



**THE VILLAGE OF HAWTHORN WOODS
SPECIAL VILLAGE BOARD MEETING
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS
MONDAY, JULY 26, 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, Riess, McCarthy, and Rychlik. Trustees David 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.

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.

Mayor DiMaggio asked that the appointment of Ms. Bayer to the Board of Trustees be moved up on the agenda.

Motion by Riess, second by Rychlik to appoint Cathy Bayer to the Board of Trustees.

Roll call vote.

Ayes: Kaiser, Riess, McCarthy, Rychlik

Nays: None

Absent: David

Motion carried.

Ms. Lobaito administered the oath of office to Ms. Bayer.

IV. PRESENTATION - ADULT USE CANNABIS BUSINESSES IN THE VILLAGE OF HAWTHORN WOODS

Community Development Director Chris Heinen presented several locations in the Village in which cannabis businesses could potentially locate and noted the challenges of each due to the 250' buffer. There are dispensaries in Mundelein, Buffalo Grove, Wheeling, Highwood and Highland Park, and it is difficult to get financial information on the impact of cannabis businesses from villages.

Mr. Heinen indicated the Gilmer/Hawley/Rt. 176 area is probably the best area to locate a dispensary, but noted there is no water or sewer at this location.

The Board provided their direction on cannabis businesses in the village. It was recommended any type of cannabis business be a special use so that conditions could be imposed.

V. MAYOR'S REPORT AND COMMITTEE REPORTS

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

1. Appointment of Cathy Bayer to Village Trustee

This agenda item was previously addressed.

2. Administration of the Oath of Office to Trustee Cathy Bayer.

This agenda item was previously addressed.

3. July Garden of the Month Winner

The July Garden of the Month winner will be presented tomorrow. The winner was 4 Hampton Lane and was selected by the Hawthorn Woods In Bloom Committee members.

Mayor DiMaggio reported he met with Mayor Tom Poynton of Lake Zurich regarding the Flex property and related building. He also has been elected to the Board of the Lake County Municipal League.

B. Sustainability Committee-----John Bickley, Chair
Steve Riess, Trustee Liaison

Trustee Riess reported the committee is working with the Morton Arboretum, and they met with a consultant regarding a 10-year plan for urban forestry.

C. Zoning Board of Appeals-----John Kosik, Chair
Thomas Rychlik, Trustee Liaison

1. Approval of an Ordinance Granting a Certain Variation—Greg and Kathleen Muncer—Front Yard Setback Variation—9 James Drive

Mr. Heinen reported the Zoning Board of Appeals unanimously recommended the variance request for 9 James Drive.

Motion by Riess, second by McCarthy to approve an Ordinance Granting a Certain Variation—Greg and Kathleen Muncer—Front Yard Setback Variation—9 James Drive.

Roll call vote.

Ayes: Kaiser, Bayer, Riess, McCarthy, Rychlik

Nays: None

Absent: David

Motion carried.

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 Chief Paulus attended the last meeting to answer questions about the police budget. More information will be forthcoming regarding the roads.

1. Approval of the May Financial Statements

Motion by Riess, second by Kaiser to approve the May Financial Statements.

Roll call vote.

Ayes: Kaiser, Bayer, Riess, McCarthy, Rychlik

Nays: None

Absent: David

Motion carried.

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

Trustee Kaiser reported the committee did not meet, but the Zoom meeting with the AIB judges went well.

VI. NEW BUSINESS

A. Consent Agenda

1. Approval of the June 28, 2021 Special Village Board Meeting Minutes
2. Approval of Bills List Dated July 2021
3. Approval of the Paid List Dated July 2021
4. Approval of an Ordinance Amending Title 3, Article 3-4B—Solicitors; and Title 11, Section 11-1-1.F—General Fees and Charges
5. Approval of an Ordinance Further Extending Ordinance No. 1985-19, 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
6. Approval of an Ordinance Authorizing the Execution of an Independent Contractor Agreement for Adult Martial Arts Fitness Instruction with Lake Zurich Family Martial Arts of Lake Zurich, Illinois
7. Approval of an Ordinance Authorizing the Execution of an Employment Agreement—Pamela O. Newton, Chief Operating Officer
8. Approval of an Ordinance Authorizing the Execution of an Employment Agreement—Donna Lobaito, Chief Administrative Officer/Village Clerk
9. Approval of an Ordinance Authorizing the Execution of an Employment Agreement—Katreina York, Chief Financial Officer
10. Approval of an Ordinance Authorizing the Execution of an Employment Agreement—Jennifer Paulus, Chief of Police
11. Approval of an Ordinance Authorizing the Execution of an Employment Agreement—Erika M. Frable, Director of Public Works/Village Engineer
12. Approval of an Ordinance Authorizing the Execution of an Employment Agreement—Brian Sullivan, Director of Parks & Recreation
13. Approval of an Ordinance Authorizing the Execution of an Employment Agreement—Chris Heinen, Director of Community Development
14. Approval of a Resolution Proclaiming September 20-26, 2021 as National Rail Safety Week
15. Approval of a Resolution in Memory of Al Maiden, Senior Planning Consultant of Hawthorn Woods

Items #1, #2, #3, and #4 were removed from the Consent Agenda.

Motion by Rychlik, second by Kaiser to approve the Consent Agenda with the exception of items #1, #2, #3 and #4.

Roll call vote.

Ayes: Kaiser, Bayer, Riess, McCarthy, Rychlik

Nays: None

Absent: David

Motion carried.

Motion by McCarthy, second by Kaiser to approve item #1, Approval of June 28, 2021 Special Village Board Meeting Minutes.

Roll call vote.

Ayes: Kaiser, Riess, McCarthy, Rychlik
Nays: None
Absent: David
Abstain: Bayer
Motion carried.

Motion by Rychlik, second by Bayer to approve item #2, Approval of the Bills List Dated July 2021.

Roll call vote.

Ayes: Bayer, Riess, Rychlik
Nays: None
Absent: David
Abstain: Kaiser, McCarthy
Motion carried.

Motion by Riess, second by Rychlik to approve item #3, Approval of the Paid List Dated July 2021.

Roll call vote.

Ayes: Bayer, Riess, Rychlik
Nays: None
Absent: David
Abstain: Kaiser, McCarthy
Motion carried.

Motion by Rychlik, second by Kaiser to approve item #4, Approval of an Ordinance Amending Title 3, Article 3-4B—Solicitors; and Title 11, Section 11-1-1.F—General Fees and Charges.

At the request of Trustee McCarthy, Ms. Lobaito explained the reason for the text amendment.

Roll call vote.

Ayes: Kaiser, Bayer, Riess, McCarthy, Rychlik
Nays: None
Absent: David
Motion carried.

B. Items for Separate Action

1. None this month

VII. OLD BUSINESS

- A. None this month.

VIII. ADMINISTRATION REPORTS

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

Ms. Newton reported that Barbara Klipp of the Midwest Sustainability Group was looking for attendees for a tour of the Rt. 53 corridor. She also reported that she has been asked to be a presenter at the AIB symposium. Lastly, SWALCO has been assisting the village with waste hauler proposals, and a 25% increase in cost is anticipated with reduced services.

- B. Report from the Village Attorney

Mr. Brankin will provide his report in Executive Session.

- 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. She also welcomed Trustee Riess back, and spoke about the impact Al Maiden had on the Village of Hawthorn Woods.

- b. Village Clerk's Report

Ms. Lobaito's report is in the packet.

2. Chief Financial Officer – Katreina York, MBA, MSA
 - a. Finance Department's Report

Ms. York noted the budget template was distributed to the department heads, and the Committee of the Whole meeting will be October 25, 2021. She also noted the village will be receiving \$500,000 this year and an additional \$500,000 next year from the America Recovery Act.

3. Chief of Police – Jennifer R. Paulus, CPC
 - a. Police Department's Report

Chief Paulus congratulated Officer Behan on the birth of his daughter.

4. Director of Public Works/Village Engineer – Erika M. Frable, PE
 - a. Public Works Department's Report

Ms. Frable reported Public Works has kept busy working on maintain vehicles and roads.

5. Director of Parks and Recreation – Brian J. Sullivan, MPA, CPSI, CPRP
 - a. Parks and Recreation Department's Report

Mr. Sullivan's report is in the packet. Trustee Riess thanked Mr. Sullivan for taking over the Sustainability Committee during his absence.

6. Director of Community Development – Chris Heinen
 - a. Community Development Department's Report

Mr. Heinen's report is in the packet. He noted there has been a lot of development inquiries as of late.

IX. 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 noted there would be no business conducted after Executive Session.

Motion by Riess, second by Kaiser to adjourn the regular meeting to enter into Executive Session.

Roll call vote.

Ayes: Kaiser, Bayer, Riess, McCarthy, Rychlik

Nays: None

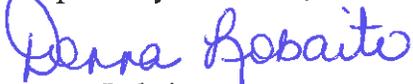
Absent: David

Motion carried.

X. ADJOURNMENT

The meeting adjourned 7:10 p.m.

Respectfully submitted,



Donna Lobaito
Village Clerk