



**THE VILLAGE OF HAWTHORN WOODS
VILLAGE BOARD MEETING
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS
MONDAY, JANUARY 22, 2024
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, Hurst, and Laman.

Also present were Chief Operating Officer Pamela Newton, Chief Administrative Officer and Village Clerk Donna Lobaito, Chief Financial Officer Katreina Koprowski, 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

Mary Kozub, President of Ancient Oaks Foundation – Ms. Kozub outlined the buckthorn removal program whereby dedicated funds can be used by citizens to remove buckthorn from their properties.

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

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

1. Approval of the Mayor’s Monarch Proclamation

Motion by Hurst, second by Laman to approve the Mayor’s Monarch Proclamation.

Roll call vote.

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

Nays: None

Abstain: None

Absent: None

Motion carried.

2. Executive Order Relating to Unscheduled Bus Stops

Mayor DiMaggio noted the Village Board recently passed an ordinance relating to unscheduled bus stops. He informed the Board that he signed an Executive Order relating to the same.

- B. Sustainability Committee-----John Bickley, Chair
Anne Hurst, Trustee Liaison
Trustee Hurst reported that the committee discussed their achievements, 2024 goals, Arbor Day and Adopt-A-Highway programs.
- 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
No report this month.
- 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
No report this month.

V. NEW BUSINESS

A. Consent Agenda

1. Approval of the November 27, 2023 Village Board Meeting Minutes
2. Approval of the December 20, 2023 Special Village Board Meeting Minutes
3. Approval of the January 8, 2024 Special Village Board Meeting Minutes
4. Approval of Bills List Dated January 2024
5. Approval of Paid List Dated January 2024
6. Approval of a Resolution Making a Determination Relative to the Ratification and Approval, Release of Executive Session Minutes and Destruction of Executive Session Tapes Pursuant to the Illinois Open Meetings Act
7. Approval of a Resolution Recognizing National Engineer’s Week 2024
8. Approval of Brian Sullivan to Attend and Vote at the Illinois Association of Park District’s Annual Business Meeting

Item #1 was removed from the Consent Agenda.

Motion by Rychlik, second by McCarthy to approve the Consent Agenda with the exception of item #1.

Roll call vote.

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

Nays: None

Abstain: None

Absent: None

Motion carried.

Motion by Rychlik, second by Laman to approve Item #1, Approval of the November 27, 2023 Village Board Meeting Minutes. Trustee Hurst corrected some wording under the Sustainability Committee report.

Amended motion by Rychlik, amended second by Laman to approve the November 27, 2023 Village Board Meeting Minutes with noted corrections.

Roll call vote.

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

Nays: None

Abstain: None

Absent: None

Motion carried.

B. Items for Separate Action

1. None this month.

VI. OLD BUSINESS

- A. None this month.

VII. ADMINISTRATION ANNUAL REPORTS

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

Ms. Newton provided an update on the accomplishments from 2023, which included reserve funds, retail development, the OMX project, annexations, Indian Creek culvert project, Aquatic Center debt, and the paving plans for Community Park. She also reported staff is working on a formal objection to the proposed Aqua Illinois rate hike request.

B. Report from the Village Attorney

No report this month.

C. Annual Reports from Department Heads

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

Ms. Lobaito reported on the disposal of records, development meetings, Freedom of Information requests and her volunteerism as a member of the Finance Committee of the Municipal Clerks of Illinois and a member of the Policy Review Committee of the International Institute of Municipal Clerks.

2. Chief Financial Officer – Katreina Koprowski, MBA, MSA

Ms. Koprowski reported on the audit, the Certificate of Achievement through the GFOA, the annual budget, and the updated employee handbook.

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

Director Malcolm reported on personnel and training, one retirement, the promotion of two sergeants and three new officers. Additionally, he reported on equipment purchases made possible through the Police Support Fund. He also reported on school safety training with District 95 and St. Matthew's School. He noted Jan Filenko will be retiring from the department on March 15, 2024 after 18 years of service.

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

Ms. Frable reported on the road referendum, plans for improvements to Indian Creek Road, the cold storage grant, the Community Park parking lot resurfacing, and equipment upgrades in the department.

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

Mr. Sullivan reported on staffing changes in the department. He also reported on the construction of a cricket pitch in one of the parks, the opening of Phase II of Indian Creek Preserve and cost savings measures taken by the department.

6. Director of Community Development – Chris Heinen

Mr. Heinen reported on the opening of the Hawthorn Woods Community Bank, the soon to be opened Barn at Timber Pointe events venue, the re-platting of Phases 5 and 6 in the Hawthorn Woods Country Club, the extension of Aqua Illinois utilities in the northern area of the Village, and meetings for future development of properties in and around the community.

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

Ms. Mason reported that the golf outing fundraising was a record year for the Village. Soccer and Woodchuck camps saw record attendance this past year. The Village has increased the number of program offerings to the residents. She also thanked our local sponsors for supporting our community events this past year.

VIII. EXECUTIVE SESSION

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

Mayor DiMaggio noted there would be no Executive Session this evening.

IX. ADJOURNMENT

Motion by Bayer, second by Kaiser to adjourn the meeting.

Roll call vote.

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

Nays: None

Abstain: None

Absent: None

Motion carried.

The meeting adjourned at 6:31 p.m.

Respectfully submitted,



Donna Lobaito
Village Clerk