

VILLAGE OF



KENILWORTH, IL

Village Board of Trustees August 21, 2023

I. Call to Order

Village President Cecily Kaz called to order the meeting of the Board of Trustees of the Village of Kenilworth at 7:01 p.m. on August 21, 2023.

Roll Call

President Kaz requested a roll call, and the results were as follows:

Trustees:

Trustee Tim Ransford	Present
Trustee Christopher Ottsen	Present
Trustee Amy Hannus	Absent
Trustee Walter Kelly	Present (Remote, non-voting)
Trustee John Gottschall	Present
Trustee Matthew Lojkovic	Present
President Cecily Kaz	Present

A quorum was present in person and via video conference.

Others Recorded as in Attendance:

Village Officials and Staff:

Michael Gagnon	Village Clerk
Jaramie Finn	Village Treasurer
Patrick Brennan	Village Manager
Bryan Carlson	Village Police Chief
Heather McFarland	Assistant to the Village Manager
Jordan Schmidt	Management Analyst

Others, signing in as displayed in Participant List:

Justin Mohr
Tom Corbett (Orchard Glen Homes)

II. Approval of Minutes

President Kaz then asked if there were any questions or comments regarding the following minutes:

- 1 A. Village Board – February 22, 2022 – Closed Session
- 2 B. Committee of the Whole – February 09, 2023 – Closed Session
- 3 C. Committee of the Whole – June 21, 2023 – Closed Session
- 4 D. Committee of the Whole – July 13, 2023 – Closed Session
- 5 E. Committee of the Whole – July 13, 2023
- 6 F. Village Board – July 17, 2023

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8 There was a discussion among trustees and Manager Brennan regarding how the minutes should consistently
9 record the impact remote attendance could have, depending on circumstances, on a trustee’s ability to vote
10 on items presented at the affected Board meeting. Manager Brennan agreed to align past and future minutes
11 to reflect and explain these circumstances accurately and consistently.

12
13 President Kaz asked for a motion to approve the minutes as amended to reflect the discussion. Trustee
14 Lojkovic moved, and Trustee Gottschall seconded the motion to approve the minutes amended to
15 consistently reflect and explain the impact of remote attendance on voting privileges when necessary.

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17 **A voice vote was taken as follows:**

18
19 For: Ransford, Ottsen, Gottschall, Lojkovic

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21 Opposed: None

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23 Absent: Hannus

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25 The roll call tally was five votes in favor, and none opposed. President Kaz declared the minutes
26 approved.

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29 **III. Village President’s Report**

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31 President Kaz began her report by reminding everyone that the Kenilworth Avenue railroad crossing of the
32 Union Pacific North Line tracks will be closed for repairs between Wednesday, August 23, 2023, and Friday,
33 September 1, 2023. There will be assistance available to daily commuters and other pedestrians. Vehicular
34 traffic would be rerouted to other crossings nearby. She directed residents to the Village website for further
35 information.

36
37 She concluded her remarks by congratulating Management Analyst Schmidt for the work he put in to revamp
38 the Village website. New capabilities, updates to existing capabilities, and a reconfiguration of website pages
39 make the site more informative and easier to use.

40 **IV. Approval of the Warrant List**

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42 President Kaz then opened the floor for consideration of the Warrant List. Finance Committee Chair Kelly
43 reported that entries on the list all appeared to be in order highlighting continuing Class A payments for fire
44 protection services, as well as Class B payroll and pension payments. After clarifying the protections in place
45 to avoid an expense being entered twice by mistake, He then recommended the approval of the warrants as
46 presented. Hearing no further discussion, President Kaz asked for a motion to approve and ratify the
47 warrants as presented.

48

1 Trustee Gottschall moved, and Trustee Lojkovic seconded the motion to approve the Class A warrants in the
2 amount of \$447,335.02, and to ratify the Class B warrants in the amount of \$168,158.19.

3
4 **A roll call vote was taken as follows:**

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6 For: Ransford, Ottsen, Gottschall, Lojkovic

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8 Opposed: None

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10 Absent: Hannus

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12 The roll call tally was four votes in favor, and none opposed. President Kaz declared the warrants
13 approved and ratified.

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16 **V. Regular Scheduled Business**

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18 President Kaz then turned the discussion to Items for Omnibus Vote or Discussion, by reading each one out
19 loud.

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21 **A. Items for Consideration by Omnibus Vote**

22 1. Adoption of a Resolution Authorizing the Village Clerk to Make Certain Written Closed
23 Session Meeting Minutes Available for the Public Inspection and Authorizing Destruction of
24 Certain Recording of Closed Session Minutes

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26 2. Adoption of an Ordinance Declaring Certain Items as Surplus and Authorizing the Sale or
27 Disposal Thereof

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29 3. Direction to the Plan Commission to Consider a Request to Consolidate Parcels at 517
30 Cumnor Road

31
32 She then asked the Board if there were any questions or comments they would like to make before voting on
33 these items. Hearing no questions or comments, she asked for a motion to approve the items as presented.
34 Trustee Ransford so moved, and Trustee Lojkovic seconded the motion.

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36 **A roll call vote was taken as follows:**

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38 For: Ransford, Ottsen, Gottschall, Lojkovic

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40 Opposed: None

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42 Absent: Hannus

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44 The roll call tally was four votes in favor, and none opposed. President Kaz declared the items adopted
45 and direction given.

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1 **Report of Committees**

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3 There were no committee meetings on which to report.

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5 **VI. Report from Staff**

- 6 a. Community Development
- 7 b. Finance
- 8 c. Police

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10 Police Chief Carlson reported on leaf blower complaints and enforcement, new parking arrangements around
11 Joseph Sears School, the plans for the first day of school at Joseph Sears School, activity relative to the
12 operation of the Lakefront amenities, assistance given to neighboring police department activities, turnover
13 of police personnel, the search for applicants to be a school crossing guard, ongoing police training activities,
14 and the School Safety Meeting to take place at Joseph Sears School in early September. Trustees discussed
15 with the Chief recent activity and procedures related to theft from resident garages and the proper
16 procedures related to door-to-door solicitors operating in the village.

- 17
- 18 A. Public Works
- 19 B. Legal Counsel
- 20 C. Village Manager

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22 Manager Brennan had nothing to report. Trustees discussed the landscaping refuse sticker program and
23 requested an update on the Lakefront Improvement activities presently being undertaken by the village.
24 Manager Brennan reviewed the present status of ongoing plans, clarified aspects to those plans as well as the
25 schedule of events related to those plans. The discussion concluded with comments about untended
26 residential property and how the village is pursuing remedies.

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28 **VII. Business from the Public**

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30 There was no business from the public.

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32 **VIII. Closed Session**

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34 President Kaz then asked for a motion to adjourn to closed session. Trustees Ransford offered a motion to
35 convene in Closed Session for the purpose of discussing the purchase of real property for use by the Village
36 and to consider the setting of a price for the sale or lease of Village property. Trustee Ottsen seconded the
37 motion.

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39 **A roll call vote was taken as follows:**

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41 For: Ransford, Ottsen, Gottschall, Lojkovic

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43 Opposed: None

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The roll call tally was four votes in favor, and none opposed. President Kaz declared meeting in closed session at 7:31 pm.

IX. Adjourn

Having no further business to discuss, President Kaz asked for a motion to adjourn the meeting. Trustee Lojkovic so moved, and Trustee Gottschall seconded the motion.

A voice vote was taken as follows:

For: All

Opposed: None

President Kaz declared the meeting adjourned at 8:23 pm.