



**THE VILLAGE OF HAWTHORN WOODS
VILLAGE BOARD MEETING
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS
MONDAY, JULY 24, 2017
7:00PM**

AGENDA

I. CALL TO ORDER AND ROLL CALL

II. PLEDGE OF ALLEGIANCE

III. APPOINTMENT OF VILLAGE TRUSTEE—JAMES KAISER

IV. OATH OF OFFICE – VILLAGE TRUSTEE

- A. Administration of the Oath of Office—James Kaiser, Trustee

V. 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.

VI. DARLINGTON DRIVE ROADWAY REHABILITATION OPTIONS

- A. Motion to Approve the Road Rehabilitation Design for Darlington Drive
Staff requests input from the Village Board regarding the rehabilitation of the road with respect to the Darlington Road Culvert Design.

VII. MAYOR’S REPORT AND COMMITTEE REPORTS

- A. Mayor’s Report -----Joseph Mancino, Mayor
1. Approval of a Resolution Honoring Chief Operating Officer, Pamela O. Newton
- 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 Rezoning Land Within the Village of Hawthorn Woods to PU/IB Public Use and Institutional Building District—St. Matthew Lutheran Church—Approximately 16.35 Acres—24474 – 24570 N. Old McHenry Road—Located South of Old McHenry Road and East of the Canadian National Railroad Tracks
2. Approval of an Ordinance Granting a Special Use Permit for an Electric Message Sign—St. Matthew Lutheran Church—24474 – 24570 N. Old McHenry Road
3. Approval of an Ordinance Granting Preliminary and Final Subdivision Plat Approval, Granting Final Site Plan Approval, Granting Tree Survey and Tree Preservation Plan Approval—93 Miller Road

- E. Finance Committee -----Jayne Kosik, Chair
Kelly Corrigan, Trustee Liaison
 - 1. Approval of Year End Transfers
 - 2. Approval of the June 2017 Financial Statements
 - 3. Approval of the Finance Committee Meeting Calendar
- F. Special Census Update-----Mike David, Trustee

VIII. NEW BUSINESS

A. Discussion on Building Codes

B. Consent Agenda

- 1. Approval of the June 26, 2017 Special Village Board Meeting Minutes
- 2. Approval of the Bills List Dated July 2017
- 3. Approval of Paid Invoice List Dated July 2017
- 4. Approval of an Ordinance Authorizing the Chief Operating Officer to Award the Crack Sealing Program for 2017
The Village participated in a Lake County Municipal League Cooperative Purchasing Program in order to jointly bid crack sealing with other Lake County Communities. There were seventeen communities that participated in the cooperative purchasing program. Patriot Pavement Maintenance submitted the lowest responsive bid to complete the work.
- 5. Approval of an Ordinance Authorizing the Chief Operating Officer to Award and Execute the Pavement Patching Program for 2017
The Village participated in a Lake County Municipal League Cooperative Purchasing Program in order to jointly bid pavement patching with other Lake County communities. There were four communities that participated in the cooperative purchasing program. Chicagoland Paving Contractors Inc. submitted the lowest responsive bid to complete the work.
- 6. Approval of an Ordinance Authorizing the Mayor to Award and Execute the Public Works Salt Dome Roof Replacement & Public Works Roof Repair Project to Advanced Roofing, Inc.
The Village solicited bids for the Public Works Salt Dome Roof Replacement & Public Works Roof Repair project. A public opening of the submitted proposals occurred on July 18, 2017 with three contractors submitting proposals. We recommend that the Village award the project to the lowest, responsive company, Advanced Roofing, Inc.
- 7. Approval of an Ordinance Authorizing the Execution of a Contract with Rush Truck Centers to Purchase a Base 2-Ton Truck in an Amount Not to Exceed \$81,130
Ordinance provides for the purchase of a 2018 International 7400 truck to replace a 17 year old dump truck.
- 8. Approval of an Ordinance Authorizing the Execution of an Agreement on Exchange of Information Between the Village of Hawthorn Woods and the Illinois Department of Revenue
Agreement provides for sharing of confidential sales tax revenue information with the Illinois Department of Revenue.

9. Approval of an Ordinance Amending the Village Code of the Village of Hawthorn Woods—Title 6, Section 6-1-5B—Half Year License; Title 11, Section 11-1-1E—Motor Vehicle Licenses
Text amendment corrects discrepancy in the Village Code relating to half-year vehicle sticker licenses.

C. Items for Separate Action

1. None this month.

IX. OLD BUSINESS

- A. None this month.

X. ADMINISTRATION REPORTS

- A. Report from the Chief Operating Officer – Pamela O. Newton, MSOL
1. Village Operations Report
- 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
 - 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
 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

XI. EXECUTIVE SESSION

1. 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)

XII. ADJOURNMENT