by Ponzio, second by DiMaggio to approve the Consent Agenda with the exception of items #2, #8, #9, #10 and #11.

Roll call vote.

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

Motion by Ponzio, second by DiMaggio to approve Consent Agenda item #2 – Approval of the Minutes from the December 20, 2011 Special Village Board Meeting.

Trustee Corrigan commented that she was not in attendance at the December 20, 2011 meeting.

Roll call vote.

Ayes: Riess, Ponzio, Morgan, DiMaggio, David

Nays: None

Abstentions: Corrigan

Absent: None

Motion carried.

Motion by Riess, second by Corrigan to approve Consent Agenda item #8 - Approval of a Resolution Authorizing the Mayor and Chief Operating Officer to Enter into a Certain Agreement with the Lake Zurich Baseball and Softball Association.

Trustee Morgan noted that attachment A was missing. Ms. Newton stated this was intentional as she has been meeting with all parties and is still finalizing the attachment. There will be four to five organizations sharing fields at Community Park. She stated that the net revenue this season will be an additional \$7,500.

Trustee Morgan asked about whether Lake Zurich Baseball and Softball Association had certain timeframe rights. Ms. Newton stated the shared fields will be in use after 4 p.m. to allow for our residents to use the fields before that time.

Ms. Newton noted that the schedules will be posted on the field fences, and they will be provided to the coaches and Police Department as well. She also stated the various organizations will have a permit provided to them.

Motion by Riess, second by Morgan to amend the original motion to include that Attachment A is to be negotiated in a form acceptable to staff.

Roll call vote.

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

Nays: None

Abstentions: None

Absent: None

Motion carried.

Motion by Riess, second by DiMaggio to approve Consent Agenda item #9 - Approval of a Resolution Authorizing the Mayor and Chief Operating Officer to Enter into a Certain Agreement with the Lake County Thunder Baseball Team, #10 - Approval of a Resolution Authorizing the Mayor and Chief Operating Officer to Enter into a Certain Agreement with the Lake County Stars Baseball Team, and #11 – Approval of a Resolution Authorizing the Mayor and Chief Operating Officer to Enter into a Certain Agreement with the Lake Zurich Lacrosse Club.

Trustee Morgan noted that the concerns from Item #8 are the same concerns for Items #9, #10 and #11.

Roll call vote.

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

Nays: None

Abstentions: None

Absent: None

Motion carried.

B. Items for Separate Action

1. Approval of a Resolution Opposing the Proposed Aqua Illinois Water and Wastewater Rate Increases before the Illinois Commerce Commission

Motion by Corrigan, second by DiMaggio to approve a Resolution Opposing the Proposed Aqua Illinois Water and Wastewater Rate Increases before the Illinois Commerce Commission.

Mayor Mancino stated that he and Ms. Lobaito attended an ICC public forum in Poplar Grove, IL regarding Aqua Illinois' request for a rate increase. He noted that at the meeting, he read a letter into the record noting that the Hawthorn Woods County Club received a 35% increase three years ago, and now Aqua Illinois is requesting another 70% increase. He also noted to the ICC how the Glennshire homeowners recently paid \$11,000 per household, and now are facing a large rate increase. He also mentioned the County negotiated a rate to service Forest Lake, and two weeks later was informed by Aqua Illinois about the rate increase. The Mayor spoke to both Senator Duffy and Congressman Sullivan about this issue. The Village will continue to monitor this situation.

Management Analyst Fitzgerald noted that residents will be able to link from the Village website to the ICC to comment.

Mayor Mancino also noted that the Village opposes Aqua Illinois' request to group systems together to distribute costs.

Trustee David asked about the Village's recourse. Mayor Mancino commented that the utility companies have the right to request rate increases of the ICC, and our recourse is to file objections.

Mayor Mancino noted that there is a pending House bill that would allow municipalities to condemn utilities if they are to serve the community.

Ms. Newton noted that an update on this matter will be sent via email to residents tomorrow.

VI. OLD BUSINESS

- A. Consideration of an Ordinance Rezoning Land Within the Village of Hawthorn Woods – Astor Development – Approximately 18 Acres, Generally Located West of

Heather Lane, East of the Canadian National Railroad Tracks, and Approximately 400' North of Telser

Motion by Ponzio, second by Corrigan to approve an Ordinance Rezoning Land Within the Village of Hawthorn Woods – Astor Development – Approximately 18 Acres, Generally Located West of Heather Lane, East of the Canadian National Railroad Tracks, and Approximately 400' North of Telser.

Roll call vote.

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

Nays: None

Abstentions: None

Absent: None

Motion carried.

VII. ADMINISTRATION REPORTS

A. Report from the Chief Operating Officer Pam Newton

1. Monthly Update – Village Operations

Ms. Newton noted that due to a recent settlement, the Village will not be moving forward with the voluntary or involuntary annexations that have been on the agenda for months. She also reported that the Kappos grading project is complete, and now staff is focusing on the Geffe grading project. She also stated that another property owner is looking at filling his property, and that she and Ms. Lobaito walked the property with the grading contractor.

Ms. Newton also reported that David Fitzgerald is now a full-time employee of the Village and will be serving as a Management Analyst and Webmaster. The Village has also hired a part-time mechanic. She also reported that the Village is searching for an administrative assistant who will be shared amongst some of the department heads. Ms. Newton reported that she and Ms. Kazenas conducted employee reviews in the last month.

Ms. Newton commented that Bruce Christenson of Lake County Division of Transportation was present at our last senior luncheon, and discussed the proposed intersection improvements at Gilmer and Midlothian roads. Crosswalk safety concerns were discussed in the area of Schwerman and Gilmer roads.

Ms. Newton reported on recent interest in the Towne property.

Lastly, Ms. Newton updated the Board on various Public Works projects under the direction of the Interim Director, Joe Schweda.

2. Economic Development Department Report

Ms. Newton reported on recent economic developments.

3. Parks and Recreation Department Report

No report this month.

B. Report from the Village Attorney

Mr. Brankin reported that effective January 1, 2012 all elected and appointed officials need to complete the online Open Meetings Act training no later than January 1, 2013. He recommended that all those taking the online training submit their certification to Ms. Lobaito.

C. Reports from Department Heads

1. Chief Administrative Officer – Donna Lobaito

a. Building Department Report

Ms. Lobaito reported on the monthly building permit activity. She noted that she recorded the Pugsley and LaHaie annexation.

b. Village Clerk's Department Report

Ms. Lobaito reported on the month's FOIA activity and the cost to the Village. She also reported that vehicle stickers and dog tags are due January 31, 2012, and that the Village Hall office will be open to service our residents on Saturday, January 28, 2012.

Lastly, Ms. Lobaito reported that she has enrolled on the Paralegal Studies program at the College of Lake County.

2. Chief Financial Officer/Human Resources Director– Kristin Kazenas

a. Finance Department Report

Ms. Kazenas reported on the year end activity she has been processing.

b. Human Resource Department Report

Ms. Kazenas reported that she and Ms. Newton completed all employee annual reviews.

c. Risk Management Department Report

Ms. Kazenas reported that she is working on a safety training plan for all employees. She informed the Board that the Village has created a Health and Wellness Committee with each department being represented.

- 3. Chief of Police – Jennifer Paulus
 - a. Police Department Report
No report this month.
- 4. Interim Director of Public Works – Joseph Schweda
 - a. Public Works Department Report
No report this month.

VII. MAYORS REPORT AND COMMITTEE REPORTS

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

- 1. Approval of a Resolution Authorizing the Execution of an Employment Contract – Director of Public Works/Village Engineer – Erika Frable

Mayor Mancino introduced Erika Frable, PE to the Board members. Ms. Frable stated she is a 1993 graduate of the University of Wisconsin-Madison with a degree in civil engineering. She outlined her work history and experiences since that time.

Motion by DiMaggio, second by David to approve a Resolution Authorizing the Execution of an Employment Contract – Director of Public Works/Village Engineer – Erika Frable.

Roll call vote.

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

Nays: None

Abstentions: None

Absent: None

Motion carried.

Ms. Frable will begin her employment on February 20, 2012.

- B. Public Safety and Judicial ----- Vacant, Chair
Neil Morgan, Trustee Liaison
No report this month.
- C. Parks and Recreation ----- Vacant, Chair
Vacant, Trustee Liaison
No report this month.
- D. Environmental Committee ----- John Bickley, Chair

Steve Riess, Trustee Liaison

No report this month.

- E. Zoning Board of Appeals ----- Vacant, Chair
Dominick DiMaggio, Trustee Liaison

No report this month.

- F. Planning, Building and Zoning Commission ----- Susy Rein, Chair
Dominick DiMaggio, Trustee Liaison

Ms. Rein reported that there were no action items coming from the commission this month. She noted that the Toll Brothers public hearing was continued to February 28, 2012 due to some additional information the Village requested for the consideration of a plat amendment.

Ms. Rein reported on the concerns that came out of the bike path discussion regarding the Hartman plat. The concerns centered on the responsibility of construction and maintenance of the path. The commission also raised questions about the dollar amount collected for park donations. She reported that during the commission's discussions, it was suggested that the value of land as identified in the Village Code be reviewed in light of today's economy.

The Board suggested staff take a look at all Village fees now, not just impact fees.

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

Trustee Ponzio reported that the Village had been contacted by the University of Illinois-Chicago offering free assistance of four graduate students to the Village. These students will be performing four main functions:

1. All full-time employees will be interviewed to formulate job descriptions.
2. A salary survey of surrounding Villages and the private sector will be conducted to gather information on salaries, benefits and other perks.
3. A compensation plan will be identified with minimum, mid and maximum salaries per position.
4. Performance measures for annual reviews will be developed.

Trustee Ponzio stated the students along with their professor will present their findings and a report to the Village Board this spring. Ms. Kazenas suggested the presentation to the Village Board be held on Tuesday, April 24, 2012 at 7:00 p.m.

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

No report this month.

VIII. EXECUTIVE SESSION

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

IX. ADJOURNMENT

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

Voice vote:

Ayes: 6

Nays: 0

There being no further business the meeting adjourned at 8:45 p.m.

Respectfully submitted,

Donna Lobaito by Sarah Hansen
Deputy Village Clerk
Donna Lobaito
Village Clerk