



THE VILLAGE OF HAWTHORN WOODS  
VILLAGE BOARD MEETING  
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS  
JUNE 18, 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 and DiMaggio. Absent were Trustees Corrigan 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/Village Engineer Erika Frable and Village Attorney Patrick Brankin.

**II. PLEDGE OF ALLEGIANCE**

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

**Beryl Ibbotson, 8 Lagoon Drive** – Mrs. Ibbotson addressed the Board regarding her concerns for open burning pollution and safety concerns from such burning.

Trustee David arrived at 7:04 p.m.

Mayor Mancino stated the topic of open burning would be discussed later this evening.

**Christina Hack, 10 Hickory** – Ms. Hack addressed the Board about the number of large trees she has on her property, and that bagging all the leaves in the fall is not an option for her. She asked that if the Village decides to ban leaf burning, she would like an alternative solution to the issue.

**IV. PUBLIC HEARING**

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

Motion by DiMaggio, second by Ponzio to continue the public hearing for Fisher Burton until the July 16, 2012 Village Board meeting.

Roll call vote.

Ayes: Ponzio, Riess, Morgan, DiMaggio and David  
Nays: None

Abstentions: None  
Absent: Corrigan  
Motion carried.

**V. NEW BUSINESS**

**A. Consent Agenda**

1. Approval of the Minutes from the May 21, 2012 Village Board Meeting
2. Reconsideration of the Minutes from the May 9, 2012 Special Village Board Meeting
3. Approval of Paid Invoice List Dated June 2012
4. Approval of Bills List Dated June 2012
5. Approval of a Resolution Authorizing the Execution of an Amended Intergovernmental Agreement – Illinois Comptroller’s Local Debt Recovery Program
6. Approval of a Resolution Authorizing the Execution of an Agreement with Magic Frank Blues Band for Concerts in the Park Performance
7. Approval of a Resolution Authorizing the Execution of an Agreement with Monroe Truck Equipment, Inc. for the Purchase of Equipment to Outfit the New Public Works Truck

Items #1 and #2 were removed from the Consent Agenda at the request of the Village Board members.

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

Roll call vote.

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

Motion by Riess, second by Morgan to approve Consent Agenda item #1, Approval of the Minutes from the May 21, 2012 Village Board Meeting.

It was noted that in the minutes under the Public Hearing section, that the continuation of the Fisher Burton public hearing was to June 18, 2012, not May 18, 2012.

Motion by Riess, second by Morgan to amend the motion to approve Consent Agenda item #1, Approval of the Minutes of the May 21, 2012 Village Board Meeting with the noted correction.

Roll call vote.

Ayes: Ponzio, Riess, Morgan and DiMaggio

Nays: None

Abstentions: David

Absent: Corrigan

Motion carried.

Motion by Riess, second by Ponzio to reconsider the motion to approve the Minutes of the May 9, 2012 Special Village Board meeting.

Mayor Mancino noted that there was an error in the recording of the vote, thus requiring reconsideration on the approval of the minutes.

Roll call vote.

Ayes: Ponzio, Riess, Morgan, DiMaggio and David

Nays: None

Abstentions: None

Absent: Corrigan

Motion carried.

Motion by Ponzio, second by David to approve Consent Agenda item #2, Reconsideration of the Minutes from the May 9, 2012 Special Village Board Meeting.

Roll call vote.

Ayes: Ponzio, Riess, Morgan, DiMaggio and David

Nays: None

Abstentions: None

Absent: Corrigan

Motion carried.

## B. Items for Separate Action

1. Approval of Authorization to Use Canadian National Funds for Replacement Squad Car

Motion by Morgan, second by David to Approve the Authorization to Use Canadian National Funds for Replacement Squad Cars.

Roll call vote.

Ayes: Ponzio, Riess, Morgan, DiMaggio and David

Nays: None

Abstentions: None

Absent: Corrigan  
Motion carried.

2. Approval of a Resolution Authorizing the Execution of an Agreement with DA Development for the Kruger Property

Motion by Riess, second by Dimaggio to approve a Resolution Authorizing the Execution of an Agreement with DA Development for the Kruger Property.

Trustee Morgan expressed concern about the impact fee due to the Village and asked what the purpose was of the funds being collected by the Village as a part of this development agreement. Ms. Newton outlined the impact of the activity over two years, and that the funds will be used to make community enhancements of our choosing.

The Board discussed the traffic impact to Krueger Road. Chief Paulus and Public Works Director Frable will research the requirements for limiting truck traffic on roads.

Roll call vote.

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

## **VI. OLD BUSINESS**

None this month.

## **VII. ADMINISTRATION REPORTS**

Mayor Mancino left the meeting at 7:25 p.m.

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

Ms. Newton reported that every Ash tree in Community Park is infected with Emerald Ash Borer. Replacement of these trees has not been budgeted, however, staff will be looking into grant opportunities. Ms. Newton also reported that she and Ms. Lobaito have been addressing 27 open development and project items.

Mayor Mancino returned to the meeting at 7:27 p.m.

Ms. Newton further reported that a party is looking to purchase the former Winchester property for lacrosse fields.

2. Economic Development Department Report

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

3. Parks and Recreation Department Report

Ms. Newton reported that the Friday concerts in the park, the Farmer's Market and car show have begun. She also stated that Lake Zurich Flames have requested field usage and she will be bringing a field lease agreement to the Village Board next month. Lastly, Ms. Newton noted that attention is being given to the parks with watering and other maintenance activities.

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. He also reported on the past month's activities of preparing annexation notices with staff.

C. Reports from Department Heads

1. Chief Administrative Officer – Donna Lobaito

a. Building Department Report

Ms. Lobaito reported that staff has been working on a comprehensive fees analysis which will be provided to the Village Board next month. She also reported that the continuation of the Toll Brothers public hearing is scheduled before Planning, Building and Zoning Commission on September 11, 2012.

b. Village Clerk's Department Report

Ms. Lobaito reported that she and Deputy Clerk Hansen continue to work on the disposal of records.

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

a. Finance Department Report

Ms. Kazenas reported that she attended the national GFOA conference in Chicago and will prepare a summary of the knowledge she gained.

b. Human Resource Department Report

Ms. Kazenas reported that while attending the GFOA conference, she obtained 25 pedometers to be distributed to staff members as a part of the Village's wellness initiative.

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 was a success. She also reported that the department is receiving many requests for the Hummer to be brought to various community and regional events.

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

a. Public Works Department Report

Ms. Frable reported that her report was in the packet. She outlined the many items her department staff has been addressing. Mayor Mancino asked Ms. Frable to look into the timers on the bathroom doors at the park.

**VIII. MAYORS REPORT AND COMMITTEE REPORTS**

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

No report this month.

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

Ms. Lobaito provided an overview of the five ordinances being recommended by the Planning, Building and Zoning Commission.

1. Approval of an Ordinance Amending the Village Code of the Village of Hawthorn Woods – Title 9, Section 9-2-2 – Definitions; Title 9, Section 9-6A1-3 – Special Uses; Title 9, Section 9-6B-3 – Special Uses; Title 9, Chapter 11 – Off Street

Parking and Loading; Title 9, Section 9-11-5B.1 – Retail Stores and Banks; And Title 9, Section 9-11-9 – Drive Through Facility Standards

Motion by DiMaggio, second by Ponzio to approve an Ordinance Amending the Village Code of the Village of Hawthorn Woods – Title 9, Section 9-2-2 – Definitions; Title 9, Section 9-6A1-3 – Special Uses; Title 9, Section 9-6B-3 – Special Uses; Title 9, Chapter 11 – Off Street Parking and Loading; Title 9, Section 9-11-5B.1 – Retail Stores and Banks; And Title 9, Section 9-11-9 – Drive Through Facility Standards.

Trustee Ponzio noted a typo on page 3.

Roll call vote.

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

2. Approval of an Ordinance Rezoning Village Hall from R-1 Single Family Residential to M – Municipal

Motion by Riess, second by Ponzio to approve an Ordinance Rezoning Village Hall from R-1 Single Family Residential to M – Municipal.

Roll call vote.

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

3. Approval of an Ordinance Rezoning Village Hall Parking Lot from R-1 Single Family Residential to M - Municipal

Motion by Riess, second by David to approve Ordinance Rezoning Village Hall Parking Lot from R-1 Single Family Residential to M – Municipal.

Roll call vote.

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

4. Approval of an Ordinance Rezoning Aquatic Center from R-1 Single Family Residential to M – Municipal

Motion by Riess, second by David to approve an Ordinance Rezoning Aquatic Center from R-1 Single Family Residential to M – Municipal.

Roll call vote.

Ayes: Ponzio, Riess, Morgan, DiMaggio and David

Nays: None

Abstentions: None

Absent: Corrigan

Motion carried.

5. Approval of an Ordinance Rezoning Public Works Facility from R-1 Single Family Residential to M – Municipal

Motion by DiMaggio, second by David to approve an Ordinance Rezoning Public Works Facility from R-1 Single Family Residential to M – Municipal.

Roll call vote.

Ayes: Ponzio, Riess, Morgan, DiMaggio and David

Nays: None

Abstentions: None

Absent: Corrigan

Motion carried.

- C. Public Safety and Judicial -----Vacant, Chair

Neil Morgan, Trustee Liaison

Chief Paulus provided an update on the needs for video cameras in all squad cars. She also reported that the committee is in need of two more members. She also stated that she will work with staff on a crosswalk possibility near the country club. Mayor Mancino asked that the bollards by the aquatic center be reinstalled.

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

Vacant, Trustee Liaison

No report this month.

- E. 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 provided an update on the status of the open burning and leaf collection work of the committee and staff. Health issues were discussed as well as the options for alternatives to leaf burning. He reviewed the options offered by the committee and noted that option 4 was intended to be a leaf collection service provided to those who subscribe.

Staff and the Village Attorney were asked to review the Waste Management contract to determine whether a third party could be hired for leaf collection. Mayor Mancino expressed concern regarding the expense of the option providing that the Village pick up the leaves. The expense of the equipment was discussed.

The Board discussed the many options and the impact any decision would have on the residents. Mayor Mancino stated that this is more of a Clean Air Act issue than a leaf burning issue. Trustee Riess noted fire pits would not be banned as a part of any open burning ban.

Ms. Frable discussed staff's research on this topic as well as the proposed equipment. It is her opinion that larger equipment would be required than what was proposed based on the volume of leaves to be collected. She reported that other Villages she consulted with noted how labor intensive a Village run leaf collection program can be. If the program is on a subscription basis only with few participants, it may be cost prohibitive for all.

Trustee Ponzio reminded all of the essential services that are offered by the Village departments, and that leaf collection is not an essential service, unlike police protection or snow plowing. He stated the Village needs to look at what the best uses are of our limited funds, and that leaf collection should be borne by the property owners.

Trustee David left the meeting at 8:25 p.m.

Cost and logistics of temporarily storing and transporting leaves were discussed.

Trustee David returned to the meeting at 8:26 p.m.

Trustee Riess noted that people have attended Environmental Committee meetings in the past who indicated they do not want to ban leaf burning.

**Robert Lang, 8 James** – Mr. Lang stated that he contracts with a landscaping service, but still needs to burn. He noted that Forest Lake is still allowed to burn and there would be nothing preventing smoke from coming across Old McHenry Road into the Village.

**Mr. Bill Hack, 10 Hickory** – Mr. Hack asked if the use of fireplaces was going to be banned. He noted they too generate smoke. He said he has no choice but to burn leaves.

Ms. Frable summarized her thoughts by indicating the other communities she spoke to advised against the Village staff handling leaf collection due to labor costs and equipment failure. Ms. Newton noted the concerns of stormwater maintenance issues with the culverts in town. She said other surrounding communities have banned open burning, but exempted agricultural burns, fire pits and recreational burning.

Regarding paying Waste Management \$12 annually for leaf collection, Trustee David noted that many residents already pays for their landscape debris to be removed and he did not want to see residents having to pay twice.

**Beryl Ibbotson, 8 Lagoon Drive** – Mrs. Ibbotson requested the Village Board ban leaf burning because it affects people’s ability to breathe. She suggested the Village promote educational material in mulching of leaves.

**Mrs. Christina Hack, 10 Hickory** – Mrs. Hack asked for alternatives if leaf burning is to be banned. She said she does not have a landscaping service, so it’s almost impossible to hire someone just to pick up leaves.

Mayor Mancino stated a vote would be taken on this issue at the July Village Board meeting.

Trustee David left the meeting at 8:55 p.m.

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

1. Approval of the Treasurer’s Report for the Year Ended December 31, 2011

Motion by Ponzio, second by DiMaggio to approve the Treasurer’s Report for the Year Ended December 31, 2011.

Roll call vote.

Ayes: Ponzio, Riess, Morgan and DiMaggio

Nays: None

Abstentions: None  
Absent: Corrigan, David  
Motion carried.

2. Approval of the March 2012 Financial Statements

Motion by Riess, second by DiMaggio to approve the March 2012 Financial Statements.

Roll call vote.

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

3. Approval of the December 31, 2011 Year-End Transfers

Motion by Ponzio, second by DiMaggio to approve the December 31, 2011 Year-End Transfers.

Roll call vote.

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

Trustee David returned to the meeting at 8:58 p.m.

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

No report this month.

**IX. EXECUTIVE SESSION**

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

Mayor Mancino stated there would be no business conducted after Executive Session this evening.

**X. ADJOURNMENT**

Motion by DiMaggio, second by David to enter into Executive Session.

Roll call vote.

Ayes: Ponzio, Riess, Morgan, DiMaggio and David

Nays: None

Abstentions: None

Absent: Corrigan

Motion carried.

There being no further business the regular meeting adjourned at 8:59 p.m.

Respectfully submitted,



Donna Lobaito  
Village Clerk