



**THE VILLAGE OF HAWTHORN WOODS
VILLAGE BOARD MEETING
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS
MONDAY, FEBRUARY 26, 2018
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. PRESENTATIONS

- A. Proclamation—Excellence in Action Service Award—Gregg Heineman
- B. Proclamation—Excellence in Action Service Award—Neil Morgan
- C. Proclamation—Excellence in Action Service Award—Helen Oliveri

V. MAYOR’S REPORT AND COMMITTEE REPORTS

- A. Mayor’s Report -----Joseph Mancino, Mayor
 - 1. Reappointment of John Malcolm to the Board of Police Commissioners for a Three Year Term
- B. Environmental Committee -----John Bickley, Chair
Steve Riess, Trustee Liaison
- C. Zoning Board of Appeals -----John Kosik, Chair
Dominick DiMaggio, Trustee Liaison
 - 1. Approval of an Ordinance Granting Certain Variances—Michael and Sandra Rogalski—
Lot Coverage and Setback Variations—10 Prairie Landing Court
- 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

VI. NEW BUSINESS

A. Consent Agenda

1. Approval of the January 23, 2018 Village Board Meeting Minutes
2. Approval of the Bills List Dated February 2018
3. Approval of Paid Invoice List Dated February 2018
4. Approval of an Ordinance Amending the Village Code of the Village of Hawthorn Woods—Title 4, Chapter 2—Nuisances; Section 4-2-3-2—Nuisances Affecting Peace and Safety; and Title 8, Chapter 2—Building Permits and Fees; and Title 8, Chapter 4—Fences, Section 8-4-3—Exemptions from Provisions
Tabled at last month's agenda, staff revised the ordinance at the Board's direction which prohibits the use of tarps on certain outdoor items; brings code into conformance with the Illinois Architecture Practice Act requirements; allows for seasonal garden fences.
5. Approval of an Ordinance Amending the Village Code of the Village of Hawthorn Woods—Title 11, Section 11-1-1.A3—Aquatic Center Pool
6. Approval of an Ordinance Authorizing the Execution of a Landscape Maintenance Contract and Rider A-1—Acres Group
7. Approval of an Ordinance Authorizing the Execution of an Agreement—Scientific Aquatic Weed Control, Inc.—Maintenance Services of Village Ponds in Copperfield and Heritage Oaks Parks
Service provides for maintenance of Village ponds in Copperfield and Heritage Oaks parks.
8. Approval of an Ordinance Authorizing the Mayor and Chief Operating Officer to Enter into an Agreement with the Lake County Lightning Baseball
Provides for a field rental agreement for the 2018 season.
9. Approval of an Ordinance Authorizing the Mayor and Chief Operating Officer to Enter into an Agreement with the Hawthorn Woods Elite Soccer Club and the Hawthorn Woods Eclipse Soccer Club
Provides for a field rental agreement for the 2018 season.
10. Approval of an Ordinance Authorizing the Mayor and Chief Operating Officer to Enter into an Agreement with Lake County Stars Baseball Team
Provides for a field rental agreement for the 2018 season.
11. Approval of an Ordinance Authorizing the Mayor and Chief Operating Officer to Enter into an Agreement with the Lake Zurich Lacrosse Club
Provides for a field rental agreement for the 2018 season.
12. Approval of a Resolution to Approve Quality Based Selection (QBS) Policy and Procedures for the Village of Hawthorn Woods
The Village is required to approve a Quality Based Selection Policy and Procedures as part of the selection for Phase III Engineering (construction engineering) for Schwerman Road Resurfacing Project, because the Village is utilizing federal funding for construction engineering. Documentation of compliance with the established policy and procedures is required by the Village.

13. Approval of an Ordinance Authorizing the Mayor and Village Clerk to Enter into an Intergovernmental Agreement Between the Village of Hawthorn Woods and Fremont Township for Improvements to Schwerman Road
The agreement identifies the Village as being the lead agency for road improvements to Schwerman Road of which 80% of the cost of the project up to \$475,200 will be paid for with federal funding. Approximately one-third of the project is within Fremont Townships jurisdiction with the Township responsible for 20% match. The agreement provides for the responsibility for costs of design and construction engineering and construction.
14. Approval of an Ordinance Providing for the Official Zoning Map of the Village of Hawthorn Woods, Lake County, Illinois
As required annually by 65 ILCS 5/11-13-19, staff seeks Village Board approval of the Village's official zoning map.

B. Items for Separate Action

1. Approval of an Ordinance Authorizing the Mayor and Village Clerk to Award and Execute the Base Bid for the Darlington Drive Culvert Replacement project to Elanar Construction Co. in the amount of \$312,364.00
The Village solicited bids for the Base Bid for Darlington Drive Culvert Replacement project. The Base Bid included the replacement of the driving surface and stone walls with in-kind cobblestones. A public opening of the submitted bids occurred on February 1, 2018 with eight contractors submitting bids. We recommend that the Village award the project to the lowest, responsive bidder, Elanar Construction Company.
2. Approval of an Ordinance Authorizing the Mayor and Village Clerk to Award and Execute the Alternate Bid for the Darlington Drive Culvert Replacement project to Elanar Construction Co. in the amount of \$290,709.00
The Village solicited bids for the Alternate Bid for Darlington Drive Culvert Replacement project. The Alternate Bid included the replacement of the driving surface with stamped asphalt and the stone walls with in-kind cobblestones. A public opening of the submitted bids occurred on February 1, 2018 with eight contractors submitting bids. We recommend that the Village award the project to the lowest, responsive bidder, Elanar Construction Company.
3. Approval of an Ordinance Authorizing the Execution of an Agreement with Jeff Ellis Management LLC to Provide Aquatic Facility Management Services for the 2018 Aquatic Center Operating Season

VII. OLD BUSINESS

- A. None this month.

VIII. ADMINISTRATION REPORTS

- A. Report from the Chief Operating Officer – Pamela O. Newton, MSOL, CM
- B. Report from the Village Attorney
- C. Reports from Department Heads
 - 1. Chief Administrative Officer – Donna Lobaito, RMC
 - 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’s 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’s Report
 - 4. Director of Public Works/Village Engineer – Erika M. Frable, PE
 - a. Public Works Department’s Report
 - 5. Director of Parks and Recreation – Brian J. Sullivan, MPA, CPSI, CPRP
 - a. Parks and Recreation Department’s Report
 - 6. Director of Community Development – Michael Cassata, AICP
 - a. Community Development Department’s Report

IX. EXECUTIVE SESSION

- b. 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