



**THE VILLAGE OF HAWTHORN WOODS
VILLAGE BOARD MEETING
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS
MONDAY, JANUARY 27, 2025**

5:00PM

MINUTES

I. CALL TO ORDER AND ROLL CALL

Mayor DiMaggio called meeting to order at 5:05 p.m. Roll call indicated the following members were present: Mayor DiMaggio; Trustee Kaiser, McCarthy, Rychlik, Hurst, and Laman.

Trustee Bayer was absent.

Also present were Chief Operating Officer Pam Newton, Chief Financial Officer and Deputy Village Clerk Katreina Koprowski, Director of Public Safety/Interim Chief of Police John Malcolm, Public Works Director/Village Engineer Erika Frable, PE, Community Development Director Chris Heinen, Parks and Recreation Director Amy Mason, and Village Attorney Patrick Brankin.

II. PLEDGE OF ALLEGIANCE

III. RECOGNITION

A. Recognition of St. Matthew Lutheran Church and School

Chairperson of the Congregation, John Kelly, Campus Administrator Douglas Duval, and Pastor Edward Blonski, Sr. were present to be recognized for their contributions and sponsorships to the Village of Hawthorn Woods.

IV. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

At this time, the public is welcome to address the Board. Please keep your remarks concise and state your name and address so that a staff member can follow up with related information if requested.

Larry Reger, 8 N Highview Circle – Mr. Reger inquired about plans to offer Lake Michigan water to owners with private wells and sewer connections for private septic tanks. Mayor DiMaggio commented that there are no plans for Lake Michigan water and there is no infrastructure for sewer connections.

Joe Mancino – Mr. Mancino mentioned that Brian Sullivan was the best thing Village of Hawthorn Woods did. He expressed his appreciation for Brian’s knowledge of parks and his innovative ideas.

V. PRESENTATION

- A. Approval of a Resolution in Recognition of the Retirement of Brian Sullivan, Parks and Recreation Director

Motion by Kaiser, second by Hurst to approve the Resolution in Recognition of the Retirement of Brian Sullivan, Parks and Recreation Director.

Roll call vote.

Ayes: Kaiser, McCarthy, Rychlik, Hurst, Laman
Nays: None
Abstain: None
Absent: Bayer
Motion carried.

VI. 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 Kaiser, second by Hurst to approve the Mayor’s Monarch Proclamation.

Roll call vote.

Ayes: Kaiser, McCarthy, Rychlik, Hurst, Laman
Nays: None
Abstain: None
Absent: Bayer
Motion carried.

2. Appointment of Terry Mills to the Zoning Board of Appeals

Motion by McCarthy, second by Rychlik to appoint Terry Mills to the Zoning Board of Appeals.

Roll call vote.

Ayes: Kaiser, McCarthy, Rychlik, Hurst, Laman
Nays: None
Abstain: None
Absent: Bayer
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

1. Approval of an Ordinance for a Special Use Permit Amendment—Hawthorn Woods Country Club Phases 1 and 2 Townhomes—MI Homes

Motion by Hurst, second by Rychlik to approve an Ordinance for Special Use Permit Amendment – Hawthorn Woods Country Club Phases 1 and 2 Townhomes – MI Homes.

Trustee Rychlik provided a summary of the Planning, Building and Zoning Commission meeting.

Mayor DiMaggio asked MI Homes about the MI Homes title company in Naperville and if there was any plan to move the closing process to one of the model homes in Hawthorn Woods Country Club. MI Homes stated buyers have not expressed concern or issue with closing at their Naperville location. MI Homes stated buyers have enjoyed having the closing process in one location.

Roll call vote.

Ayes: Kaiser, Rychlik, Hurst, Laman

Nays: None

Abstain: McCarthy

Absent: Bayer

Motion carried.

E. Finance Committee ----- Jayne Kosik, Chair

No report this month.

F. Hawthorn Woods In Bloom Committee-----Lauren Vondrasek, Chair
James W. Kaiser, Trustee Liaison

No report this month.

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

No report this month.

VII. NEW BUSINESS

A. Consent Agenda

1. Approval of the November 25, 2024 Village Board Meeting Minutes
2. Approval of the December 5, 2024 Special Village Board Meeting Minutes
3. Approval of Bills List Dated January 2025
4. Approval of Paid List Dated January 2025
5. Approval of an Ordinance Amending the Village Code of the Village of Hawthorn Woods – Title 6, Subsection 6-3-1.N.5 – Lagoon Drive Parking
6. Approval of an Ordinance Amending the Village Code of the Village of Hawthorn Woods—Driveway Width
7. Approval of an Ordinance Authorizing the Execution of an Agreement with the Metropolitan Alliance of Police
8. Approval of an Ordinance Authorizing the Execution of a Master Services Agreement with Sensys Gatso USA, Inc.—Traffic Enforcement Cameras
9. Approval of an Ordinance Authorizing the Execution of a Renewal Discounted Statement of Work Agreement with Civic Plus
10. Approval of an Ordinance Authorizing the Mayor to Enter into an Agreement With Lake County Stars Baseball Team
11. Approval of an Ordinance Authorizing the Execution of an Independent Contractor Agreement for Yoga Instruction with Tracey Kreiling of Hawthorn Woods, Illinois
12. Approval of an Ordinance Authorizing the Execution of an Agreement—J&M Displays, Inc.
13. Approval of an Ordinance Making a Substitution as to the Primary Member of the LakeComm Board
14. Approval of a Resolution Adopting Plan Provisions for SECURE 2.0 Catch-Up Contribution Limit—Mission Square
15. Approval of a Resolution Recognizing National Engineer’s Week 2025
16. Approval of a Resolution—Village of Hawthorn Woods International Dark Skies Week Proclamation
17. 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

Item #1 was removed from the Consent Agenda.

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

Roll call vote.

Ayes: Kaiser, McCarthy, Rychlik, Hurst, Laman
Nays: None
Abstain: None
Absent: Bayer

Motion carried.

Motion by McCarthy, second by Laman to approve item #1, Approval of the November 25, 2024 Village Board Meeting Minutes.

Trustee Hurst indicated there was a correction with Trustee Bayer's attendance at the November 25, 2024 meeting. Ms. Lobaito will correct the error.

Roll call vote.

Ayes: Kaiser, McCarthy, Rychlik, Hurst, Laman
Nays: None
Abstain: None
Absent: Bayer

Motion carried.

B. Items for Separate Action

1. Approval of an Ordinance Authorizing the Execution of a Certain Development Agreement—PAWS Chicago—55 Pine Grove Boulevard, Hawthorn Woods, IL

Motion by Laman, second by Rychlik to approve an Ordinance Authorizing the Execution of a Certain Development Agreement – PAWS Chicago – 55 Pine Grove Boulevard, Hawthorn Woods, IL

Roll call vote.

Ayes: Kaiser, McCarthy, Rychlik, Hurst, Laman
Nays: None
Abstain: None
Absent: Bayer

Motion carried.

2. Approval of an Ordinance Authorizing the Execution of an Amended Agreement—Lake County Sewer Agreement

Motion by Rychlik, second by Laman to approve an Ordinance Authorizing the Execution of an Amended Agreement – Lake County Sewer Agreement

Roll call vote.

Ayes: Kaiser, McCarthy, Rychlik, Hurst, Laman

Nays: None

Abstain: None

Absent: Bayer

Motion carried.

3. Approval of an Ordinance—Grocery Tax

Motion by Rychlik, second by Kaiser to approve an Ordinance – Grocery Tax

Roll call vote.

Ayes: Kaiser, McCarthy, Rychlik, Hurst, Laman

Nays: None

Abstain: None

Absent: Bayer

Motion carried.

VIII. OLD BUSINESS

- A. None this month

IX. ADMINISTRATION ANNUAL REPORTS

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

Ms. Newton stated her annual report would be posted to the website for residents to review. She said the report shows what we've done with the assets provided to us. Ms. Newton also provided 2025 goals which included modernization, Lake Zurich water allocation, road program, aging in place, walking and bike paths, integrated police dispatch services, monument entrance signs, Waste Management contract, and OMX project.

- B. Report from the Village Attorney

Mr. Brankin stated his report would be in Executive Session.

- C. Reports from Department Heads

1. Chief Administrative Officer's Annual Report – Donna Lobaito, RMC, CMC
a. Disposal of Records Certificate

In Ms. Lobaito's absence, Ms. Koprowski mentioned the Disposal of Records certificate.

2. Chief Financial Officer’s Annual Report – Katreina Koprowski, MBA, MSA

Ms. Koprowski stated her report was in the packet.

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

Director Malcolm stated his report was in the packet but wanted to provide highlights from 2024 including increase in budgeted revenues of \$181,000, DUI arrests, equipment purchases, and training.

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

Ms. Frable stated her report was in the packet but expressed gratitude for the Public Works Department being fully staffed. Ms. Frable also mentioned her 2025 goals including capital improvement projects, in-house safety training, succession planning, and EV charging stations.

5. Director of Community Development’s Annual Report – Chris Heinen

Mr. Heinen mentioned his report was in the packet and provided updates such as permits have increased by 20% in 2024. Mr. Heinen also mentioned how MI Homes is currently working on Phase 5 & 6 as well as future commercial development for the Village of Hawthorn Woods.

6. Director of Community Engagement’s Annual Report – Amy Mason, MPA, CPRP

Ms. Mason stated her report was in the packet and mentioned the 2024 events saw huge success such as Concerts in the Park and Party in the Park. Ms. Mason expressed her goal of increasing sponsorships for the Village events. Ms. Mason provided 2025 goals including building the Parks & Recreation team, creating a Parks management plan, and accessibility for Parks.

X. EXECUTIVE SESSION

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

Motion by Kaiser, second by Rychlik to enter into Executive Session for the purposes of Probable or Pending Litigation – 5 ILCS 120/2(c) 11; Executive Session Minutes – 5 ILCS 120/2(c) 21

Roll call vote.

Ayes: Kaiser, McCarthy, Rychlik, Hurst, Laman

Nays: None

Abstain: None

Absent: Bayer
Motion carried.

XI. ADJOURNMENT

The meeting adjourned to Executive Session at 6:28 p.m.

Respectfully submitted,



Katreina Koprowski
Deputy Village Clerk