



**THE VILLAGE OF HAWTHORN WOODS
VILLAGE BOARD MEETING
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS
MONDAY, FEBRUARY 27, 2023
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, McCarthy, Rychlik, Bayer, and Hurst. Absent was Trustee David.

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/Interim Chief of Police John Malcolm, Public Works Director/Village Engineer Erika Frable, PE, Parks and Recreation Director Brian Sullivan, Community Development Director Chris Heinen, Director of Community Engagement Amy Mason, and Village Attorney Patrick Brankin.

II. PLEDGE OF ALLEGIANCE

III. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

IV. PRESENTATION AND APPROVAL OF MONUMENT SIGN DESIGN—DANIEL GROVE, KIMLEY HORN

Daniel Grove reviewed with the Board the designs prepared for monument entrance signs. He will prepare design intent drawings for the Village to go out to bid.

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

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

1. Approval of Kurt Preble to the Planning, Building and Zoning Commission

Roll call vote.

Ayes: Kaiser, Bayer, McCarthy, Rychlik, Hurst

Nays: None

Abstain: None

Absent: David

Motion carried.

Mr. Preble introduced himself to the Board. He moved to Hawthorn Woods in 1984 and is the principal of West Oak School in Diamond Lake.

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

No report this 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

No report this month.

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

Trustee McCarthy reported the committee discussed the investment policy and reserve policy.

1. Approval of October 2022 Financial Statements

Motion by Hurst, second by McCarthy to approve the October 2022 Financial Statements.

Roll call vote.

Ayes: Kaiser, Bayer, McCarthy, Rychlik, Hurst

Nays: None

Abstain: None

Absent: David

Motion carried.

2. Approval of November 2022 Financial Statements

Motion by McCarthy, second by Hurst to approve the November 2022 Financial Statements.

Roll call vote.

Ayes: Kaiser, Bayer, McCarthy, Rychlik, Hurst

Nays: None

Abstain: None

Absent: David

Motion carried.

F. Hawthorn Woods In Bloom-----Lauren Vondrasek, Chair
James W. Kaiser, Trustee Liaison
No report this month.

G. Public Safety Department-----Mayor Dominick DiMaggio, Liaison
Chief Malcolm reported the Emergency Operations Plan addresses procedures to follow in the event of a train derailment.

V. NEW BUSINESS

A. Consent Agenda

1. Approval of the January 23, 2023 Village Board Meeting Minutes
2. Approval of Bills List Dated February 2023
3. Approval of Paid List Dated February 2023
4. Approval of an Ordinance Providing for the Official Zoning Map of the Village of Hawthorn Woods, Lake County, Illinois
5. Approval of an Ordinance Authorizing the Sale or Disposal of Personal Property Owned by the Village of Hawthorn Woods
6. Approval of an Ordinance Authorizing the Execution of a Certain Copier Lease and Maintenance Agreement—Impact Networking
7. Approval of an Amended Ordinance Authorizing the Mayor and Chief Operating Officer to Enter Into an Agreement With the Lake Zurich Lacrosse Club
8. Approval of an Ordinance Authorizing the Execution of a Memorandum of Understanding for Flock Safety
9. Approval of an Ordinance Authorizing the Execution of an Agreement—Summer Concert—Bossydog
10. Approval of an Ordinance Authorizing the Execution of an Agreement—Summer Concert—Saturday June Band
11. Approval of an Ordinance Authorizing the Execution of an Agreement—Summer Concert—Second Time Around
12. Approval of an Ordinance Authorizing the Execution of an Agreement—Summer Concert—Save the Clocktower
13. Approval of an Ordinance Authorizing the Execution of an Agreement—Summer Concert—Ken Kuhn & Split Hook
14. Approval of an Ordinance Authorizing the Execution of an Agreement—Summer Concert—The Centaurs
15. Approval of an Ordinance Authorizing the Execution of an Agreement—Summer Concert—John Lambert
16. Approval of an Ordinance Authorizing the Execution of an Agreement—Summer Concert—Comstock Lode
17. Approval of an Ordinance Authorizing the Execution of an Agreement—Summer Concert—Funktonic
18. Approval of an Ordinance Authorizing the Execution of an Agreement—Summer Concert—Out of Storage Band

19. Approval of an Ordinance Authorizing the Execution of an Agreement—
Summer Concert—Chicago Funk Band
20. Approval of an Ordinance Authorizing the Execution of an Agreement—
Summer Concert—Face N Time
21. Approval of an Ordinance Authorizing the Execution of an Agreement—
Summer Concert—Déjà Vu
22. Approval of an Ordinance Ratifying and Confirming the Execution of a
Previously Executed Agreement—Anabel Roda
23. Approval of an Ordinance Ratifying and Confirming the Execution of a
Previously Executed Agreement—MP Music LLC
24. Approval of an Ordinance Suspending Nepotism Provisions of Personnel
Manual

Items #4 was removed from the Consent Agenda.

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

Roll call vote.

Ayes: Kaiser, Bayer, McCarthy, Rychlik, Hurst

Nays: None

Abstain: None

Absent: David

Motion carried.

Motion by Rychlik, second by Kaiser to approve Consent Agenda item #4, approval of an Ordinance Providing for the Official Zoning Map of the Village of Hawthorn Woods, Lake County, Illinois.

Trustee Kaiser asked if the map could be color coded by zoning district. Staff will work to address this request.

Roll call vote.

Ayes: Kaiser, Bayer, McCarthy, Rychlik, Hurst

Nays: None

Abstain: None

Absent: David

Motion carried.

B. Items for Separate Action

1. None this month.

VI. OLD BUSINESS

- A. None this month.

VII. ADMINISTRATION REPORTS

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

Ms. Newton reported on the legislative breakfast she attended and her meetings with legislators to assist with obtaining grants.

- B. Report from the Village Attorney

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

- C. Annual Reports from Department Heads

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

Ms. Lobaito reported the new phone system has been installed, and that document management is one of her main goals for 2023.

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

Ms. York reported on the status of the audit.

- 3. Public Safety Director/Interim Chief of Police – John Malcolm

Director Malcolm reported on personnel, school safety training, CPR training, the recent ice storm, and the terms of the new Flock Safety agreement. He presented to the Board the new bullet proof vests with rifle plates.

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

Ms. Frable reported she is reviewing the draft pavement management report. Additionally, Christopher B. Burke Engineering is in the design phase for road reconstruction. She has been active in participating in the OMX discussions.

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

Mr. Sullivan reported there will be a volunteer clean-up day on March 25th at the Indian Creek Preserve. He complimented Christopher B. Burke Engineering for their design work at Meadowlark Park. He noted the standing water which was normally found on the property at this time of year dissipated due to the engineering design.

- 6. Director of Community Development – Chris Heinen

Mr. Heinen reported there has been much of interest in residential, commercial and mixed use developments. The event venue received their access approval from LCDOT. The facility will be known as the Barn at Timber Point. M/I Homes will host an open house on March 9th at their model home.

7. Director of Community Engagement – Amy Mason, MPA, CPRP

Ms. Mason reported the Sweetheart Family Dance was held recently and received positive press in the Daily Herald. The Village received a \$15,000 grant to plant trees at the Hawthorn Heritage Outdoor Museum Trail at Community Park. She also reminded the Board about the upcoming golf outing on May 22nd.

VIII. EXECUTIVE SESSION

- A. Probable or Pending Litigation – 5 ILCS 120/2© 11 and Executive Session Minutes – 5 ILCS 120/2(c) 21

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

IX. ADJOURNMENT

Motion by Rychlik, second by Kaiser to adjourn the meeting to Executive Session.

Roll call vote.

Ayes: Kaiser, Bayer, McCarthy, Rychlik, Hurst

Nays: None

Abstain: None

Absent: David

Motion carried.

The meeting adjourned at 6:24 p.m.

Respectfully submitted,



Donna Lobaito
Village Clerk

