



**THE VILLAGE OF HAWTHORN WOODS
VILLAGE BOARD MEETING
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS
JULY 15, 2013
7:00 P.M.**

MINUTES

I. CALL TO ORDER AND ROLL CALL

Mayor Mancino called the meeting to order at 7:05 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, Police Commander Gary Scharringhausen, Public Works Director/Village Engineer Erika Frable, Deputy Village Clerk Sandy Hansen and Village Attorney Patrick Brankin.

II. PLEDGE OF ALLEGIANCE

III. SPECIAL PRESENTATIONS

- A. Resolution Recognizing the Community Emergency Response Team (CERT) for Their Service to the Residents, Governmental Entities, Organizations, Churches and Businesses of Hawthorn Woods and Surrounding Communities

Mayor Mancino commented that CERT has been in existence for eight years, and that he encouraged the young people to get involved with their community. CERT helps the police and fire departments; they regularly serve our community and have extensive training. He noted that CERT assisted with parking and first aid at the Fourth of July fireworks show.

Commander Scharringhausen, CERT coordinator, commented on the assistance CERT has provided in recent months with the flooding around the community. He thanked the CERT members and the Village Board for their support.

Motion by Morgan, second by DiMaggio to approve Resolution Recognizing the Community Emergency Response Team (CERT) for Their Service to the Residents, Governmental Entities, Organizations, Churches and Businesses of Hawthorn Woods and Surrounding Communities.

Ms. Lobaito read the resolution into the record.

Roll call vote.

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

Nays: None
Abstentions: None
Absent: None
Motion carried.

B. Saved by the Safety Belt Club—Kenley Perry

Commander Scharringhausen reported that on May 24, 2013, there was an accident at Gilmer and Hawley. When police arrived, they found a car was on its roof, but the driver was standing outside the vehicle talking, all because of the fact he was wearing his seat belt. Commander Scharringhausen will present to Mr. Perry a certificate and coin from the Safety Belt Club recognizing the date his life was saved due to wearing a seat belt.

Mayor Mancino reminded the young people in the audience how important it is to wear seat belts.

C. Resolution Recognizing the Lake County Stars 15U Baseball Team for Their Victory at the Triple Crown Sports (Kenosha Classic) the Weekend of June 14-16, 2013

Dan Krueger and Dan Gregory were introduced to the Board. They commented on how their team emphasizes the fundamentals of baseball without politics. Those present tonight represent the All Stars, who are of high school age and who are taught to win tournaments.

They thanked the Village for recognizing the team and for the use of the fields. They presented Mayor Mancino, Ms. Newton and Ms. Frable with team jackets.

Motion by Riess, second by DiMaggio to approve a Resolution Recognizing the Lake County Stars 15U Baseball Team for Their Victory at the Triple Crown Sports (Kenosha Classic) the Weekend of June 14-16, 2013.

Ms. Lobaito read the resolution into the record.

Roll call vote.

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

D. Resolution Recognizing July as National Parks and Recreation Month Encouraging All Hawthorn Woods Residents to Get Outside, Visit and Enjoy our Aquatic Center or a Local Neighborhood Park

Mr. Brian Sullivan, Deputy Parks & Recreation Director, reported that we have beautiful parks which are heavily used. He said he said the Village is committed to preserving them, and he encouraged people to come to Hawthorn Woods to utilize them. He also reported that we have both indoor and outdoor programs for people to enjoy.

Motion by Corrigan, second by Morgan to approve a Resolution Recognizing July as National Parks and Recreation Month Encouraging All Hawthorn Woods Residents to Get Outside, Visit and Enjoy our Aquatic Center or a Local Neighborhood Park.

Roll call vote.

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

Nays: None

Abstentions: None

Absent: None

Motion carried.

IV. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

Brian Olson, formerly of 965 Manchester Court, Lake Zurich – Mr. Olson commented that he has been displaced since May waiting for the roads to be completed in Hawthorn Trails. Mr. Brankin provided Mr. Olson information on how the Village has been working with the bond company to finalize a settlement agreement. He commented that the Village is working to bring resolution to this issue as quickly as possible.

Trustee Corrigan asked if a special meeting would be called if the Village reaches an agreement with the bond company. Mayor Mancino responded yes, if need be.

Ms. Newton reported that some of the future residents are frustrated with not being able to get their children into our school district at this time.

V. MAYOR'S REPORT AND COMMITTEE REPORTS

A. Mayor's Report -----Joseph Mancino, Mayor

No report this month.

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

Trustee DiMaggio reported that the Commission conducted a public hearing regarding the relocation of a tutoring center into the office park.

C. Public Safety and Judicial -----Gene Gawalek, 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 -----Vacant, Chair
Trustee Liaison, Vacant

No report this month.

VI. NEW BUSINESS

A. Consent Agenda

1. Approval of Minutes from the June 24, 2013 Village Board Meeting
2. Approval of Paid Invoice List Dated July, 2013
3. Approval of Bills List Dated July, 2013
4. Approval of an Ordinance Adopting By Reference the Lake County Watershed Development Ordinance Upon the 30 Day Review Period Which Ends on August 11, 2013
5. Approval of a Resolution Authorizing the Chief Operating Officer to Award and Approve the Contract for the 2013 Cracksealing Project—Behm Pavement Maintenance, Inc., Subject to the Review and Approval of the Village Attorney

The Board asked that Item #1 and #5 be removed from the Consent Agenda.

Motion by Riess, second by DiMaggio to approve the Consent Agenda with the exception of Item #1 and #5.

Roll call vote.

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

Nays: None

Abstentions: None

Absent: None

Motion carried.

Motion by Riess, second by Corrigan to approve Consent Agenda Item #1, Approval of Minutes from the June 24, 2013 Village Board Meeting.

Trustee DiMaggio commented that he was not present at that meeting.

Roll call vote.

Ayes: Ponzio, Riess, Corrigan and David

Nays: None

Abstentions: Morgan and DiMaggio

Absent: None

Motion carried.

Motion by Ponzio, second by DiMaggio to approve Consent Agenda Item #5, Approval of a Resolution Authorizing the Chief Operating Officer to Award and Approve the Contract for the 2013 Cracksealing Project—Behm Pavement Maintenance, Inc., Subject to the Review and Approval of the Village Attorney.

Trustee Ponzio commented that certain attachments and exhibits appeared to be missing. Ms. Frable stated they were forthcoming. Trustee Ponzio asked whether the street study results were going to be used to prioritize the work that needed to be performed. Ms. Frable responded that the approach had not yet been finalized, but it would either be based on the roads most traveled or neighborhoods most in need of cracksealing.

Trustee Ponzio asked why insurance coverage was not mentioned in the contract. Ms. Frable responded that the contractor will meet our requirements, and that this information is not included in the contract because multiple municipalities are involved. Ms. Newton stated that the final contract would be subject to the Village Attorney's approval.

Mayor Mancino asked Ms. Frable to follow up with the Village Board once Mr. Brankin is satisfied with the contract. Ms. Frable responded she would, and that the Village is getting a better unit price, because of it being a joint bid.

- B. Approval of (i) Three Ordinances Providing for the Issuance of Special Service Area Number One, Two and Three Refunding Bonds, Series 2013, for the Purpose of Refunding Certain Outstanding Special Service Area Number One, Two and Three Bonds and

Providing for the Levy of Direct Annual Taxes Sufficient to Pay the Principal of and Interest on Said Bonds, and (ii) One Ordinance Providing For an Installment Purchase Agreement for the Purpose of Financing the Acquisition of Investments in Conjunction with Said Refunding, Providing for the Issue of Not to Exceed \$7,000,000 General Obligation Debt Certificates, Series 2013, and Providing for the Security for and Means of Payment Under Said Agreement Said Certificates

Trustee Ponzio reported that the SSA # 1, 2 and 3 road bonds are now callable, and the Village can call them at this time without penalty. The Village has decided to replace the bonds with new bonds to save each resident approximately \$20 - \$50 per year. He said that the debt certificates are issued in the name of the Village. He said the Village has no general obligation debt, and that this would improve our credit rating and establish history for the Village. He also reported that the downside is that if our property tax collection rate, which currently is 98%, goes down, the Village will have to fund the difference, but this would be unlikely.

Motion by Riess, second by Corrigan to approve an Ordinance Providing for the Issuance of Not to Exceed \$2,330,000 Special Service Area Number One Refunding Bonds, Series 2013A of the Village of Hawthorn Woods, Lake County, Illinois and Providing for the Levy of a Direct Annual Tax for the Purpose of Refunding Certain Outstanding Special Service Area Bonds of Said Village Sufficient to Pay the Principal of and Interest on Said Bonds.

Trustee Riess commented that he was a trustee at the time the SSAs were established. He said that SSAs were an easy vehicle to fund the necessary road improvements, and that a General Obligation Bond would have required public referendum.

Roll call vote.

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

Nays: None

Abstentions: None

Absent: None

Motion carried.

Motion by Riess, second by Corrigan to approve an Ordinance Providing for the Issuance of Not to Exceed \$2,330,000 Special Service Area Number Two Refunding Bonds, Series 2013B of the Village of Hawthorn Woods, Lake County, Illinois and Providing for the Levy of a Direct Annual Tax for the Purpose of Refunding Certain Outstanding Special Service Area Bonds of Said Village Sufficient to Pay the Principal of and Interest on Said Bonds.

Trustee Riess noted this refers to the refinancing of existing bonds, and it does not reflect new debt. Ms. Kazenas stated property owners will still see a SSA line item on their tax bills, and that we will have to educate people about this refinancing.

Trustee Corrigan commented that we are refinancing existing debt to get a better interest rate, save the Village property owners money, and to establish credit history.

Roll call vote.

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

Motion by Riess, second by Corrigan to approve an Ordinance Providing for the Issuance of Not to Exceed \$2,330,000 Special Service Area Number Three Refunding Bonds, Series 2013C of the Village of Hawthorn Woods, Lake County, Illinois and Providing for the Levy of a Direct Annual Tax for the Purpose of Refunding Certain Outstanding Special Service Area Bonds of Said Village Sufficient to Pay the Principal of and Interest on Said Bonds.

Roll call vote.

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

Motion by Ponzio, second by Corrigan to approve an Ordinance of the Village of Hawthorn Woods, Lake County, Illinois, Authorizing and Providing For an Installment Purchase Agreement for the Purpose of Financing the Acquisition of Real or Personal Property for Municipal Purposes, and Authorizing and Providing for the Issue of Not To Exceed \$7,000,000 General Obligation Debt Certificates, Series 2013, Evidencing the Rights to Payment Under Such Agreement Prescribing the Details of the Agreement and Certificates, and Providing for the Security for and Means of Payment Under the Agreement of the Certificates.

Roll call vote.

Ayes: Ponzio, Riess, Morgan, Corrigan, DiMaggio and David
Nays: None
Abstentions: None
Absent: None
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 there may be a concept plan forthcoming on the Stonebridge property. She also reported that a new mechanic had been hired in the Public Works department. Ms. Newton stated that she met with certain property owners to discuss future parking needs for the aquatic center. Lastly, she reported that Ms. Frable found a traffic signalization formula error with the Lake County Division of Transportation. As a result, the Village received an \$11,000 refund.

2. Economic Development Department Report

No report this month.

3. Parks and Recreation and Special Events

Ms. Newton reported that she, Ms. Kazenas and Mr. Sullivan met with aquatic center staff regarding various issues.

B. Report from the Village Attorney

Mr. Brankin stated that he commented earlier on the Hawthorn Trails performance bonds. There was discussion as to why it is taking so long to get the funds released. Mr. Brankin responded that it is because the security is in the form of a bond, not a letter of credit.

There was discussion about working with the school district to provide the in-district rate to these families. Ms. Newton stated Ms. Lobaito asked the school district to provide this consideration, but the school district denied the request. Mayor Mancino noted that offering in-district rates to these future residents may not be legal.

Trustee Riess suggested issuing temporary certificates of occupancy so that these future residents can show residency in Hawthorn Woods now. Ms. Lobaito responded that this was not possible because there are no homes to issue temporary certificates of occupancy.

C. Reports from Department Heads

1. Chief Administrative Officer -- Donna Lobaito

a. Building Department Report

Ms. Lobaito reminded the Board that temporary certificates of occupancy cannot be issued between the months of May and November, and that this is codified in the Village Code.

Ms. Lobaito also reported that the main Village Hall line is now being answered by staff, and that we are receiving between 300 and 350 calls per week.

Ms. Lobaito reported that the Planning, Building and Zoning Commission held public hearings for the rezoning of two lots in the Hawthorn Trails subdivision. They will be the subject of a forced annexation and will be rezoned R-2, which is consistent with the rest of the subdivision.

Ms. Lobaito also reported on the status of the Pine Grove Equestrian Center fire suppression. She reported that utilizing a well as the source of water is not a viable option due to the water table in that area. She reported that Pine Grove is pursuing other options.

Trustee Corrigan asked if the two lot owners in Hawthorn Trails were at the Planning, Building and Zoning's public hearings and if they had any issue with the annexation. Ms. Lobaito responded they were notified about the meeting, but did not attend.

b. Village Clerk's Office Report

No report this month.

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

a. Finance Department Report

Ms. Kazenas stated her report was in the packet.

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' report is in the packet.

4. Public Works Director/Village Engineer – Erika Frable, PE
 - a. Public Works Department Report

Ms. Frable reported that all full-time employees have their CDL licenses, and that two part-time seasonal employees have CDL's as well. She also reported that Ms. Newton's husband donated office furniture to the Village, and that Public Works would be traveling to Chicago to pick up the donated items. All departments will be receiving some of the furniture.

Mayor Mancino reminded the Board that tomorrow, IDOT would be hosting an open house at Kemper Lakes regarding their plan to widen Rt. 22 from Quentin Road to Rt. 83.

IX. EXECUTIVE SESSION

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

Mayor Mancino announced there would not be an Executive Session this evening.

X. ADJOURNMENT

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

Voice vote.

Ayes: 6

Nays: 0

Abstentions: 0

Absent: 0

Motion carried.

There being no further business the meeting adjourned at 8:49 p.m.

Respectfully submitted,



Donna Lobaito
Village Clerk