



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

5:00PM

MINUTES

I. CALL TO ORDER AND ROLL CALL

Mayor DiMaggio called the meeting to order at 5:02 p.m.. Roll call indicated the following members were present: Mayor DiMaggio; Trustees Kaiser, McCarthy, Rychlik, Hurst, Bayer, and Laman.

Also present were Chief Operating Officer Pamela Newton, Chief Financial Officer Katreina Koprowski, Public Safety Director/Interim Chief of Police John Malcolm, Public Works Director/Village Engineer Erika Frable, P.E., Community Development Director Chris Heinen, Director of Parks & Recreation Amy Mason, Village Attorney Adam Simon.

II. PLEDGE OF ALLEGIANCE

III. PRESENTATIONS

A. Presentation of Certificate of Appreciation—Karen Johanson

Mayor DiMaggio read the resolution into record for Karen Johanson. Ms. Johanson thanked the Village Board for the award and thanked everyone for the job they do. Ms. Newton provided additional comments about the award.

IV. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

None.

V. PUBLIC HEARING

A. Truth in Taxation Public Hearing

Motion by Rychlik, second by Kaiser to open the public hearing for the Truth in Taxation Public Hearing.

Roll call vote.

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

Motion carried, and the public hearing opened at 5:07 p.m.

Trustee Laman inquired about the additional percentage requested for the truth in taxation notice. Attorney Adam Simon commented that the increased percentage does not correlate to individual home owners.

Motion by Bayer, second by McCarthy to close the public hearing.

Roll call vote.

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

Nays: None

Abstain: None

Absent: None

Motion carried, and the public hearing closed at 5:17 p.m.

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

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

Mayor DiMaggio discussed the application of a B-1 license, which provides gas stations that allow gaming the ability to serve alcohol. The Village Board inquired about the Village Code associated with the B-1 license. Mr. Heinen provided a summary of the process to obtain a gaming license and the steps that will need to be taken.

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

Trustee Hurst stated the committee completed the Adopt-A-Highway event on October 8th and collected 8 bags of trash. She also mentioned the Committee is reviewing 2025 events and planning for 2026.

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 stated the Commission did meet and will bring action items in future Village Board meetings.

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

1. Approval of the August 2025 Financial Statements

2. Approval of the September 2025 Financial Statements
3. Approval of Budget Amendment – Aquatic Center Debt Payment
4. Approval of Budget Transfer – Community Development
5. Approval of an Ordinance Amending the Village Code of the Village of Hawthorn Woods—Title 11, Fees for Certain Activities and Purposes

Motion by Bayer, second by Kaiser to approve the Finance Committee items #1 - 5.

Roll call vote:

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

Nays: None

Abstain: None

Absent: None

Motion carried.

- F. Hawthorn Woods In Bloom Committee-----AJ Balsamo, Chair
James W. Kaiser, Trustee Liaison

Trustee Kaiser reported the Committee met on November 5th and discussed America in Bloom reports and awards. He also mentioned the Committee is looking forward to 2026.

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

Mayor DiMaggio reported they did meet and Director Malcolm would provide a summary of the meeting in his report.

VII. NEW BUSINESS

A. Consent Agenda

1. Approval of the October 20, 2025 Joint Finance/Committee of the Whole/Village Board Meeting Minutes
2. Approval of Bills List Dated November 2025
3. Approval of Paid List Dated November 2025
4. Approval of an Ordinance Authorizing the Village to Enter into an Agreement between the Village of Hawthorn Woods and the Village of Wauconda Regarding the Use of the Village of Wauconda Police Holding Facility
5. Approval of an Ordinance Authorizing the Chief Operating Officer to Enter into an Agreement with Alliant Insurance Services Inc.
 - Accept the Proposal of Insurance from Alliant Insurance Services, Inc; and

- Execute “Client Authorization to Bind Coverage”; and
 - Execute “Alliant Insurance Services, Inc Compensation Agreement”; and
 - Expend \$221,062 for Property, Casualty, and Workers Compensation Insurance
6. Approval of Medical, Dental, and Vision Insurance Plans for 2026
 7. Approval of an Ordinance Authorizing the Execution of an Agreement with BS&A Software, LLC – Cloud-Based System Upgrade
 8. Approval of an Ordinance Amending Title 6, Chapter 8 of the Village of Hawthorn Woods Municipal Code Regarding Age Restrictions to Operate Electric Bicycles and Electric Scooters

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

Roll call vote:

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

Nays: None

Abstain: None

Absent: None

Motion passed.

B. Items for Separate Action

1. Approval of an Ordinance Adopting an Annual Budget for the Village of Hawthorn Woods, Lake County, Illinois for the Fiscal Year Commencing January 1, 2026 and Ending December 31, 2026

Motion by Bayer, second by McCarthy to defer the Approval of an Ordinance Adopting an Annual Budget for the Village of Hawthorn Woods, Lake County, Illinois for the Fiscal Year Commencing January 1, 2026 and Ending December 31, 2026 until the Special Village Board Meeting on December 16, 2025.

Roll call vote:

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

Nays: None

Abstain: None

Absent: None

Motion passed.

2. Approval of an Ordinance Providing for the Levy of Taxes for the Fiscal Year Commencing January 1, 2026 and Ending December 31, 2026, of the Village of Hawthorn Woods, Lake County, Illinois

Motion by McCarthy, second by Kaiser to approve an Ordinance Providing for the Levy of Taxes for the Fiscal Year Commencing January 1, 2026 and Ending December 31, 2026, of the Village of Hawthorn Woods, Lake County, Illinois.

Roll call vote:

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

Nays: None

Abstain: None

Absent: None

Motion passed.

3. Approval of an Ordinance Authorizing the Acceptance of the Public Improvements for Villas at the Commons – K. Hovnanian T & C Homes of Illinois LLC Upon Receipt of the Maintenance Bond

Motion by Hurst, second by Rychlik to approve an Ordinance Authorizing the Acceptance of the Public Improvements for Villas at the Commons – K. Hovnanian T & C Homes of Illinois LLC Upon Receipt of the Maintenance Bond.

Roll call vote:

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

Nays: None

Abstain: None

Absent: None

Motion passed.

4. Approval of a Release of Villas at the Commons Bond No. 1155864 in the Amount of \$250,966.73.

Motion by Rychlik, second by Laman to approve a Release of Villas at the Commons Bond No. 1155864 in the Amount of \$250,966.73.

Roll call vote:

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

Nays: None

Abstain: None

Absent: None

Motion passed.

5. Approval of an Ordinance Ratifying and Confirming a Previously Executed Agreement for Purchase of a 2025 Chevrolet Silverado 2500HD – Zeigler Chevrolet Schaumburg

Motion by Hurst, second by Rychlik to approve an Ordinance Ratifying and Confirming a Previously Executed Agreement for Purchase of a 2025 Chevrolet Silverado 2500HD – Zeigler Chevrolet Schaumburg.

Roll call vote:

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

Nays: None

Abstain: None

Absent: None

Motion passed.

6. Approval of a Resolution for Maintenance Under the Illinois Highway Code for 2026—BLR 14220

Motion by McCarthy, second by Hurst to approve a Resolution for Maintenance Under the Illinois Highway Code for 2026—BLR 14220.

Roll call vote:

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

Nays: None

Abstain: None

Absent: None

Motion passed.

7. Approval of a Resolution—Local Public Agency General Maintenance for 2026—BLR 14222

Motion by Laman, second by Kaiser to approve a Resolution—Local Public Agency General Maintenance for 2026—BLR 14222.

Roll call vote:

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

Nays: None

Abstain: None

Absent: None

Motion passed.

8. Approval of a Resolution—Request for Expenditure/Authorization of Motor Fuel Tax Funds for 2026—BLR 09150

Motion by Laman, second by Kaiser to approve a Resolution—Request for Expenditure/Authorization of Motor Fuel Tax Funds for 2026—BLR 09150.

Roll call vote:

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

Nays: None
Abstain: None
Absent: None
Motion passed.

VIII. OLD BUSINESS

- A. None this month

IX. ADMINISTRATION REPORTS

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

Ms. Newton reported she sent her report electronically to the Board. She also mentioned receiving applications for solar farms; barn-siding project; and changing Village lightening to be in compliance with Dark Skies ordinance.

- B. Report from the Village Attorney

Mr. Simon discussed the State of Illinois adopting an energy bill that may remove the prevision for Villages to deny solar farms within their jurisdiction.

- C. Reports from Department Heads

- 1. Chief Financial Officer's Report – Katreina Koprowski, MBA, MSA

Ms. York stated her report was in the packet.

- 2. Public Safety Director/Interim Chief of Police's Report – John Malcolm

Mr. Malcolm reported on how the police department is keeping roads safe by catching DUI drivers, using technology and the CAD system to keep the Village safe.

- 3. Director of Public Works/Village Engineer's Report – Erika M. Frable, PE
 - a. Snow and Ice Plan Manual

Ms. Frable reported her report was on the dais and reported replacing the water main by the school, making sure the snow equipment is working, working on the holiday displays, and mentioning the snow and ice plan provided to the Board.

- 4. Director of Community Development's Report – Chris Heinen

Mr. Heinen stated his report is in the packet and that Starbucks is looking to open in January 2026.

- 5. Director of Parks & Recreation's Report – Amy Mason, MPA, CPRP

Ms. Mason reported the Mayor spoke at the last senior gathering; the Parks & Recreation department planted 14 trees; and the Village collected over 229 coats for the Coat Drive.

X. EXECUTIVE SESSION

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

XI. ADJOURNMENT

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

Roll call vote:

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

Nays: None

Abstain: None

Absent: None

Motion passed.

The meeting adjourned at 6:22 p.m.

Respectfully submitted,



Katreina Koprowski
Village Clerk