



**THE VILLAGE OF HAWTHORN WOODS  
VILLAGE BOARD MEETING  
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS  
MONDAY, NOVEMBER 28, 2016  
7:00PM**

**AGENDA**

**I. CALL TO ORDER AND ROLL CALL**

**II. PLEDGE OF ALLEGIANCE**

**III. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD**

*At this time, the public is welcome to address the Village 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.*

**IV. PUBLIC HEARINGS**

- A. A Public Hearing Regarding a Certain First Amendment to a Certain Annexation Agreement—Hawthorn 45 LLC
- B. A Public Hearing Regarding the Vacation of Two Dedicated Public Streets Within Corporate Limits—Hawthorn Trails Phase 3 Subdivision
- C. A Public Hearing for the Fiscal Year 2017 Village Budget
- D. Truth in Taxation Hearing for the Proposed Property Tax Levy for the Village of Hawthorn Woods for the Fiscal Year Commencing on January 1, 2017 and Ending December 31, 2017, of the Village of Hawthorn Woods, Lake County, Illinois

**V. MAYOR’S REPORT AND COMMITTEE REPORTS**

- A. Mayor’s Report -----Joseph Mancino, Mayor
- B. Environmental Committee -----John Bickley, Chair  
Steve Riess, Trustee Liaison
- C. Zoning Board of Appeals -----John Kosik, Chair  
Dominick DiMaggio, Trustee Liaison
- D. Planning, Building and Zoning Commission -----Jim Kaiser, Chair  
Dominick DiMaggio, Trustee Liaison
  - 1. Approval of an Ordinance Adopting a Certain First Amendment to a Certain Annexation Agreement—Hawthorn 45 LLC
  - 2. Approval of an Ordinance Authorizing the Vacation of Two Dedicated Public Streets Within Corporate Limits—Hawthorn Trails Phase 3 Subdivision
  - 3. Approval of an Ordinance Rezoning Land Within the Village of Hawthorn Woods to B Retail Business/Commercial District—Hawthorn Trails Phase 3 Subdivision—Approximately 4.4 Acres Located Generally at the Northeast Corner of the Intersection of Quentin Road and Illinois Route 22



8. Approval of an Ordinance Ratifying and Confirming the Execution of a Previously Executed Agreement – Second Amendment to the Master Power Supply Agreement Between the Village of Hawthorn Woods, Illinois and FirstEnergy Solutions Corp. *Municipal electric aggregation contract with FirstEnergy Solutions Corp. for a 36 month term at a rate of 6.58 cents per KWh for standard power and an optional 6.61 center per KWh for 100% renewable energy.*
9. Approval of an Ordinance Authorizing the Execution of an Agreement – Family Service: Prevention, Education & Counseling  
*Ordinance renews annual contract for the Village’s employee assistance program.*
10. Approval of an Ordinance Authorizing the Execution of an Agreement—KITS
11. Approval of an Ordinance Authorizing the Chief Operating Officer to Enter Into an Agreement with Arthur J. Gallagher Risk Management Services:
  - Accept the Proposal of Insurance from Arthur J. Gallagher Risk Management Services; and
  - Execute “Client Authorization to Bind Coverage”; and
  - Execute “Gallagher Compensation Agreement”; and
  - Expend \$166,062 for Property, Casualty, and Workers Compensation Insurance  
*Ordinance provides for the general liability, workers compensation, auto liability, umbrella, crime bonds and compensation for the Village’s insurance broker, Arthur J Gallagher Risk Management Services, Inc. The total insurance cost of \$166,062 represents a 2.8% increase. Included in this total is \$15,949 service fee for Arthur J Gallagher Risk Management Services, Inc. which represents the third consecutive year of a zero percent increase.*
12. Approval of Medical, Dental and Vision Insurance Plans for 2017  
*There are no recommended changes to the medical, dental and vision benefits. The renewal quotes were competitive and below market trends (medical – 3.82% decrease; dental – 6.00% increase; vision – 5.58% increase.)*
13. Approval of a Resolution for Maintenance of Streets and Highways by Municipality Under the Illinois Highway Code for Fiscal Year 2017  
*This resolution is required for the Village to appropriate Motor Fuel Tax (MFT) funds to be used for maintenance operations during fiscal year 2017.*
14. Approval of a Resolution for Construction on State Highways  
*Resolution allows for the Village to work in state maintained rights of way without posting a surety bond.*

B. Items for Separate Action

1. Approval of an Ordinance Adopting an Annual Budget for the Village of Hawthorn Woods, Lake County, Illinois for the Fiscal Year Commencing January 1, 2017 and Ending December 31, 2017
2. Approval of an Ordinance Providing for the Levy of Taxes for the Fiscal Year Commencing January 1, 2017 and Ending December 31, 2017, of the Village of Hawthorn Woods, Lake County, Illinois
3. Approval of an Ordinance Abating Special Service Area Taxes for Special Service Area Number Four of the Village of Hawthorn Woods and Approving an Amended Special Tax Roll

## **VII. OLD BUSINESS**

- A. None this month.

## **VIII. ADMINISTRATION REPORTS**

- A. Report from the Chief Operating Officer – Pamela O. Newton, MSOL
  - 1. Monthly Update—Village Operations
- B. Report from the Village Attorney
- C. Reports from Department Heads
  - 1. Chief Administrative Officer – Donna Lobaito
    - a. Chief Administrative Officer’s Report
    - b. Village Clerk’s Report
  - 2. CFO/Human Resources Director – Kristin N. Kazenas, CPA, MBA, CPFO
    - a. Finance Department Report
    - b. Human Resources Department Report
      - 1. Approval of a Resolution Adopting a Comprehensive Job Description, Salary and Benefit Plan Update
      - 2. Approval of an Ordinance Amending the Village Code of the Village of Hawthorn Woods–Title 1, Chapter 8 – Village Officers and Employees
    - c. Risk Management Department Report
    - d. Business Continuity Work Group Report
  - 3. Chief of Police – Jennifer R. Paulus
    - a. Police Department Report
  - 4. Director of Public Works/Village Engineer – Erika M. Frable, PE
    - a. Public Works Department Report
    - b. Ice and Snow Removal Plan
  - 5. Director of Parks and Recreation – Brian J. Sullivan, MPA, CPSI, CPRP
    - a. Parks and Recreation Report
  - 6. Director of Community Development – Michael Cassata, AICP
    - a. Community Development Department Report

## **IX. EXECUTIVE SESSION**

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

## **X. ADJOURNMENT**