



**THE VILLAGE OF HAWTHORN WOODS  
VILLAGE BOARD MEETING  
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS  
MONDAY, FEBRUARY 28, 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, and David. Trustees McCarthy and Rychlik were absent.

Also present were Chief Operating Officer Pamela Newton, Chief Administrative Officer and Village Clerk Donna Lobaito, Chief Financial Officer Katreina York, 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.

Trustee McCarthy joined the meeting at 5:01 p.m.

Trustee Rychlik joined the meeting at 5:02 p.m.

**II. PLEDGE OF ALLEGIANCE**

**III. PRESENTATION – APPRECIATION TO OFFICER BRIAN CVITKOVICH—DUI AWARD**

Motion by Riess, second by David to approve a Resolution of Appreciation to Officer Brian Cvitkovich—DUI Award

Ms. Lobaito read the resolution into the record.

Roll call vote.

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

Nays: None

Abstain: None

Absent: None

Motion carried.

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

None this month.

**V. PUBLIC HEARING**

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

Motion by Kaiser, second by David to continue the public hearing to the next Village Board meeting.

Roll call vote.

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

Nays: None

Abstain: None

Absent: None

Motion carried.

**VI. MAYOR’S REPORT, COMMITTEE REPORTS AND OTHER REPORTS**

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

Mayor DiMaggio reported on several task force meetings on Zoom pertaining to how best to use the former Rt. 53 corridor. Mr. Malcolm highlighted for the Board a recent run-away case that was brought to resolution by Sgt. Tennant and Officer Cortez.

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

Trustee Riess reported that the committee is finalizing upcoming programs, and tree sapling will be given away in May.

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

1. Approval of October Financial Statements

Motion by Riess, second by McCarthy to approve the October Financial Statements.

Roll call vote.

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

Nays: None

Abstain: None

Absent: None

Motion carried.

2. Approval of November Financial Statements

Motion by Riess, second by McCarthy to approve the November Financial Statements.

Roll call vote.

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

Nays: None

Abstain: None

Absent: None

Motion carried.

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 January 24, 2022 Village Board Meeting
2. Approval of Bills List Dated February 2022
3. Approval of the Paid List Dated February 2022
4. Approval of an Ordinance Approving Amended Rules and Regulations of the Board of Police Commissioners
5. Approval of an Ordinance Authorizing the Execution of a Certain Copier Basic Maintenance Agreement—Impact Networking
6. Approval of an Ordinance Authorizing the Execution of an Independent Contractor Agreement for Youth Sports Class Instruction with Sports R Us Inc. of Spring Grove, Illinois
7. Approval of an Ordinance Authorizing the Execution of an Agreement—Metropolitan Alliance of Police
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—Big D and the Nomads
10. Approval of an Ordinance Authorizing the Execution of an Agreement—  
Summer Concert—See Alice
11. Approval of an Ordinance Authorizing the Execution of an Agreement—  
Summer Concert—Save the Clocktower
12. Approval of an Ordinance Authorizing the Execution of an Agreement—  
Summer Concert—Comstock Lode
13. Approval of an Ordinance Authorizing the Execution of an Agreement—  
Summer Concert—The Noize
14. Approval of an Ordinance Authorizing the Execution of an Agreement—  
Summer Concert—Second Time Around
15. Approval of an Ordinance Authorizing the Execution of an Agreement—  
Summer Concert—Déjà vu
16. Approval of an Ordinance Authorizing the Execution of an Agreement—  
Summer Concert—Ken Kuhn and Split Hook
17. Approval of an Ordinance Authorizing the Execution of an Agreement—  
Summer Concert—Bossydog
18. Approval of an Ordinance Authorizing the Execution of an Agreement—  
Summer Concert—Saturday June Band
19. Approval of a Resolution Approving the List of Municipal Officials Authorized  
to View Confidential Information Provided to the Village of Hawthorn Woods  
by the Illinois Department of Revenue
20. Approval of an Ordinance Authorizing the Chief Operating Officer to Enter into  
an Agreement with Arthur J. Gallagher Risk Management Services
21. Approval of a Resolution for Maintenance of Streets and Highways by  
Municipality Under the Illinois Highway Code for 2022—BLR 14220
22. Approval of a Resolution—Municipal Estimate of Maintenance Costs for  
2022—BLR 14222
23. Approval of a Resolution—Request for Expenditure/Authorization of Motor  
Fuel Tax Funds for 2022—BLR 09150
24. Approval of a Resolution Recognizing National Engineers Week 2022

Item #4 was removed from the Consent Agenda.

Motion by David, second by Rychlik to approve the Consent Agenda with the  
exception of item #4.

Roll call vote.

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

Nays: None

Abstain: None

Absent: None

Motion carried.

Motion by Rychlik, second by McCarthy to approve item #4, Approval of an Ordinance Approving Amended Rules and Regulations of the Board of Police Commissioners.

Mayor DiMaggio noted the term “President” should be changed to “Mayor” in the document.

Trustees Rychlik and McCarthy agreed to modify their motion and second to reflect this change.

Roll call vote.

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

Nays: None

Absent: None

Abstain: None

Motion carried.

#### B. Items for Separate Action

1. Approval of an Ordinance Providing for and Requiring the Submission of the Proposition for Increasing the Limiting Rate for the Village of Hawthorn Woods, Lake County, Illinois, to the Voters of Said Village at the Consolidated Election to be Held on the 28<sup>th</sup> Day of June 2022

Motion by Kaiser, second by Rychlik to approve an Ordinance Providing for and Requiring the Submission of the Proposition for Increasing the Limiting Rate for the Village of Hawthorn Woods, Lake County, Illinois, to the Voters of Said Village at the Consolidated Election to be Held on the 28<sup>th</sup> Day of June 2022.

Mr. Brankin noted a revised version of this ordinance was provided to the Board this afternoon.

Ms. Newton reported that a citizen group is forming to promote the referendum question. The question is asking for an increase to the limiting rate with the money to be used for road repairs.

Roll call vote.

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

Nays: None

Absent: None

Abstain: None

Motion carried.

2. Approval of an Ordinance Amending the Municipal Code of the Village of Hawthorn Woods by the Addition of Title 3, Chapter 2-3 Imposing a Municipal Cannabis Retailers' Occupation Tax

Motion by Rychlik, second by Kaiser to approve an Ordinance Amending the Municipal Code of the Village of Hawthorn Woods by the Addition of Title 3, Chapter 2-3 Imposing a Municipal Cannabis Retailers' Occupation Tax.

The Finance Committee recommended the approval of this ordinance.

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 REPORTS

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

Ms. Newton reported that the MAP negotiations went very well. She has also been working on a memorial garden with an Eagle Scout and Pam Self.

- 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 Report

Ms. Lobaito reported she had reviewed several annexation agreements with the development team.

- b. Village Clerk's Report

Ms. Lobaito reported that all liquor licenses had been processed, and business license applications were mailed recently.

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

- a. Finance Department's Report

Ms. York reported that the audit was upcoming.

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

Chief Maraviglia’s report was in the packet.

4. Public Safety Director – John Malcolm
  - a. Public Safety Department’s Report

Director Malcolm reported the new officer testing list would be out this week. He will also advertise for lateral transfers. The sergeant exam will be offered in March. Director Malcolm also reported on the Lexipol program, accidents in the Village, and that Officer Armijo’s walkout ceremony would be on March 10.

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

Ms. Frable has been working on answering resident questions pertaining to the road referendum. She is also working on submitting a grant application for FTP funding. Her team has started preparing the Aquatic Center for the swim season.

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

Mr. Sullivan reported that he will present Teagan Johnson, Aquatic Center Manager, to the Village Board in March. He is finalizing the Aging in Place reports, and 15 volunteers cleared buckthorn on land near Indian Creek.

7. Director of Community Development – Chris Heinen
  - a. Community Development Department’s Report

Mr. Heinen reported the Village is in receipt of a petition for annexation for property located at the intersection of Gilmer Rd. and Rt. 176. The developer would like to construct an events venue. He is also working on an application to amend a special use permit on the former Dr. Hugi parcel. His team has been wrapping up vehicle sticker processing. Additionally, the final building permit has been issued at the Villas at the Commons, and it is anticipated Stonebridge will be wrapping up this year as well. Mr. Heinen is also working on the MI Homes application for the Country Club and he’s in discussions with a potential developer at the corner of Gilmer and Midlothian roads.

**IX. EXECUTIVE SESSION**

- A. Personnel (5 ILCS 120/2(c) 1), Probable or Pending Litigation (5 ILCS 120/2(c) 11),  
Approval of Executive Session Minutes (5 ILCS 120/2(c) 21

Mr. Brankin noted Approval of Executive Session Minutes would be deferred.

Motion by Riess, second by McCarthy to adjourn the regular meeting to enter into  
Executive Session to discuss personnel matters and 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 6:14 p.m.

Respectfully submitted,



Donna Lobaito  
Village Clerk