



**THE VILLAGE OF HAWTHORN WOODS
SPECIAL JOINT FINANCE/COMMITTEE OF THE WHOLE
AND
SPECIAL VILLAGE BOARD MEETING
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS
MONDAY, OCTOBER 26, 2020
5:00 P.M.**

MINUTES

I. CALL TO ORDER AND ROLL CALL

Mayor DiMaggio called the meeting to order at 5:07 p.m. Roll call indicated the following members were present: Mayor DiMaggio, Trustees Kaiser, Kosik, Riess, Corrigan, David, McCarthy, and Finance Committee member Singh Kalra.

Also present were Chief Operating Officer Pamela Newton, Chief Administrative Officer and Village Clerk Donna Lobaito, Chief Financial Officer Katreina York, Chief of Police Jennifer Paulus, Village Engineer and Public Works Director Erika Frable, PE, and Director of Parks and Recreation Brian Sullivan.

II. PLEDGE OF ALLEGIANCE

III. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE JOINT FINANCE /COMMITTEE OF THE WHOLE

At this time, the public is welcome to address the Joint Finance/Committee of the Whole. 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. PRESENTATION AND OVERVIEW OF THE 2021 OPERATING AND CAPITAL BUDGET

Ms. Newton provided highlights of the 2021 Operating and Capital Budget. She highlighted the Village's accomplishments in 2020.

Trustee Corrigan inquired into salaries being paid for out of the MFT fund. Ms. Frable responded that in 2019/2020, 75% of 2 employees were paid for in MFT as were 3 employees in 2018. Trustee Corrigan commented that if MFT dollars were not used for salaries, there would be more money for street maintenance. She also commented that she did not believe raises should be given this coming year to non-union employees with the

savings going towards street patching to help the residents. She would rather see no salary increases instead of furloughs or layoffs.

Mayor DiMaggio responded if we don't give raises now, it could quite possibly cost the Village more in the long-run as the caliber of our employees is high and we cannot afford to lose them.

Trustee Kosik credited the ELT team for preparing a balanced budget. She expressed concern about losing employees if we do not give out raises and the cost of hiring and training people. She noted that with the increases in medical premiums, the employees will be taking home less money this coming year. She said that since the budget is balanced, she saw no need to withhold raises.

V. REVIEW AND DISCUSSION OF 2021 OPERATING AND CAPITAL BUDGET

Ms. York presented the 2021 Operating and Capital Budget to the Village Board. She reviewed the significant changes in the general fund revenues and expenditures. She also reviewed staffing changes. Ms. York noted the public hearing for the budget will be held at the November 23, 2020 Village Board meeting.

Regarding health insurance, Ms. Newton indicated a 4.5% increase had been budgeted for 2021; however, the initial numbers came in at 19%. Our broker is looking at other carriers at this time. She noted it is anticipated the employees will be paying more for health insurance.

Trustee Riess stated employees would be driven away if there were no raises as well as a medical insurance contribution increase. He said he believed many of our employees are below average in wages already.

Ms. York reported that the budget contains a 2.3% increase for all non-union employees, which amounts to a \$50,000 impact to the budget, including IMRF and taxes.

Trustee McCarthy noted she has seen a lot of municipal employees moving between communities. Also, she noted the raises increase is insignificant compared to the Aquatic Center finances. Ms. York indicated the bonds will be retired in 2028.

Trustee Kosik reminded the Board about all the hard work staff did to get the CARES Act money so that there would not be furloughs.

VI. APPROVAL OF A MOTION TO RECOMMEND THE 2021 OPERATING AND CAPITAL BUDGET BE PLACED ON PUBLIC DISPLAY

Motion by Kosik, second by Corrigan to place the 2021 Operating and Capital Budget on public display.

Roll call vote.

Ayes: Kaiser, Kosik, Riess, Corrigan, David, McCarthy, Singh Kalra

Nays: None

Absent: None

Motion carried.

VII. ADJOURNMENT OF JOINT FINANCE/COMMITTEE OF THE WHOLE MEETING

Motion by Riess, second by Kosik to adjourn the Joint Finance/Committee of the Whole meeting.

Roll call vote.

Ayes: Kaiser, Kosik, Riess, Corrigan, David, McCarthy, Singh Kalra

Nays: None

Absent: None

Motion carried.

VIII. CALL TO ORDER AND ROLL CALL OF THE VILLAGE BOARD MEETING

Mayor DiMaggio called the meeting to order at 6:28 p.m. Roll call indicated the following members were present: Mayor DiMaggio, Trustees Kaiser, Kosik, Riess, Corrigan, David, and McCarthy.

Also present were Chief Operating Officer Pamela Newton, Chief Administrative Officer and Village Clerk Donna Lobaito, Chief Financial Officer Katreina York, Chief of Police Jennifer Paulus, Village Engineer and Public Works Director Erika Frable, PE, Director of Parks and Recreation Brian Sullivan, and Village Attorney Patrick Brankin.

IX. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

Kim Hill, Audubon International – Ms. Hill worked with the Village to obtain the sustainability certificate.

Laura Kunkle, America In Boom – Ms. Kunkle spoke of her visit to Hawthorn Woods last week and how impressed she was with everything going on in the Village. She mentioned the Meadowlark Park and Arboretum, and our many awards. She noted Ms. Newton

received an award as well. Mayor DiMaggio thanked Ms. Kunkle for the grant money awarded to the Village.

X. MAYOR’S REPORT AND COMMITTEE REPORTS

A. Mayor’s Report-----Dominick DiMaggio, Mayor

Mayor DiMaggio reported that he met with the Village of Lake Zurich and owners of the Flex property in Hawthorn Woods. He also reported that there were two memorial ceremonies in which he attended with Mr. Sullivan, and that Mr. Sullivan wrote personalized poems for the families.

Mayor DiMaggio also recognized the Garden of the Month winner, Olga Karvatskaya. Other items Mayor DiMaggio reported on pertained to a phone call he had with Doug Samz regarding the police pension fund, his attendance at the ribbon cutting ceremony at Meadowlark Park, his tour of the Leo Burnett property for possible acquisition and development, and him seeking volunteers for various committees.

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

Trustee Riess reported the committee is working on a pollinator program, and that they will have something to present to the Board in the next 60 days. He also reported they are working with staff on useful content for our website such as composting, beekeeping, and lawn and garden care.

1. Approval of the Village of Hawthorn Woods Sustainability Plan of the Village of Hawthorn Woods

Motion by Riess, second by Kosik to approve the Village of Hawthorn Woods Sustainability Plan of the Village of Hawthorn Woods

Robin Grooms, Sustainability Coordinator, reviewed the details of the Sustainability Plan with the Board members. She noted the plan is to be a living document to be updated over time. She reviewed the pillars of the plan: Environment, Economy and Society.

Roll call vote.

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

Nays: None

Absent: None

Motion carried.

C. Zoning Board of Appeals-----John Kosik, Chair

Jodi McCarthy, Liaison

1. Approval of an Ordinance Granting a Certain Variance—John Smith, Jr. and Pamela Smith—Lot Area Coverage—26 Old Barn Road

Trustee McCarthy reported to the Board on the variance hearing before the Zoning Board of Appeals. She noted the Zoning Board of Appeals approved the request, but that the first standard is difficult to meet.

Motion by McCarthy, second by Riess to approve an Ordinance Granting a Certain Variance—John Smith, Jr. and Pamela Smith—Lot Area Coverage—26 Old Barn Road.

Roll call vote.

Ayes: Kosik, Riess, Corrigan, David, McCarthy

Nays: Kaiser

Absent: None

Motion carried.

D. Planning Commission-----Jim Merkel, Chair

Jodi McCarthy, Liaison

No report.

E. Finance Committee-----Jayne Kosik, Chair

Kelly Corrigan, Trustee Liaison

The Finance Committee met earlier in the evening with their comments incorporated into these minutes.

F. Hawthorn Woods In Bloom-----Margo Pelak, Chair

James W. Kaiser, Trustee Liaison

No report.

XI. NEW BUSINESS

A. Consent Agenda

1. Approval of the September 29, 2020 Special Village Board Meeting Minutes
2. Approval of Bills List Dated October 2020
3. Approval of the Paid List Dated October 2020
4. Approval of an Ordinance Amending the Village Code of the Village of Hawthorn Woods; Title 1, Section 1-3-1—Construction of Words
5. Approval of an Ordinance Authorizing the Execution of an Agreement—Metropolitan Alliance of Police
6. Approval of a Resolution in Honor of John Buckner, Executive Director of the Special Recreation Association of Central Lake County

7. Approval of the 2021 Meeting Calendar
8. Approval of a Recommendation by the Finance Committee to Place the 2021 Village Budget on Public Display

Item #4, was removed from the Consent Agenda.

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

Roll call vote.

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

Nays: None

Absent: None

Motion carried.

Motion by Riess, second by McCarthy to approve an Ordinance Amending the Village Code of the Village of Hawthorn Woods; Title 1, Section 1-3-1—Construction of Words

Mayor DiMaggio noted the word “distributive” should be changed to “descriptive”.

Amended motion by Riess, second by McCarthy to approve an Ordinance Amending the Village Code of the Village of Hawthorn Woods; Title 1, Section 1-3-1—Construction of Words, amended as noted by Mayor DiMaggio.

Roll call vote.

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

Nays: None

Absent: None

Motion carried.

B. Items for Separate Action

None this month.

XII. OLD BUSINESS

None this month.

XIII. ADMINISTRATION REPORTS

A. Report from the Chief Operating Officer – Pamela O. Newton, MSOL, CM

Ms. Newton thanked staff for their hard work on the budget. She also reported staff will be submitting another grant to FEMA in regards to the pandemic expenses.

B. Report from the Village Attorney

Mr. Brankin's report will be provided 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 next year's vehicle sticker and dog tag purchases will be able to be made online.

b. Village Clerk's Report

Ms. Lobaito provided a reminder to vote in the November 3, 2020 election. Ms. Newton noted that the Police Department will have extra officers on duty that day due to the expected high voter turnout.

c. Community Development Department Report

Ms. Lobaito reported that in September 2019, 41 building permits were issued, and in September 2020, 75 building permits were issued.

2. Chief Financial Officer – Katreina York, MBA, MSA

a. Finance Department's Report

Ms. York reported she has been working on the 2021 budget and COVID-19 expenditure reimbursement submittals.

3. Chief of Police – Jennifer R. Paulus, CPC

a. Police Department's Report

Chief Paulus reported that Mike Behan was recently married. She also reported the Police Department has been promoting Lock It or Lose It on social media in an attempt to reduce the number of car burglaries and car thefts. She said the effort is helping as there were no additional car thefts this month. She reminded our residents to lock their cars when parked in their driveways.

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

a. Public Works Department's Report

Ms. Frable reported that her staff has been addressing sink holes along the rights-of-way in the Village. She also noted that a heater for the cold storage is coming, and that our mechanic is getting the plows ready for

snow fall. Finally, Ms. Frable informed the Board Pulte is working to have Hawthorn Hills Phase 1 accepted by the Village.

- 5. Director of Parks and Recreation – Brian J. Sullivan, MPA, CPSI, CPRP
 - a. Parks and Recreation Department’s Report

Mr. Sullivan reported there will be a drive-in movie for our residents this Friday evening. He also noted Hawthorn Gardens donated 1,000 bulbs to the Village and Hawthorn Woods In Bloom volunteers are working to plant them. Mr. Sullivan reported a virtual tree lighting is being planned.

XIV. EXECUTIVE SESSION

- A. Setting the Price for Sale or Lease of Property Owned by the Public Body (5 ILCS 120/2(c) 6, and Probable or Pending Litigation (5 ILCS 120/2(c) 11)

Motion by Riess, second by Kaiser to enter into Executive Session for the purposes of Setting the Price for Sale or Lease of Property Owned by the Public Body (5 ILCS 120/2(c) 6, and Probable or Pending Litigation (5 ILCS 120/2(c) 11).

Roll call vote.

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

Nays: None

Absent: None

Motion carried.

Mayor DiMaggio noted there would be no business conducted after Executive Session.

XV. ADJOURNMENT

The meeting adjourned at 7:24 p.m.

Respectfully submitted,

Donna Lobaito
Village Clerk