



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

None this month.

IV. PRESENTATION

A. Approval of a Resolution in Recognition of the Retirement of Police Officer Edward Armijo

Motion by Rychlik, second by Kaiser to approve a Resolution in Recognition of the Retirement of Police Officer Edward Armijo.

Ms. Lobaito read the resolution into the record.

Roll call vote.

Ayes: Kaiser, Bayer, David, Rychlik

Nays: None

Abstain: None

Absent: Riess, McCarthy

Motion carried.

V. 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 Bayer to continue the public hearing to the next Village Board meeting.

Roll call vote.

Ayes: Kaiser, Bayer, David, Rychlik

Nays: None

Abstain: None

Absent: Riess, McCarthy

Motion carried.

- B. A Public Hearing Pertaining to the Annexation Agreement for the HH-HW-RE, LLC
Property

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

Roll call vote.

Ayes: Kaiser, Bayer, David, Rychlik

Nays: None

Abstain: None

Absent: Riess, McCarthy

Motion carried.

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

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

Mayor DiMaggio reported he participated in a Zoom meeting with ELT members regarding the Party in the Park event scheduled for September 17, 2022. He mentioned the Village is looking at purchasing some property in town. Also, he attended Officer Ed Armijo’s walkout ceremony, and stopped by the police department to congratulate the Village’s two top DUI arrest officers, Brian Cvitkovich and Alex Miller. Additionally, Mayor DiMaggio met with the Illinois Rt. 53 task force to further discuss the best uses for this property.

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

Mr. Sullivan indicated the committee met last month and will have an action item on the agenda next month.

- 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

1. Approval of an Ordinance—Special Use Permit—Zia West, LLC

Motion by David, second by Rychlik to approve an Ordinance—Special Use Permit—Zia West, LLC

Mr. Heinen reported the applicant was on the Zoom call this evening and is looking for approval of a master plan for the site. The applicant is aware of the conditions found in the ordinance.

Roll call vote.

Ayes: Kaiser, Bayer, David, Rychlik

Nays: None

Abstain: None

Absent: Riess, McCarthy

Motion carried.

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

Ms. York indicated an analysis of the Aquatic Center will be conducted by Northern Illinois University grad students. She also reported staff surveyed surrounding communities regarding the proposed food and beverage tax rate. If passed, the tax increase would become effective in July.

1. Approval of January Financial Statements

Motion by David, second by Bayer to approve the January Financial Statements.

Roll call vote.

Ayes: Kaiser, Bayer, David, Rychlik

Nays: None

Abstain: None

Absent: Riess, McCarthy

Motion carried.

2. Approval of an Ordinance Amending the Municipal Code of the Village of Hawthorn Woods by the Addition of Title 3, Chapter 10, Imposing a Food and Beverage Tax

Motion by David, second by Rychlik to approve an Ordinance Amending the Municipal Code of the Village of Hawthorn Woods by the Addition of Title 3, Chapter 10, Imposing a Food and Beverage Tax.

Discussion ensued regarding whether affected businesses were notified of this pending tax increase and if they would be grandfathered in. There also was concern as to how laborious the monthly reporting would be for the affected businesses. Mr. Brankin indicated existing businesses could not be grandfathered in.

Mr. Heinen noted that 90% of surrounding communities charge a food and beverage tax. There was interest on the part of some Board members to know how much sales tax we believed this increase would generate.

After much discussion, it was decided to continue this agenda item at the next Village Board meeting.

Substitute motion by David, second by Rychlik to continue this matter to the next Village Board meeting.

Roll call vote.

Ayes: Kaiser, Bayer, David, Rychlik

Nays: None

Abstain: None

Absent: Riess, McCarthy

Motion carried.

- F. Hawthorn Woods In Bloom-----Margo Pelak, Chair
James W. Kaiser, Trustee Liaison
1. Presentation – Aging in a Changing Region – Living a Lifetime in Hawthorn Woods

Trustee Kaiser reported that the committee met with the public twice to gather information on what elder residents want in their village. The guide that was presented this evening is to serve as a guide to incorporate into the Village ordinances. He noted that residents stay in Hawthorn Woods for a long time; however, adequate sidewalk/path systems and transportation does not exist. The goal is to educate the public to make their lives easier to stay in Hawthorn Woods.

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

No report this month.

VII. NEW BUSINESS

A. Consent Agenda

1. Approval of the February 28, 2022 Village Board Meeting
2. Approval of Bills List Dated March 2022
3. Approval of the Paid List Dated March 2022
4. Approval of an Ordinance Suspending Nepotism Provisions of Personnel Manual
5. Approval of an Ordinance Authorizing the Execution of an Independent Contractor Agreement for Nature Education Instruction with Ancient Oaks Foundation of Long Grove, Illinois
6. Approval of an Ordinance Authorizing the Mayor and Chief Operating Officer to Enter Into an Agreement with the Hawthorn Woods Elite Soccer Club
7. Approval of an Ordinance Authorizing the Mayor and Chief Operating Officer to Enter Into an Agreement with the Lake County Stars Baseball
8. Approval of an Ordinance Authorizing the Mayor and Chief Operating Officer to Enter Into an Agreement with the Lake County Lighting Baseball
9. Approval of an Ordinance Authorizing the Mayor and Chief Operating Officer to Enter Into an Agreement with the Lake Zurich Lacrosse Club
10. Approval of an Ordinance Authorizing the Chief Operating Officer to Award and Execute the 2022-2023 Maintenance of All Village of Hawthorn Woods Islands and Cul De Sacs to Apex Landscaping
11. Approval of an Ordinance Authorizing the Execution of a Certain Reciprocal Agreement on Exchange of Information Between the Village of Hawthorn Woods and the Illinois Department of Revenue
12. Approval of a Resolution – Arbor Day Proclamation

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

Roll call vote.

Ayes: Kaiser, Bayer, David, Rychlik

Nays: None

Abstain: None

Absent: Riess, McCarthy

Motion carried.

B. Items for Separate Action

1. Approval of the Release of Toll Brothers Letter of Credit No. SLCMMSP10355, Irrevocable Letter of Credit Related to Fees Due In Regards to the Expansion of the WWRR System

Motion by Kaiser, second by Rychlik to approve the Release of Toll Brothers Letter of Credit No. SLCMMSP10355, Irrevocable Letter of Credit Related to Fees Due In Regards to the Expansion of the WWRR System.

Roll call vote.

Ayes: Kaiser, Bayer, David, Rychlik

Nays: None

Abstain: None

Absent: Riess, McCarthy

Motion carried.

VIII. OLD BUSINESS

- A. None this month.

IX. ADMINISTRATION REPORTS

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

Ms. Newton stated the Village is looking for sponsors and golfers at the annual golf outing on May 16. She also reported on the plans for the Party in the Park this fall. Lastly, she reported that the Village applied with the Dunn Museum to recognize former Chief of Police Jennifer Paulus as Lake County's first female police chief. We recently learned that the County has accepted this application and will have a display in the museum to commemorate the accomplishments of former Chief Paulus.

- B. Report from the Village Attorney

No report this month.

- C. Annual Reports from Department Heads

- 1. Chief Administrative Officer – Donna Lobaito, RMC, CMC

- a. Chief Administrative Officer's Report

Ms. Lobaito's report is in the packet.

- b. Village Clerk's Report

Ms. Lobaito reported that the road referendum ordinance has been filed with the County for the June 28 election.

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

- a. Finance Department's Report

Ms. York reported that the audit was ongoing, and that the Village has been awarded the Certificate of Achievement for Excellence in Financial Reporting by the Government Finance Officers Association.

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

Director Malcolm reported the new officer testing took place last month. The Village has two openings. The sergeant’s exam was last weekend and all police officers sat for the exam. The department has been focusing on problem intersections. The MCAT and Major Crimes Task Force annual reports are in the packet. Director Malcolm has been networking with other agencies.

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

Ms. Frable’s report is in the packet

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

Mr. Sullivan reported that the Round Lake Area Park District will be added to SRACLC as the eighth member. He updated the Board on the status of the aquatic center. He also recognized the vision of former mayor, Joseph Mancino and Village Trustee Mike David in bringing an in-house baseball program to the Village. He provided an update as to the status of this baseball program.

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

Mr. Heinen reported on the numerous commercial development opportunities he and staff have been handling. He updated the Board on the public hearing before the Planning, Building and Zoning Commission regarding M/I Homes developing 105 infill lots in the Country Club.

X. 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)

Mayor DiMaggio indicated there was not a need for Executive Session this evening.

XI. ADJOURNMENT

Motion by David, second by Rychlik to adjourn the meeting.

Roll call vote.

Ayes: Kaiser, Bayer, David, Rychlik

Nays: None
Abstain: None
Absent: Riess, McCarthy
Motion carried.

The meeting adjourned 6:33 p.m.

Respectfully submitted,



Donna Lobaito
Village Clerk