



**THE VILLAGE OF HAWTHORN WOODS
VILLAGE BOARD MEETING
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS
MAY 21, 2012
6:00 P.M.**

MINUTES

I. CALL TO ORDER AND ROLL CALL

Mayor Mancino called the meeting to order at 6:03 p.m. Roll call indicated the following members were present: Mayor Mancino, Trustees Ponzio, Riess, Morgan, Corrigan and DiMaggio. Absent was Trustee 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/Village Engineer Erika Frable and Village Attorney Patrick Brankin.

II. PLEDGE OF ALLEGIANCE

III. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

There was no public comment.

IV. SPECIAL PRESENTATIONS TO THE BOARD

A. Presentation by Dan Krueger of the Lake County Stars

Mr. Dan Krueger, President of the Lake County Stars, thanked the Village Board and staff members Ms. Newton and Ms. Frable for all their responsiveness in readying the ball fields for play this year. He noted that presently there are three teams and he is growing this Hawthorn Woods baseball program.

B. Presentation of Comprehensive Annual Financial Report as of Dec. 31, 2011 – Brian LeFevre, Sikich

Mr. Brian LeFevre, Sikich, was present tonight to present the Comprehensive Annual Financial Report as of December 31, 2011 to the Village Board. He noted that once again the Village received recognition from the GFOA for financial reporting. Following his presentation, there were no questions or comments from the Village Board.

V. 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 June 18, 2012 Village Board meeting.

Ms. Newton noted that Fisher Burton has been very busy with their business, and we are still awaiting a final annexation agreement document.

Roll call vote.

Ayes: Ponzio, Riess, Morgan, Corrigan and DiMaggio

Nays: None

Abstentions: None

Absent: David

Motion carried.

VI. NEW BUSINESS

A. Consent Agenda

1. Approval of the Minutes from the April 16, 2012 Village Board Meeting
2. Approval of the Minutes from the April 24, 2012 Committee of the Whole Meeting
3. Approval of the Minutes from the May 9, 2012 Special Village Board Meeting
4. Approval of Paid Invoice List Dated May 2012
5. Approval of Bills List Dated May 2012
6. Approval of a Resolution Authorizing the Execution of an Agreement with Sunset Cinema
7. Acceptance of the Comprehensive Annual Financial Report as of Dec. 31, 2011
8. Approval of Auditor's Communication to the Board of Trustees as of Dec. 31, 2011
9. Approval of a Resolution - Public Works Week Proclamation
10. Approval of a Resolution Authorizing the Execution of a Field Lease Agreement – Hawthorn Woods Soccer Club
11. Approval of a Resolution Authorizing the Execution of an Amended Contract – Waste Management

Item #3 was removed from the Consent Agenda at the request of one of the Village Board members.

Motion by Corrigan, second by DiMaggio to approve the Consent Agenda with the exception of item #3.

Roll call vote.

Ayes: Ponzio, Riess, Morgan, Corrigan and DiMaggio

Nays: None

Abstentions: None
Absent: David
Motion carried.

Motion by Corrigan, second by Riess to approve Consent Agenda item #3, Approval of the Minutes from the May 9, 2012 Special Village Board Meeting.

Trustee DiMaggio noted he was not at this meeting.

Roll call vote.

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

B. Items for Separate Action

None this month.

VII. OLD BUSINESS

None this month.

VIII. ADMINISTRATION REPORTS

A. Report from the Chief Operating Officer Pam Newton

1. Monthly Update – Village Operations

Ms. Newton reported on the recent Village golf outing. She specifically thanked Chief Paulus and Ms. Carlson for their oversight and organization of the event. She noted that it is anticipated that approximately \$16,500 was raised for community events such as the annual fireworks show, concerts in the parks and the farmer's market. Ms. Newton also reported activities surrounding National Law Enforcement Week and National Public Works Week.

2. Economic Development Department Report

Ms. Newton updated the Board in the area of economic development.

3. Parks and Recreation Department Report

No report this month.

B. Report from the Village Attorney

Village Attorney Brankin reminded Board members to complete their online Open Meetings Act training and forward the certificates of completion to Ms. Lobaito.

C. Reports from Department Heads

1. Chief Administrative Officer – Donna Lobaito

a. Building Department Report

Ms. Lobaito reported that the Village Board will be considering ordinances in June regarding drive-through facilities and the rezoning of municipal properties from residential to municipal.

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

a. Finance Department Report

Ms. Kazenas thanked staff for their assistance with the audit.

b. Human Resource Department Report

No report this month.

c. Risk Management Department Report

No report this month.

3. Chief of Police – Jennifer Paulus

a. Police Department Report

Chief Paulus reported that the annual Bike Rodeo would be held this coming Saturday. She also reported that the replacement of carpeting in the Police Department had been completed. Lastly, she commented that the 2009 Crown Victoria was totaled as a result of an officer hitting a deer. The replacement car will have the same look as the newer designed vehicles in the department.

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

a. Public Works Department Report

Ms. Frable reported that the Aquatic Center was being readied for the summer season. She discussed recent hiring of seasonal employees in the department. Trustee Morgan thanked the Public Works staff for their assistance with the CERT pancake breakfast, and for their quick response to a resident on North Trail who was dealing with a sink hole.

IX. MAYORS REPORT AND COMMITTEE REPORTS

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

Mayor Mancino reported that he along with Trustee Corrigan and staff members attended a Rt. 53 Blue Ribbon Advisory meeting. This advisory committee will be making recommendations to the toll authority. Trustee Corrigan reported that there was a vote on the plan, however, there is still no funding to move the project forward. She said we will continue to monitor the situation.

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

Trustee DiMaggio stated ordinances regarding drive-through facilities and municipal rezoning will be forthcoming to the Village Board in June.

B. Public Safety and Judicial -----Vacant, Chair
Neil Morgan, Trustee Liaison

Trustee Morgan stated the EOC continues to meet.

C. Parks and Recreation -----Vacant, Chair
Vacant, Trustee Liaison

No report this month.

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

1. Presentation and Discussion of Options Presented to the Board Regarding Open Burning and Leaf Collection

Trustee Riess presented several options that were discussed and voted upon by the Environmental Committee regarding leaf collection. Mayor Mancino asked the Board members to take all options into consideration and to discuss with neighbors. He said the Board should be prepared to debate the subject at either the June or July Village Board meetings.

Mayor Mancino left the Board room at 6:53PM.

Trustee Riess stated the Environmental Committee looked at other communities and found all of them banned leaf burning many years ago. He said the committee members voted on each option.

Mayor Mancino returned to the Board room at 6:55PM.

Trustee Riess noted that if the Board votes to ban leaf burning, this decision would not take effect until January, 2013. Mayor Mancino asked staff to look at the costs involved with all options.

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

No report this month.

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

Trustee Ponzio updated the Village Board on the compensation proposal by the UIC students.

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

No report this month.

X. EXECUTIVE SESSION

- A. Discussion of Possible or Pending Litigation and Consideration of Executive Session Minutes

Mayor Mancino stated there would be no need to go into Executive Session this evening.

XI. ADJOURNMENT

Motion by Corrigan, second by Dimaggio to adjourn the Board meeting.

Roll call vote.

Ayes: Ponzio, Riess, Morgan, Corrigan and DiMaggio

Nays: None

Abstentions: None

Absent: David

Motion carried.

There being no further business the regular meeting adjourned at 7:08 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Donna Lobaito". The signature is written in black ink and is positioned above the printed name.

Donna Lobaito
Village Clerk