



**THE VILLAGE OF HAWTHORN WOODS  
SPECIAL VILLAGE BOARD MEETING  
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS  
WEDNESDAY, DECEMBER 13, 2017  
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. ADMINISTRATION OF THE OATH OF OFFICE**

- A. Administration of the Oath of Office to Police Officer Brian Cvitkovich

**V. PRESENTATION**

- A. Presentation by the Citizen's Task Force – Referendum Question

**VI. PUBLIC HEARING**

- A. A Public Hearing for the Fiscal Year 2018 Village Budget

**VII. 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 -----Vacant, Chair  
Dominick DiMaggio, Trustee Liaison
- E. Finance Committee -----Jayne Kosik, Chair  
Kelly Corrigan, Trustee Liaison
- F. Special Census Update-----Mike David, Trustee

## VIII. NEW BUSINESS

### A. Consent Agenda

1. Approval of the November 13, 2017 Special Village Board Meeting Minutes
2. Approval of the Bills List Dated December 2017
3. Approval of Paid Invoice List Dated December 2017
4. Approval of an Ordinance Amending the Village Code of the Village of Hawthorn Woods—Title 5, Section 5-4-3.C—Proof of Rabies Vaccination  
*Ordinance provides for the elimination of proof of rabies in order to purchase a dog tag.*
5. Approval of an Ordinance Amending the Village Code of the Village of Hawthorn Woods—Title 7, Subsection 7-2-5—Construction of Facilities in the Rights of Way, Title 8, Subsection 8-2-4—Cash or Surety Bond, Title 8, Subsection 8-2-5—Term of Permit, Title 8, Subsection 8-2-7—Certificate of Occupancy, Subsection 8-3-3—Building Permit Required, Subsection 8-5-1—Building Permit Required, Title 11, Subsection 11-1-1.H—Building Permit/Plan Review/Inspections  
*Ordinance provides for ministerial clean-up of recently approved small cell site and flat fee permit ordinances, as well as occupancy certificate fee clarification.*
6. 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 \$166,595 for Property, Casualty, and Workers Compensation Insurance*Ordinance provides for the general liability, workers compensation, auto liability, umbrella, crime bonds, cyber liability and compensation for the Village’s insurance broker, Arthur J Gallagher Risk Management Services, Inc. The total insurance cost of \$166,595 represents a 0.3% increase. Included in this total is \$15,949 service fee for Arthur J Gallagher Risk Management Services, Inc. which represents the fourth consecutive year of a zero percent increase.*
7. Approval of an Ordinance Authorizing the Mayor to Enter Into an Agreement – Family Service of Lake County  
*Ordinance renews annual contract for the Village’s employee assistance program.*
8. Approval of an Ordinance Authorizing the Disposal of Personal Property Owned by the Village of Hawthorn Woods  
*Ordinance provides for the disposal of certain obsolete personal property items.*
9. Approval of An Ordinance Authorizing the Execution of the Audit Engagement Letter for the Audit of the Financial Statements for the Year Ended December 31, 2017 – Sikich, LLP  
*The ordinance authorizes the execution of the audit engagement letter with Sikich, LLP. The Village is in the second year of a three year contract with Sikich for audit services.*

10. Approval of a Resolution Adopting a Policy Regarding Sexual Harassment in Employment  
*Resolution updates the Village's current sexual harassment policy to comply with the provisions of the new State of Illinois law (Public Act 100-0554).*
11. Approval of a Revised 2018 Meeting Calendar  
*Revised Calendar reflects requested change of a meeting date by the Board of Trustees of the Police Pension.*
12. Approval of Medical, Dental and Vision Insurance Plans for 2018

**B. Items for Separate Action**

1. Approval of an Ordinance Adopting the Village of Hawthorn Woods Building Code
2. Approval of an Ordinance Adopting the Village of Hawthorn Woods One and Two Family Dwelling Building Code
3. Approval of an Ordinance Adopting the Village of Hawthorn Woods Fire Code
4. Approval of an Ordinance Adopting the Village Code of the Village of Hawthorn Woods Property Maintenance Code
5. Approval of an Ordinance Adopting the Village of Hawthorn Woods Electric Code
6. Approval of an Ordinance Adopting the Village of Hawthorn Woods Plumbing Code
7. Approval of an Ordinance Adopting an Annual Budget for the Village of Hawthorn Woods, Lake County, Illinois for the Fiscal Year Commencing January 1, 2018 and Ending December 31, 2018.
8. Approval of an Ordinance Providing for the Levy of Taxes for the Fiscal Year Commencing January 1, 2018 and Ending December 31, 2018, of the Village of Hawthorn Woods, Lake County, Illinois
9. Acceptance of Kruckenberg Road
10. Approval of a Release of Hawthorn Hills Letter of Credit No. 3122458 in the Amount of \$535,252.63 – Kruckenberg Road
11. Approval of a Resolution Authorizing the Execution of a Bill of Sale and Assignment for Kruckenberg Road – Pulte Home Company, LLC

**IX. OLD BUSINESS**

- A. None this month.

**X. 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)

**XI. ADJOURNMENT**