



**THE VILLAGE OF HAWTHORN WOODS
VILLAGE BOARD MEETING
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS
OCTOBER 21, 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, Chief of Police Jennifer Paulus, Public Works Director/Village Engineer Erika Frable, Deputy Village Clerk Sandy Hansen, Village Attorney Patrick Brankin and Village Engineer Lee Fell.

II. PLEDGE OF ALLEGIANCE

III. PRESENTATIONS

- A. Presentation of a Certificate of Achievement to Hawthorn Woods Resident, Miss Olivia Holsen, for Winning the Flag Design Contest for Ela Township

Mayor Mancino introduced Olivia Holsen and congratulated her on winning the Ela Township flag design contest. Miss Holsen explained the purpose of each feature of the flag. Mayor Mancino presented Miss Holsen with a Certificate of Achievement.

- B. Presentation of a Certificate of Honor to Hawthorn Woods Resident and South Lake County Regional Community Emergency Response Team Member, John Schaeffges, for His Life Saving Response Efforts

Mr. Schaeffges explained the circumstances of his life saving response efforts he performed while on duty for FedEx Ground Service. Mayor Mancino noted CERT trains first responders, and they are all volunteers. He noted that Mr. Schaeffges' training in CERT is for purposes like this situation. Mayor Mancino presented Mr. Schaeffges with a Certificate of Honor.

IV. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

Blaine Owens, 15 Winding Branch Drive - Mr. Owens asked about the status of the possible soccer field construction at Milton Road near his home. He noted that his children played for Ela Soccer and he praised their program. He said he was seeking more

information on what is being proposed. He asked if residents would get to voice their concerns about the impact to Milton Road.

Mayor Mancino stated the Village has not yet received plans, and that the process is being handled by staff. He noted that the issue is not legislative where would come before the Board.

Nancy Jacobi, 20640 Milton Road – Ms. Jacobi praised the Village for requiring a traffic study for the potential soccer field development on Milton Road. Mayor Mancino responded that no matter what the development, applicants goes through the same process for access consideration. Ms. Jacobi asked who would be required to pay for the traffic study. Mayor Mancino noted it would be the developer. He also stated that the process begins at the County since the property is unincorporated.

V. MAYOR'S REPORT AND COMMITTEE REPORTS

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

1. Comprehensive Plan Update

Mayor Mancino reported that last Wednesday the Village hosted a resident workshop which attracted about 40 attendees. Mr. Sullivan reported that the process began with a business workshop the week prior, followed by last week's resident workshop. He updated the Board on the discussions from that evening, and indicated there would be a visioning workshop in January. The public will be notified of this meeting.

Mayor Mancino reported that he attended the Lake Zurich Plan Commission meeting regarding a proposed text amendment to their Industrial zoning district. He noted the Lakewood Meadows residents of Hawthorn Woods would be impacted by any changes made, and that he attended to speak on behalf of all resident concerns. He noted that Lake Zurich's staff has been receptive to our staff's concerns. Mayor Mancino stated that he went on record to express concern about the proposed height allowance adjacent to residential property, changed is uses and outside storage. He commended Lake Zurich's Plan Commission members for their consideration of resident concerns.

Trustee Corrigan reported that she received a number of emails regarding this issue. Mayor Mancino said there were many Hawthorn Woods residents present at Lake Zurich's public hearing, and afterwards they thanked him for his attendance and voice. He said Lake Zurich residents have been speaking up as well with concerns for outside storage and the proposed amendments to change certain special uses to permitted uses. Mayor Mancino stated that we recognize Lake Zurich is autonomous, but that he believed their Plan Commission was a conscientious group and would take all concerns into consideration.

Mayor Mancino also reported that he is serving on the Tollway Authority Finance Committee, which is studying the feasibility of the Route 53 extension. He said this

group is reviewing the recommendations from the Blue Ribbon Advisory Committee and is examining funding mechanisms. Mayor Mancino asked Trustee Ponzio to serve as an alternate delegate and that he agreed. Mayor Mancino noted that the Village has not taken a position on the proposed extension, but we are staying involved in the process. He noted that presently, there is a \$2.4 billion shortfall in the funding, and that it is the Tollway Authority Finance Committee's responsibility to examine ways to close that gap. He noted that the proposed roadway will be the most eco-friendly, high-tech roadway in the country and maybe even the world. He encouraged the Board members to stay engaged in the process, because they will be called upon in the future for their support.

2. Appointment of Gene Albert to the Comprehensive Plan Working Committee

Motion by DiMaggio, second by Corrigan to appoint Gene Albert to the Comprehensive Plan Working Committee.

Roll call vote.

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

Nays: None

Abstentions: None

Absent: None

Motion carried.

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

1. Approval of an Ordinance Rezoning Land Within the Village of Hawthorn Woods—
Otrebla Investments, LLC—Approximately 9 Acres; 24919 Gilmer Road; PIN # 14-11-
200-002

Motion by DiMaggio, second by Riess to approve an Ordinance Rezoning Land Within the Village of Hawthorn Woods—Otrebla Investments, LLC—Approximately 9 Acres; 24919 Gilmer Road; PIN # 14-11-200-002.

Ms. Lobaito reported that this property was annexed into Hawthorn Woods last year, and that the property owner has requested a rezoning of his property from R-1 One Residence District to AG Agriculture. She noted a public hearing was held before the Planning, Building and Zoning Commission.

Roll call vote.

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

Nays: None

Abstentions: None

Absent: None

Motion carried.

2. Approval of an Ordinance Amending the Village Code of the Village of Hawthorn Woods— Amend Title 9, Section 9-5C-3—R-3 General Residence District Special Uses; Title 9, Section 9-6A-3—General Office District Special Uses; and Title 9, Section 9-7-3—Industrial District Permitted and Special Uses

Motion by DiMaggio, second by Corrigan to approve an Ordinance Amending the Village Code of the Village of Hawthorn Woods— Amend Title 9, Section 9-5C-3—R-3 General Residence District Special Uses; Title 9, Section 9-6A-3—General Office District Special Uses; and Title 9, Section 9-7-3—Industrial District Permitted and Special Uses.

Ms. Lobaito reported that presently, the Village Code allows for funeral homes in both the R-3 General Residence District and in the General Office District as a special use. The Planning, Building and Zoning Commission held a public hearing and is recommending the deletion of funeral homes from these two zoning districts, and add funeral homes as a special use in the Industrial District.

Roll call vote.

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

Motion carried.

3. Approval of an Ordinance Annexing Property to the Village of Hawthorn Woods—Lot 12, Cypress Grove (Hawthorn Trails) Subdivision—Approximately .31 Acres Located at 23383 N. Empress Court (1 N. Empress Court); PIN #14-15-303-013

Motion by DiMaggio, second by Ponzio to approve an Ordinance Annexing Property to the Village of Hawthorn Woods—Lot 12, Cypress Grove (Hawthorn Trails) Subdivision—Approximately .31 Acres Located at 23383 N. Empress Court (1 N. Empress Court); PIN #14-15-303-013.

Ms. Lobaito reported that this lot was not a part of the Hawthorn Trails subdivision annexation in July, 2010 by choice of the property owner. The Planning, Building and Zoning Commission held a public hearing for the zoning of the property to R-2 One Family Residence upon annexation.

Trustee Corrigan asked for confirmation that for the two Hawthorn Trails lots under consideration tonight, there would be no waiver of certain financial considerations that were extended to those who decided to voluntarily annex in 2010. Ms. Lobaito responded there would be no waivers for these lot owners.

Roll call vote.

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

Motion carried.

4. Approval of an Ordinance Rezoning Land Newly Annexed Into the Village of Hawthorn Woods—Lot 12, Cypress Grove (Hawthorn Trails) Subdivision—Approximately .31 Acres Located at 23383 N. Empress Court (1 N. Empress Court); PIN #14-15-303-013

Motion by Riess, second by Morgan to approve an Ordinance Rezoning Land Newly Annexed Into the Village of Hawthorn Woods—Lot 12, Cypress Grove (Hawthorn Trails) Subdivision—Approximately .31 Acres Located at 23383 N. Empress Court (1 N. Empress Court); PIN #14-15-303-013.

Roll call vote.

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

Motion carried.

5. Approval of an Ordinance Annexing Property to the Village of Hawthorn Woods—Lot 58, Cypress Grove (Hawthorn Trails) Subdivision—Approximately .4 Acres Located at 23488 N. Acacia Drive; PIN #14-15-304-012

Motion by Ponzio, second by DiMaggio to approve an Ordinance Annexing Property to the Village of Hawthorn Woods—Lot 58, Cypress Grove (Hawthorn Trails) Subdivision—Approximately .4 Acres Located at 23488 N. Acacia Drive; PIN #14-15-304-012.

Ms. Lobaito reported that this lot was not a part of the Hawthorn Trails subdivision annexation in July, 2010 by choice of the property owner. The Planning, Building and Zoning Commission held a public hearing for the zoning of the property to R-2 One Family Residence upon annexation.

Roll call vote.

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

Motion carried.

- 6. Approval of an Ordinance Rezoning Land Newly Annexed Into the Village of Hawthorn Woods—Lot 58, Cypress Grove (Hawthorn Trails) Subdivision—Approximately .4 Acres Located at 23488 N. Acacia Drive; PIN #14-15-304-012

Motion by Corrigan, second by DiMaggio to approve an Ordinance Rezoning Land Newly Annexed Into the Village of Hawthorn Woods—Lot 58, Cypress Grove (Hawthorn Trails) Subdivision—Approximately .4 Acres Located at 23488 N. Acacia Drive; PIN #14-15-304-012.

Roll call vote.

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

Motion carried.

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

Trustee Morgan reported on the recent EOP training exercise which focused on when and how to open up the EOC. He commended Chief Paulus who worked on the plan for two years. He noted that Hawthorn Woods is significantly ahead of other communities when it comes to emergency preparedness.

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

No report this month.

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

Trustee Riess reported that bulbs were planted in the Heritage Oaks Park circle, and that six residents and one Mundelein resident assisted with the planting. Mayor Mancino said that Aqua Illinois said they would like to assist in the future with our annual bulb planting efforts. Trustee Riess reported that the Adopt-A-Highway pick-up would be forthcoming.

- 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 September 16, 2013 Village Board Meeting
2. Approval of Minutes from the September 28, 2013 Joint Finance Committee/Committee of the Whole Meeting
3. Approval of Paid Invoice List Dated October, 2013
4. Approval of Bills List Dated October, 2013
5. Approval of a Resolution Supporting the Retrofit of Existing DOT-111 Rail Tank Cars That Transport Packing Groups I and II Hazmat Before the Pipelines and Hazardous Materials Safety Administration in Docket No. PHMSA-2012-0082 (HM-251)
6. Approval of a Resolution Authorizing the Chief Operating Officer to Award the 2013 Pavement Patching Program Project to Johnson Paving and Execute the Award Contract in the Amount Not to Exceed \$53,820
7. Approval of a Resolution Proclaiming the Week of October 21- 25, 2013 as Red Ribbon Week
8. Approval of a Resolution Ratifying and Confirming the Execution of a Previously Executed Agreement—Box, Inc.
9. Approval of a Resolution Ratifying and Confirming the Execution of a Previously Executed Independent Contractor Agreement—Fencing Sports Club, c/o Tracy Lapshin
10. Approval of a Resolution Authorizing the Mayor and Village Clerk to Execute a First Amendment to an Independent Contractor Agreement—In-Motion Dance/Jessica Wielondek

Item #4 was removed from the Consent Agenda.

Motion by DiMaggio, second by Ponzio to approve the Consent Agenda, with the exception of item #4.

Roll call vote.

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

Motion carried.

Motion by Morgan, second by Corrigan to approve Consent Agenda Item #4, Approval of Bills List Dated October, 2013.

Trustee Ponzio questioned the \$28,000 expense for the dance program, which seemed high. Ms. Kazenas noted that the program is extremely popular, and that the \$28,000 expenditure represented 75% of the enrollment fee, with the Village retaining the other 25%.

Roll call vote.

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

Nays: None

Abstentions: None

Absent: None

Motion carried.

B. Items for Separate Action

1. Approval of a Recommendation by the Village Board to Review and Place the 2014 Village Budget on Public Display

Motion by Corrigan, second by DiMaggio to recommend that the Village Board review and place the 2014 Village Budget on public display.

Mayor Mancino commended everyone involved with the budget process, and noted that the budget will be put on public display, and that it would be available on the Village's website for downloading purposes.

Roll call vote.

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

Nays: None

Abstentions: None

Absent: None

Motion carried.

2. Approval of a Resolution Authorizing the Execution of a Certain Amendment to an Agreement Among the Villages of Lake Zurich, Hawthorn Woods and Kildeer Regarding Use of Lake Zurich Gas Pumps and Fuel

Motion by Ponzio, second by DiMaggio to approve a Resolution Authorizing the Execution of a Certain Amendment to an Agreement Among the Villages of Lake Zurich, Hawthorn Woods and Kildeer Regarding Use of Lake Zurich Gas Pumps and Fuel.

Ms. Frable reported that our current agreement with Lake Zurich expired April 30, 2013, and that the Village has delayed approving the new agreement, because other fuel tanks options are being pursued. She noted that since we are half way through the year with utilizing Lake Zurich's pumps, the Village will be paying Lake Zurich for half the contract amount. We have a 60 day notice period to cancel the contract. Ms. Frable noted that we will want to utilize both fueling systems simultaneously for some time.

VII. OLD BUSINESS

None this month.

VIII. ADMINISTRATION REPORTS

A. Report from the Chief Operating Officer Pam Newton

1. Village Operations

Ms. Newton thanked Lee Fell from Christopher B. Burke Engineering for his assistance with the bike path grant. She also noted that Mr. Fell has been of assistance as of late with the discussions on connecting the Aquatic Center to the sewer along Midlothian Road.

Ms. Newton reported on the recent business and resident workshops for the update to the Comprehensive Plan, and that many of the comments from each independent session were similar. She also noted that Congressman Roskam visited Village Hall today and met with Mayor Mancino and the Department Heads to listen to our needs.

2. Economic Development Department Report

Ms. Newton reported that staff continues to meet with several parties interested in developing in the Village, and that the Village Board should refer to her report for further details.

3. Parks and Recreation and Special Events

Brian Sullivan provided his report to the Board, which included an update on playground safety certification, upcoming special events, community entrance signs, park improvements, a memorial tree program, and senior programs.

B. Report from the Village Attorney

Mr. Brankin will defer his report until Executive Session.

C. Reports from Department Heads

1. Chief Administrative Officer – Donna Lobaito
 - a. Building Department Report

Ms. Lobaito reported that she has been working on the Hawthorn Trails settlement agreements, and providing information to Pulte Homes as they look to develop a parcel within the Village limits.

- 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 encourages residents to visit the website to view the 2014 budget document. She also reported that Box.com has been implemented to transmit Board packet information to the Village Board. She reported on the status of the SSA road bonds and debt certificate, which will provide a savings to our residents of approximately \$595,450. She noted that no additional indebtedness will be incurred as a result of the refinancing. An annual per household savings of about \$26 for SSA 1, \$15 for SSA 2, and \$25 for SSA 3 should be realized. She noted SSA 2 is not realizing the same amount of savings as the other two SSAs due to a concentration in development in this area.

- 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. She noted that there was a full school lockdown drill in September at Middle School North and Spencer Loomis School, and no deficiencies were found.

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

- a. Public Works Department Report

Ms. Frable reported that the Public Works staff has shut down the Aquatic Center, and that she has developed a stormsewer outfall inspection process. She also reported on the progress of hydroseeding at Heritage Oaks Park, and the CDL licensing by her staff.

VIII. 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)

Motion by Riess, second by DiMaggio to enter into Executive Session for the purposes of probable or pending litigation (5 ILCS 120/2(c) 11), and consideration of Executive Session minutes (5 ILCS 120/2(c) 21).

Roll call vote.

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

Nays: None

Abstentions: None

Absent: None

Motion carried.

Mayor Mancino noted there would be action taken after Executive Session.

The Village Board moved into Executive Session at 8:47 p.m.

The regular session reconvened at 9:27 p.m.

X. ACTION AFTER EXECUTIVE SESSION

- A. Approval of an Ordinance Authorizing the Mayor and Village Clerk to Execute a Certain Completion and Settlement Agreement—Lexon Insurance Company

Motion by DiMaggio, second by Ponzio to approve Ordinance Authorizing the Mayor and Village Clerk to Execute a Certain Completion and Settlement Agreement—Lexon Insurance Company, in substantially the form presented, and subject to Village Attorney review, revisions and approval.

Roll call vote.

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

Nays: None

Abstentions: None

Absent: None

Motion carried.

B. Approval of an Ordinance Authorizing the Mayor and Village Clerk to Execute a Certain Agreement and Release—Hawthorn 45, LLC and Lexon Insurance Company

Motion by Morgan, second by DiMaggio to approve an Ordinance Authorizing the Mayor and Village Clerk to Execute a Certain Agreement and Release—Hawthorn 45, LLC and Lexon Insurance Company, in substantially the form presented, and subject to Village Attorney review, revisions and approval.

Roll call vote.

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

Nays: None

Abstentions: None

Absent: None

Motion carried.

C. Approval of an Ordinance Authorizing the Mayor and Village Clerk to Execute a Certain Release—2847 Cypress Grove, LLC; Hawthorn 45, LLC; and Lexon Insurance Company

Motion by DiMaggio, second by David to approve an Ordinance Authorizing the Mayor and Village Clerk to Execute a Certain Release—2847 Cypress Grove, LLC; Hawthorn 45, LLC; and Lexon Insurance Company, in substantially the form presented, and subject to Village Attorney review, revisions and approval.

Roll call vote.

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

Nays: None

Abstentions: None

Absent: None

Motion carried.

IX. ADJOURNMENT

Motion by Morgan, 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 9:30 p.m.

Respectfully submitted,

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

Donna Lobaito
Village Clerk