



**THE VILLAGE OF HAWTHORN WOODS  
SPECIAL JOINT FINANCE/COMMITTEE OF THE WHOLE  
AND  
SPECIAL VILLAGE BOARD MEETING  
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS  
MONDAY, OCTOBER 16, 2023  
5:00 P.M.**

**MINUTES**

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

Finance Chair Jayne Kosik called the meeting to order at 5:09 p.m. Roll call indicated the following members were present: Trustees Kaiser, McCarthy, Rychlik, Bayer, Hurst, Laman, and Mayor DiMaggio, and Finance Committee members Kosik, and Hurst. Finance Committee member Kolseth 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, Community Development Director Chris Heinen, and Community Engagement Director Amy Mason.

**II. PLEDGE OF ALLEGIANCE**

**III. ADMINISTRATION OF THE OATH OF OFFICE – POLICE OFFICER MARY TESINSKY**

Mayor DiMaggio administered the Oath of Office to Police Officer Mary Tesinsky.

**IV. 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.

Mr. Kolseth arrived at the meeting at 5:20 p.m.

**V. PRESENTATION AND OVERVIEW OF THE 2024 OPERATING AND CAPITAL BUDGET**

Ms. Newton provided highlights of the 2024 Operating and Capital Budget. She highlighted the Village's accomplishments in 2023.

**VI. REVIEW AND DISCUSSION OF 2024 OPERATING AND CAPITAL BUDGET**

Ms. York presented the 2024 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 27, 2023 Village Board meeting.

There were no questions.

**VII. APPROVAL OF A MOTION TO RECOMMEND THE 2024 OPERATING AND CAPITAL BUDGET BE PLACED ON PUBLIC DISPLAY**

Motion by McCarthy, second by Hurst to place the 2024 Operating and Capital Budget on public display.

Roll call vote.

Ayes: Kosik, McCarthy, Kolseth, Hurst, Bayer

Nays: None

Absent: None

Motion carried.

**VIII. ADJOURNMENT OF JOINT FINANCE/COMMITTEE OF THE WHOLE MEETING**

Motion by Kaiser, second by Laman to adjourn the Joint Finance/Committee of the Whole meeting.

Roll call vote.

Ayes: Kosik, McCarthy, Kolseth, Bayer, Hurst, Kaiser, Rychlik, Laman

Nays: None

Absent: None

Motion carried.

The Joint Finance/Committee of the Whole meeting adjourned at 6:01 p.m.

**IX. CALL TO ORDER AND ROLL CALL OF THE VILLAGE BOARD MEETING**

Mayor DiMaggio called the meeting to order at 6:04 p.m. Roll call indicated the following members were present: Mayor DiMaggio, Trustees Kaiser, McCarthy, Rychlik, Bayer, Hurst, Laman.

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, Community Development Director Chris Heinen, Community Engagement Director Amy Mason, and Village Attorney Nicholas Standiford.

**X. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD**

None this month.

**XI. MAYOR’S REPORT AND COMMITTEE REPORTS**

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

1. Appointment of Neil Koplitz to the Police Pension Fund Board

Motion by Rychlik, second by Bayer to appoint Neil Koplitz to the Police Pension Fund Board.

Roll call vote.

Ayes: Kaiser, McCarthy, Rychlik, Bayer, Hurst, Laman

Nays: None

Absent: None

Motion carried.

B. Sustainability Committee-----John Bickley, Chair  
Steve Riess, Trustee Liaison  
Trustee Hurst announced the Adopt-A-Highway event on November 4, 2023. She indicated their committee is in need of one more member.

C. Zoning Board of Appeals-----John Kosik, Chair  
Cathy Bayer, Liaison  
No report.

D. Planning Commission-----Jim Merkel, Chair  
Thomas Rychlik, Liaison  
No report.

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 reported that Ryan Mathy was a Community Champion nominee at the America In Bloom Symposium, and that the Village was a Community Champion.

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

No report.

## **XII. NEW BUSINESS**

### **A. Consent Agenda**

1. Approval of the September 18, 2023 Village Board Meeting Minutes
2. Approval of Bills List Dated October 2023
3. Approval of Paid List Dated October 2023
4. Approval of an Ordinance Amending the Village Code of the Village of Hawthorn Woods—Title 1, Subsection 1-5-7.B4—Electronic Attendance at Meetings—Prerequisites
5. Approval of an Ordinance Identifying and Correcting a Scrivener’s Error Relating to Ordinance No. 2206-22, “An Ordinance Granting a Special Use Permit for a Planned Unit Development for an Event Venue and Granting Certain Relief from the Village’s Zoning Ordinance—HH-HW-RE, LLC—Intersection of Gilmer Road and Illinois Route 176”
6. Approval of an Ordinance Authorizing the Execution of an Agreement with McCann to Purchase Case 580 Super N Wide Track in an Amount Not to Exceed \$79,900
7. Approval of the 2024 Meeting Calendar
8. Approval of a Recommendation by the Finance Committee to Place the 2024 Village Budget on Public Display
9. Approval of a Resolution Proclaiming the Week of October 23-27, 2023 Red Ribbon Week

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

Roll call vote:

Ayes: Kaiser, McCarthy, Rychlik, Bayer, Hurst, Laman

Nays: None

Absent: None

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 on the Party in the Park event as well as the America In Bloom Symposium.

B. Report from the Village Attorney

No report.

C. Reports from Department Heads

1. Chief Administrative Officer – Donna Lobaito, RMC, CMC
  - a. Chief Administrative Officer’s Report

Ms. Lobaito provided a status report on solicitors and the Adopt a Legislator program she attended through the Illinois Farm Bureau.

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

Ms. York reported on the budget.

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

Mr. Malcolm reported on the status of the two officers in field training, the new squad car, training, school safety, and extra patrols.

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

Ms. Frable updated the Board on pavement patching, the closure of Old McHenry Road for a week, the hiring of a new employee, and thanked staff for their work on the budget. There was discussion about the suspension of the Quiet Zone in neighboring communities.

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 reported on the status of the event venue construction, the bank construction, and the quotes for the monument entry signs.

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

- a. Ms. Mason reported on the Party in the Park, the Lake County Symphony Orchestra, the Movie in the Barn, and she thanked our sponsors. Next year’s Party in the Park will be held on September 7, 2024.

**XV. ADJOURNMENT**

Motion by Rychlik, second by Hurst to adjourn the Special Village Board meeting.

Roll call vote:

Ayes: Kaiser, McCarthy, Rychlik, Bayer, Hurst, Laman

Nays: None

Absent: None

Motion passed.

The meeting adjourned at 6:44 p.m.

Respectfully submitted,



Donna Lobaito  
Village Clerk