



**THE VILLAGE OF HAWTHORN WOODS
VILLAGE BOARD MEETING
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS
APRIL 16, 2012
7:00 P.M.**

MINUTES

I. CALL TO ORDER AND ROLL CALL

Mayor Mancino called the meeting to order at 7:04 p.m. Roll call indicated the following members were present: Mayor Mancino, Trustees Morgan, Corrigan and DiMaggio. Absent were Trustees Riess, Ponzio 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 Erika Frable, 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 DiMaggio, second by Corrigan to continue the public hearing to the May 21, 2012 Village Board meeting.

Roll call vote.

Ayes: Morgan, Corrigan, DiMaggio, Mancino

Nays: None

Abstentions: None

Absent: Riess, Ponzio, David

Motion carried.

V. NEW BUSINESS

A. Consent Agenda

1. Approval of the Minutes from the March 19, 2012 Village Board Meeting
2. Approval of Paid Invoice List Dated April 2012
3. Approval of Bills List Dated April 2012

4. Approval of a Resolution Authorizing the Chief Operating Officer to Execute the Inland Bank Employee Advantage Banking Company Enrollment Form
5. Approval of Interfund Transfers
6. Approval of a Resolution Recognizing National Police Week 2012
7. Approval of an Ordinance Providing for the Official Zoning Map of the Village of Hawthorn Woods
8. Approval of an Ordinance Amending the Village Code of the Village of Hawthorn Woods—Title 4, Chapter 3A; Dead or Diseased Trees
9. Approval of a Resolution Authorizing the Execution of an Agreement with the Illinois Department of Transportation for Construction on State Highway
10. Approval of an Amended Field Lease Agreement with Lake Zurich Lacrosse Club
11. Approval of a Resolution Authorizing the Execution of an Agreement with Deja Vu for Concerts in the Park Performance
12. Approval of a Resolution Authorizing the Execution of an Agreement with DuPage Band for Concerts in the Park Performance
13. Approval of a Resolution Authorizing the Execution of an Agreement with Second Time Around for Concerts in the Park Performance
14. Approval of a Resolution Authorizing the Execution of an Agreement with The Chauffeurs for Concerts in the Park Performance
15. Approval of a Resolution Authorizing the Execution of an Agreement with Saturday June Band for Concerts in the Park Performance
16. Approval of a Resolution Authorizing the Execution of an Agreement with Triple Dawg Dare for Concerts in the Park Performance
17. Approval of a Resolution Authorizing the Execution of an Agreement with Peach's Beach Party for Concerts in the Park Performance
18. Approval of a Resolution Authorizing the Execution of an Agreement with Save the Clocktower for Concerts in the Park Performance
19. Approval of a Resolution Authorizing the Execution of an Agreement with Karen Hart Band for Concerts in the Park Performance
20. Approval of a Resolution Authorizing the Execution of an Agreement with Shelter Dogs for Concerts in the Park Performance
21. Approval of a Resolution Authorizing the Execution of an Agreement with Crossfire for Concerts in the Park Performance
22. Approval of a Resolution Authorizing the Execution of an Agreement with Gray Rock Band for Concerts in the Park Performance
23. Approval of a Resolution Authorizing the Execution of an Agreement with Eight Miles South for Concerts in the Park Performance
24. Approval of a Resolution Authorizing the Execution of an Agreement with Soul Patch Monkey for Concerts in the Park Performance
25. Approval of an Arbor Day Proclamation
Arbor Day is on April 27. Proclamation also recognizes the efforts of the Environmental Committee/Tree Board for their annual Arbor Day activities.
26. Approval of a Resolution Authorizing the Execution of an Agreement with J&M Displays Inc.

Items #3, #5 and #9 were removed from the Consent Agenda at the request of Village Board members.

Motion by Corrigan, second by DiMaggio to approve the Consent Agenda with the exception of items #3, #5, and #9.

Roll call vote.

Ayes: Morgan, Corrigan, DiMaggio, Mancino

Nays: None

Abstentions: None

Absent: Riess, Ponzio, David

Motion carried.

Motion by Corrigan, second by DiMaggio to approve Consent Agenda item #3 – Approval of Bills List Dated April 2012

Trustee Morgan questioned the expenditure for the new Public Works laptop. Ms. Kazenas responded the cost included not only the computer, but software and a monitor for dual purposes.

Trustee David arrived at 7:09 p.m.

Trustee Morgan also questioned the recreation brochure expenditure of \$10,000. Ms. Kazenas explained that money was appropriated in the budget to send the brochure to not only the 60047 zip code, but to Wauconda as well. As a result, there has been an increase in out of district enrollments for the aquatic center.

Trustee Morgan also questioned the expenditures from the Canadian National sound mitigation fund as well as expenditures for polo shirts. The polo shirts were purchased for casual Fridays.

Roll call vote.

Ayes: Morgan, Corrigan, DiMaggio, David

Nays: None

Abstentions: None

Absent: Riess, Ponzio

Motion carried.

Motion by DiMaggio, second by David to approve Consent Agenda item #5 – Approval of Interfund Transfers

Trustee Morgan questioned the interfund transfers as presented. Ms. Kazenas highlighted the purpose of the transfers that were recommended by the Finance

Committee. It was noted that the Finance Committee from the previous administration segregated one time fees to the Village.

Roll call vote.

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

Motion by DiMaggio, second by Corrigan to Approve Consent Agenda #9 - Approval of a Resolution Authorizing the Execution of an Agreement with the Illinois Department of Transportation for Construction on State Highway

Ms. Frable explained that IDOT requests the Village pass this resolution every two years which gives us the right to conduct work in their right-of-way. It represents the first step in the permitting process, which allows us to do work without providing a bond.

Roll call vote.

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

B. Items for Separate Action

1. Approval of a Resolution Restating and Renumbering Title 3, Section 3-8-1 of the Village Code of the Village of Hawthorn Woods Adopted by Ordinance No. 1337-10

Motion by DiMaggio, second by David to approve a Resolution Restating and Renumbering Title 3, Section 3-8-1 of the Village Code of the Village of Hawthorn Woods Adopted by Ordinance No. 1337-10.

Roll call vote.

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

2. Approval of Resolution Authorizing the Execution of an Agreement for the Retention of Peterson, Johnson and Murray, Chicago, LLC to Represent the Village of Hawthorn Woods on Legal Matters Relating to Labor and Employment

Motion by DiMaggio, second by Corrigan to approve a Resolution Authorizing the Execution of an Agreement for the Retention of Peterson, Johnson and Murray, Chicago, LLC to Represent the Village of Hawthorn Woods on Legal Matters Relating to Labor and Employment.

Ms. Newton stated that this recommendation came from a panel who interviewed potential municipal attorneys, and that the Village's municipal law firm of Schain, Burney, Banks and Kenny does not handle employment law. She also noted there is no retainer associated with this agreement.

Roll call vote.

Ayes: Morgan, Corrigan, DiMaggio, David

Nays: None

Abstentions: None

Absent: Riess, Ponzio

Motion carried.

3. Approval of authorization to purchase necessary tools and equipment in the Public Works department for maintenance of parks and right of ways not to exceed \$77,500

Motion by Corrigan, second by David to authorize the purchase of necessary tools and equipment in the Public Works department for maintenance of parks and right of ways not to exceed \$77,500.

Roll call vote.

Ayes: Corrigan, DiMaggio, David, Mancino

Nays: Morgan

Abstentions: None

Absent: Riess, Ponzio

Motion carried.

VI. OLD BUSINESS

None this month.

VII. ADMINISTRATION REPORTS

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

Ms. Newton reported on the upcoming golf outing and fireworks show. She also reported on an incident command course the Chief of Police just completed. Ms. Newton stated the Village just hired an Executive Administrative Assistant. Ms. Newton thanked Trustee David for providing assistance in designing specs for a future generator at Village Hall.

2. Economic Development Department Report

Ms. Newton thanked Mr. Fitzgerald for his work on applying for a \$90,000 grant for the rewriting of the Comprehensive Plan. She reported on the auctioning of the 5 ton truck as well.

3. Parks and Recreation Department Report

Lastly, Ms. Newton reported that this year the Village will be hosting a Park in the Park each Friday at Public Works. There will be no cost to the Village for this event.

B. Report from the Village Attorney

Mr. Brankin reported that the sign ordinance and architectural overlay district ordinances are in review right now and code amendments are forthcoming. He also reported that the PLA for T-Mobile was filed, and lastly he reminded the Board members to complete their online OMA training and forward their certificates of completion to Ms. Lobaito.

C. Reports from Department Heads

1. Chief Administrative Officer – Donna Lobaito

a. Building Department Report

Ms. Lobaito stated her report was in the packet. She also reminded the Board to complete their online OMA training. Trustee David expressed concern about the roads, wetlands and entrance gate in the Country Club. Mayor Mancino stated that some of these concerns are the responsibility of the HOA and not the Village. Trustee David noted that people in the Country Club are happy with how the Village has reacted to protecting their best interests. Trustee Corrigan suggested FAQ's being added to our website defining HOA vs. Village issues, and elaborating on Village issues.

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

a. Finance Department Report

Ms. Kazenas reported on a \$1,000 grant the Village received for Public Works safety training. She also reported that the audit has been completed and Mr. LeFevre will be presenting the audit to both the Finance Committee and Village Board in May. Lastly, Ms. Kazenas reported that the Canadian National reconciliation has been completed and this report has been forwarded to Canadian National. Ms. Kazenas will be forwarding this report to the Village Board. Staff will be sending a request to Canadian National to extend the date in which funds are to be expended.

Trustee Riess arrived at 7:52 p.m.

b. Human Resource Department Report

Ms. Kazenas reported that there will be a Committee of the Whole meeting on Tuesday, April 24, 2012 in which the students from UIC will present their capstone project on job descriptions and a salary structure.

c. Risk Management Department Report

No report this month.

3. Chief of Police – Jennifer Paulus

a. Police Department Report

Chief Paulus stated her report was in the packet. She noted the newly refurbished Hummer was in the parking lot tonight for the Board to view. Chief Paulus reported on the golf outing, the National Peace Officers Day, the upcoming CERT pancake breakfast, and the Bike Rodeo over Memorial Day weekend. Chief Paulus thanked Trustee David for his assistance with creating specs for the new generator. Trustee David discussed the plans to move forward with the new generator for Village Hall.

Trustee Ponzio arrived at 8:10 p.m.

4. Public Works Director/Village Engineer – Erika Frable, PE

a. Public Works Department Report

Ms. Frable reported that the 5-ton truck had been sold at auction. Her crews are working on field maintenance for spring sports activities. She also reported that a new trailer has been purchased for the mowers, and

that lawn restoration from winter plowing is ongoing. Ms. Frable also acknowledged and thanked Bob Atwater from Apex Landscaping for his generous donation of salt to the Village.

VIII. MAYORS REPORT AND COMMITTEE REPORTS

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

1. Reappointment of Doug Samz to Police Pension Board – 2 Year Term Effective May 8, 2012 – May 5, 2014

Motion by Riess, second by DiMaggio to Reappointment of Doug Samz to Police Pension Board – 2 Year Term Effective May 8, 2012 – May 5, 2014.

Roll call vote.

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

Nays: None

Abstentions: None

Absent: None

Motion carried.

Mayor Mancino reported that he has been in contact with the County and numerous municipalities regarding the Dimucci application to the County to rezone the property at Rt. 12 and Old McHenry Road. He reported that BACOG and North Barrington have passed resolutions in opposition to the rezoning, and that he will be speaking before approximately 14 other municipalities seeking their support.

Mayor Mancino also reported that he will be traveling to Springfield in two weeks for lobbying day. He has one meeting set up, and he will report back to the Village Board.

- B. Planning, Building and Zoning Commission -----Susy Rein, Chair
Dominick DiMaggio, Trustee Liaison
No report this month.

- C. Public Safety and Judicial -----Vacant, Chair
Neil Morgan, Trustee Liaison
Trustee Morgan reported that the EOP is nearing completion, and that they will be looking at it from a usability standpoint. Mayor Mancino reported that ComEd is forming a central location for an EOC, and that the Village will assign someone for that purpose. Chief Paulus commented that when the EOP is completed, a Committee of the Whole meeting will be called so that the Board of Trustees understands what their roles are.

- D. Parks and Recreation -----Vacant, Chair

Vacant, Trustee Liaison

No report this month.

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

Trustee Riess reported that his committee met over the weekend to prepare seedlings for Arbor Day. He also thanked Tom Kusmerz of the Barn Nursery for his donation of an Autumn Maple to Spencer Loomis School for the Arbor Day celebration. Mayor Mancino asked Trustee Riess to have his committee provide a recommendation to the Village Board on leaf burning by the June Board meeting.

Mrs. Beryl Ibbotson, 8 Lagoon Drive, addressed the Village Board about plans to ban leaf burning. She expressed safety and health concerns and said they are being denied the ability to enjoy their yard on burning days. Mayor Mancino replied that the Village Board will be addressing this issue in the near future and that the Environmental Committee will be presenting options to the Board in the next few months.

Mr. Brian Ibbotson, 8 Lagoon Drive, asked if the Village has any records on air quality measurements, to which Ms. Newton responded no.

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

No report this month.

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

Trustee Ponzio reported that there will be a Committee of the Whole meeting on April 24, 2012 regarding the UIC student findings on job descriptions and salary structure. He outlined the process the Village will take once this information is presented. It was noted that the information being presented will be about the positions and not the individuals in those positions.

1. Municipal Electrical Aggregation Update

Ms. Kazenas stated the Finance Committee's recommendation to the Village Board was to wait one year on the electrical aggregation option to see how well received it would be. She stated a pilot program was conducted with the aquatic center which proved there was a cost savings.

Ms. Kazenas stated the filing deadline for an April referendum is August, therefore, she will be completing her research of villages that have passed referenda, and she will take this information to the Finance Committee in June.

2. Approval of January 2012 Financial Statements

Motion by Corrigan, second by Ponzio to approve the January 2012 Financial Statements.

Roll call vote.

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

Nays: None

Abstentions: None

Absent: None

Motion carried.

3. Approval of the February 2012 Financial Statements

Motion by Riess, second by Corrigan to approve the February 2012 Financial Statements.

Roll call vote.

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

Nays: None

Abstentions: None

Absent: None

Motion carried.

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

Ms. Frable reported that the committee met last week with an affirmative recommendation on the IDOT resolution, which was addressed earlier in tonight's meeting.

IX. EXECUTIVE SESSION

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

Prior to adjournment, Trustee David asked about the reason for eliminating the motorcycle request by the Police Department in the 2012 budget. Ms. Kazenas stated the management recommendation to the Village Board was to eliminate this request because it was not a priority at this time. Ms. Newton stated the greatest need for new vehicles is in the Public Works department, and that is reflected in the 2012 operating budget.

Trustee Ponzio announced to the Board that our newest police officer, Marcus Riddle, was nominated as Professional of the Year at McHenry County College.

X. ADJOURNMENT

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

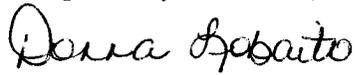
Voice vote:

Ayes: 6

Nays: 0

There being no further business the meeting adjourned at 9:08 p.m.

Respectfully submitted,



Donna Lobaito

Village Clerk