



**THE VILLAGE OF HAWTHORN WOODS  
VILLAGE BOARD MEETING  
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS  
MONDAY, SEPTEMBER 21, 2015  
7:00PM**

**AGENDA**

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

**II. PLEDGE OF ALLEGIANCE**

**III. ADMINISTRATION OF THE OATH OF OFFICE—POLICE OFFICERS**

- A. Oath of Office—Police Officer Alexander D. Miller
- B. Oath of Office—Police Officer Donald C. Rathje

**IV. PRESENTATION**

- A. Approval of a Resolution Recognizing the Life Saving Efforts of Lifeguard, Marie Patsais
- B. Approval of a Resolution Recognizing the Life Saving Efforts of Lifeguard, David Bailey
- C. Approval of a Resolution Recognizing the Life Saving Efforts of Lifeguard, Matt Angelbeck
- D. Approval of a Resolution Recognizing the Life Saving Efforts of Lifeguard, Beth Remler
- E. Approval of a Resolution Recognizing the Life Saving Efforts of Lifeguard, Brandon Kavanaugh
- F. Approval of a Resolution Recognizing the Life Saving Efforts of Lifeguard, Sarah Ludwigsen
- G. Approval of a Resolution Recognizing the Life Saving Efforts of Lifeguard, Evan Petropoulos
- H. Approval of a Resolution Recognizing the Life Saving Efforts of Lifeguard, Matt Neninger
- I. Approval of a Resolution Recognizing the Life Saving Efforts of Director of Parks and Recreation, Brian Sullivan
- J. Approval of a Resolution Recognizing Michael McNally, Countryside Fire Protection District Fire Marshal, Upon His Retirement

**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. MAYOR'S REPORT AND COMMITTEE REPORTS**

- A. Mayor's Report -----Joseph Mancino, Mayor
  - 1. Appointment of Paul Sedlacek to the Planning, Building and Zoning Commission

- B. Public Safety and Judicial -----Gene Gawalek, Chair  
Neil Morgan, Trustee Liaison
- C. Environmental Committee -----John Bickley, Chair  
Steve Riess, Trustee Liaison
- D. Zoning Board of Appeals -----John Kosik, Chair  
Dominick DiMaggio, Trustee Liaison
- E. Planning, Building and Zoning Commission -----Susy Rein, Chair  
Dominick DiMaggio, Trustee Liaison
  - 1. Approval of an Ordinance Granting a Certificate of Approval for Monument Sign Area Lighting—Hawthorn Grove Homeowners Association—Southwest & Southeast Corners of Hawthorn Grove Drive and Gilmer Road
  - 2. Approval of an Ordinance Authorizing the Execution of an Agreement—Hawthorn Grove Homeowners Association—Street Light Utilization—Southwest Corner of Hawthorn Grove Drive and Gilmer Road
  - 3. Approval of an Ordinance Granting a Certificate of Approval—Hawthorn Woods Business Park Lot 5—Landover Parkway
- F. Finance Committee -----Peter Ponzio, Chair  
Kelly Corrigan, Trustee Liaison
  - 1. Approval of the June 2015 Financial Statements
  - 2. Approval of the July 2015 Financial Statements
  - 3. Approval of an Ordinance in Connection with Rights and Responsibilities Related to Locally Imposed and Administered Taxes of the Village of Hawthorn Woods, Illinois
  - 4. Approval of an Ordinance Authorizing the Execution of a Certain Copier Lease Agreement with Konika Minolta Business Solutions
  - 5. Approval of an Ordinance Amending the Annual Budget for the Village of Hawthorn Woods, Lake County, Illinois for the Fiscal Year Commencing January 1, 2015 and Ending December 31, 2015.
  - 6. Approval of a Resolution Authorizing the Village to Purchase Investments from PMA Financial Network, Inc. and PMA Securities, Inc.
  - 7. Approval of a Resolution Adopting an Investment Policy
  - 8. Approval of Budget Transfers

## VII. NEW BUSINESS

- A. Consent Agenda
  - 1. Approval of the August 17, 2015 Town Hall Meeting Minutes
  - 2. Approval of Paid Invoice List Dated September, 2015
  - 3. Approval of Bills List Dated September, 2015
  - 4. Approval of an Ordinance of the Village of Hawthorn Woods, Lake County, Illinois, Ascertaining the Prevailing Rate of Wages for Laborers, Mechanics and Other Workers Employed on Public Works of Said Village  
*The ordinance adopts the prevailing rate of wages as required by 820 ILCS 130/0.01 et seq., The Prevailing Wage Act.*
  - 5. Approval of an Ordinance Authorizing the Chief Operating Officer to Award the 2015 Pavement Patching Program

*A public opening of bids occurred September 15, 2015, with four vendors bidding on the project. Staff recommends that the project be awarded to Chicagoland Paving in an amount not to exceed \$65,100. The pavement patching will occur on streets within Acorn Acres.*

6. Approval of an Ordinance Authorizing the Execution of a Proposal With Christopher B. Burke Engineering, Ltd.—Professional Engineering Services—Bruce Circle Culvert Replacement  
*Provides for design engineering, permitting and bidding for the Bruce Circle culvert replacement.*
7. Approval of an Ordinance Amending Ordinance Number 1188-06, Entitled, “An Ordinance Amending the Village Code of the Village of Hawthorn Woods—Title 4, Public Health and Safety—Adding a New Chapter 8 Entitled ‘Smoke Free Air Regulations’”  
*Text amendment corrects inconsistencies in the Village Code with the Clean Air Act as it relates to smoking near public entrances.*

B. Items for Separate Action

1. Approval of an Ordinance Amending the Village Code of the Village of Hawthorn Woods—Title 4, Section 4-5-7—Sewer Charges for Connection to the Lake Zurich System

**VIII. OLD BUSINESS**

- A. None this month

**IX. 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 and 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 the Village of Hawthorn Woods Personnel Policy Manual, Revised October 2015
    - c. Risk Management Department 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

**X. EXECUTIVE SESSION**

- A. Discussion of 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**