



**THE VILLAGE OF HAWTHORN WOODS
VILLAGE BOARD MEETING
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS
MONDAY, FEBRUARY 24, 2025**

5:00PM

MINUTES

I. CALL TO ORDER AND ROLL CALL

Mayor DiMaggio called meeting to order at 5:03 p.m. Roll call indicated the following members were present: Mayor DiMaggio; Trustee Kaiser, McCarthy, Rychlik, Bayer, Hurst and Laman.

Also present were Chief Operating Officer Pam Newton, Chief Administrative Officer and Village Clerk Donna Lobaito, 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 Bob Riddle

The Village recognized Bob Riddle as a community leader and a neighbor always willing to help others. Mayor DiMaggio read the recognition into the record.

IV. PRESENTATION

A. Approval of a Resolution of Appreciation – Police Officer Jacobo Hernandez

Chief Malcolm indicated Officer Hernandez had 22 DUI arrests in 2024, and the department had a total of 65 DUI arrests. Chief Malcolm spoke of Officer Hernandez's professionalism and work to keep the Hawthorn Woods' roadways safe. Mayor DiMaggio read the resolution into the record.

Motion by Kaiser, second by Hurst to approve a Resolution of Appreciation – Police Officer Jacobo Hernandez.

Roll call vote.

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

Nays: None
Abstain: None
Absent: None
Motion carried.

V. 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.

Diane Holder, Hawthorn Woods Country Club – Ms. Holder inquired about the timing of Lake Michigan water availability to the Village, the use of Flock cameras in Village parks, and the incentive agreement for the dental office and Starbucks.

Ted Marcinak, Ela Township Manager – Mr. Marciniak addressed the Board about Illinois Senate Bill 2504 which would provide for the abolishment of township accessors.

Gloria Palmblad, Ela Township Supervisor – Provided additional information on the services offered by townships. She noted their only source of revenue comes from property taxes.

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

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

1. Appointment of Anne-Julie Balsamo to the Hawthorn Woods In Bloom Committee

Motion by Rychlik, second by Bayer to Anne-Julie Balsamo 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 -----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 Granting an Amendment to a Special Use Planned Unit Development and Approval for a Retail Drive-Thru Facility, a Retail/Office Building, a Future Retail Building, and a Final Plat of Re-Subdivision, Located at 101 and 103 Roman Lane—MJK Real Estate Holding Company, LLC

Trustee Rychlik reported traffic and noise were the main concerns of residents during the public hearing. Trustee McCarthy inquired about connectivity to the neighboring subdivision, traffic counts and the bypass lane. Trustee Rychlik noted the outdoor order speaker will have volume controls.

Richard Silverman, MJK Real Estate Holding Company, indicated Starbucks is not planning for outside music. There will be pavement markings on their property for safety measures. Mr. Silverman stated Starbucks indicated the busiest time of day for the drive thru will be around 7:00 a.m. It is anticipated construction will start the beginning of May with an anticipated opening around Christmas.

Roll call vote.

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

Motion carried.

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

1. Approval of the October 2024 Financial Statements

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

Roll call vote:

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

Motion carried.

2. Approval of the November 2024 Financial Statements

Motion by Bayer, second by Rychlik to approve the November 2024 Financial Statements.

Roll call vote:

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

Nays: None

Abstain: None

Absent: None

Motion carried.

- 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

Mayor DiMaggio reported he met with Chief Malcolm.

VII. NEW BUSINESS

A. Consent Agenda

1. Approval of the January 27, 2025 Village Board Meeting Minutes
2. Approval of Bills List Dated February 2025
3. Approval of Paid List Dated February 2025
4. Approval of an Ordinance Amending the Village Code of the Village of Hawthorn Woods—Title 1, Section 11-1-6—Procedures for Violations—Parking, Standing, Conditions of Vehicles, Automated Traffic Law Violations
5. Approval of an Ordinance Amending the Village Code of the Village of Hawthorn Woods – Title 11—New Residential Permit Fees
6. Approval of an Ordinance Providing for the Official Zoning Map of the Village of Hawthorn Woods, Lake County, Illinois
7. Approval of an Ordinance Authorizing the Village to Enter Into a Fourth Amendment to an Intergovernmental Agreement Between the Village of Hawthorn Woods and the Village of Mundelein—Building Services
8. Approval of an Ordinance Authorizing the Execution of an Independent Contractor Agreement for Environmental Education Programs with Ancient Oaks Foundation of Long Grove, Illinois
9. Approval of an Ordinance Authorizing the Execution of an Agreement—Metropolitan Alliance of Police
10. Approval of an Ordinance Authorizing the Execution of an Agreement—Summer Concert—Save the Clocktower
11. Approval of an Ordinance Authorizing the Execution of an Agreement—Summer Concert—Bossydog
12. Approval of an Ordinance Authorizing the Execution of an Agreement—Summer Concert—Comstock Lode
13. Approval of an Ordinance Authorizing the Execution of an Agreement—Summer Concert—Face N Time

14. Approval of an Ordinance Authorizing the Execution of an Agreement—
Summer Concert—Saturday June Band
15. Approval of an Ordinance Authorizing the Execution of an Agreement—
Summer Concert—Grey Matter
16. Approval of an Ordinance Authorizing the Execution of an Agreement—
Summer Concert—Déjà vu
17. Approval of an Ordinance Authorizing the Execution of an Agreement—
Summer Concert—Tank & The Beez
18. Approval of an Ordinance Authorizing the Execution of an Agreement—
Summer Concert—The Dixon Bandits
19. Approval of an Ordinance Authorizing the Execution of an Agreement—
Summer Concert—Out of Storage
20. Approval of an Ordinance Authorizing the Execution of an Agreement—Party
in the Park—Oh Yes
21. Approval of an Ordinance Suspending Nepotism Provisions of the Personnel
Manual
22. Approval of a Resolution Proclaiming the Week of June 16-22, 2025 as
National Pollinator Week

Item #9 was removed from the Consent Agenda.

Motion by Bayer, second by Rychlik to approve the Consent Agenda with
exception of item #9.

Roll call vote.

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

Motion carried.

Motion by McCarthy, second by Rychlik to refer item #9, Approval of an
Ordinance Authorizing the Execution of an Agreement—Metropolitan Alliance
of Police, back to staff.

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 Execution of an Incentive Agreement—MJK Real Estate Holding Company, LLC

Motion by McCarthy, second by Rychlik to approve an Ordinance Authorizing the Execution of an Incentive Agreement—MJK Real Estate Holding Company, LLC.

Roll call vote.

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

Nays: None

Abstain: None

Absent: None

Motion carried.

VIII. OLD BUSINESS

- A. None this month

IX. ADMINISTRATION REPORTS

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

Ms. Newton stated she attended the one-year anniversary celebration for Hawthorn Woods Community Bank. She thanked Mr. Heinen for all his work on the many agenda items tonight. Ms. Newton will be speaking at an upcoming Metropolitan Mayor’s Caucus meeting regarding environmental initiatives.

- B. Report from the Village Attorney

No report this month.

- C. Reports from Department Heads

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

Ms. Lobaito reported on her work training Ms. Koprowski for the Village Clerk’s duties.

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

In Ms. Koprowski’s absence, Ms. Newton reported on the audit work to date.

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

Director Malcolm reported LakeComm is to go live May 1. He also reported on the red light camera text amendment, ongoing training, emergency preparedness, and active shooter training.

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

Ms. Frable indicated her report was in the packet.

5. Director of Community Development's Report – Chris Heinen

Mr. Heinen reported underground work in Phase 6 in the Hawthorn Woods Country Club is underway. He noted there will be a Planning, Building and Zoning meeting tomorrow evening, and that a new restaurant, Cornerstone Irish Pub, will be coming to the former Oregon's site.

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

Ms. Mason reported on the Sweetheart Family Dance, Wings and Talon Show, Lake County Symphony Orchestra and the summer brochure. She also mentioned that Jeff Nebel and Logan Albanese passed the pool operator course.

X. EXECUTIVE SESSION

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

Mayor DiMaggio stated there would not be an Executive Session this evening.

XI. ADJOURNMENT

The meeting adjourned at 6:12 p.m.

Respectfully submitted,



Donna Lobaito
Village Clerk