



**THE VILLAGE OF HAWTHORN WOODS  
SPECIAL VILLAGE BOARD MEETING  
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS  
MONDAY, MARCH 22, 2021  
5:00 P.M.**

**MINUTES**

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

The Special Village Board meeting was conducted via Zoom. Mayor DiMaggio noted that it was impractical to meet in person due to the pandemic, and Ms. Lobaito was at Village Hall.

Mayor DiMaggio called the meeting to order at 5:00 p.m. Roll call indicated the following members were present: Mayor DiMaggio, Trustees Kosik, Riess, McCarthy and Rychlik. Trustees Kaiser and David were absent.

Also present via Zoom were Chief Operating Officer Pamela Newton, Chief Administrative Officer and Village Clerk Donna Lobaito, Chief Financial Officer Katreina York, Chief of Police Jennifer Paulus, Public Works Director/Village Engineer Erika Frable, PE, Parks and Recreation Director Brian Sullivan, and Village Attorney Patrick Brankin.

**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.*

None this month.

**IV. MAYOR’S REPORT AND COMMITTEE REPORTS**

**A. Mayor’s Report-----Dominick DiMaggio, Mayor**

Mayor DiMaggio reported he had met with staff and consultants on Zoom to discuss SSA #4. He also participated in the Governor’s Home Town award Zoom meeting.

- 1. Appointment of Anne Carlson to the Hawthorn Woods In Bloom Committee.

Motion by Riess, second by Rychlik to appoint Anne Carlson to the Hawthorn Woods In Bloom Committee.

Roll call vote.

Ayes:                   Kosik, Riess, McCarthy, Rychlik

Nays: None  
Absent: Kaiser, David  
Motion carried.

2. Approval of a Resolution in Recognition of Superior Achievement in Taekwondo—Kane Carter

Motion by Riess, second by Kosik to approve a Resolution in Recognition of Superior Achievement in Taekwondo—Kane Carter.

Ms. Lobaito read the resolution into the record. Ms. Carter thanked Master Ong, and Master Ong stated he was grateful to work with the Village of Hawthorn Woods.

Roll call vote.  
Ayes: Kosik, Riess, McCarthy, Rychlik  
Nays: None  
Absent: Kaiser, David  
Motion carried.

- B. Sustainability Committee-----John Bickley, Chair  
Steve Riess, Trustee Liaison  
Trustee Riess reported the committee continues to work on their webpage. The committee is also working on an urban canopy program. Once again, the Village will give away saplings to commemorate Arbor Day.
- C. Zoning Board of Appeals-----John Kosik, Chair  
Thomas Rychlik, Trustee Liaison  
Trustee Rychlik reported the ZBA held a training workshop to review zoning standards.
- D. Planning, Building and Zoning Commission-----Jim Merkel, Chair  
Thomas Rychlik, Trustee Liaison  
Trustee Rychlik reported the Commission reviewed a request by Countryside Meadows to add lighting to their subdivision monument sign. The ordinance will be brought forth to the Board next month.
- E. Finance Committee-----Jayne Kosik, Chair  
Jodi McCarthy, Trustee Liaison  
Trustee Kosik reported that the Finance Committee reviewed the January financial statements, vehicle sticker sales were down in 2020, the Village received a tax payment from Lake County, expenditures are down, and the audit is underway. Trustee Kosik requested Ms. Newton and Mr. Sullivan attend the April Finance Committee meeting to partake in discussions on the future of the aquatic center and plans for the road program.

1. Approval of the January Financial Statements

Motion by Kosik, second by Riess to approve the January Financial Statements.

Roll call vote.

Ayes: Kosik, Riess, McCarthy, Rychlik

Nays: None

Absent: Kaiser, David

Motion carried.

F. Hawthorn Woods In Bloom-----Margo Pelak, Chair  
James W. Kaiser, Trustee Liaison

Ms. Newton noted the committee is forming a seed library.

**V. NEW BUSINESS**

A. Consent Agenda

1. Approval of the February 22, 2021 Special Village Board Meeting Minutes
2. Approval of Bills List Dated March 2021
3. Approval of the Paid List Dated March 2021
4. Approval of an Ordinance Authorizing the Execution of an Independent Contractor's Agreement for Chicago Union Ultimate Frisbee
5. Approval of an Ordinance Authorizing the Execution of an Agreement—Summer Concert—Bossydog
6. Approval of an Ordinance Authorizing the Execution of an Agreement—Summer Concert—Comstock Lode
7. Approval of an Ordinance Authorizing the Execution of an Agreement—Summer Concert—Déjà vu
8. Approval of an Ordinance Authorizing the Execution of an Agreement—Summer Concert—Face N Time
9. Approval of an Ordinance Authorizing the Execution of an Agreement—Summer Concert—John Lambert
10. Approval of an Ordinance Authorizing the Execution of an Agreement—Summer Concert—Latest Rumor
11. Approval of an Ordinance Authorizing the Execution of an Agreement—Summer Concert—Saturday June Band
12. Approval of an Ordinance Authorizing the Execution of an Agreement—Summer Concert—Save the Clocktower
13. Approval of an Ordinance Authorizing the Execution of an Agreement—Summer Concert—Second Time Around
14. Approval of an Ordinance Authorizing the Execution of an Agreement—Summer Concert—See Alice
15. Approval of an Ordinance Authorizing the Execution of an Agreement—Summer Concert—The Noize

16. Approval of an Ordinance the Execution of an Agreement with the Office of the State Fire Marshal
17. Approval of an Ordinance Authorizing the Chief Operating Officer to Award and Execute the 2021-2022-2023 Independence Day Celebration Fireworks Display to J & M Displays, Inc., of Yarmouth Iowa
18. An Ordinance Extending Ordinance No. 1895-19 An Ordinance Imposing a Moratorium on Adult-Use Cannabis Businesses Pursuant to Public Act 101-0027 While the Village of Hawthorn Woods Reviews Possible Text Amendments as Part of the Village Code of the Village of Hawthorn Woods
19. Approval of an Ordinance Providing for the Official Zoning Map of the Village of Hawthorn Woods, Lake County, Illinois

Items #2 and #17 were removed from the Consent Agenda.

Motion by Riess, second by Rychlik to approve the Consent Agenda with the exception of items #2 and #17.

Roll call vote.

Ayes: Kosik, Riess, McCarthy, Rychlik

Nays: None

Absent: Kaiser, David

Motion carried.

Motion by Riess, second by Kosik to approve item #2, Approval of Bills List Dated March 2021.

Trustees Rychlik noted he would need to abstain.

Roll call vote.

Ayes: Kosik, Riess

Nays: None

Absent: Kaiser, David

Abstain: McCarthy, Rychlik

Motion carried.

Motion by McCarthy, second by Rychlik to approve Consent Agenda Item #17, an Ordinance Authorizing the Chief Operating Officer to Award and Execute the 2021-2022-2023 Independence Day Celebration Fireworks Display to J & M Displays, Inc., of Yarmouth Iowa.

Mr. Brankin noted there were three amendments to the contract since the time the packet was distributed. Paragraph 5 will include no waiver of immunity language, paragraph 10.b. will tie the limits on liability to the insurance limits, and paragraph 11 will change jurisdiction to Illinois from Iowa.

Amended motion by McCarthy, second by Rychlik to approve Consent Agenda item #17 with the three noted changes.

Roll call vote.

Ayes: Kosik, Riess, McCarthy, Rychlik

Nays: None

Absent: Kaiser, David

Motion carried.

Ms. Newton noted the agreement has a provision to allow the Village to get out of the agreement if we are still not allowed to gather.

#### B. Items for Separate Action

1. Approval of an Ordinance Authorizing the Mayor to Enter into an Intergovernmental Agreement Between the Village of Hawthorn Woods and the County of Lake for Intersection Improvements at Gilmer Road (County Highway 26) and Midlothian Road (Illinois Route 63) Including Non-Motorized Improvements

Motion by McCarthy, second by Rychlik to approve an Ordinance Authorizing the Mayor to Enter into an Intergovernmental Agreement Between the Village of Hawthorn Woods and the County of Lake for Intersection Improvements at Gilmer Road (County Highway 26) and Midlothian Road (Illinois Route 63) Including Non-Motorized Improvements.

Ms. Frable provided an overview of the terms of the intergovernmental agreement.

Roll call vote.

Ayes: Kosik, Riess, McCarthy, Rychlik

Nays: None

Absent: Kaiser, David

Motion carried.

## VI. OLD BUSINESS

- A. None this month.

## VII. ADMINISTRATION REPORTS

- A. Report from the Chief Operating Officer – Pamela O. Newton, MSOL, CM

Ms. Newton reported on the Village's presentation of the Home Town Award submittal, planning of summer events, the opening of the aquatic center, and the \$1 million stimulus money coming to the Village. She noted she had a conversation with the Comptroller's office regarding enforcement of fines and fees, and our use of IML to lobby the state to receive funding due to the Village.

Trustee McCarthy asked about MFT funds increasing. Ms. York said she would look into the status of MFT funds.

B. Report from the Village Attorney

Mr. Brankin indicated he would provide his report during Executive Session.

C. Reports from Department Heads

1. Chief Administrative Officer – Donna Lobaito, RMC

a. Chief Administrative Officer's Report

Ms. Lobaito reported that second notices for vehicle stickers have been mailed.

b. Village Clerk's Report

Ms. Lobaito reported that voting information was available on our website and will be included in this week's eblast for resident information.

c. Community Development Department Report

Ms. Lobaito's report is in the packet.

2. Chief Financial Officer – Katreina York, MBA, MSA

a. Finance Department's Report

Ms. York reported that BS&A has been implemented.

3. Chief of Police – Jennifer R. Paulus, CPC

a. Police Department's Report

Chief Paulus reported that April is National Child Abuse Prevention Month and that the police department would be sharing information on social media.

4. Director of Public Works/Village Engineer – Erika M. Frable, PE

a. Public Works Department's Report

Ms. Frable indicated her report was in the packet.

5. Director of Parks and Recreation – Brian J. Sullivan, MPA, CPSI, CPRP

a. Parks and Recreation Department's Report

Mr. Sullivan reported that Ryan Mathy completed his pesticide application license testing and John Sanchez was taking the test tomorrow. This Saturday there will be a volunteer day of service at Brierwoods Preserve.

Mr. Sullivan noted Ms. Grooms would be working for the Village as a summer intern.

**VII. EXECUTIVE SESSION**

A. Probable or Pending Litigation (5 ILCS 120(c) 11

Mayor DiMaggio indicated the Village Board would adjourn the special meeting to enter into Executive Session for the purpose of Probable or Pending Litigation (5 ILCS 120(c) 11. There will be no business conducted after Executive Session.

Motion by Rychlik, second by Kosik to enter into Executive Session for the purpose of Probable or Pending Litigation (5 ILCS 120(c) 11.

Roll call vote.

Ayes: Kosik, Riess, McCarthy, Rychlik

Nays: None

Absent: Kaiser, David

Motion carried.

**X. ADJOURNMENT**

The Board adjourned into Executive Session at 6:09 p.m.

Respectfully submitted,

Donna Lobaito  
Village Clerk