



**THE VILLAGE OF HAWTHORN WOODS
JOINT FINANCE/COMMITTEE OF THE WHOLE
AND
VILLAGE BOARD MEETING
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS
MONDAY, OCTOBER 24, 2022
6:00 P.M.**

MINUTES

I. CALL TO ORDER AND ROLL CALL

Finance Chair Jayne Kosik called the meeting to order at 6:02 p.m. Roll call indicated the following members were present: Trustees Kaiser, McCarthy, Rychlik, Bayer, and Mayor DiMaggio, and Finance Committee members Kosik, Kolseth and Hurst. Trustees Riess and 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, Public Safety Director/Interim Chief of Police John Malcolm, Village Engineer and Public Works Director Erika Frable, PE, and Director of Parks and Recreation Brian Sullivan.

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 this month.

IV. PRESENTATION AND OVERVIEW OF THE 2023 OPERATING AND CAPITAL BUDGET

Ms. Newton provided highlights of the 2023 Operating and Capital Budget. She highlighted the Village's accomplishments in 2022.

V. REVIEW AND DISCUSSION OF 2023 OPERATING AND CAPITAL BUDGET

Ms. York presented the 2023 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 28, 2022 Village Board meeting.

There were no questions.

VI. APPROVAL OF A MOTION TO RECOMMEND THE 2023 OPERATING AND CAPITAL BUDGET BE PLACED ON PUBLIC DISPLAY

Motion by Hurst, second by McCarthy to place the 2023 Operating and Capital Budget on public display.

Roll call vote.

Ayes: Kosik, McCarthy, Kolseth, Hurst

Nays: None

Absent: Riess, Singh Kalra

Motion carried.

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

Motion by McCarthy, second by Kolseth to adjourn the Joint Finance/Committee of the Whole meeting.

Roll call vote.

Ayes: Kosik, McCarthy, Kolseth, Hurst

Nays: None

Absent: Riess, Singh Kalra

Motion carried.

The Joint Finance/Committee of the Whole meeting adjourned at 6:51 p.m.

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

Mayor DiMaggio called the meeting to order at 7:09 p.m. Roll call indicated the following members were present: Mayor DiMaggio, Trustees Kaiser, Kosik, McCarthy and Rychlik. Trustees Riess and David were 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, Public Safety Director/Interim Chief of Police John Malcolm, Director of Parks and Recreation Brian Sullivan, Village Attorney Patrick Brankin.

IX. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

None this month.

X. PRESENTATIONS

- A. Recognition Achievement Awards – 2022 Summer Season Aquatic Center Saves: Caitlin Marino, Jack Van de Motter, Julia Bukowski, Keith Carter, Alec Sethna, and Jacob Hall

Mr. Sullivan highlighted the Recognition Achievement Awards for Caitlin Marino, Jack Van de Motter, Julia Bukowski, Keith Carter, Alec Sethna, and Jacob Hall.

- B. Arbor Day Foundation Growth Award

On behalf of Trustee Riess, Mr. Sullivan presented the Arbor Day Foundation Growth Award to the Mayor and Board of Trustees. He noted Hawthorn Woods was one of 22 communities in the state of Illinois to receive this award.

XI. MAYOR’S REPORT AND COMMITTEE REPORTS

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

1. Green Business Award – Helen Oliveri Real Estate

Ms. Newton highlighted the accomplishments of Ms. Oliveri this past year. Mayor DiMaggio presented the award to Ms. Oliveri.

2. Appointment of Deputy Chief

Director Malcolm announced he was appointing Sarah Canada as Deputy Chief. He recognized her family, friends, co-workers and members from other police and fire departments present for tonight’s appointments.

Ms. Canada has been a member of the Hawthorn Woods Police Department since December 2002, and presently holds the rank of sergeant. She served on the Lake County Metropolitan Enforcement Group, the Major Crash Assistance Team of Lake County, and she has served as a Field Training Officer. She has completed Basic Narcotics Investigations Training, 360 hours of Crash Investigations training, and is a Certified Taser ECD Instructor. She is also a Certified Child Passenger Safety Technician, and has attended John Reid Interviews and Interrogations. She has participated in the Juvenile Specialist Program, and is a Certified State of Illinois Crash Reconstruction Specialist, and has Crisis Intervention Team Training. She is the recipient of the Hawthorn Woods Police Department Traffic Safety Award, and received resolutions of appreciation in 2008, 2009, 2012, 2013, and 2014 for DUI enforcement. She also received Certificates of Recognition of Commendable DUI Enforcement, A.A.I.M. (Alliance Against Intoxicated Motorists) in 2010, 2013, 2014, and 2015. She has served as an advisor to the Lake Zurich Explorer Post 2 since

1995, and she graduated from the Northwestern Supervision of Police Personnel in 2008.

Mayor DiMaggio administered the Oath of Office.

3. Promotion of Police Officer to Sergeant

Director Malcolm announced the promotion of Anthony Cortez to the rank of Sergeant. He highlighted the accomplishments of Officer Cortez, which include: Member and squad leader of ILEAS Mobile Field Force, member of Lake County Major Crimes Task Force, Certified Homicide Investigator, President of the Metropolitan Alliance of Police (MAP) Chapter 483, Field Training Officer, Rapid Deployment Instructor, REID interview and interrogation trained, Certified Background Investigator, Certified Car Seat Technician, awards in DUI enforcement and life saving commendation, and he was previously a small business owner in the shipping industry.

Mayor DiMaggio administered the Oath of Office.

Mayor DiMaggio announced there would be a break to celebrate the promotions. A break was taken at 7:36 p.m.

At 7:56 p.m., the Board meeting resumed with the previous present Board member still in attendance.

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

No report.

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 an Amendment to the Existing Special Use Permit Related to the Proposed Construction of an Additional Building and Other Departures from the Existing Planned Unit Development Such as Lot Coverage and Number of Buildings on the Property Located at 24630 N. Old McHenry Road—Kimberly Wasson—Forward Stride Stables

Motion by Rychlik, second by Bayer to approve an Ordinance Granting an Amendment to the Existing Special Use Permit Related to the Proposed Construction of an Additional Building and Other Departures from the Existing

Planned Unit Development Such as Lot Coverage and Number of Buildings on the Property Located at 24630 N. Old McHenry Road—Kimberly Wasson—Forward Stride Stables.

Roll call vote.

Ayes: Kaiser, McCarthy, Rychlik, Bayer

Nays: None

Absent: Riess, David

Motion passed.

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

No report.

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

Trustee Kaiser highlighted the awards won by the Village at the America In Bloom Symposium.

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

No report.

XII. NEW BUSINESS

A. Consent Agenda

1. Approval of the September 26, 2022 Village Board Meeting Minutes
2. Approval of Bills List Dated October 2022
3. Approval of Paid List Dated October 2022
4. Approval of the 2023 Meeting Calendar
5. Approval of a Recommendation by the Finance Committee to Place the 2023 Village Budget on Public Display
6. Approval of an Ordinance Authorizing the Renewal of Aggregation Program for Electrical Load
7. Approval of an Ordinance Authorizing the Execution of an Independent Contractor Agreement for Drama/Theatre Instruction with Cricket Theatre of Lake Zurich

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

Roll call vote:

Ayes: Kaiser, McCarthy, Rychlik, Bayer

Nays: None

Absent: Riess, David

Motion passed.

B. Items for Separate Action

1. None this month.

XIII. OLD BUSINESS

- A. None this month.

XIV. ADMINISTRATION REPORTS

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

Ms. Newton reported that her report as well as the reports of all department heads are in the packet.

B. Report from the Village Attorney

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

C. 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 announced the nominating papers for the April 4, 2023 Consolidated Election are available in the Clerk's office, or via email. The first day to file is December 12, 2022 and the last day to file is December 19, 2022 at 5:00 p.m. Trustees Riess, David and Bayer's seats are up this term.

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

Ms. York's report is in the packet.

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

Mr. Malcolm’s report is in the packet.

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’s report is in the packet.

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

Mr. Heinen’s report is in the packet.

XV. EXECUTIVE SESSION

A. Probable or Pending Litigation

Motion by McCarthy, second by Rychlik to enter into Executive Session for the purposes of Probable or Pending Litigation. Mayor DiMaggio noted no business would take place after Executive Session.

Roll call vote.

Ayes: Kaiser, McCarthy, Rychlik, Bayer

Nays: None

Absent: Riess, David

Motion passed.

XVI. ADJOURNMENT

The meeting adjourned to Executive Session at 8:22 p.m.

Respectfully submitted,



Donna Lobaito
Village Clerk