



**THE VILLAGE OF HAWTHORN WOODS
VILLAGE BOARD MEETING
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS
MONDAY, SEPTEMBER 23, 2019
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 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. MAYOR'S REPORT AND COMMITTEE REPORTS

- A. Mayor's Report -----Joseph Mancino, Mayor
 - 1. Appointment of Karen Johanson to the Hawthorn Woods In Bloom Committee
 - 2. Discussion Regarding Cut-Through Traffic and the Consideration of the Placement of Signage on Gilmer and Old McHenry Roads
 - 3. Discussion and Direction Regarding Cannabis Business Establishments
- 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 Merkel, Chair
Dominick DiMaggio, Trustee Liaison
 - 1. Approval of an Ordinance Amending the Village Code of the Village of Hawthorn Woods; adding Chapter 19, Outdoor Lighting; amending Title 9, Section 9-6A-4, Exterior Lighting Restricted; amending Title 9, Section 9-6A1-4, Exterior Lighting Restrictions; amending Title 9, Section 9-6B-4, Condition of Use; amending Title 9, Section 9-7-6, Design Standards and Required Improvements; amending Title 9, Section 9-9A-3, Pictorial Exhibits; amending Title 9, Section 9-9A-6, Streetscape/Landscape Elements; amending Title 9, Section 9-9A-7, Signs, amending Title 9, Section 9-9B-3, Special Uses; amending Title 9, Section 9-9B-4, Exterior Lighting Restrictions; amending Title 9, Section 9-9C-4, Exterior Lighting Restrictions; amending Title 9, Section 9-11-3, Additional Regulations, Parking; amending Title 9, Section 9-12-3, General Requirements; amending Title 9, Section 9-12-9, Signs on Property Adjacent to U.S. Route 12 and Other U.S. Highways Designated as Federal Aid Program Highways; amending Title 9, Section 9-13-8, Glare; amending Title 9, Section 9-15-7, Standards; and amending Title 2, Section 2-2-6, Certificates of Approval

- E. Finance Committee ----- Jayne Kosik, Chair
Kelly Corrigan, Trustee Liaison
 - 1. Discussion Regarding Sewer Rate Study
 - 2. Approval of an Ordinance Authorizing the Execution of the Proposal to Perform Professional Engineering Services – Sewer Rate Study Update, Midlothian Road Sewer System – Christopher B. Burke Engineering, LTD
 - 3. Approval of the July Financial Statements

- F. Hawthorn Woods In Bloom Committee-----Megan Masana, Chair
James W. Kaiser, Trustee Liaison

V. NEW BUSINESS

A. Consent Agenda

- 1. Approval of the July 22, 2019 Village Board Meeting Minutes
- 2. Approval of Bills List Dated September 2019
- 3. Approval of Paid Invoice List Dated September 2019
- 4. 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, 2019—Sikich, LLP
The ordinance authorizes the execution of the audit engagement letter with Sikich, LLP. The Village is in the first year of a new three year contract with Sikich for audit services.
- 5. Approval of an Ordinance Authorizing the Execution of an Agreement to Host One Full Time Greenest Region Corps Member
Ordinance authorizes the Village to host a volunteer member of the Greenest Region Corps for 1,720 hours commencing October 7, 2019. The Village will contribute \$18,000 for program expenses. The Greenest Region Corps member volunteer will assist with various sustainability initiatives at the Village, such as Dark Sky designation, Audubon Sustainable Community designation, and the America in Bloom program.
- 6. Approval of an Ordinance Authorizing the Execution of the Proposal to Perform Air Quality Inspection Services at the Village Hall—Carnow Conibear
Ordinance authorizes the execution of a proposal to perform indoor air quality inspection services at the Village Hall barn facility at a cost of \$3,792.00.
- 7. Approval of an Ordinance Authorizing the Chief Operating Officer to Execute an Amendment to the Village of Hawthorn Woods Department of Public Works Pavement Patching Program Agreement Between Village and Contractor – Chicagoland Paving – 2019 Pavement Patching Program
- 8. Approval of an Ordinance Amending the Village Code of the Village of Hawthorn Woods—Title 3—Business and License Regulations, Chapter 6—Tobacco Dealers, and Title 5—Police Regulations, Chapter 2—Miscellaneous Offenses, Section 3—Sale and Possession of Tobacco Products

Update of current ordinances to go coincide with IL Statute “The Prevention of Tobacco Use by Minors and Sale and Distribution of Tobacco Products Act” and raising the age for tobacco purchase and possession from 18 to 21 years of age.

9. Approval of an Ordinance Amending the Village Code of the Village of Hawthorn Woods—Title 10, Chapters 1, 2, 3, 4 and 5
Staff worked with Village’s consulting engineer to updated Title 10, including Engineering Standard Details to be used for future development and CIP projects.
10. Approval of an Ordinance Authorizing the Disposal of Personal Property Owned by the Village of Hawthorn Woods
Ordinance provides for the disposal of personal property no longer necessary or in use by the Village.
11. Approval of an Ordinance Rescinding an Employment Agreement—Michael Garrigan
Ordinance rescinds an employment agreement which was approved at the July 22, 2019 Village Board meeting.
12. Approval of a Resolution Proclaiming the Week of September 22 – 29, 2019 National Rail Safety Week
13. Approval of a Resolution Proclaiming September 17 – 23, 2019 as Constitution Week
14. Approval of an Amended Meeting Calendar for 2019
Board action is needed to amend the 2019 Meeting Calendar changing the meeting time for the Board of Trustees for the Police Pension from 6:00 p.m. to 1:00 p.m.
15. Authorization for the Chief Operating Officer to Sign the Fruit Tree Orchard Grant Application

B. Items for Separate Action

1. Approval of an Ordinance Authorizing the Execution of an Agreement by and Between Christopher B. Burke Engineering, and the Village of Hawthorn Woods Regarding Acceptance of a Proposal for Professional Engineering Services for Meadowlark Park and Arboretum
Approval of a proposal from CBBEL for professional design, engineering and services related to DECI/NPDES inspections regarding the Meadowlark Park and Arboretum project for a price not to exceed \$48,990.00. This will allow the project to proceed in a timely fashion and met all grant guidelines.

VI. OLD BUSINESS

- A. None this month.

VII. 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
 - c. Community Development Department 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, CPC
 - 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

VIII. 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)

IX. ADJOURNMENT