



**THE VILLAGE OF HAWTHORN WOODS
VILLAGE BOARD MEETING
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS
MONDAY, SEPTEMBER 23, 2024
5:00 P.M.**

MINUTES

I. CALL TO ORDER AND ROLL CALL

Mayor DiMaggio called the meeting to order at 5:01 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, Finance Manager Danette Russell, 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. PRESENTATIONS AND INTRODUCTIONS

- A. Approval of a Resolution in Recognition for the Retirement of Nick Glauner, Department of Public Works

This agenda item will be addressed at the October Village Board meeting.

- B. Certificates of Appreciation

1. Maggie Kidd—Girl Scout Troop 1897 Silver Award Cadette
2. Aarna Patel—Girl Scout Troop 1897 Silver Award Cadette
3. Rosey Madulara—Hawthorn Woods Community Bank

Mayor DiMaggio read each Certificate of Appreciation into the record, and thanked the recipients for their hard work and dedication to a better community.

- C. Introduction of Alexis Alt, Teen Miss Ela Township; Meghan Zaehler, Junior Miss Ela Township; and Zoey Kumar, Little Miss Ela Township

Mayor DiMaggio introduced Miss Alt, Miss Zaehler and Miss Kumar.

IV. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

None this month.

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

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

1. Reappointment of Joe Blanchette to the Board of Police Commissions for a Three-Year Term

Motion by Rychlik, second by Kaiser to appoint Joe Blanchette to the Board of Police Commission for a Three-Year Term.

Roll call vote.

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

Nays: None

Abstain: None

Absent: None

Motion carried.

B. Sustainability Committee-----Mary Kay Kolseth, Chair
Anne Hurst, Trustee Liaison

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

Trustee Rychlik reported that the concept plan for the Flex property was reviewed by the Planning, Building and Zoning Commission.

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

1. Approval of the July 2024 Financial Statements

Motion by McCarthy, second by Hurst to approve the July 2024 Financial Statements.

Roll call vote.

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

Nays: None

Abstain: None

Absent: None

Motion carried.

2. Approval of Budget Transfers

Motion by Kaiser, second by Hurst to approve Budget Transfers.

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

No report this month.

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

No report this month.

VI. NEW BUSINESS

A. Consent Agenda

1. Approval of the July 22, 2024 Village Board Meeting Minutes
2. Approval of Bills List Dated September 2024
3. Approval of Paid List Dated September 2024
4. Approval of an Ordinance Amending the Village Code of the Village of Hawthorn Woods—Title 3, Municipal Occupation Taxes—Repeal and Replace 3-2-1—Non-Home Rule Municipal Retailers' Occupation Tax and Non-Home Rule Municipal Service Occupation Tax; and Repeal and Reserve Section 3-2-2
5. Approval of an Ordinance Amending the Village Code of the Village of Hawthorn Woods—Title 4, Chapter 9—Public Camping
6. Approval of an Ordinance Authorizing the Mayor and Village Clerk to Award and Execute the Hawthorn Woods Public Works Concrete Slab for Cold Storage Building to Total Pro Construction Inc.
7. Approval of an Ordinance Ratifying and Confirming a Previously Executed Agreement for Local Fund Match of Federal Funds for the Indian Creek Road Resurfacing Project from Gilmer Road to East Village Limits in the Amount of \$74,800.00
8. Approval of an Ordinance Ratifying and Confirming the Execution of a Previously Executed Agreement—Chicago Drone Light Shows
9. Approval of an Ordinance Ratifying and Confirming the Execution of a Previously Executed Agreement—Midwest Sport Surfaces L.L.C

10. Approval of an Ordinance Authorizing the Execution of an Independent Contractor Agreement for Sports Instruction with Amazing Athletes of Lincolnshire, Illinois
11. Approval of an Ordinance Authorizing the Execution of an Independent Contractor Agreement for Performing Arts Instruction with Cricket Theatre of Lake Zurich, Illinois
12. Approval of an Ordinance Authorizing the Execution of an Audit Closure Report—Azavar—Municipal Utility Tax Audit Closure Report
13. Approval of an Ordinance Authorizing the Purchase of a 2023 Ford Explorer—Sutton Ford
14. Approval of a Resolution Proclaiming the Week of September 23 – 29, 2024 National See Tracks? Think Train Week

Motion by Kaiser, second by Laman 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 Accepting the Hawthorn Trails Phase 3 Assignment and Assumption Agreement Between Hawthorn 45 LLC and Quentin 37, LLC

Motion by Laman, second by McCarthy to approve an Ordinance Accepting the Hawthorn Trails Phase 3 Assignment and Assumption Agreement Between Hawthorn 45 LLC and Quentin 37, LLC.

Roll call vote.

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

Nays: None

Abstain: None

Absent: None

Motion carried.

2. Approval of Ordinance Accepting Letter of Credit #945 in the amount of \$391,185.96 for Hawthorn Trails Phase 3 Subdivision Improvements and Accepting Letter of Credit #946 in the amount of \$126,795.91 for Hawthorn Trails Phase 3 Landscape Improvements

Motion by Rychlik, second by Laman to approve an Ordinance Accepting Letter of Credit #945 in the amount of \$391,185.96 for Hawthorn Trails Phase 3 Subdivision Improvements and Accepting Letter of Credit #946 in the amount of \$126,795.91 for Hawthorn Trails Phase 3 Landscape Improvements.

Roll call vote.

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

Nays: None

Abstain: None

Absent: None

Motion carried.

3. Approval of an Ordinance Releasing of Bond #1150206 in the amount of \$391,185.96 for Hawthorn Trails Phase 3 Subdivision Improvements and Bond #1150211 in the amount of \$126,795.91 for Hawthorn Trails Phase 3 Landscape Improvements

Motion by McCarthy, second by Laman to approve an Ordinance Releasing of Bond #1150206 in the amount of \$391,185.96 for Hawthorn Trails Phase 3 Subdivision Improvements and Bond #1150211 in the amount of \$126,795.91 for Hawthorn Trails Phase 3 Landscape Improvements.

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 September 22, 2024 watermain break. She has asked Aqua Illinois to conduct an analysis to understand why there have been so many breaks. She also reported that she met with representatives of the Hawthorn Woods Country Club regarding the future of infrastructure in that subdivision. Ms. Newton reported on water supply discussions, Party in the Park, the OMX project, the Indian Creek culvert project, the waste hauling contract, and personnel changes.

- B. Report from the Village Attorney

Mr. Brankin indicated there would not be a need for Executive Session this evening.

C. Reports from Department Heads

1. Chief Administrative Officer/Village Clerk – Donna Lobaito, RMC, CMC

Ms. Lobaito reported on her involvement with current and potential developments. She also reported on her work with the Policy Review Committee of the International Institute of Municipal Clerks, and lastly, she announced her retirement effective June 2025.

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

In Ms. Koprowski's absence, Ms. Russell provided the Finance Department report. She noted that the 2025 budget is in its final review by staff and will be presented to the Board at the October 28, 2024 meeting.

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

Director Malcolm reported that a 2015 police car has been replaced. The body cameras are in and training will be scheduled. There have been 51 DUI's to date. Chief Malcolm also reported on officer training and a recent lockdown drill at the local schools.

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

Ms. Frable reported on the promotion of Logan Albanese to Superintendent of Public Works/Parks and Recreation. She also noted she is down two employees. She is working on the punchlist items for the Community Park parking lot and the road program. The Indian Creek culvert replacement has started. Public Works staff will be performing road patching before the end of the season.

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

Mr. Sullivan reported the security cameras for the parks will be in place and operational by November. He also reported on Aging in Place and the resurfacing of Heritage Oaks Park courts.

6. Director of Community Development – Chris Heinen

Mr. Heinen reported that building permits have increased substantially. He has been working on the Lake County sewer agreement. He reported the Village has received an \$850,000 grant for utility extension from US Rep. Jan Schakowsky's office. Mr. Heinen reported on the status of several residential and commercial developments.

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

Ms. Mason reported on the Party in the Park and the completion of the summer concert series. She also noted the recreation programs have been quite successful this year, and she recognized our sponsors at various events.

IX. EXECUTIVE SESSION

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

There will be no Executive Session this evening.

X. ADJOURNMENT

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

Voice vote.

Ayes: 6

Nays: 0

Motion carried.

The meeting adjourned at 6:13 p.m.

Respectfully submitted,



Donna Lobaito
Village Clerk