



**THE VILLAGE OF HAWTHORN WOODS
SPECIAL EMERGENCY VILLAGE BOARD MEETING
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS
TUESDAY, MARCH 17, 2020
12:00 P.M.**

MINUTES

I. CALL TO ORDER AND ROLL CALL

Mayor DiMaggio called the meeting to order at 12:02 p.m. Roll call indicated the following members were present: Mayor DiMaggio, Trustees Kaiser, Kosik, Riess, and David. Trustee Corrigan participated in the meeting electronically.

Also present were Chief Operating Officer Pamela Newton, Chief Administrative Officer and Village Clerk Donna Lobaito, and Village Attorney Patrick Brankin.

II. PLEDGE OF ALLEGIANCE

III. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

At this time, the public is welcome to address the Board. Please keep your remarks concise and state your name and address so that a staff member can follow up with related information if requested.

None.

IV. MAYOR'S REPORT AND COMMITTEE REPORTS

1. Mayor's Report-----Dominick DiMaggio, Mayor

Mayor DiMaggio reported that he met with staff, and the emergency plan prepared by Ms. Newton was implemented. He noted non-essential employees will work from home, and our police department will continue to patrol the Village. Public Works will have a limited schedule and will be called in to address any emergency situations. Their limited schedule will include checking parks, lift stations and having a presence in the community. Mayor DiMaggio also noted employees have been set up with Log Me In to allow them to work remotely. He asked all employees to take notes while they work at home about what worked about this process and what did not.

Ms. Newton noted our Emergency Operating Plan did not call for a pandemic situation, so she had to start from ground zero to create such a document for the Village's use.

Mayor DiMaggio thanked Ms. Newton and Ms. Lobaito for their work in preparing staff to work from home, and for keeping up with governmental phone calls and briefings to keep all of us updated.

2. Environmental Committee-----John Bickley, Chair
Steve Riess, Trustee Liaison
Trustee Riess announced the Environmental Committee has been changed to the Sustainability Committee.
3. Zoning Board of Appeals-----John Kosik, Chair
Dominick DiMaggio, Liaison
No report.
4. Planning, Building and Zoning Commission-----Jim Merkel, Chair
Dominick DiMaggio, Liaison
No report.
5. Finance Committee-----Jayne Kosik, Chair
Kelly Corrigan, Trustee Liaison
Trustee Kosik deferred her report to next month. Trustee Corrigan stated the Committee needs one more member.
6. Hawthorn Woods In Bloom-----Megan Masana, Chair
James W. Kaiser, Trustee Liaison
No report.

V. NEW BUSINESS

1. Approval of an Ordinance Authorizing the Mayor to Enter Into an Agreement with Lake County Health Department and Community Health Center—Memorandum of Understanding Concerning the Provision of Emergency Medical Prophylaxis
2. Approval of an Ordinance Authorizing the Mayor to Enter Into an Agreement with Bellefeuil, Szur & Associates, Inc. (BSA)—Software License Agreement
3. Approval of an Ordinance Authorizing the Mayor to Enter Into an Agreement—Porter Lee
4. Approval of an Ordinance Authorizing the Mayor to Enter Into an Agreement—J&M Displays
5. Approval of an Ordinance Ratifying a Previously Executed Agreement—GovHR—CFO Search
6. Approval of an Ordinance Ratifying a Previously Executed Agreement—E360—Human Resources Services
7. Approval of a Resolution Approving an ICMA-RC Plan Coordinator Change
8. Approval of an Ordinance Authorizing the Mayor to Enter Into an Assignment and Assumption of Agreements—High Pointe Estates Subdivision
9. Authorization from the Board to Release the Taylor Morrison Performance Bond #SU1151374 Upon Delivery of a Replacement Performance Bond from M/I Homes in a Form that is Acceptable to the Village Attorney—High Pointe Estates Subdivision
10. Approval of a Declaration of Local State of Emergency

Items #2, #3, #4, and #8 were removed from the Consent Agenda.

Motion by Kaiser, second by Riess to approve the Consent Agenda with the exception of items #2, #3, #4, and #8.

Roll call vote.

Ayes: Kaiser, Kosik, Riess, Corrigan, David

Nays: None

Absent: None

Motion carried.

Motion by Riess, second by Corrigan to approve Consent Agenda Item #2, Approval of an Ordinance Authorizing the Mayor to Enter Into an Agreement with Bellefeuil, Szur & Associates, Inc. (BSA)—Software License Agreement.

Trustee Riess noted that BSA will replace MSI Software currently being used by the Village.

Roll call vote.

Ayes: Kaiser, Kosik, Riess, Corrigan, David

Nays: None

Absent: None

Motion carried.

Motion by Kosik, second by Kaiser to approve Consent Agenda Item #3, Approval of an Ordinance Authorizing the Mayor to Enter Into an Agreement—Porter Lee.

Trustee Kosik noted there was an error in the year of the contract, but it had been corrected. Ms. Newton noted that there was an error in the year of the contract in Consent Agenda Item #6, but that too had been corrected.

Roll call vote.

Ayes: Kaiser, Kosik, Riess, Corrigan, David

Nays: None

Absent: None

Motion carried.

Motion by Riess, second by Kosik to approve Consent Agenda Item #4, Approval of an Ordinance Authorizing the Mayor to Enter Into an Agreement—J&M Displays.

Trustee Corrigan asked if a cancellation clause could be included in this contract if necessary, given the recent events of the last few weeks. Mr. Brankin noted the Village Board could approve the contract subject to reducing the penalty from its current 20% to no penalty.

Amended motion by Riess, second by Kosik to approve Consent Agenda Item #4, Approval of an Ordinance Authorizing the Mayor to Enter Into an Agreement—J&M Displays subject to language being added reducing the cancellation penalty from 20% to no penalty.

Roll call vote.

Ayes: Kaiser, Kosik, Riess, Corrigan, David

Nays: None

Absent: None

Motion carried.

Motion by Riess, second by Kaiser to approve Consent Agenda Item #8, Approval of an Ordinance Authorizing the Mayor to Enter Into an Assignment and Assumption of Agreements—High Pointe Estates Subdivision.

Trustee Corrigan asked for an explanation as to the purpose of this agreement. Ms. Lobaito responded that Taylor Morrison was the initial builder of the High Pointe Estates subdivision, and recently, the Village learned that they sold to M/I Homes. This agreement assigns the Subdivision Improvement Agreement to M/I Homes, and it also provides for M/I Homes to post security for the subdivision improvements.

Roll call vote.

Ayes: Kaiser, Kosik, Riess, Corrigan, David

Nays: None

Absent: None

Motion carried.

Mayor DiMaggio announced that the regularly scheduled meeting on March 23 2020 would be cancelled.

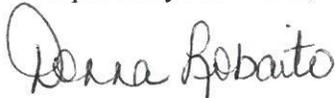
VI. OLD BUSINESS

None.

VII. ADJOURNMENT

Motion by Kaiser, second by Kosik to adjourn the special emergency meeting. Upon a voice vote, the motion carried and the meeting adjourned at 12:19. pm.

Respectfully submitted,



Donna Lobaito
Village Clerk