



**THE VILLAGE OF HAWTHORN WOODS  
VILLAGE BOARD MEETING  
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS  
MONDAY, SEPTEMBER 26, 2022  
5:00 P.M.**

**MINUTES**

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

Mayor DiMaggio called the meeting to order at 5:03 p.m. Roll call indicated the following members were present: Mayor DiMaggio; Trustees Kaiser, David, Bayer, McCarthy and Rychlik. Trustees Riess was absent.

Also present were Chief Operating Officer Pamela Newton, Deputy Village Clerk Jan Filenko, Chief Financial Officer Katreina York, Director of Public Safety/Interim Chief of Police John Malcolm, Public Works Director and Village Engineer Erika Frable, PE, Parks and Recreation Director Brian Sullivan, Community Development Director Chris Heinen, and Village Attorney Nicholas Standiford.

Due to the governor's executive order, the meeting is being held via Zoom, and Trustees McCarthy and Bayer are 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. MAYOR'S REPORT, COMMITTEE REPORTS AND OTHER REPORTS**

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

Mayor DiMaggio reported he met with Chief Malcolm and Trustee David regarding the police department and safety issues. He is also a member of the Lake Zurich District 95 Strategic Planning Committee and attended two meetings last month. He noted he would like to see the school district add cameras to the hallways for the safety of the students/staff. He also participated in a meeting regarding the Rt. 53 corridor to work on a consensus as to what to do with the property. Mayor DiMaggio congratulated everyone who participated in the Party in the Park event this year. He also met with the Lake County Municipal League mayors, and they will be implementing the Innovation Awards this year. He would like Hawthorn Woods to participate, and the event will be held on December 7<sup>th</sup>. Lastly, he confirmed with Ms. Frable the new CDL requirements.

- B. Sustainability Committee-----John Bickley, Chair  
Steve Riess, Trustee Liaison  
No report this month.
- C. Zoning Board of Appeals-----John Kosik, Chair  
Cathy Bayer, Trustee Liaison  
Trustee Bayer introduced the ordinance and noted none of the neighbors have issues with what is being proposed.
1. Approval of an Ordinance Granting a Certain Variation—Alex and Jessica Vealitzek—Front Yard Setback and Accessory Structure Variation—12 Brierwoods Lane  
  
Motion by Kaiser, second by Rychlik to approve an Ordinance Granting a Certain Variation—Alex and Jessica Vealitzek—Front Yard Setback and Accessory Structure Variation—12 Brierwoods Lane.  
  
Roll call vote.  
Ayes: Kaiser, David, Bayer, McCarthy, Rychlik  
Nays: None  
Abstain: None  
Absent: Riess  
Motion carried.
- D. Planning, Building and Zoning Commission-----Jim Merkel, Chair  
Thomas Rychlik, Trustee Liaison  
Trustee Rychlik and Mr. Heinen introduced the ordinance.
1. Approval of an Ordinance Granting a Special Use Permit for the Construction of a Financial Institution with a Drive Thru Facility Located at 107 Roman Lane, Hawthorn Woods, IL – Barrington Bank & Trust Co., N.A.  
  
Motion by David, second by McCarthy to approve an Ordinance Granting a Special Use Permit for the Construction of a Financial Institution with a Drive Thru Facility Located at 107 Roman Lane, Hawthorn Woods, IL – Barrington Bank & Trust Co., N.A.  
  
Roll call vote.  
Ayes: Kaiser, David, Bayer, McCarthy, Rychlik  
Nays: None  
Abstain: None  
Absent: Riess  
Motion carried.

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

Trustee McCarthy noted staff is diligently working to recoup funds owed to the Village related to MFT and the special census.

1. Approval of the July Financial Statements

Motion by Rychlik, second by Kaiser to approve the July Financial Statements.

Roll call vote.

Ayes: Kaiser, David, Bayer, McCarthy, Rychlik

Nays: None

Abstain: None

Absent: Riess

Motion carried.

F. Hawthorn Woods In Bloom-----Lauren Vondrasek, Chair  
James W. Kaiser, Trustee Liaison

Ms. Newton reported staff will be headed to the national symposium with America In Bloom later this week. The committee has been involved with volunteer opportunities in the Village.

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

Trustee David indicated he met with the mayor and Chief Malcolm about safety issues related to communications and our schools. Mayor DiMaggio noted members of the Lake County Municipal League discussed the use of drones for public events, but legalities would have to be discussed. He asked that Chief Malcolm look into this possibility.

**V. NEW BUSINESS**

A. Consent Agenda

1. Approval of the July 25, 2022 Village Board Meeting Minutes
2. Approval of Bills List Dated September 2022
3. Approval of Paid List Dated September 2022
4. Approval of an Ordinance Amending the Village Code of the Village of Hawthorn Woods—Adding Title 3, Chapter 10, Vendor Fees; Title 11, Subsection 11-1-1F—General Fees and Charges
5. Approval of an Ordinance Amending the Village Code of the Village of Hawthorn Woods—Title 4, Public Health and Safety; Chapter 2, Nuisances; Section 4-2-3-2(Q) – Nuisances Affecting Peace and Safety
6. Approval of an Ordinance Authorizing the Execution of an Agreement—Kimley-Horn

7. Approval of an Ordinance Authorizing the Execution of a Contract and Service Level Agreement, and Service Order—DLS Internet Services
8. Approval of an Ordinance Authorizing the Execution of a Certain Development Agreement—Barrington Bank & Trust Co., N.A.—107 Roman Lane, Hawthorn Woods, IL
9. Approval of an Ordinance for the Approval and Submittal of an Application for an Open Space Land Acquisition and Development (OSLAD) Grant Administered by the Illinois Department of Natural Resources (IDNR) to Provide Matching Grant Funding for the Restoration of Woodland Park
10. Approval of an Ordinance Ratifying and Confirming the Execution of a Previously Executed Agreement—Christopher B. Burke Engineering, Ltd.—Pavement Management Report
11. Approval of an Ordinance Authorizing the Sale or Disposal of Personal Property Owned by the Village of Hawthorn Woods
12. Approval of a Resolution Appointing a Director and Alternate Director to the Solid Waste Agency of Lake County (SWALCO)
13. Approval of a Resolution Proclaiming the Week of October 23 – 31, 2022 Red Ribbon Week
14. Approval of a Remote Work Policy
15. Approval of a Funding Request from Midwest Sustainability Group Regarding the Former Rt. 53 Corridor

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

Roll call vote.

Ayes: Kaiser, David, Bayer, McCarthy, Rychlik

Nays: None

Abstain: None

Absent: Riess

Motion carried.

#### B. Items for Separate Action

1. An Ordinance Authorizing the Execution of the Sixth Amendment of the Stonebridge Subdivision Improvement Agreement – HDP Stonebridge LLC

Motion by Kaiser, second by David to approve an Ordinance Authorizing the Execution of the Sixth Amendment of the Stonebridge Subdivision Improvement Agreement – HDP Stonebridge LLC.

Ms. Frable reported the Village still maintains the bond for this subdivision, but the developer needs additional time to complete the improvements.

Roll call vote.

Ayes: Kaiser, Bayer, McCarthy, Rychlik

Nays: None

Abstain: None  
Absent: Riess, David  
Motion carried.

2. Approval of the Final Acceptance of Hawthorn Hills Phase 1

Motion by McCarthy, second by Bayer to approve the Final Acceptance of Hawthorn Hills Phase 1.

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

3. Approval of the Release of Maintenance of Hawthorn Hills Phase 1 Letter of Credit No. 3140554 in the Amount of \$245,694.99

Motion by Kaiser, second by Rychlik to approve the Release of Maintenance of Hawthorn Hills Phase 1 Letter of Credit No. 3140554 in the Amount of \$245,694.99.

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

4. Approval of the Acceptance of High Pointe Estates – M/I Homes of Chicago, LLC, upon receipt of a Maintenance Bond in the amount of \$32,820.00 and final approval by Village Attorney

Motion by Kaiser, second by David to approve the Acceptance of High Pointe Estates – M/I Homes of Chicago, LLC, upon receipt of a Maintenance Bond in the amount of \$32,820.00 and final approval by Village Attorney.

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

5. Approval of the Release of the High Pointe Estates Bond No. CMS255494 in the Amount of \$110,787.60, upon receipt of a Maintenance Bond in the amount of \$32,820 and final approval by Village Attorney

Motion by Kaiser, second by David to approve the Release of the High Pointe Estates Bond No. CMS255494 in the Amount of \$110,787.60, upon receipt of a Maintenance Bond in the amount of \$32,820 and final approval by Village Attorney.

Trustee McCarthy questioned the amount being similar to the action item above. Ms. Frable clarified that the original bond will be released after the bill of sale is received. A maintenance bond has been received in today's mail.

Roll call vote.

Ayes: Kaiser, Bayer, McCarthy, Rychlik

Nays: None

Abstain: None

Absent: Riess, David

Motion carried.

6. Approval of an Ordinance Authorizing the Execution of a Bill of Sale and Assignment for High Pointe Estates – M/I Homes of Chicago, LLC, upon receipt of a Maintenance Bond in the amount of \$32,820 and final approval by Village Attorney

Motion by Kaiser, second by Bayer to approve an Ordinance Authorizing the Execution of a Bill of Sale and Assignment for High Pointe Estates – M/I Homes of Chicago, LLC, upon receipt of a Maintenance Bond in the amount of \$32,820 and final approval by Village Attorney.

Roll call vote.

Ayes: Kaiser, David, Bayer, McCarthy, Rychlik

Nays: None

Abstain: None

Absent: Riess

Motion carried.

## **VI. OLD BUSINESS**

- A. None this month.

## **VII. ADMINISTRATION REPORTS**

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

Ms. Newton thanked staff for their efforts on the Party in the Park event this year. She specifically thanked Amy Mason, Matt Bartlett, Schain Banks and Christopher B. Burke Engineering for their efforts. Oswego Brewing Company provided beer for the event. Staff has been working on the 2023 budget, the ARPA funds have been received and will be invested in various CD's for now. She also reported on the memorial garden event in the park as well as a possible land donation to the Village. She thanked Kim Stewart who has been working on a grant to develop this land.

B. Report from the Village Attorney

Mr. Standiford's report will be provided in Executive Session.

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's report is in the packet.

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

Ms. York reported MFT funds and the road referendum were discussed at the last Finance Committee meeting. The new road referendum funds are incorporated into the budget. She too confirmed \$589,000 in ARPA funds were received.

3. Public Safety Director/Interim Chief of Police – John Malcolm
  - a. Public Safety/Police Department's Report

Director Malcolm reported on the hiring of two new officers. He is also on the school committee reported on by Mayor DiMaggio. The department attended the 100<sup>th</sup> birthday party of a resident and attended a number of block parties in the Village. He also worked on the fees analysis with staff. He reported on the positive feedback he received at Party in the Park. Director Malcolm also reported on training sessions for active shooter and incident command by officers. Sgt. Canada and Ms. Filenko attended the records management workshop last week. Mayor DiMaggio asked Director Malcolm to ensure all officers have walked through our schools.

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

Ms. Frable reported the department has been busy with maintenance and special events as of late. She also reported the Old McHenry Road Phase 1 study meeting is this week at St. Matthew’s, and residents have been notified. The bike path at Gilmer and Old McHenry roads has been paved. The pavement management report has been approved, and Christopher B. Burke Engineering, Ltd. is working on this project. Ms. Frable reported the public works department has two positions open. She noted truck 811 was on the disposal list which was approved earlier this evening, so public works needs another truck.

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

Mr. Sullivan reported staff continues to work at Indian Creek Preserve. He also reported that former Mayor Joseph Mancino and his employees came out to assist with cleaning up and preserving the site. Additionally, Mr. Sullivan reported a memorial tree was purchased for Woodland Park this past week. The Rotary will be coming up with a Little Library for Indian Creek Preserve. Kim Stewart thanked Mr. Sullivan and Mr. Heinen for their efforts on the grant applications.

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

Mr. Heinen reported on the Forward Strides Planning, Building & Zoning meeting this week for an indoor riding area and expansion on the clinic. He also reported an application has been received for the Hawthorn Woods Country Club Phase 5 and 6. The Village has also received an application for the Fiore property. Their annexation agreement is set to expire next year, but with the potential expansion of the Aqua Illinois sewer and water lines, there has been interest in developing this property as of late. A meeting is set up with a commercial developer at the corner of Gilmer and Midlothian roads. Mr. Heinen is reaching out weekly to commercial contacts promoting our ready to go sites. Lastly, Stonebridge is wrapping up with two final permits coming in the near future. Trustee David asked Mr. Heinen about a possible location for a potential business.

## VIII. EXECUTIVE SESSION

- A. Probable or Pending Litigation – 5 ILCS 120/2(c) 11

Mayor DiMaggio noted the Board would be entering Executive Session for the purpose of Probable or Pending Litigation with no business being conducted after.

**IX. ADJOURNMENT**

Motion by Bayer, second by McCarthy to adjourn the meeting to Executive Session.

Roll call vote.

Ayes: Kaiser, David, Bayer, McCarthy, Rychlik

Nays: None

Abstain: None

Absent: Riess

Motion carried.

The meeting adjourned at 6:15 p.m.

Respectfully submitted,



Jan Filenko

Deputy Village Clerk