



**THE VILLAGE OF HAWTHORN WOODS
VILLAGE BOARD MEETING
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS
MONDAY, APRIL 15, 2024
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, 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 Nicholas Standiford.

II. PLEDGE OF ALLEGIANCE

III. PRESENTATIONS

- A. Approval of a Resolution in Recognition of the Retirement of Assistant Director of Public Works Matt Bartlett

Motion by McCarthy, second by Rychlik to approve a Resolution in Recognition of the Retirement of Assistant Director of Public Works Matt Bartlett.

Mayor DiMaggio thanked Mr. Bartlett for his years of dedicated service to the Village. Ms. Lobaito read the resolution into the record. Mr. Bartlett thanked the Village for the opportunity he had to work for Hawthorn Woods.

IV. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

Diane Holder, 13 Harborside Way – Ms. Holder also thanked Mr. Bartlett for his service. She asked when MI Homes was going to be scheduled before the Planning, Building and Zoning Commission for Phase 5 and 6. Mr. Heinen thought it would be at the end of May or beginning of June.

Mr. Zimmermann, 5 Rutgers Court – Mr. Zimmermann asked about the Village ending their agreement with SRACLC. Mayor DiMaggio responded the Village provided a letter of intent to leave SRACLC in a year from now so that we can explore other options.

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

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

Mayor DiMaggio reported on his attendance at the Grand Opening of the Hawthorn Woods Community Bank.

1. Appointment of Rosey Madulara to the Hawthorn Woods In Bloom Committee

Motion by Hurst, second by Kaiser to appoint Rosey Madulara to the Hawthorn Woods In Bloom Committee.

Roll call vote.

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

Nays: None

Abstain: None

Absent: None

Motion carried.

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

Anne Hurst, Trustee Liaison

Trustee Hurst reported that the Adopt-A-Highway would be held on April 21st at 9:00 a.m., and the Arbor Day tree giveaway would be held on May 4th at 9:00 a.m. at the Aquatic Center.

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

1. Approval of the February 2024 Financial Statements

Motion by McCarthy, second by Bayer to approve the February 2024 Financial Statements.

Roll call vote.

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

Nays: None

Abstain: None

Absent: None

Motion carried.

2. Approval to Dissolve and Close SSA #1, SSA #2 and SSA #3 Debt Service Accounts and Transfer Funds to the Road Program

Motion by Bayer, second by Kaiser to approve the dissolution and closure of the SSA #1, SSA #2 and SSA #3 Debt Service Accounts and Transfer Funds to the Road Program.

Trustee McCarthy mentioned this action was discussed with Village Attorney Patrick Brankin, and the money will be moved to the roadway fund.

Roll call vote.

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

Nays: None

Abstain: None

Absent: None

Motion carried.

- F. Hawthorn Woods In Bloom-----Lauren Vondrasek, Chair
James W. Kaiser, Trustee Liaison
Trustee Kaiser reported the America In Bloom judges will be in town June 6 and 7, 2024.

- G. Public Safety Department-----Mayor Dominick DiMaggio, Liaison
Mayor DiMaggio reported he met with Chief Malcolm, and he is happy with the direction of the department and the new officers.

VI. NEW BUSINESS

A. Consent Agenda

1. Approval of the March 25, 2024 Village Board Meeting Minutes
2. Approval of the March 27, 2024 Special Village Board Meeting Minutes
3. Approval of Bills List Dated April 2024
4. Approval of Paid List Dated April 2024
5. Approval of an Ordinance Ratifying and Confirming the Execution of a Previously Executed Agreement—J & M Displays, Inc.—Third of July 2024 Fireworks Display
6. Approval of an Ordinance Authorizing the Sale or Disposal of Personal Property Owned by the Village of Hawthorn Woods
7. Approval of an Ordinance Authorizing Pamela Newton to Execute Certain Contracts
8. Approval of a Resolution Proclaiming Municipal Clerks Week May 5 – 11, 2024

9. Approval of a Resolution Recognizing National Public Works Week 2024, “Advancing Quality of Life for All”
10. Approval of a Resolution Recognizing National Police Week 2024
11. Approval of an Updated Reciprocal Agreement—Illinois Department of Revenue

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

Roll call vote.

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

Nays: None

Abstain: None

Absent: None

Motion carried.

B. Items for Separate Action

1. Approval of an Ordinance Authorizing the Mayor and Village Clerk to Award and Execute the Contract for Community Park Parking Lot to Schroeder Asphalt Services, Inc.

Motion by Hurst, second by Laman to approve an Ordinance Authorizing the Mayor and Village Clerk to Award and Execute the Contract for Community Park Parking Lot to Schroeder Asphalt Services, Inc.

Ms. Lobaito mentioned that the motion should reflect the approval is subject to Village Attorney review and approval.

Amended motion by Hurst, second by Laman to approve an Ordinance Authorizing the Mayor and Village Clerk to Award and Execute the Contract for Community Park Parking Lot to Schroeder Asphalt Services, Inc., subject to Village Attorney review and approval.

Roll call vote.

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

Nays: None

Abstain: None

Absent: None

Motion carried.

2. Approval of an Ordinance Authorizing the Mayor and Village Clerk to Award and Execute the Contract for 2024 Street Program to Geske & Sons, Inc.

Ms. Lobaito mentioned this motion should include its approval being subject to Village Attorney review and approval.

Motion by Hurst, second by Rychlik to approve an Ordinance Authorizing the Mayor and Village Clerk to Award and Execute the Contract for 2024 Street Program to Geske & Sons, Inc., subject to Village Attorney review and approval.

Roll call vote.

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

Nays: None

Abstain: None

Absent: None

Motion carried.

VII. OLD BUSINESS

- A. None this month.

VIII. ADMINISTRATION REPORTS

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

Ms. Newton reported on the four planned capital improvement projects for 2024. The Village will be undertaking the Community Park parking lot resurfacing, the Cold Storage project, the Indian Creek culvert replacement project, and the 2024 Street Program.

- B. Report from the Village Attorney

Mr. Standiford mentioned there would be no need for Executive Session this evening.

- C. Reports from Department Heads

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

Ms. Lobaito reported on her work on the solar energy system project during the month of March, and provided an update to the Village Board on transparency.

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

Ms. Koprowski reported that the audit is being finalized, the EAV in the Village has increased, the current money market and CD rates at Hawthorn Woods Community Bank, and the work to improve the accounts payable process.

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

Director Malcolm reported on the department's assistance with a brush fire at Fairfield Road and Lochanora Drive. He reported on the status of various grants. Director Malcolm also updated the Board on the software upgrades taking place and

the department moving closer to e-citations with mobile printers. Sgt. Behan celebrated his 10-year anniversary with the department. He reported on the status of DUI arrests and traffic stops. The department was represented at the local schools for High Five Friday. Director Malcolm continues to serve on the District 95 Safety Committee, and he is working through the dispatch services contract.

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

Ms. Frable reported on the recent bid openings. She informed the Board she has two employees working on their CDL licenses. She and Mr. Bartlett are working on a transition plan for his retirement. She thanked Mr. Bartlett for his years of service.

a. IDOT/LCDOT Report

Ms. Frable updated the Board on various IDOT/LCDOT projects.

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

Mr. Sullivan reported that John Bickley would like to remain on the Sustainability Committee, but no longer wants to serve as the chair. Mr. Sullivan reported on the Girl Scouts assistance with the Adopt-A-Highway and tree giveaway projects. He reported on the clearing of trees on the trails at Heritage Oaks Park, and staffing. He thanked Mr. Bartlett for his service.

6. Director of Community Development – Chris Heinen

Mr. Heinen reported that MI Homes has secured 57 out of 105 permits in the Hawthorn Woods Country Club, and they are in for Phase 5 and 6 review. MI Homes is also looking at a townhome project in the Village. Mr. Heinen met with a commercial developer at Midlothian and Old McHenry roads. The Barn at Timber Pointe held a soft opening and they anticipate opening mid-May for Mother's Day brunch. The entrance sign at Quentin Road and Rt. 22 should be installed soon.

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

Ms. Mason reported on the Bark in the Park event last weekend, and that Byline Bank was the event sponsor. She also mentioned Jen Sprow had been hired as the Recreation Manager. Ms. Mason updated the Board on the soccer program and the golf outing.

IX. 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

There will be no Executive Session this evening.

X. ADJOURNMENT

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

Roll call vote.

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

Nays: None

Abstain: None

Absent: None

Motion carried.

The meeting adjourned at 6:17 p.m.

Respectfully submitted,



Donna Lobaito
Village Clerk