



**THE VILLAGE OF HAWTHORN WOODS  
JOINT FINANCE/COMMITTEE OF THE WHOLE  
AND  
VILLAGE BOARD MEETING  
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS  
MONDAY, OCTOBER 25, 2021  
6:00 P.M.**

**MINUTES**

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

Trustee McCarthy called the meeting to order at 6:01 p.m. Roll call indicated the following members were present: Trustees Kaiser, Riess, McCarthy, Rychlik, and Bayer, and Finance Committee members Kosik, Kolseth and Hurst. Mayor DiMaggio and Trustee David were absent. Finance Committee member Singh Kalra was absent.

Also present were Chief Operating Officer Pamela Newton, Chief Administrative Officer and Village Clerk Donna Lobaito, Chief Financial Officer Katreina York, Village Engineer and Public Works Director Erika Frable, PE, Director of Parks and Recreation Brian Sullivan, Community Development Director Chris Heinen and Village Attorney Patrick Brankin.

Trustee McCarthy announced that due to the ongoing pandemic and the governor's executive order, it was not prudent or practical to hold the meeting in person. As a result, the meeting was being held entirely on Zoom, and that Chief Administrative Officer Donna Lobaito was present at Village Hall for the duration of the meeting.

Trustee Kaiser left the meeting at 6:02 p.m.

In Mayor DiMaggio's absence, a motion was made Riess, second by Rychlik to make Trustee McCarthy mayor pro-tem.

Roll call vote.

Ayes: Riess, McCarthy, Rychlik, Bayer

Nays: None

Absent: David and Kaiser

Motion passed.

Trustee Kaiser re-joined the meeting at 6:03 p.m.

**II. PLEDGE OF ALLEGIANCE**

**III. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE JOINT FINANCE /COMMITTEE OF THE WHOLE**

*At this time, the public is welcome to address the Joint Finance/Committee of the Whole. 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.

Trustee David joined the meeting at 6:06 p.m.

**IV. PRESENTATION AND OVERVIEW OF THE 2022 OPERATING AND CAPITAL BUDGET**

Ms. Newton provided highlights of the 2022 Operating and Capital Budget. She highlighted the Village's accomplishments in 2021.

**V. REVIEW AND DISCUSSION OF 2022 OPERATING AND CAPITAL BUDGET**

Ms. York presented the 2022 Operating and Capital Budget to the Village Board. She reviewed the significant changes in revenues and expenditures. She also reviewed staffing changes. Ms. York noted the public hearing for the budget will be held at the November 22, 2021 Village Board meeting.

The Village's minimum goal for reserves is 35% of the operating budget. In 2021, the Village had 59% in reserves.

There were no questions.

**VI. APPROVAL OF A MOTION TO RECOMMEND THE 2022 OPERATING AND CAPITAL BUDGET BE PLACED ON PUBLIC DISPLAY**

Motion by Hurst, second by Riess to place the 2022 Operating and Capital Budget on public display.

Roll call vote.

Ayes: Kosik, Riess, McCarthy, Kolseth, Hurst

Nays: None

Absent: Singh Kalra

Motion carried.

Motion by Rychlik, second by David to place the 2022 Operating and Capital Budget on public display.

Roll call vote.

Ayes: Kaiser, Riess, David, McCarthy, Rychlik, Bayer

Nays: None

Absent: None

Motion passed.

## **VII. ADJOURNMENT OF JOINT FINANCE/COMMITTEE OF THE WHOLE MEETING**

Motion by Hurst, second by Kosik to adjourn the Joint Finance/Committee of the Whole meeting.

Roll call vote.

Ayes: Kosik, Riess, McCarthy, Kolseth, Hurst

Nays: None

Absent: Singh Kalra

Motion carried.

Motion by Rychlik, second by David to adjourn the Joint Finance/Committee of the Whole meeting.

Roll call vote.

Ayes: Kaiser, Riess, David, McCarthy, Rychlik, Bayer

Nays: None

Absent: None

Motion passed.

The Joint Finance/Committee of the Whole meeting adjourned at 7:07 p.m.

## **VIII. CALL TO ORDER AND ROLL CALL OF THE VILLAGE BOARD MEETING**

Mayor Pro-Tem McCarthy called the meeting to order at 7:08 p.m. Roll call indicated the following members were present: Trustees Kaiser, Kosik, Riess, David, McCarthy and Rychlik. Mayor DiMaggio was absent.

Also present were Chief Operating Officer Pamela Newton, Chief Administrative Officer and Village Clerk Donna Lobaito, Chief Financial Officer Katreina York, Village Engineer and Public Works Director Erika Frable, PE, Director of Parks and Recreation Brian Sullivan, Community Development Director Chris Heinen and Village Attorney Patrick Brankin.

Trustee McCarthy announced that due to the ongoing pandemic and the governor's executive order, it was not prudent or practical to hold the meeting in person. As a result, the meeting was being held entirely on Zoom, and that Chief Administrative Officer Donna Lobaito was present at Village Hall for the duration of the meeting.

**IX. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD**

None this month.

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

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

On Mayor DiMaggio's behalf, Ms. Newton provided the Mayor's Report. She indicated Mayor DiMaggio's flight was delayed this afternoon due to weather issues.

1. Appointment of Joe Blanchette to the Board of Police Commissioners

Mr. Blanchette was on Zoom and introduced himself to the Board. He has been a resident of Hawthorn Woods for eight years.

Motion by David, second by Rychlik to appoint Joe Blanchette to the Board of Police Commissioners.

Roll call vote.

Ayes: Kaiser, Riess, David, McCarthy, Rychlik, Bayer

Nays: None

Absent: None

Motion passed.

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

Trustee Riess reported the committee finished their work on the Urban Forestry Management Plan, and it has been forwarded to Ms. Newton and staff. The plan will be forthcoming to the Village Board.

C. Zoning Board of Appeals-----John Kosik, Chair  
Cathy Bayer, Liaison

No report.

D. Planning Commission-----Jim Merkel, Chair  
Thomas Rychlik, Liaison

1. Approval of an Ordinance Granting a Certificate of Approval for an Alteration to the Existing Single-Family Dwelling to an Office with a Residential Unit and Expanded Parking—Forward Stride Stables—Southeast Corner of Midlothian Road and Old McHenry Road

Motion by Riess, second by Bayer to approve an Ordinance Granting a Certificate of Approval for an Alteration to the Existing Single-Family Dwelling to an Office with a Residential Unit and Expanded Parking—Forward Stride Stables—Southeast Corner of Midlothian Road and Old McHenry Road.

Roll call vote.

Ayes: Kaiser, Riess, David, McCarthy, Rychlik, Bayer

Nays: None

Absent: None

Motion passed.

2. Approval of an Ordinance Amending the Village Code of the Village of Hawthorn Woods—Title 9, Section 9-2-2, Section 9-6A1-3, Section 9-6B-3, Section 9-8B-4, Section 9-11-5, Section 9-12-8 and Section 9-14-2—Cannabis Businesses

Motion by Riess, second by McCarthy to approve an Ordinance Amending the Village Code of the Village of Hawthorn Woods—Title 9, Section 9-2-2, Section 9-6A1-3, Section 9-6B-3, Section 9-8B-4, Section 9-11-5, Section 9-12-8 and Section 9-14-2—Cannabis Businesses.

The Board discussed the flexibility found in the ordinance and that a traffic impact study may be required by the Board.

Roll call vote.

Ayes: Riess, David, McCarthy, Rychlik, Bayer

Nays: Kaiser

Absent: None

Motion passed.

- E. Finance Committee-----Jayne Kosik, Chair  
Jodi McCarthy, Trustee Liaison

Trustee McCarthy reported the Finance Committee had discussed a possible road referendum, and more information would be forthcoming.

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

Ms. Newton reported the committee will be meeting this week. A grant application for \$25,000 is due on December 1.

- G. Public Safety Department-----Mike David, Trustee Liaison

Trustee David reported that he has not yet met with the police department but will have a report for the Board at the next meeting.

## **XI. NEW BUSINESS**

### **A. Consent Agenda**

1. Approval of the September 27, 2021 Special Village Board Meeting Minutes
2. Approval of the October 4, 2021 Special Village Board Meeting Minutes
3. Approval of Bills List Dated October 2021
4. Approval of the Paid List Dated October 2021
5. Approval of the 2022 Meeting Calendar
6. Approval of a Recommendation by the Finance Committee to Place the 2022 Village Budget on Public Display

Motion by David, second by Rychlik to approve the Consent Agenda.

Roll call vote.

Ayes: Kaiser, Riess, David, McCarthy, Rychlik, Bayer

Nays: None

Absent: None

Motion passed.

### **B. Items for Separate Action**

1. None this month.

## **XII. OLD BUSINESS**

### **A. None this month.**

## **XIII. ADMINISTRATION REPORTS**

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

Ms. Newton reported that she is working with Village Attorney Brankin on a donation of land opportunity.

### **B. Report from the Village Attorney**

Mr. Brankin indicated he had no report, and there would not be an Executive Session this evening.

### **C. Reports from Department Heads**

1. Chief Administrative Officer – Donna Lobaito, RMC
  - a. Chief Administrative Officer's Report

Ms. Lobaito's report is in the packet.

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's report is in the packet.

3. Interim Chief of Police – Lawrence Maraviglia
  - a. Police Department's Report

Ms. Newton noted that Chief Maraviglia was scheduled out of the office today. She also reported that the new union officers are Anthony Cortez, President; Michael Viramontes, Vice-President; and Michael Behan, Secretary.

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

Ms. Frable reported on the price of salt this year. Her team is prepping their trucks for the winter. She also reported that there will be a culvert replacement project under Old McHenry Road commencing on November 8 and will last approximately two weeks. The storm sewer replacement project at Gilmer and Midlothian roads has begun.

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

Mr. Sullivan reported that the Sustainability Committee did their annual garbage pick up along Old McHenry Road.

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

Mr. Heinen reported that he continues to meet with several developers and there are a couple good prospects he is working on. He noted the building department staff is very busy with processing permits.

**XIV. EXECUTIVE SESSION**

None this month.

**XV. ADJOURNMENT**

Motion by Rychlik, second by Riess to adjourn the Village Board meeting.

Roll call vote.

Ayes: Kaiser, Riess, David, McCarthy, Rychlik, Bayer

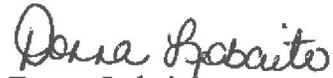
Nays: None

Absent: None

Motion passed.

The meeting adjourned at 7:42 p.m.

Respectfully submitted,



Donna Lobaito  
Village Clerk