



**THE VILLAGE OF HAWTHORN WOODS  
SPECIAL VILLAGE BOARD MEETING  
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS  
AUGUST 20, 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 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, Chief of Police Jennifer Paulus and Village Attorney Patrick Brankin.

**II. PLEDGE OF ALLEGIANCE**

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

There were no comments from the public.

**IV. NEW BUSINESS**

**A. Items for Separate Action**

1. Approval of an Ordinance Amending the Annual Revenue Budget for the Village of Hawthorn Woods, Lake County, Illinois for the Fiscal Year Commencing January 1, 2012 and Ending December 31, 2012

Motion by Ponzio, second by DiMaggio to approve an Ordinance Amending the Annual Revenue Budget for the Village of Hawthorn Woods, Lake County, Illinois for the Fiscal Year Commencing January 1, 2012 and Ending December 31, 2012.

Ms. Kazenas noted this will amend the revenues in the amount of \$173,000 to reflect a grant received with the assistance of Senator Dan Duffy's office.

Roll call vote.

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

Nays: None

Abstentions: None

Absent: None

Motion carried.

2. Approval of an Ordinance Amending the Annual Expenditure Budget for the Village of Hawthorn Woods, Lake County, Illinois for the Fiscal Year Commencing January 1, 2012 and Ending December 31, 2012

Motion by David, second by DiMaggio to approve an Ordinance Amending the Annual Expenditure Budget for the Village of Hawthorn Woods, Lake County, Illinois for the Fiscal Year Commencing January 1, 2012 and Ending December 31, 2012.

Trustee Corrigan stated she had met with Ms. Kazenas earlier in the day and still has reservations on the study comparables. She noted the differences in the communities. She also expressed concern about the unemployment and foreclosure rates in the Chicagoland and Midwest areas. Trustee Corrigan also expressed concern about implementing the salary plan too quickly and whether it could be sustained.

Trustee Corrigan expressed her appreciation for the entire staff and acknowledged their hard work over the years, but was concerned about having to make cuts in the future if the economy did not stabilize. She suggested looking into market adjustments towards the end of 2013 and into 2014.

Mayor Mancino noted that he appreciated Ms. Corrigan's position on this matter, but said he is looking at this from a business perspective. He said the employees need to be paid entry level salaries and that there had been no baseline in the past. He cited the importance of attracting and keeping good people in the organization. He also stated that there is no way to select communities for comparison that are exactly like Hawthorn Woods, so geography was a major deciding factor in the selection process.

Mayor Mancino said that when he became Mayor his vision was to build excellence and that he asked the employees to stick with the Village while we steadied the finances. He said the Village will spend more money to replace and train new employees, and that we will always be a training ground for employees to eventually move on. He noted that when he took office in 2009, the Village had spent \$200,000 for a new salary structure for the Police Department salaries only, plus an additional \$500,000 to litigate the matter, and now is the time to address the salary structure for the non-union staff.

Trustee Ponzio also expressed appreciation for Trustee Corrigan's comments. He commented that it is time to do the right thing and that we need to be role models.

Trustee Morgan expressed concern on the comparatives as well and noted that Hawthorn Woods is one of the bottom two communities as far as revenues. He said he wants to understand the policy behind the decision. He also said he would like to see these adjustments spread out over time and he prefers a performance plan.

Mayor Mancino responded the Village already follows a performance plan with the annual reviews, whereby each employee is given goals to meet. Trustee Morgan reminded the Board that taxes were raised to make ends meet.

Mayor Mancino noted that before he served as Mayor, the former Village Board was living outside its budget with no sustainable revenues. Developer donations were used to build parks and an aquatic center with no way of maintaining them. He said this Village has suffered repercussions because of previous Boards' actions. He noted taxes were not raised because the economy went bad; they were raised because the previous Board lived outside their means. He reminded all that it is more expensive to lose staff than replace them and that now was the time to invest in our staff while the economy is depressed. With the current Village pay scale being among the lowest in the area, Village staff turnover should be expected regularly.

Trustee Corrigan proposed that the Board make a commitment to reach the minimum salary levels by 2014 if Mariano's is constructed in 2013. However, it was noted that there was already a motion on the table.

Trustee Riess stated that he works in the employment industry and agrees with Mayor Mancino in that it is imperative to keep good employees due to the replacement costs exceeding the cost of the salaries under consideration now. He noted that there is a cost to training and bringing new staff members up to speed on matters. He stated the market adjustment is long overdue and well deserved and should be funded and implemented.

Trustee DiMaggio noted that these are tough times, but the Village needs to move forward, and to keep and attract the best we must pay them or they will leave. He said we have to pay for greatness, and we will not get out of tough times without greatness.

Mayor Mancino further stated that our residents demand services and in his three years as serving as Mayor never once has he had a resident ask for services to be cut. He said the residents have great demand for services from our staff. He reminded the Board that a couple years ago staff was asked to pay quite a bit more for their health insurance, and that he asked staff to buy into this and they did. He said the staff has already earned the value of the market adjustments.

Roll call vote.

Ayes: Ponzio, Riess, DiMaggio, David and Mancino

Nays: Morgan, Corrigan

Abstentions: None

Absent: None

Motion carried.

3. Approval of a Resolution Authorizing the Execution of an Agreement with PML Development, LLC for the Former Weatherstone Property

Motion by Riess, second by DiMaggio to approve a Resolution Authorizing the Execution of an Agreement with PML Development, LLC for the Former Weatherstone Property.

Ms. Newton stated this is basically the same agreement that the Village entered into with Geffe and Krueger and that it has gone through legal review. She noted that when PML Development, LLC completes the grading on the property, they will donate the 62 acres to the Village of Hawthorn Woods for \$1. There will be no other cash exchange. Furthermore, PML Development, LLC will repair Krueger Road to our current specifications, excluding concrete ribbons, up to \$200,000. If the Village chooses to install concrete ribbons, we would be responsible for paying for that cost.

Roll call vote.

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

Nays: None

Abstentions: None

Absent: None

Motion carried.

4. Approval of a Resolution Authorizing the Chief Operating Officer to Waive the Sealed Bid Process and Proceed with Public Notification of the Request for Proposals (RFP) Process for the Purchase of Municipal Generator/s

Motion by David, second by Riess to approve a Resolution Authorizing the Chief Operating Officer to Waive the Sealed Bid Process and Proceed with Public Notification of the Request for Proposals (RFP) Process for the Purchase of Municipal Generator/s.

Roll call vote.

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

Nays: None

Abstentions: None

Absent: None

Motion carried.

5. Approval of a Motion Authorizing the Chief Operating Officer to Place a Bid with Lake County in the Amount Not to Exceed \$250.00 for the Purchase of Approximately 5 Acres of Vacant Land to be Used for Open Space

Motion by Ponzio, second by DiMaggio to approve a motion Authorizing the Chief Operating Officer to Place a Bid with Lake County in the Amount Not to Exceed

\$250.00 for the Purchase of Approximately 5 Acres of Vacant Land to be Used for Open Space.

Ms. Newton stated the Village was contacted by the County regarding a parcel of land available for back taxes. The property is mostly wetland, therefore, the Village would keep this as open space. Ms. Frable did not find any utilities in her research of the property. A title search will be conducted prior to a bid being placed on the land.

Trustee David left the meeting at 8:00 PM.

Roll call vote.

Ayes: Ponzio, Riess, Morgan, Corrigan and DiMaggio

Nays: None

Abstentions: None

Absent: David

Motion carried.

#### B. Consent Agenda

1. Approval of Paid Invoice List Dated August 2012
2. Approval of Bill List Dated August 2012
3. Approval of a Resolution Authorizing the Execution of a Field Lease Agreement with Lake Zurich Football Club
4. Approval of a Resolution Authorizing the Execution of a Broker of Record Agreement with Northern Illinois Municipal Electric Collaborative, Inc.

Motion by DiMaggio, second by Ponzio to approve the Consent Agenda as presented.

Roll call vote.

Ayes: Ponzio, Riess, Morgan, Corrigan and DiMaggio

Nays: None

Abstentions: None

Absent: David

Motion carried.

#### V. EXECUTIVE SESSION

Mayor Mancino noted there would be no Executive Session this evening.

#### VI. ADJOURNMENT

Motion by Riess, second by DiMaggio to adjourn the Special Village Board meeting.

Voice vote.

Ayes: 5

Nays: 0

Absent: 1

Motion carried.

There being no further business the regular meeting adjourned at 8:05 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Donna Lobaito".

Donna Lobaito  
Village Clerk