

**THE VILLAGE OF HAWTHORN WOODS
SPECIAL VILLAGE BOARD MEETING
94 MIDLOTHIAN ROAD, HAWTHORN WOODS, ILLINOIS
MONDAY, MAY 24, 2021
6:00 P.M.**

MINUTES

I. CALL TO ORDER AND ROLL CALL

Mayor DiMaggio called the meeting to order at 6:01 p.m. Roll call indicated the following members were present: Mayor DiMaggio, Trustees Kaiser, David, McCarthy, and Rychlik. Trustees Riess was absent.

Also present 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, Community Development Director Chris Heinen, and Village Attorney Patrick Brankin.

Mayor DiMaggio noted that tonight's meeting was a hybrid of in-person and Zoom, and that Trustee Rychlik would be participating initially on Zoom until his arrival.

II. PLEDGE OF ALLEGIANCE

III. ACCEPTANCE OF ELECTION RESULTS

Motion by Kaiser, second by McCarthy to accept the election results of the April 6, 2021 Consolidated Election.

Roll call vote.

Ayes: Kaiser, David, McCarthy, Rychlik

Nays: None

Absent: Riess

Motion carried.

IV. OATH OF OFFICE

Judge Salvi administered the oath of office to Mayor DiMaggio, Trustee McCarthy, and Trustee Kaiser. Judge Salvi thanked the Board for the invitation to administer the oath of office.

V. BRIEF RECESS – RECEPTION FOR NEWLY ELECTED OFFICIALS

The Board recessed at 6:09 p.m. for a brief reception with the elected officials and their families.

The Board resumed the meeting at 6:29 p.m.

VI. PRESENTATION

**A. Presentation of the Comprehensive Annual Financial Report as of December 31, 2020—
Brian LeFevre, Sikich**

Mr. LeFevre from Sikich, presented the presented the Comprehensive Annual Financial Report as of December 31, 2020 to the Village Board. He noted that this was the 15th consecutive year the Village has been awarded the Certificate of Achievement for Excellence in Financial Reporting. He presented an unmodified opinion, which is the highest level of opinion to be offered by an auditor. Less than 1% of communities with a population less than 10,000 achieve an unmodified opinion.

Mr. LeFevre reported the audit went smoothly and was on time. He indicated their firm has a good professional relationship with Ms. York and that she is getting up to speed quickly.

Trustee Rychlik arrived at the meeting at 6:30 p.m., and Ms. Lobaito administered the oath of office to Trustee Rychlik.

VII. 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.

**VIII. DISCUSSION REGARDING ADULT USE CANNABIS BUSINESSES IN THE
VILLAGE OF HAWTHORN WOODS**

This agenda item is deferred to June, 2021.

IX. MAYOR'S REPORT AND COMMITTEE REPORTS

A. Mayor's Report-----Dominick DiMaggio, Mayor

Mayor DiMaggio indicated that Trustee Riess should be back in attendance by the June meeting. He also stated the presentation on adult use cannabis businesses would be deferred to the June meeting.

Mayor DiMaggio reported that the announcement of the May Garden of the Month winner will be deferred to the June meeting. He also reported that he participated in a conference call regarding the status of the PML lawsuit. Mayor DiMaggio thanked all who worked on and participated in the golf outing.

Mayor DiMaggio introduced Ann Hurst to the Board. He noted Ms. Hurst ran for Village Trustee as a write-in candidate and as a library board trustee. She was elected to both offices, but due to a conflict in holding both positions, has decided to serve as a library board trustee. Ms. Hurst has agreed to serve on the Village's Finance Committee.

- B. Sustainability Committee-----John Bickley, Chair
Steve Riess, Trustee Liaison
In Trustee Riess' absence, Mr. Sullivan reported that the sapling distribution went well and that \$100 was collected in donations.
- C. Zoning Board of Appeals-----John Kosik, Chair
Thomas Rychlik, Trustee Liaison
No report this month.
- D. Planning, Building and Zoning Commission-----Jim Merkel, Chair
Thomas Rychlik, Trustee Liaison
No report this month.
- E. Finance Committee-----Jayne Kosik, Chair
Jodi McCarthy, Trustee Liaison
Trustee McCarthy reported that the Finance Committee went into great detail with the CAFR at their meeting. She said the committee spoke about the financial situation of the Village and the needed road repairs. The committee also discussed that the road SSA's are to expire soon, and that the state of Illinois has been remitting payments in a timely manner. The Village received it's first distribution of property taxes on May 20, 2021. Vehicle sticker revenue is lagging at this time.

1. Approval of the March Financial Statements

Motion by Kaiser, second by McCarthy to approve the March Financial Statements.

Roll call vote.

Ayes: Kaiser, David, McCarthy, Rychlik

Nays: None

Absent: Riess

Motion carried.

2. Acceptance of the Comprehensive Annual Financial Report as of December 31, 2020

Motion by McCarthy, second by Kaiser to accept the Comprehensive Annual Financial Report as of December 31, 2020.

Roll call vote.

Ayes: Kaiser, David, McCarthy, Rychlik

Nays: None
Absent: Riess
Motion carried.

3. Acceptance of the Auditor’s Communication to the Board of Trustees as of December 31, 2020

Motion by McCarthy, second by Kaiser to accept the Auditor’s Communication to the Board of Trustees as of December 31, 2020.

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

4. Approval of the Annual Treasurer’s Report for the Year Ended December 31, 2020

Motion by Kaiser, second by Rychlik to approve the Annual Treasurer’s Report for the Year Ended December 31, 2020.

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

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

The committee is working on a pollinator project. The America In Bloom competition will be held remotely again this year. Ms. Newton noted the judges will be visiting sometime in June.

X. NEW BUSINESS

A. Consent Agenda

1. Approval of the April 26, 2021 Special Village Board Meeting Minutes
2. Approval of Bills List Dated May 2021
3. Approval of the Paid List Dated May 2021
4. Approval of an Ordinance Authorizing the Chief Operating Officer to Enter Into and Execute a Service Agreement with Aramark
5. Approval of an Ordinance Ratifying a Previously Executed Extension of a Contract with the Illinois Department of Central Management Services—Joint Purchasing Requisition for Bulk Rock Salt
6. Approval of an Ordinance Abolishing the Position of Commander

7. Approval of a Resolution - Request for Expenditure/Authorization of Motor Fuel Tax Funds for 2020—BLR 09150
8. Approval of a Resolution—Final Report of Expenditures for 2020—BLR 13510
9. Approval of a Resolution—Municipal Maintenance Expenditure Statement for 2020—BLR 14310

Item #2 was removed from the Consent Agenda.

Motion by McCarthy, second by David to approve the Consent Agenda with the exception of item #2.

Roll call vote.

Ayes: Kaiser, David, McCarthy, Rychlik

Nays: None

Absent: Riess

Motion carried.

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

Trustees McCarthy noted she would need to abstain.

Roll call vote.

Ayes: Kaiser, David, Rychlik

Nays: None

Absent: Riess

Abstain: McCarthy

Motion carried.

B. Items for Separate Action

1. None this month

XI. OLD BUSINESS

- A. None this month.

XII. ADMINISTRATION REPORTS

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

Ms. Newton reported that Pastor Kinne from St. Matthew's Church retired and that the Village sent a letter of thanks. The Village hired a new recreation specialist. Kurt Woolford, the new Executive Director of Lake County Stormwater Management, will be touring the Village at some point in the near future. The Route 120 corridor issue has resurfaced without Rt. 53. She indicated the FAU still contains Rt. 53, so we are working to have that removed. Lastly, Canadian National is looking at another merger. Phase 1

engineering has been secured for Old McHenry Road. She will be seeking Board direction at next month's meeting.

B. Report from the Village Attorney

No report this month.

C. Reports from Department Heads

1. Chief Administrative Officer – Donna Lobaito, RMC

a. Chief Administrative Officer's Report

Ms. Lobaito noted her report was in the packet.

b. Village Clerk's Report

Ms. Lobaito's report is in the packet.

c. Community Development Department Report

Ms. Lobaito informed the Board of the medical issues the building department staff has experienced, and that members of other departments are stepping in to assist with the workload.

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

a. Finance Department's Report

Ms. York indicated we are almost into next year's budget season.

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

a. Police Department's Report

Chief Paulus's report is in the packet.

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

a. Public Works Department's Report

Ms. Frable reported her staff has been working on opening the Aquatic Center and working on the acceptance of Stonebridge improvements. The Village opted for the one-year extension on the salt purchase from CMS due to the low prices this year. Trustee David suggested the Village purchase as much salt as we can right now due to the global supply issues.

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

a. Parks and Recreation Department's Report

Mr. Sullivan reported on vandalism at two parks. Now that the state is into phase 4.5, parks can now accommodate 500 people. Fireworks will be held on July 3, but there will not be a band or food trucks. Parking spaces will be sold.

Mr. Sullivan reported that the aquatic center will not be opening this coming weekend due to a broken supply line. Communications will be sent to passholders and information will be posted on our website.

Trustee Rychlik left the meeting at 7:40 p.m.

Trustee McCarthy thanked Ms. Frable and Mr. Sullivan for their work at the aquatic center.

Trustee Rychlik returned to the meeting at 7:42 p.m.

Mayor DiMaggio suggested using security cameras at our parks to combat vandalism. Ms. Newton said staff will look into this.

XIII. EXECUTIVE SESSION

- A. Personnel (5 ILCS 120/2(c) 1): Acquisition of Land (5 ILCS 120/2(c) 5; Probable or Pending Litigation (5 ILCS 120/2(c) 11)

Mayor DiMaggio indicated Executive Session would be deferred to June as we are short two trustees this evening.

XIV. ADJOURNMENT

Motion by Kaiser, second by David to adjourn the special board meeting.

Roll call vote.

Ayes: Kaiser, David, McCarthy, Rychlik

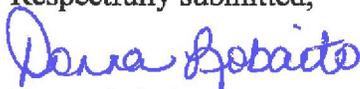
Nays: None

Absent: Riess

Motion carried.

The meeting adjourned 7:47 p.m.

Respectfully submitted,



Donna Lobaito
Village Clerk