

THE VILLAGE OF HAWTHORN WOODS  
VILLAGE BOARD MEETING  
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS  
SEPTEMBER 16, 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, and Village Attorney Patrick Brankin.

II. PLEDGE OF ALLEGIANCE

III. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

Rachel Olson, formerly of 965 Manchester Court, Lake Zurich – Ms. Olson asked about the status of the road construction in Hawthorn Trails. Mr. Brankin provided Ms. Olson with an update and stated that the Village is working to bring resolution to this issue as quickly as possible.

IV. MAYOR'S REPORT AND COMMITTEE REPORTS

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

1. Comprehensive Plan Update

Mayor Mancino commented that the Comprehensive Plan Working Committee had met for the first time, and he discussed the various upcoming meetings and steps that would be taken in the months to come to update our current Comprehensive Plan. He noted that there would be opportunity for the public to provide their comments about the plan.

2. Letter to CMAP

The Board discussed a recent request by CMAP for support of their plan for the extension of Rt. 53. Mayor Mancino stated that at this time, the Village would only review the CMAP request.

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

1. An Ordinance Amending the Village Code of the Village of Hawthorn Woods— Amend Title 9, Section 9-6A1-2 of the Zoning Ordinance – Inclusion of Private Tutoring/Personalized Educational Services as a Permitted Use in the ORD Office Research and Development District

Ms. Rein presented the ordinance relating to the text amendment for private tutoring/personalized educational services.

Motion by DiMaggio, second by Corrigan to approve An Ordinance Amending the Village Code of the Village of Hawthorn Woods— Amend Title 9, Section 9-6A1-2 of the Zoning Ordinance – Inclusion of Private Tutoring/Personalized Educational Services as a Permitted Use in the ORD Office Research and Development District.

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

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

1. Approval of May, 2013 Financial Statements

Motion by Corrigan, second by Riess to approve the May, 2013 Financial Statements.

Roll call vote.

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

2. Approval of June, 2013 Financial Statements

Motion by Corrigan, second by Riess to approve the June, 2013 Financial Statements.

Roll call vote.

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

3. Approval of July, 2013 Financial Statements

Motion by Corrigan, second by Riess to approve the July, 2013 Financial Statements.

Roll call vote.

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

4. Acceptance of the Sikich Proposal to Provide Professional Auditing Services for the Fiscal Years Ending December 31, 2013 Through December 31, 2015

Motion by Riess, second by Corrigan to accept the Sikich Proposal to Provide Professional Auditing Services for the Fiscal Years Ending December 31, 2013 Through December 31, 2015.

Roll call vote.

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

5. Approval of Budget Transfers

Motion by Riess, second by Corrigan to approve the Budget Transfers.

Roll call vote.

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

Nays: None

Abstentions: None

Absent: None

Motion carried.

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

No report this month.

**V. NEW BUSINESS**

A. Consent Agenda

1. Approval of Minutes from the July 15, 2013 Village Board Meeting
2. Approval of Paid Invoice List Dated September, 2013
3. Approval of Bills List Dated September, 2013
4. Approval of a Resolution Authorizing the Mayor and Chief Operating Officer to Execute an Amended Field Usage Agreement—Hawthorn Woods Elite Soccer Club
5. Approval of a Resolution Authorizing the Mayor and Chief Operating Officer to Execute an Independent Contractor Agreement—In Motion Dance/Jessica Wielondek
6. Approval of a Resolution Authorizing the Mayor and Chief Operating Officer to Execute an Independent Contractor Agreement—Early Education Enrichment
7. Approval of a Resolution Authorizing the Mayor and Chief Operating Officer to Execute an Independent Contractor Agreement—Sports R Us
8. Approval of a Resolution Ratifying and Confirming the Execution of a Previously Executed Agreement—Christopher B. Burke Engineering, Ltd.—Phase I Engineering Services—Midlothian Road Bike Path
9. Approval of a Resolution Ratifying and Confirming the Execution of a Previously Executed Agreement—Point to Point Renewal—Customer Service Agreement
10. Approval of a Resolution Ratifying and Confirming the Execution of a Previously Executed Agreement—Call One Inc.—ISDN-PRI Renewal—Customer Service Agreement
11. Approval of a Resolution Ratifying and Confirming the Execution of a Previously Executed Agreement—Call One Inc.—Renewal—Customer Service Agreement
12. Approval of a Resolution Ratifying and Confirming the Execution of a Previously Executed Amendment to an Agreement—Illinois Department of Natural Resources—Amendment No. 1—SFY13 Urban & Community Forestry Assistance Grant Program
13. Authorization to Reduce the Geffe Planting Bond to \$2,400.00

It was requested that Items #5 and #8 be removed from the Consent Agenda.

Motion by Morgan, second by DiMaggio to approve the Consent Agenda, with the exception of items #5 and #8.

Roll call vote.

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

Motion carried.

Motion by David, second by DiMaggio to approve Consent Agenda Item #5, a Resolution Authorizing the Mayor and Chief Operating Officer to Execute an Independent Contractor Agreement—In Motion Dance/Jessica Wielondek.

A question arose as to the amount the Village would be receiving from the dance lessons. Ms. Newton acknowledged the suggested language to clarify the payment issue, and said an amended agreement would be brought to the Village Board next month.

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 #8, a Resolution Ratifying and Confirming the Execution of a Previously Executed Agreement—Christopher B. Burke Engineering, Ltd.—Phase I Engineering Services—Midlothian Road Bike Path.

Ms. Newton noted that the Village submitted for a grant opportunity for a bike path along Midlothian Road, and that the decision was made based on the Phase I readiness of this portion of the bike path.

Roll call vote.

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

Motion carried.

## VI. OLD BUSINESS

None this month.

## VII. ADMINISTRATION REPORTS

### A. Report from the Chief Operating Officer Pam Newton

#### 1. Village Operations

Ms. Newton reported on the success of the Fall Family Fun Fest earlier in the month. She noted this year was the most successful event with about 500 attendees.

#### 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 gave a brief update on the Comprehensive Plan progress. He noted the working committee held an initial meeting with Houseal Lavigne, and that he looked forward to working on this important initiative.

### B. Report from the Village Attorney

Mr. Brankin reported on the status of the Hawthorn Trails performance bond and other projects he has been addressing.

### C. Reports from Department Heads

#### 1. Chief Administrative Officer – Donna Lobaito

##### a. Building Department Report

Ms. Lobaito reported that she has been working to update the building codes and will be bringing this information to the Village Board sometime in the future. She also reported that she has worked extensively with Mr. Brankin and Ms. Newton on the Hawthorn Trails performance bond issue.

1. Approval of an Ordinance Amending Ordinance 1418-12 Regarding a Moratorium on the Construction and Establishment of Wind Energy in the Village of Hawthorn Woods

Motion by DiMaggio, second by David to approve an Ordinance Amending Ordinance 1418-12 Regarding a Moratorium on the Construction and Establishment of Wind Energy in the Village of Hawthorn Woods.

Roll call vote.

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

Nays: None

Abstentions: None

Absent: None

Motion carried.

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 thanked staff for their assistance in preparing the 2014 operating budget. She noted the budget will be presented to the Finance Committee and Committee of the Whole on Saturday, September 28, 2013 at 8:30 AM.

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 both Indian Creek and Schwerman roads were cracksealed. She also reported that the irrigation system at Heritage Oaks

Park soccer fields is complete and operational. She thanked her staff for their hard work in organizing and staffing the Fall Family Fun Fest. Lastly, she reported that she completed the Public Works budget request for 2014.

#### **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)

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

#### **IX. ADJOURNMENT**

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

Voice vote.

Ayes: 6

Nays: 0

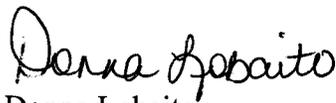
Abstentions: 0

Absent: 0

Motion carried.

There being no further business the meeting adjourned at 8:10 p.m.

Respectfully submitted,



Donna Lobaito  
Village Clerk