



**THE VILLAGE OF HAWTHORN WOODS
VILLAGE BOARD MEETING
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS
MONDAY, MARCH 27, 2023
5:00 P.M.**

MINUTES

I. CALL TO ORDER AND ROLL CALL

Mayor DiMaggio called the meeting to order at 5:04 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, Director of Community Engagement Amy Mason, and Village Attorney Patrick Brankin.

II. PLEDGE OF ALLEGIANCE

III. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

None this month.

IV. PRESENTATION –ARBOR DAY FOUNDATION’S TREE CITY AWARD

Trustee Hurst announced the Arbor Day Foundation has awarded Hawthorn Woods the Tree City Award for the eighth consecutive year and the Growth Award for the second year.

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

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

1. Reappointment of Dante Tisci to the Planning, Building and Zoning Commission

Roll call vote.

Ayes: Kaiser, Bayer, McCarthy, Rychlik, Hurst

Nays: None

Abstain: None

Absent: David

Motion carried.

Mayor DiMaggio reported that he and Ms. Newton have been meeting with various elected officials. Additionally, they met with members of the police department. Mayor DiMaggio attended the MI Homes ribbon cutting ceremony at the Hawthorn Woods Country Club. He continues to serve on the task force for school safety at District 95. Mayor DiMaggio also met with Community Development Director Chris Heinen to discuss potential development opportunities.

B. Sustainability Committee-----John Bickley, Chair
Anne Hurst, Trustee Liaison

Trustee Hurst reported the committee heard a presentation relating to the Girl Scout Silver Award. They also discussed the Adopt-A-Highway program and the May 6 Arbor Day sapling give-away at the Aquatic Center from 9:00 a.m. – noon.

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 Granting a Minor Amendment to the Existing Special Use Permit Related to the Proposed Alternation to the Existing Monument Sign on the Property Located at 24630 N. Old McHenry Road—KRW Holdings, LLC

Motion by Kaiser, second by McCarthy to approve an Ordinance Granting a Minor Amendment to the Existing Special Use Permit Related to the Proposed Alternation to the Existing Monument Sign on the Property Located at 24630 N. Old McHenry Road—KRW Holdings, LLC.

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

- 2. Approval of an Ordinance Rezoning Land Within the Village of Hawthorn Woods to OS Open Space District—Approximately 2.34 Acres—516 Old McHenry Road—Located Northwest of the Intersection of Old McHenry Road and Darlington Drive

Motion by Hurst, second by Rychlik to approve an Ordinance Rezoning Land Within the Village of Hawthorn Woods to OS Open Space District—Approximately 2.34 Acres—516 Old McHenry Road—Located Northwest of the Intersection of Old McHenry Road and Darlington Drive.

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

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

1. Approval of January 2023 Financial Statements

Motion by McCarthy, second by Kaiser to approve the January 2023 Financial Statements.

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

2. Approval of the Fund Balance Reserve Policy

Motion by Bayer, second by McCarthy to approve the Fund Balance Reserve Policy.

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

Ms. Newton noted the America In Bloom judges will be in town in July.

G. Public Safety Department-----Mayor Dominick DiMaggio, Liaison

Chief Malcolm reported he met with Mayor DiMaggio for updates related to personnel, training and school safety.

VI. NEW BUSINESS

A. Consent Agenda

1. Approval of the February 27, 2023 Village Board Meeting Minutes
2. Approval of Bills List Dated March 2023
3. Approval of Paid List Dated March 2023
4. Approval of an Ordinance Authorizing the Sale or Disposal of Personal Property Owned by the Village of Hawthorn Woods
5. Approval of an Ordinance Authorizing the Village to Enter Into an Intergovernmental Agreement Between Ela Township's Health and Wellness Department
6. Approval of an Ordinance Authorizing the Village to Enter Into an Intergovernmental Agreement with the Village of Wauconda for the Placement of a Flock Camera
7. Approval of an Ordinance Authorizing the Mayor and Chief Operating Officer to Approve and Execute an Adopt-A-Highway Agreement #32D with the Lake County Department of Transportation
8. Approval of an Ordinance Authorizing the Execution of an Independent Contractor Agreement for Youth Taekwondo Instruction with Ong Taekwondo Academy of Harwood Heights, Illinois
9. Approval of an Ordinance Authorizing the Execution of an Independent Contractor Agreement for Youth Soccer Instruction With Hawthorn Woods Elite Soccer of Wauconda, Illinois
10. Approval of an Ordinance Authorizing the Execution of a Cash Bond Agreement—HH-HW-RE, LLC—27901 Gilmer Road, Hawthorn Woods, IL
11. Approval of an Ordinance Amending the Village Code of the Village of Hawthorn Woods—Title 11, Subsection 11-1-1.A.6—Athletic Field Rental
12. Approval of an Ordinance Authorizing Chief Operating Officer to Award and Execute the 2023-2025 Landscape Maintenance Including Mowing, Fertilization, Weed Control and Pruning Maintenance to Milieu Landscaping
13. Approval of a Resolution—Arbor Day Proclamation

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

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.

VII. OLD BUSINESS

- A. None this month.

VIII. ADMINISTRATION REPORTS

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

Ms. Newton indicated she has been working on grant applications and utility opportunities.

- 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 copiers had been installed, and she has completed the annual FOIA and OMA training. She also reported on her work with staff on various development opportunities.

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

Ms. York reported the Village received an award from GFOA for the annual PAFR.

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

Director Malcolm reported on the new officers, with one in the police academy right now. He indicated the department should be receiving their new squad cars soon. The department participated in taser training with the Village of Kildeer officers. School safety is a top priority for the department.

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

Ms. Frable report is in the packet.

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

Mr. Sullivan reported he is finalizing the fireworks package. He noted the Indian Creek clean-up event was cancelled last Saturday due to snow.

- 6. Director of Community Development – Chris Heinen

Mr. Heinen's report is in the packet.

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

Ms. Mason discussed the golf outing scheduled for May 22. Spring soccer starts next week, and Bark in the Park will be held on April 15.

IX. 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.

X. ADJOURNMENT

Motion by Kaiser, second by Hurst 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 5:51 p.m.

Respectfully submitted,



Donna Lobaito
Village Clerk