



**THE VILLAGE OF HAWTHORN WOODS
VILLAGE BOARD MEETING
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS
MONDAY, JANUARY 24, 2022
5:00 P.M.**

MINUTES

I. CALL TO ORDER AND ROLL CALL

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

Also present were Chief Operating Officer Pamela Newton, Chief Administrative Officer and Village Clerk Donna Lobaito, Chief Financial Officer Katreina York, Interim Chief of Police Larry Maraviglia, Director of Public Safety John Malcolm, 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 stated that due to the ongoing pandemic, it has been determined it is not prudent or practical to meet in person, and tonight's meeting would be held on Zoom. Ms. Lobaito was present at Village Hall for the duration of the meeting.

II. PLEDGE OF ALLEGIANCE

III. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

Jim Merkel, 63 Tournament Drive North – Mr. Merkel introduced himself as a resident of the Hawthorn Woods Country Club and as the chair of the Planning, Building and Zoning Commission. Mr. Merkel expressed concern that the M/I Homes application to build on the vacant lots in the country club was not coming to the Planning, Building and Zoning Commission.

Trustee Bayer joined the meeting at 5:05 p.m.

It was explained that the request by M/I Homes was to amend the annexation agreement, and by law, that hearing is heard before the Village Board, not the Planning, Building and Zoning Commission.

Mr. Merkel asked how he could obtain a copy of the building elevations submitted by M/I Homes. He was referred to staff.

Colin Craig, 107 Old McHenry Road – Mr. Craig indicated he received a violation notice from the Village for housing five chickens on his property. He asked the Board for relief. Due to a pending violation, Mr. Craig was referred back to staff.

IV. PUBLIC HEARING

- A. A Public Hearing Pertaining to a Fifth Amendment to the Toll, IL Annexation Agreement—
Hawthorn Woods Country Club

Motion by Rychlik, second by Kaiser to open the public hearing.

Roll call vote.

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

Nays: None

Abstain: None

Absent: None

Motion carried, and the public hearing was opened.

Motion by Riess, second by Bayer to continue the public hearing to the next meeting.

Roll call vote.

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

Nays: None

Abstain: None

Absent: None

Motion carried.

V. MAYOR’S REPORT, COMMITTEE REPORTS AND OTHER REPORTS

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

Mayor DiMaggio reported he met with Bill Jacobs, Mayor of Long Grove, regarding Rt. 53. Additionally, he met with the mayors of Mundelein and Grayslake on the same topic. All were in favor of making the Rt. 53 right-of-way a greenspace.

Mayor DiMaggio also reported the Village is planning a Party in the Park for September. More information will be forthcoming.

- B. Sustainability Committee-----John Bickley, Chair

Steve Riess, Trustee Liaison

Trustee Riess reported that the committee worked on the tree management plan since 2014. The plan will provide the framework for village owned property.

Motion by Riess, second by Rychlik to approve an Ordinance Authorizing the Adoption of the Village of Hawthorn Woods, Illinois Urban Forest Tree Management Plan.

Roll call vote.

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

Nays: None

Abstain: None

Absent: None
Motion carried.

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

1. Approval of an Ordinance Granting a Special Use Permit for Building Addition to an Existing School—Lake Zurich Community Unit School District No. 95

Trustee Rychlik indicated he would not be able to vote on this application as he has a conflict of interest. He stated the application is to expand the building to accommodate a STEAM addition. The building will comply with the Dark Skies Initiative.

Motion by Bayer, second by Riess to approve an Ordinance Granting a Special Use Permit for Building Addition to an Existing School—Lake Zurich Community Unit School District No. 95.

Roll call vote.

Ayes: Kaiser, Bayer, Riess, David, McCarthy

Nays: None

Abstain: Rychlik

Absent: None

Motion carried.

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

No report this month.

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

No report this month.

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

No report this month.

VI. NEW BUSINESS

A. Consent Agenda

1. Approval of the November 22, 2021 Special Village Board Meeting
2. Approval of the December 20, 2021 Special Village Board Meeting
3. Approval of Bills List Dated January 2022

4. Approval of the Paid List Dated January 2022
5. Approval of an Ordinance Amending the Village Code of the Village of Hawthorn Woods—Title 11, Subsection 11-1-1.I—Video Gaming Terminal Fee
6. Approval of an Ordinance Extending the time for Payment of Fees for Liquor Licenses Due Pursuant to Title 3, Section 3-3-13A—Term of License; Renewals; Forfeitures

Item #3 was removed from the Consent Agenda.

Motion by David, second by McCarthy to approve the Consent Agenda with the exception of item #3.

Roll call vote.

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

Nays: None

Abstain: None

Absent: None

Motion carried.

Motion by David, second by Bayer to approve item #3, Approval of the Bill List Dated January 2022.

Roll call vote.

Ayes: Kaiser, Bayer, Riess, David, McCarthy

Nays: None

Absent: None

Abstain: Rychlik

Motion carried.

B. Items for Separate Action

1. Approval of the Acceptance of Phase 4 of Hawthorn Hills Subdivision—Pulte Homes

Motion by McCarthy, second by Kaiser to approve the Acceptance of Phase 4 of Hawthorn Hills Subdivision—Pulte Homes.

Roll call vote.

Ayes: Kaiser, Bayer, Riess, McCarthy, Rychlik

Nays: None

Abstain: David

Absent: None

Motion carried.

2. Approval of an Ordinance Authorizing the Acceptance and Release of Letter of Credit for Hawthorn Hills Phase 4—Pulte Home Company, LLC

Motion by Kaiser, second by Bayer to approve an Ordinance Authorizing the Acceptance and Release of Letter of Credit for Hawthorn Hills Phase 4—Pulte Home Company, LLC.

Roll call vote.

Ayes: Kaiser, Bayer, Riess, McCarthy, Rychlik

Nays: None

Abstain: David

Absent: None

Motion carried.

3. Approval of the Final Acceptance of the Hawthorn Hills Phase 1
4. Approval of an Ordinance Authorizing the Final Acceptance and Release of Maintenance Letter of Credit for Hawthorn Hills Phase 1—Pulte Home Company, LLC

Motion by Riess, second by Rychlik to continue items #3 and #4 to the next Village Board meeting.

Roll call vote.

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

Nays: None

Abstain: None

Absent: None

Motion carried.

VII. OLD BUSINESS

- A. None this month.

VIII. ADMINISTRATION ANNUAL REPORTS

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

Ms. Newton mentioned that Mayor DiMaggio is the recipient of a Certificate of Recognition as a Top 100 National Award Winner for Outstanding Public Service Volunteerism from the Small-Town America Civic Volunteer Award.

- B. Report from the Village Attorney

Mr. Brankin will provide his report in Executive Session.

- C. Annual Reports from Department Heads
 1. Chief Administrative Officer – Donna Lobaito, RMC
 - a. Chief Administrative Officer’s Annual Report

Ms. Lobaito reported on the transition of community development work to Mr. Heinen this year and the settlement of the Toll/Aqua Illinois lawsuit.

b. Village Clerk's Annual Report

Ms. Lobaito reported that she successfully completed the Certified Municipal Clerk's designation through the International Institute of Municipal Clerks.

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

a. Finance Department's Annual Report

Ms. York reported on this year's budget.

3. Interim Chief of Police – Lawrence Maraviglia

a. Police Department's Annual Report

Chief Maraviglia reported on the professionalism of the police officers, the number of stops, citations, DUI's and arrests for 2021.

4. Public Safety Director – John Malcolm

a. Public Safety Annual Report

Director Malcolm highlighted various training achievements of the officers. New officer testing will take place in February and the sergeant's exam is scheduled for March. He is working on lateral transfer language, and he updated the EOP which was approved by Lake County.

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

a. Public Works Department's Annual Report

Ms. Frable's report is in the packet

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

a. Parks and Recreation Department's Annual Report

Mr. Sullivan reported that the Village recreation programs served as a center to bring people together during the past year.

7. Director of Community Development – Chris Heinen

a. Community Development Department's Annual Report

Mr. Heinen thanked the Board for the opportunity to work for the Village. He noted that building permits were up again in 2021. In 2020, 616 permits were issued, and in 2021, 671 permits were issued. He reported on the

online vehicle sticker purchases, and that he is working on some annexations and both residential and commercial development in 2022.

IX. EXECUTIVE SESSION

- A. Probable or Pending Litigation (5 ILCS 120/2(c) 11), Approval of Executive Session Minutes (5 ILCS 120/2(c) 21

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 to discuss probable and pending litigation.

Roll call vote.

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

Nays: None

Abstain: None

Absent: None

Motion carried.

X. ADJOURNMENT

The meeting adjourned 6:15 p.m.

Respectfully submitted,



Donna Lobaito
Village Clerk