



**THE VILLAGE OF HAWTHORN WOODS
VILLAGE BOARD MEETING
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS
FEBRUARY 19, 2013
7:00 P.M.**

MINUTES

I. CALL TO ORDER AND ROLL CALL

Mayor Mancino called the meeting to order at 7:03 p.m. Roll call indicated the following members were present: Mayor Mancino, Trustees Riess, Morgan, Corrigan, DiMaggio and David. Absent was Trustee Ponzio.

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 and Village Engineer Erika Frable, Deputy Village Clerk Sandy Hansen and Village Attorney Patrick Brankin.

II. PLEDGE OF ALLEGIANCE

III. SPECIAL PRESENTATIONS

- A. Approval of a Resolution Honoring Long-Time Resident Pernetta “Pat” Deemer for Publishing Her First Novel, “Pavel of Poland”

Mayor Mancino introduced resident Pernetta “Pat” Deemer to the Village Board and had Ms. Lobaito read the resolution honoring Ms. Deemer into the record.

Ms. Deemer explained the background history on her visit to Poland in 1995 and the impact the country had on her which prompted the writing of Pavel of Poland.

Motion by Corrigan, second by DiMaggio to approve a Resolution Honoring Long-Time Resident Pernetta “Pat” Deemer for Publishing Her First Novel, “Pavel of Poland”.

Roll call vote.

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

Motion carried.

Motion by DiMaggio, second by Morgan to address agenda item VIII C. 2 c. i. Safety Committee 2012 Annual Report, at this point on the agenda.

Roll call vote.

Ayes: Riess, Morgan, Corrigan, DiMaggio and David

Nays: None

Abstentions: None

Absent: Ponzio

Motion carried.

Kristin Kazenas, Sandy Hansen, David Fitzgerald, and Danette Russell, members of the Safety Committee presented the 2012 annual report to the Village Board. They highlighted the 2012 goals and accomplishments and presented the 2013 goals, all of which are designed to promote safety in the workplace.

The Village Board asked various questions relating to how equipment is handled when taken out of service, accident reporting, and online training.

IV. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

Vaseem Iftekhar – 3 Forest View Drive –Mr. Iftekhar introduced himself as a trustee candidate with the Ela Tax Reform Party. He has lived in Hawthorn Woods for 11 years and is retired from Abbott Laboratories. He said his slate of candidates is comprised of people with an array of business experience, and he decided to get involved to give back to the community.

V. PUBLIC HEARING

A Public Hearing for the Annexation Agreement for the Wynsma Property, Located at 24145 W. Milton Road (PIN #10-31-402-012), and 24075 W. Milton Road, (PIN #10-31-402-013)

Motion by Riess, second by Morgan to open the public hearing.

Roll call vote.

Ayes: Riess, Morgan, Corrigan, DiMaggio and David

Nays: None

Abstentions: None

Absent: Ponzio

Motion carried.

Ms. Newton stated the Wynsma property consists of 7 acres on Milton Road, across the street from the Lakewood Forest Preserve. She said one of two lots is improved, and both lots contain a woodland conservancy easement. A half-acre is being dedicated to the Village of Hawthorn Woods in lieu of a park donation.

Village Attorney Brankin stated that the General Fund donation on Lot 1 of \$5,531 will be due by March 4, 2013 with the balance due of \$5,531 coming from remaining proceeds of

the Draw Down Deposit Agreement, and Mr. Wynsma will be invoiced for the balance due thereafter. The half-acre will be conveyed to the Village at closing. The ordinances regarding this annexation will be addressed later in the meeting. Mr. Brankin responded to trustee questions regarding school impact agreements. He noted that the applicant negotiates the agreement with the school and such agreement is provided to the Village.

There was no testimony from the public.

Motion by Riess, second by DiMaggio to close the public hearing.

Roll call vote.

Ayes: Riess, Morgan, Corrigan, DiMaggio and David

Nays: None

Abstentions: None

Absent: Ponzio

Motion carried.

VI. NEW BUSINESS

A. Consent Agenda

1. Approval of Minutes from the January 22, 2013 Village Board Meeting
2. Approval of Minutes from the November 26, 2012 Special Village Board Meeting
3. Approval of Minutes from the November 27, 2012 Special Village Board Meeting
4. Approval of Paid Invoice List Dated February 2013
5. Approval of Bills List Dated February 2013
6. Approval of a Resolution Authorizing the Chief Operating Officer to Execute Contracts with Sunset Cinemas for Movie in the Park Events
7. Approval of an Ordinance Amending the Village Code of the Village of Hawthorn Woods – Title 11, Section 11-1-1L, Aquatic Center Fees
8. Approval of a Resolution Authorizing the Mayor and Chief Operating Officer to Enter into a Certain Agreement with the Lake County Stars Baseball Team
9. Approval of a Resolution Authorizing the Mayor and Chief Operating Officer to Enter into a Certain Agreement with the Lake Zurich Baseball and Softball Association
10. Approval of a Resolution Amending the Field Lease Agreement with the Lake Zurich Lacrosse Club

Trustee Morgan requested that Consent Agenda items #2 and #3 be removed from the agenda. Trustee David requested that Consent Agenda item #1 be removed from the agenda.

Motion by Riess, second by DiMaggio to approve the Consent Agenda with the exception of items #1, #2, and #3.

Roll call vote.

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

Motion by DiMaggio, second by Morgan to approve Consent Agenda item #1 – Approval of Minutes from the January 22, 2013 Village Board Meeting.

Trustee David stated he would abstain as he was not present at the meeting.

Roll call vote.

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

Motion by DiMaggio, second by Riess to approve Consent Agenda item #2 – Approval of Minutes from the November 26, 2012 Special Village Board Meeting.

Trustee Morgan stated he would abstain as he was not present at the meeting.

Roll call vote.

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

Motion by Riess, second by DiMaggio to approve Consent Agenda item #3 – Approval of Minutes from the November 27, 2012 Special Village Board Meeting.

Trustee Morgan stated he would abstain as he was not present at the meeting.

Roll call vote.

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

B. Items for Separate Action

1. Approval of a Resolution Authorizing the Mayor and Village Clerk to Enter into an Annexation Agreement – Wynsma Property – Approximately Six Acres Located at 24145 W. Milton Road (PIN #10-31-402-012), and 24075 W. Milton Road (PIN #10-31-402-013)

Motion by Corrigan, second by Morgan to approve a Resolution Authorizing the Mayor and Village Clerk to Enter into an Annexation Agreement – Wynsma Property – Approximately Six Acres Located at 24145 W. Milton Road (PIN #10-31-402-012), and 24075 W. Milton Road (PIN #10-31-402-013).

A final copy of the annexation agreement was on the dais for consideration by the Board. Village Attorney Brankin stated language relating to the General Fund Donation would be added to the agreement as noted during the public hearing, and that the Village Board would be recommending its execution in substantially the same form.

Roll call vote.

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

Motion carried.

2. Approval of an Ordinance Annexing Property to the Village of Hawthorn Woods – Wynsma Property – Approximately Six Acres Located at 24145 W. Milton Road (PIN #10-31-402-012), and 24075 W. Milton Road (PIN #10-31-402-013)

Motion by Riess, second by Corrigan to approve an Ordinance Annexing Property to the Village of Hawthorn Woods – Wynsma Property – Approximately Six Acres Located at 24145 W. Milton Road (PIN #10-31-402-012), and 24075 W. Milton Road (PIN #10-31-402-013).

Roll call vote.

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

Motion carried.

3. Approval of an Ordinance Zoning Land Newly Annexed to the Village of Hawthorn Woods – Wynsma Property – Approximately Six Acres Located at 24145 W. Milton Road (PIN #10-31-402-012), and 24075 W. Milton Road (PIN #10-31-402-013)

Motion by Corrigan, second by DiMaggio to approve an Ordinance Zoning Land Newly Annexed to the Village of Hawthorn Woods – Wynsma Property – Approximately Six Acres Located at 24145 W. Milton Road (PIN #10-31-402-012), and 24075 W. Milton Road (PIN #10-31-402-013)

Roll call vote.

Ayes: Riess, Morgan, Corrigan, DiMaggio and David

Nays: None

Abstentions: None

Absent: Ponzio

Motion carried.

VII. OLD BUSINESS

None this month.

VIII. ADMINISTRATION REPORTS

A. Report from the Chief Operating Officer Pam Newton

1. Village Operations

Ms. Newton reported that Mr. Fitzgerald had been managing the IKE grant for the Comprehensive Plan update. The Village Hall generator installation is moving forward. Ms. Newton reported that the pavement report from Christopher B. Burke Engineering, Ltd. would be forthcoming at next month's meeting. She also reported that she and Ms. Lobaito conducted a driving tour of the Village with the new Executive Director of the Lake County Partners. Ms. Newton also reported that she met with Village Attorney Brankin to discuss 2013 goals.

Trustee David inquired as to the status of electric aggregation. He commented that he has received resident inquiries seeking information. Ms. Newton stated a mailer was sent to the residents explaining the program, and it is anticipated the average savings per household will be approximately \$750 annually. Mr. Fitzgerald will include electric aggregation information in this week's e-blast.

2. Economic Development Department Report

No report this month.

3. Parks and Recreation and Special Events – 2012 Year in Review

Ms. Newton reported that staff attended the annual Illinois Parks and Recreation Association conference in Chicago.

Motion by Riess, second by DiMaggio to address item IX. B. 1. and 2. at this point on the agenda.

Roll call vote.

Ayes: Riess, Morgan, Corrigan, DiMaggio and David

Nays: None

Abstentions: None

Absent: Ponzio

Motion carried.

IX. B. Planning, Building and Zoning Commission

1. Approval of an Ordinance Re-Zoning Land within the Village of Hawthorn Woods—Dr. Ross Hugi—Approximately 44 Acres, Located at 25147 N. Gilmer Road (PIN # 14-02-400-007); 25249 N. Gilmer Road (PIN #14-02-400-006)

Susy Rein, Chairperson of the Planning, Building and Zoning Commission briefed the Village Board on the rezoning request by Dr. Hugi. She stated the Village annexed the property in June, 2012 as R-1 Single Family Residential. Dr. Hugi has owned this property for decades and has operated a veterinary clinic, and riding and boarding stable. This request would provide for zoning that is consistent with the long-term use of his land. Ms. Rein noted the public hearing was heard before the Commission and that there was no public testimony.

Motion by DiMaggio, second by Corrigan to approve an Ordinance Re-Zoning Land within the Village of Hawthorn Woods—Dr. Ross Hugi—Approximately 44 Acres, Located at 25147 N. Gilmer Road (PIN # 14-02-400-007); 25249 N. Gilmer Road (PIN #14-02-400-006).

Roll call vote.

Ayes: Riess, Morgan, Corrigan, DiMaggio and David

Nays: None

Abstentions: None

Absent: Ponzio

Motion carried.

2. Approval of an Ordinance Amending the Village Code of the Village of Hawthorn Woods—Title 9, Section 9-3-4, Home Occupations

Ms. Rein reported that the Planning, Building and Zoning Commission is recommending changes to the home occupation section of the Village Code, which was adopted in 1987. The proposed text amendment reflects current practices in how people work from home now more so than in 1987, but it would still provide protection of neighbors' rights. With the exception of music and educational practices, if clients are to be seen in the home, then a special use permit would need to be secured. Ms. Rein also stated that the special use permit

requirement will not apply to existing home occupations at the effective date of this ordinance.

Motion by DiMaggio, second by Morgan to approve an Ordinance Amending the Village Code of the Village of Hawthorn Woods—Title 9, Section 9-3-4, Home Occupations.

Roll call vote.

Ayes: Riess, Morgan, Corrigan, DiMaggio and David

Nays: None

Abstentions: None

Absent: Ponzio

Motion carried.

B. Report from the Village Attorney

Village Attorney Brankin reported on his work with staff on the Wynsma annexation, field lease agreements, home occupation text amendment and the Hugi rezoning request. He also reported on his meeting with Mayor Mancino and Ms. Newton, and will be proactively working with them on various initiatives.

C. Reports from Department Heads

1. Chief Administrative Officer – Donna Lobaito

a. Building Department Report

Ms. Lobaito reported on her work with the Wynsma annexation.

b. Village Clerk's Office Report

Ms. Lobaito reported that vehicle sticker purchases were at 90% and that late notices would be sent out shortly. She also reported that she certified with the County the list of individuals who must file Statements of Economic Interest. Lastly, Ms. Lobaito reported that she has been working with our phone vendor in setting up our main phone line to be answered by a staff member as opposed to the utilization of auto-attendant.

Mayor Mancino noted that the complaints he receives about vehicle stickers relate to them being too large in size, that they have to be applied in the winter, and that they are good for only one year. He asked staff to look into possible solutions.

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

a. Finance Department Report

Ms. Kazenas reported on year-end processing activities, and that the audit will begin next week. Trustee David inquired as to the amount being paid for building inspections. Ms. Kazenas stated that this was for a period of three months.

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 on a sexual assault case that Officer Rossini worked on for many hours, and that he was able to secure an arrest warrant.

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

a. Public Works Department Report

Ms. Frable reported on the generators, and that she anticipated the work being completed in the next few weeks. Ms. Frable also reported on an intergovernmental agreement with Vernon Township to exchange salt for their brine mix.

VIII. MAYORS REPORT AND COMMITTEE REPORTS

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

Mayor Mancino reported that he met with seven potential committee appointees. He also worked with the Lake County Community Development Commission this past month.

1. Approval of a Motion to Remove William Zanco from the Finance Committee.

Motion by DiMaggio, second by David to remove William Zanco from the Finance Committee.

Roll call vote.

Ayes: Riess, Morgan, Corrigan, DiMaggio and David

Nays: None

Abstentions: None

Absent: Ponzio

Motion carried.

2. Appointment of Chuck Schulte to the Finance Committee
3. Appointment of Eric Abbott to the Public Safety and Judicial Committee
4. Appointment of Bill Barratt to the Public Safety and Judicial Committee

Mayor Mancino noted that the Board would not be taking action on item #2, appointment of Eric Abbott to the Public Safety and Judicial Committee.

Motion by Riess, second by DiMaggio to appoint Chuck Schulte to the Finance Committee and Bill Barratt to the Public Safety and Judicial Committee.

Roll call vote.

Ayes: Riess, Morgan, Corrigan, DiMaggio and David

Nays: None

Abstentions: None

Absent: Ponzio

Motion carried.

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

This agenda item was addressed earlier in the meeting.

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

Trustee Morgan noted that the Emergency Operations group is working to finalize the computers and cabling for their office.

- 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 ----- Vacant, Chair
Dominick DiMaggio, Trustee Liaison

No report this month.

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

Trustee Corrigan noted the committee did not meet in December and January.

1. Approval of the November, 2012 Financial Statements

Trustee Corrigan reported that the November, 2012 Financial Statements were unanimously recommended by the Finance Committee. She also reported that Chuck Schulte was present at the last meeting and that she looks forward to working with him.

Motion by Riess, second by Morgan to approve the November, 2012 Financial Statements.

Roll call vote.

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

Motion carried.

2. Approval of a Resolution Authorizing the Advance Payment for the Public Works Installment Contract

Trustee Corrigan reported that Ms. Kazenas conducted an analysis of interest income versus the interest the Village pays for the truck loans. Presently the Village pays 6% on the installment loans for the Public Works vehicles. Due to the Village's improved cash flow in the last few years, the Village is in a position to pay off the loans now and save approximately \$4,000 in interest. The Finance Committee unanimously recommended this approval.

Motion by Corrigan, second by Riess to approve a Resolution Authorizing the Advance Payment for the Public Works Installment Contract.

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

H. Public Works Committee ----- John Harchut, Chair
Trustee Liaison, Vacant
No report this month.

IX. EXECUTIVE SESSION

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

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

X. ADJOURNMENT

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

Voice vote.
Ayes: 6
Nays: 0
Abstentions: 0
Absent: 1
Motion carried.

There being no further business the regular meeting adjourned at 8:45 p.m.

Respectfully submitted,

Donna Lobaito
Village Clerk