



**THE VILLAGE OF HAWTHORN WOODS
VILLAGE BOARD MEETING
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS
MONDAY, APRIL 22, 2019
7:00 P.M.**

MINUTES

I. CALL TO ORDER AND ROLL CALL

Mayor Mancino called the meeting to order at 7:08 p.m. Roll call indicated the following members were present: Mayor Mancino, Trustees Kaiser, Kosik, Riess, 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, Director of Public Works and Village Engineer, Erika Frable, PE, Director of Parks and Recreation Brian Sullivan, and Village Attorney Patrick Brankin.

II. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

Adam Silverstein, Chicago – Mr. Silverstein expressed concern about traffic on Old McHenry Road and referenced an accident at St. Matthew’s Church on Easter Sunday. He would like to see the police department directing traffic at that location on busy days of the year.

Beth Penesis, Aqua Illinois – Ms. Penesis provided the Village with brochures regarding Aqua Illinois’ program to assist their customers during difficult financial times. She said the program is completely funded through donations.

III. MAYOR’S REPORT AND COMMITTEE REPORTS

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

1. Reappointment of Tim McCue to the Police Pension Fund Board

Motion by DiMaggio, second by Kaiser to reappoint Tim McCue to the Police Pension Fund Board.

Roll call vote.

Ayes: Kaiser, Kosik, Riess, Corrigan, DiMaggio, David

Nays: None

Abstain: None

Absent: None

Motion carried.

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

No report this month.

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

1. Approval of an Ordinance Granting Certain Variation—Christopher and Kathleen Kim—Lot Coverage—77 Miller Road

Ms. Lobaito reported on the application by the Kim’s for a variance to their property for lot coverage.

Motion by Corrigan, second by DiMaggio to approve an Ordinance Granting Certain Variation—Christopher and Kathleen Kim—Lot Coverage—77 Miller Road.

Trustee DiMaggio noted that part of the Kim driveway is on common property owned by their neighbor, and that the neighbor has granted permission for the driveway improvement.

Roll call vote.

Ayes: Kaiser, Kosik, Riess, Corrigan, DiMaggio, David
Nays: None
Abstain: None
Absent: None
Motion carried.

D. Planning, Building and Zoning Commission -----Jim Merkel, Chair
Dominick DiMaggio, Trustee Liaison

No report this month.

E. Finance Committee-----Jayne Kosik, Chair
Kelly Corrigan, Trustee Liaison

Trustee Kosik reported that the revenues and expenditures are trending to budget. Brian LeFevre of Sikich will be present at the May Village Board meeting.

1. Approval of the January 2019 Financial Statements

Motion by Corrigan, second by DiMaggio to approve the January 2019 Financial Statements.

Roll call vote.

Ayes: Kaiser, Kosik, Riess, Corrigan, DiMaggio, David
Nays: None
Abstain: None

Absent: None
Motion carried.

2. Approval of the February 2019 Financial Statements

Motion by Riess, second by Corrigan to approve the February 2019 Financial Statements.

Roll call vote.

Ayes: Kaiser, Kosik, Riess, Corrigan, DiMaggio, David

Nays: None

Abstain: None

Absent: None

Motion carried.

V. NEW BUSINESS

A. Consent Agenda

1. Approval of the April 1, 2019 Special Village Board Meeting Minutes
2. Approval of Bills List Dated April 2019
3. Approval of Paid Invoice List Dated April 2019
4. Approval of an Ordinance Authorizing the Execution of a Certain Copier Purchase and Maintenance Agreement with Impact Networking, LLC
5. Approval of an Ordinance Authorizing the Execution of an Agreement for Professional Engineering Services and Site Analysis in Relationship to the Meadowlark Park and Arboretum Project with Christopher Burke Engineering
6. Approval of an Ordinance Authorizing the Execution of an Agreement for Professional Landscape Architectural Services Related to the Development and Design of the Meadowlark Park and Arboretum with the Signature Design Group
7. Approval of an Ordinance Authorizing the Execution of an Employment Agreement—Chief Jennifer Paulus, Chief of Police
8. Approval of an Ordinance Authorizing the Execution of an Independent Contractor Agreement—Inspire Tennis Academy Chicago
9. Approval of an Ordinance Authorizing the Execution of an Agreement for the Purchase, Delivery and Planting of Tree Stock Related to the Development of the Meadowlark Park and Arboretum and Village Nursery with the Acres Landscaping Group
10. Approval of an Ordinance Authorizing the Execution of an Instructor Contract Agreement for In-House Youth Baseball Program with Phil Carona & the Stars Baseball Organization
11. Approval of an Ordinance Authorizing the Mayor and Chief Operating Officer to Enter into an Agreement with the MVP Sports of Lake Zurich, Illinois

12. Approval of an Ordinance Authorizing the Execution of a Landscape Maintenance Contract and Rider A-1—Acres Group, Wauconda, Illinois
13. Approval of an Ordinance Authorizing the Execution of an IDNR OSLAD Grant Award Agreement
14. Approval of an Ordinance to Authorize the Execution of an Agreement to Purchase Play and Park Equipment for the Meadowlark Park and Arboretum from Team Reil, Union, Illinois
15. Approval of an Ordinance Authorizing the Chief Operating Officer to Execute the Lift Station and Sanitary Sewer Services Proposal with Gewalt Hamilton Associates, Inc.
16. Approval of a Resolution Proclaiming Municipal Clerks Week—May 5-11, 2019
17. Approval of a Resolution Recognizing National Police Week 2019
18. Approval of a Resolution Recognizing National Public Works Week 2019

Items #1, #9, #12 and #13 were removed from the Consent Agenda.

Motion by Riess, second by DiMaggio to approve the Consent Agenda with the exception of agenda items #1, #9, #12 and #13.

Roll call vote.

Ayes: Kaiser, Kosik, Riess, Corrigan, DiMaggio, David
Nays: None
Abstain: None
Absent: None
Motion carried.

Motion by Corrigan, second by Kaiser to approve Consent Agenda item #1, Approval of the April 1, 2019 Special Village Board Meeting Minutes.

Roll call vote.

Ayes: Kaiser, Riess, Corrigan, DiMaggio, David
Nays: None
Abstain: Kosik
Absent: None
Motion carried.

Motion by Corrigan, second by Kaiser to approve Consent Agenda item #9, Approval of an Ordinance Authorizing the Execution of an Agreement for the Purchase, Delivery and Planting of Tree Stock Related to the Development of the Meadowlark Park and Arboretum and Village Nursery with the Acres Landscaping Group.

Trustee Corrigan noted that the certificate of insurance for this agenda item as well as Consent Agenda item #12 does not have the Village listed as additional insured. Mr. Sullivan noted he will get that corrected.

Amended motion by Corrigan, second by Kaiser to approve Consent Agenda item #9, Approval of an Ordinance Authorizing the Execution of an Agreement for the Purchase, Delivery and Planting of Tree Stock Related to the Development of the Meadowlark Park and Arboretum and Village Nursery with the Acres Landscaping Group, subject to the certificate of insurance correction.

Roll call vote.

Ayes: Kaiser, Kosik, Riess, Corrigan, DiMaggio, David

Nays: None

Abstain: None

Absent: None

Motion carried.

Motion by Riess, second by Kosik to approve Consent Agenda item #12, Approval of an Ordinance Authorizing the Execution of a Landscape Maintenance Contract and Rider A-1—Acres Group, Wauconda, Illinois, subject to the certificate of insurance correction.

Roll call vote.

Ayes: Kaiser, Kosik, Riess, Corrigan, DiMaggio

Nays: David

Abstain: None

Absent: None

Motion carried.

Motion by Riess, second by Corrigan to remove Consent Agenda item #13, Approval of an Ordinance Authorizing the Execution of an IDNR OSLAD Grant Award Agreement, and continue this item to the May 28, 2019 Village Board meeting.

Roll call vote.

Ayes: Kaiser, Kosik, Riess, Corrigan, DiMaggio, David

Nays: None

Abstain: None

Absent: None

Motion carried.

B. Items for Separate Action

1. Acceptance Neighborhood 1 Park and Neighborhood 2 Park—Pulte Homes—Hawthorn Hills

Motion by Corrigan, second by DiMaggio to Accept Neighborhood 1 Park and Neighborhood 2 Park—Pulte Homes—Hawthorn Hills.

Roll call vote.

Ayes: Kaiser, Kosik, Riess, Corrigan, DiMaggio, David
Nays: None
Abstain: None
Absent: None
Motion carried.

2. Approval of a Release of Hawthorn Hills Letter of Credit No. 3121788 – Neighborhood 1 Park and Letter of Credit No. 3121789 – Neighborhood 2 Park.

Motion by Corrigan, second by Kaiser to approve the Release of Hawthorn Hills Letter of Credit No. 3121788 – Neighborhood 1 Park and Letter of Credit No. 3121789 – Neighborhood 2 Park.

Roll call vote.

Ayes: Kaiser, Kosik, Riess, Corrigan, DiMaggio, David
Nays: None
Abstain: None
Absent: None
Motion carried.

3. Approval of an Ordinance Authorizing the Execution of a Bill of Sale and Assignment for Neighborhood 1 Park & Neighborhood 2 Park – Pulte Home Company, LLC

Motion by Kosik, second by Corrigan to approve an Ordinance Authorizing the Execution of a Bill of Sale and Assignment for Neighborhood 1 Park & Neighborhood 2 Park – Pulte Home Company, LLC.

Roll call vote.

Ayes: Kaiser, Kosik, Riess, Corrigan, DiMaggio, David
Nays: None
Abstain: None
Absent: None
Motion carried.

VI. OLD BUSINESS

- A. None this month.

VII. ADMINISTRATION REPORTS

- A. Annual Report from the Chief Operating Officer—Pamela O. Newton, MSOL
 1. Monthly Update—Village Operations

Ms. Newton reported that there are two candidates under consideration for the Community Development Director's position, and that the Mayor would be meeting with them later this week. She also reported on the redesign of the Village's website, the motorcycle accident Mr. Silverstein spoke about earlier in the meeting, the Canadian National update, and the America In Bloom progress.

B. Report from the Village Attorney—Nick Standiford

Mr. Brankin will provide a report in Executive Session.

C. Reports from Department Heads

1. Chief Administrative Officer—Donna Lobaito, RMC

a. Chief Administrative Officer's Report

Ms. Lobaito reported that Kiddie Academy submitted plans for a Certificate of Approval which would be forthcoming before the Planning, Building and Zoning Commission.

b. Village Clerk's Report

Ms. Lobaito's report is in the packet.

c. Community Development Department Report.

Trustee Corrigan thanked Ms. Lobaito, Acting Community Development Director, for providing a report for the department.

2. Chief Financial Officer—Kristin Kazenas, CPA, MBA, CPFO

a. Finance Department's Report

Ms. Kazenas reported that there were no audit adjustments this year. She also reported that the Village computers will be upgraded this year.

b. Human Resources Department's Report

Ms. Kazenas' report is in the packet.

c. Risk Management Department's Report

Ms. Kazenas' report is in the packet.

d. Business Continuity Work Group's Report

Ms. Kazenas' report is in the packet.

3. Chief of Police—Jennifer R. Paulus
 - a. Police Department's Report

Chief Paulus' report is in the packet.

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

Ms. Frable reported that there was a pre-construction meeting with K. Hovnanian last week.

1. 2019 IDOT/LCDOT Construction Update

Ms. Frable updated the Board on the various construction projects in and around the Village.

5. Director of Parks and Recreation—Brian J. Sullivan, MPA, CPSI, CPRP
 - a. Parks and Recreation Report

Mr. Sullivan reported that he and Alex Casler will be in Springfield next week. This Saturday, saplings will be distributed to commemorate Arbor Day and Earth Day. Mr. Sullivan reported that Meadowlark Park will be completed mid-October. He also distributed an Under the Canopy flyer.

Mayor Mancino had a few additional comments. There will be a Senate meeting on May 3, 2019 on transportation. Mayor Mancino will be in attendance at that meeting to testify. The Metropolitan Mayor's Caucus' annual event will be held on May 17, 2019. Mayor Mancino provided an update on the State budget.

VIII. EXECUTIVE SESSION

- A. Purchase of Property (5 ILCS 120/2(c) 1), Discussion of Probable or Pending Litigation (5 ILCS 120/2(c) 11), and Discussion of Executive Session Minutes (5 ILCS 120/2(c) 21)

Motion by DiMaggio, second by Kaiser to enter into Executive Session for the purpose of Purchase of Property (5 ILCS 120/2(c) 1), Discussion of Probable or Pending Litigation (5 ILCS 120/2(c) 11), and Discussion of Executive Session Minutes (5 ILCS 120/2(c) 21).

Roll call vote.

Ayes: Kaiser, Kosik, Riess, Corrigan, DiMaggio, David
Nays: None
Abstain: None

Absent: None
Motion carried.

Mayor Mancino stated no business would be conducted after Executive Session.

The Village Board moved into Executive Session at 7:58 p.m.

IX. ADJOURNMENT

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

Roll call vote.

Ayes: Kaiser, Kosik, Riess, Corrigan, DiMaggio, David

Nays: None

Abstain: None

Absent: None

Motion carried.

The motion carried and the meeting adjourned at 8:22 p.m.

Respectfully submitted,



Donna Lobaito
Village Clerk