



**THE VILLAGE OF HAWTHORN WOODS
SPECIAL VILLAGE BOARD MEETING
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS
SEPTEMBER 24, 2012
7:00 P.M.**

MINUTES

I. CALL TO ORDER AND ROLL CALL

Mayor Mancino called the meeting to order at 7:00 p.m. Roll call indicated the following members were present: Mayor Mancino, Trustees Ponzio, Morgan, Corrigan, DiMaggio and David. Absent was Trustee Riess.

Also present were Chief Operating Officer Pamela Newton, Chief Administrative Officer and Village Clerk Donna Lobaito, Deputy Village Clerk Sandy Hansen, 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 tonight.

IV. NEW BUSINESS

A. Consent Agenda

1. Approval of Minutes from the July 18, 2012 Village Board Meeting
2. Approval of Minutes from the August 20, 2012 Special Village Board Meeting
3. Approval of Paid Invoice List Dated September 2012
4. Approval of Bills List Dated September 2012
5. Approval of a Resolution Adopting the 2012 Lake County All Natural Hazards Mitigation Plan
6. Approval of an Ordinance Adopting by Reference the Lake County Watershed Development Ordinance.
7. Approval of a Resolution Authorizing the Execution of a Contract with Grin and Wear It
8. Approval of a Resolution Authorizing the Execution of an Agreement with Doggone Mountain
9. Approval of a Resolution for Maintenance of Streets and Highways by Municipality Under the Illinois Highway Code for Fiscal Year 2010
10. Approval of a Resolution for Maintenance of Streets and Highways by Municipality Under the Illinois Highway Code for Fiscal Year 2012

11. Approval of a Resolution Adopting a Policy Regarding Sexual Harassment in Employment
12. Approval of a Resolution Adopting a Policy Regarding Community Development Block Grant Award Procurement
13. Approval of an Ordinance Establishing an Equal Employment Policy Including Provisions to Benefit Individuals with Disabilities
14. Approval of a Resolution Adopting an Antidisplacement and Relocation Assistance Plan
15. Approval of a Resolution Adopting a Policy Protecting Individuals Engaged in Nonviolent Civil Rights Demonstration
16. Approval of a Resolution Adopting a Code of Conduct to Ensure the Efficient, Fair and Professional Administration of Federal Grant Funds
17. Approval of a Resolution Adopting a Citizen Participation Plan

Motion by Corrigan and seconded by DiMaggio to approve the Consent Agenda.

Roll call vote.

Ayes: Ponzio, Morgan, Corrigan, DiMaggio and David

Nays: None

Abstentions: None

Absent: Riess

Motion carried.

B. Items for Separate Action

None this month.

V. OLD BUSINESS

None this month.

VI. ADMINISTRATION REPORTS

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

Ms. Newton commented that the budget consumed most of staff's time this past month. She also reported that staff has spent much time addressing the Dimucci rezoning application before the County, and that the details of the Intergovernmental Agreement were still being worked out as of Friday.

Ms. Newton also commented that the Village just received \$340,000.00 in grant revenue. She thanked David Fitzgerald for all his hard work with the grants.

Ms. Newton stated that Officer John Fenger just recently retired from the Police Department. The Village held a luncheon for him in his honor. She said if anyone has wishes for him they can forward it to him.

Ms. Newton noted that staff met with Aqua Illinois and that the Village is working on legal options regarding the recent rate increase for water and sewer services. She mentioned there was a meeting held at the Village Hall recently in which 200 residents attended. She stated they are working on a resolution to this matter.

Ms. Newton reported that the steps and platform at the rear of the Barn is closed now for emergency escape. She stated the joints have rusted through and it is unsafe to use. She mentioned we are in the process of getting costs to repair.

2. Economic Development Department Report

No report this month.

3. Parks and Recreation Department Report

No report this month.

B. Report from the Village Attorney – Patrick Brankin

Village Attorney Brankin reported he was working on the Aqua Illinois issue as well as various agreements. He also mentioned he was working on a large FOIA request and he thanked staff for helping him with it.

Attorney Brankin reminded everyone to complete their Open Meetings Act training. He stated when completed send in your certificates to Donna Lobaito.

C. Reports from Department Heads

1. Chief Administrative Officer – Donna Lobaito

a. Building Department Report

Ms. Lobaito reported she has been very busy the last month with the Dimucci application.

Ms. Lobaito stated we have a lot of housing projects lately in the Hawthorn Trails Subdivision.

Ms. Lobaito commented that Sandy Hansen will be attending some Village Board meetings so as to maintain her minute taking skills as our Deputy Village Clerk. She commented that Ms. Hansen has also completed a class in building department basics, and that Ms. Hansen is pursuing her education in the building field.

b. Village Clerk's Department Report

Ms. Lobaito reported that Monday, October 9th is the last day to register to vote. She also commented that the online Open Meetings Act training needs to be completed.

Ms. Lobaito announced to the public that the nomination papers are now in the Village Hall for the upcoming consolidated election in April, 2013. She said the dates to file the papers are December 17, 2012 through December 24, 2012.

Trustee Corrigan commented that we should do an email blast to let the residents know when the last day to register to vote.

Ms. Newton stated the Village Barn used to be a voting place, but Lake County does not want to use it anymore because of the poor lighting. She also stated we are looking into using CN funds to improve the lighting.

Mayor Mancino asked if the new homes were all from the builder Icon. Ms. Lobaito confirmed that they were. There was discussion regarding the completion of the Hawthorn Trails subdivision. Ms. Lobaito and Ms. Newton explained the difficulties they have been addressing regarding the developer's inability to complete the subdivision improvements. They are working with the developer, Icon builders, the village attorney and village engineer to draw on the performance bond for completion of the project.

1. Approval of an Ordinance Imposing a Moratorium on the Construction and Establishment of Wind Energy Devices in the Village of Hawthorn Woods

Motion by Corrigan seconded by Morgan to approve an Ordinance Imposing a Moratorium on the Construction and Establishment of Wind Energy Devices in the Village of Hawthorn Woods.

Roll call vote.

Ayes: Ponzio, Morgan, Corrigan and DiMaggio

Nays: None

Abstentions: David

Absent: Riess

Motion carried.

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

Ms. Kazenas reported that she has been working on the budget with the department heads. She will be presenting the budget on Saturday, September 29,

2012 at 9am. She thanked everybody for all their help in completing the budget. If anyone has any questions feel free to contact her.

Trustee Corrigan asked if we had a quorum for Finance and Village Board meeting on September 29, 2012. Ms. Kazenas confirmed we did but was not sure about the other committee members.

3. Chief of Police – Jennifer Paulus

a. Police Department Report

Chief Paulus stated her report was in the packet. She noted she included some pictures of Officer Fenger's retirement in her report this month.

Chief Paulus commented that we are fortunate to have the C.E.R.T. team. She mentioned they came out to install a new mailbox for a disabled resident whose mailbox was hit by a hit and run driver.

Chief Paulus reported that this Friday is Law Enforcement Day at the Farmer's Market from 3-7pm.

Chief Paulus noted that Public Safety and Judicial Committee member Sheila Zeller is moving and she is in need of three more committee members.

Chief Paulus stated that the Hawthorn Woods Police Department, Commander Scharringhausen, Jan Filenko, and she received the Foundation Fellow Award which is the highest honor one can receive from the Lion's Club of Illinois Foundation.

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

a. Public Works Department Report

Ms. Frable stated her report was in the packet.

Ms. Frable commented that she has been busy with the budget and routine maintenance. She also mentioned the Fall Family Fun Fest was a success and that the concerts are almost over.

Ms. Frable mentioned she attended an open house for FEMA. She said they have a draft version of the new flood maps to review, and that we have 30 days to respond. These new maps may help our residents with the cost of insurance.

Trustee Corrigan commented that she received an email that Public Works patched up the roadway in front of someone's driveway. She stated that Ms. Frable and Mr. Bartlett are very organized and it is noticed that they are doing a good job.

Ms. Frable stated she appreciated the comments, and that she will pass them along to the employees.

Ms. Newton commented because of Erika's leadership and expertise's they are getting the training and equipment they need in meeting their goals. She stated they are raising their productivity level.

VII. MAYORS REPORT AND COMMITTEE REPORTS

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

Mayor Mancino reported that the Village hosted a meeting earlier this month for the residents who have been affected by the Aqua Illinois rate increase that took effect in February, 2012. He mentioned with the draught we had this past summer some of the residents' bills were approximately \$1000 a month. He noted that he is still working on this matter.

Mayor Mancino mentioned the Fall Family Fun Fest was outstanding this year with CN bringing in their train for the children to ride. He also thanked all staff members for helping with the event.

Mayor Mancino also mentioned he has spent much of his time on the Dimucci application. He noted this matter would be discussed later this evening.

Trustee David commented that he heard from residents and friends that the Aqua Illinois meeting hosted by the Village went very well. He mentioned that the feedback he heard was that the Village was prepared and was on top of the issue. He stated that the increases were massive and unfair. He also stated that the Mayor did a great job and he is a great leader for the Village.

Mayor Mancino thanked Trustee David and stated he could not have done it without staffs help. He said the meeting was more informational and it accomplished why and how the rate increase happened and who was responsible for it. He expressed concern about whether someone would want to build a house in Hawthorn Woods and have an \$800 water bill every month.

- 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

No report this month.

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

No report this month.

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

No report this month.

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

No report this month.

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

No report this month.

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

No report this month.

VIII. EXECUTIVE SESSION

- A. Discussion of Probable or Pending Litigation (5 ILCS 120/2(c) 11) and Discussion of Executive Session Minutes (5 ILCS 120/2 (c) 21)

Mayor Mancino announced there would be no business conducted after Executive Session. Village Attorney Brankin also noted that Acquisition of Real Estate would also be discussed in Executive Session this evening.

IX. ADJOURNMENT

Motion by Corrigan, second by Ponzio to adjourn into Executive Session.

Roll call vote.

Ayes: Ponzio, Morgan, Corrigan, DiMaggio and David

Nays: None

Abstentions: None

Absent: Riess

Motion carried.

The Special Village Board meeting reconvened at 9:10 p.m.

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

Voice vote.

Ayes: 5

Nays: 0

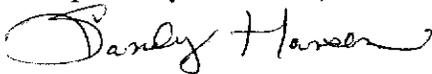
Abstentions: 0

Absent: 1

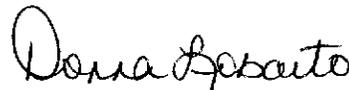
Motion carried.

There being no further business the regular meeting adjourned at 9:10 p.m.

Respectfully submitted,



Sandy Hansen
Deputy Village Clerk



Donna Lobaito
Village Clerk