



VILLAGE OF PALATINE
VILLAGE HALL - COUNCIL CHAMBERS
200 E. WOOD STREET
PALATINE, IL 60067-5339 – (847) 359-9050
<http://www.palatine.il.us>

PALATINE LIQUOR COMMISSION

MINUTES

NOVEMBER 20, 2023

Regular Meeting

7:05 PM

I. ROLL CALL – Time: 7:16 PM

Attendee Name	Title	Status	Arrived
Jim Schwantz	Commissioner	Present	
Tim Millar	Commissioner	Present	
Scott Lamerand	Commissioner	Absent	
Doug Myslinski	Commissioner	Present	
Greg Solberg	Commissioner	Present	
Kollin Kozlowski	Commissioner	Present	
Brad Helms	Commissioner	Present	

Also Present:

Deputy Village Clerk Doris Sadik, Village Manager Reid Ottesen, Deputy Village Manager Hadley Skeffington-Vos, Village Attorney Patrick Brankin, Director of Community Development Mike Jacobs, Director of Planning & Zoning Ben Vyverberg, Director of Public Works Matt Barry, Police Chief Dave Daigle, Fire Chief Patrick Gratziana, IT Director Larry Schroth, Director of Finance Paul Mehring, and Director of Human Resources Pam Jackson

II. MINUTES APPROVAL

1. Palatine Liquor Commission - Regular Meeting - September 11, 2023 - **Accepted**

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Doug Myslinski, Commissioner
SECONDER:	Tim Millar, Commissioner
AYES:	Schwantz, Millar, Myslinski, Solberg, Kozlowski, Helms
ABSENT:	Lamerand

III. AGENDA ITEMS

1. Consider an Application for a Class E (Temporary) Liquor License for St. Thomas of Villanova's New Years Party on Sunday, December 31, 2023 at St. Thomas of Villanova Parish, 1201 E. Anderson Drive - **Approved by Voice Vote**

Village Manager Reid Ottesen presented St. Thomas of Villanova's request for a Class E Temporary Liquor License for their New Year's Party on Sunday, December 31st. Ottesen mentioned they provide their own servers and have completed the necessary training. They have held a number of events with no problems.

RESULT:	APPROVED BY VOICE VOTE [UNANIMOUS]
MOVER:	Kollin Kozlowski, Commissioner
SECONDER:	Tim Millar, Commissioner
AYES:	Schwantz, Millar, Myslinski, Solberg, Kozlowski, Helms
ABSENT:	Lamerand

IV. ADJOURNMENT – Time: 7:18 PM

Motion to Adjourn - **Motion Carried by Voice Vote**

RESULT:	MOTION CARRIED BY VOICE VOTE [UNANIMOUS]
MOVER:	Tim Millar, Commissioner
SECONDER:	Doug Myslinski, Commissioner
AYES:	Schwantz, Millar, Myslinski, Solberg, Kozlowski, Helms
ABSENT:	Lamerand

SUBMITTED BY:

Doris Sadik
Deputy Village Clerk



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 200 E. WOOD STREET
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PALATINE LIQUOR COMMISSION

MINUTES

SEPTEMBER 11, 2023

Regular Meeting

7:05 PM

I. ROLL CALL – Time: 7:19 PM

Attendee Name	Title	Status	Arrived
Jim Schwantz	Commissioner	Present	
Tim Millar	Commissioner	Present	
Scott Lamerand	Commissioner	Present	
Doug Myslinski	Commissioner	Present	
Greg Solberg	Commissioner	Present	
Kollin Kozlowski	Commissioner	Present	
Brad Helms	Commissioner	Present	

Also Present:

Village Clerk Marg Duer, Village Manager Reid Ottesen, Deputy Village Manager Hadley Skeffington-Vos, Village Attorney Patrick Brankin, Director of Community Development Mike Jacobs, Director of Planning & Zoning Ben Vyverberg, Director of Public Works Matt Barry, Police Chief Dave Daigle, Fire Chief Patrick Gratziana, IT Director Larry Schroth, Director of Finance Paul Mehring

II. MINUTES APPROVAL

1. Palatine Liquor Commission - Regular Meeting - August 14, 2023 - **Accepted**

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Doug Myslinski, Commissioner
SECONDER:	Tim Millar, Commissioner
AYES:	Schwantz, Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

Minutes Acceptance: Minutes of Sep 11, 2023 7:05 PM (Minutes Approval)

III. AGENDA ITEMS

1. Consider an Application for a Class G (Beer & Wine) Liquor License for Rep's Burgers at 139 N. Northwest Highway - **Approved by Voice Vote**

RESULT:	APPROVED BY VOICE VOTE [UNANIMOUS]
MOVER:	Tim Millar, Commissioner
SECONDER:	Scott Lamerand, Commissioner
AYES:	Schwantz, Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

2. Consider an Application for a Class D (Restaurant) Liquor License for Tellios Coffee, Inc. at 790 W. Northwest Highway - **Approved by Voice Vote**

RESULT:	APPROVED BY VOICE VOTE [UNANIMOUS]
MOVER:	Greg Solberg, Commissioner
SECONDER:	Kollin Kozlowski, Commissioner
AYES:	Schwantz, Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

3. Consider a Request for a Temporary Liquor License (Class E) for the Palatine Jaycees Fall Back Brew Fest to be Held on Saturday, October 21, 2023 at 155 W. Wilson Street - **Approved by Voice Vote**

RESULT:	APPROVED BY VOICE VOTE [UNANIMOUS]
MOVER:	Brad Helms, Commissioner
SECONDER:	Doug Myslinski, Commissioner
AYES:	Schwantz, Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

4. Consider an Application for a Class E (Temporary) Liquor License for the "Music With a Mission" Fund Raising Event at Countryside Church Unitarian Universalist, 1025 N. Smith Street - **Approved by Voice Vote**

RESULT:	APPROVED BY VOICE VOTE [UNANIMOUS]
MOVER:	Doug Myslinski, Commissioner
SECONDER:	Brad Helms, Commissioner
AYES:	Schwantz, Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

5. Consider a Motion Accepting a Report of Stock Transfer for Dhanvishivay, Inc. d/b/a Swej Liquors Located at 1611 N. Rand Road - **Approved by Voice Vote**

RESULT:	APPROVED BY VOICE VOTE [UNANIMOUS]
MOVER:	Kollin Kozlowski, Commissioner
SECONDER:	Greg Solberg, Commissioner
AYES:	Schwantz, Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

IV. ADJOURNMENT – Time: 7:23 PM**Motion to Adjourn - Motion Carried by Voice Vote**

RESULT:	MOTION CARRIED BY VOICE VOTE [UNANIMOUS]
MOVER:	Brad Helms, Commissioner
SECONDER:	Kollin Kozlowski, Commissioner
AYES:	Schwantz, Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

Submitted by:

Margaret R. Duer
Village Clerk

Minutes Acceptance: Minutes of Sep 11, 2023 7:05 PM (Minutes Approval)

Consider an Application for a Class E (Temporary) Liquor License for St. Thomas of Villanova's New Years Party on Sunday, December 31, 2023 at St. Thomas of Villanova Parish, 1201 E. Anderson Drive

BACKGROUND:

The St. Thomas of Villanova parish is requesting a temporary event liquor license in conjunction with their New Year's Eve party at 1201 E. Anderson Drive on Sunday, December 31, 2023, from 7 PM to 2 AM.

KEY ISSUES:

- A diagram of the serving area is attached. All servers will be required to comply with the Police Department seminar regarding identifications.
- Wine, beer and mixed drinks will be served, in the activity center, from 7 PM to 1 AM.

ALTERNATIVES:

1. Approve the request.
2. Do not approve the request.

RECOMMENDATION:

Staff recommends action at the discretion of the Commission.

ACTION REQUIRED:

Action is at the discretion of the Commission.

ATTACHMENTS:

- STOV New Years Eve

RESULT:	APPROVED BY VOICE VOTE [UNANIMOUS]
MOVER:	Kollin Kozlowski, Commissioner
SECONDER:	Tim Millar, Commissioner
AYES:	Schwantz, Millar, Myslinski, Solberg, Kozlowski, Helms
ABSENT:	Scott Lamerand

St. Thomas of Villanova Parish Office
1201 East Anderson Drive
Palatine, IL 60074

Mr. Reid Ottensen
Village of Palatine
200 East Wood St
Palatine, IL 60067

November 10, 2023

Dear Mr. Ottesen,

On behalf of St. Thomas of Villanova parish community, I would like to request a temporary license to serve Wine and Mixed Drinks at the St. Thomas of Villanova Parish New Year's Eve Party.

This event will be on Sunday, December 31st, 2023, from 7:00 pm to 2:00 am. We will serve Wine and Mixed Drinks from 7:00 pm – 1:00 am. It will be held in our activity center at the church, 1201 East Anderson Drive. I have enclosed a diagram of the proposed serving area. Members of our parish community will be our volunteer sellers and bartenders. They have or will complete the required online training for this event. Copies of their Liquor Ordinance Compliance Temporary Sellers/ Servers Certificates will be on file at our Parish Office.

Food will be available from a vendor and will be served by volunteer servers.

This letter is to serve as our acknowledgment that we will be serving alcohol at this event.

This letter also serves as our letter authorizing the liquor application.

If additional information is required, please contact Deacon Robert Cyran at the St. Thomas Parish Office at 1201 East Anderson, Palatine, IL 60074 (847) 358-6999.

Thank you for your immediate attention.

Sincerely,

Rev. Krzysztof Janczak
Pastor, St. Thomas of Villanova

/enclosures-1201 Anderson proposed layouts, Certificate of Liability Insurance,
Village of Palatine Temporary Event Liquor License Application

Attachment: STOV New Years Eve (St. Thomas -Temp. Class E License)

VILLAGE OF PALATINE TEMPORARY EVENT LIQUOR LICENSE APPLICATION

THIS FORM MUST BE COMPLETED IN FULL AND SUBMITTED 60 DAYS PRIOR TO THE EVENT
Village Manager's Office, 200 E. Wood St, Palatine, IL 60067 Fax: 847-359-9094 E-mail: village@palatine.il.us

INSTRUCTIONS: PLEASE TYPE OR PRINT CLEARLY. INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED.

Name of Event St Thomas of Villanova New Years Eve Party		First time event? ☐ Yes ☒ No	
Exact Address of Event 1201 e Anderson Dr.			
Date(s) of Event Dec 31st 2023		Hours of Event 7:00 pm - 1:00 am	
Phone number/website for publication 847 358-6999		Estimated attendance 140	Last year's actual attendance 130
Describe the events community and/or cultural benefit Social Gathering of Parishioners to celebrate the start of the New Year			

CONTACT INFORMATION

Name of Sponsoring Organization St Thomas of Villanova Parish		Contact person from Sponsoring Organization Robert Cyran	
Sponsoring Organization Address 1201 e Anderson Dr.		City Palatine	Zip 60074
Name of Organizer/Coordinator Robert Cyran		Email rcyran@stov.org	
Organizer/Coordinator Address 1201 e Andersin dr		City Palatine	Zip 60074
Phone Number 847 358-6999	Cell Phone Number 777 571-8363	Fax Number	

LIQUOR LICENSE INFORMATION

Dates of Alcohol Service				Type of Alcoholic Beverages
Date	Time from: (am/pm)	Time to: (am/pm)		
December 31st	7:00 pm	1:00 Am		☒ Beer
				☒ Wine
				☒ Mixed Drinks
				☐ Other

A Copy of the following must be attached to every application:

- ☐ Site Plan
- ☐ Certificate of Insurance evidencing Dramshop Liability
- ☐ Letter from property owner acknowledging service of alcohol (Park District or Private Property Owner)
- ☐ Letter from Organization authorizing the liquor application

Conditions of Liquor License Approval

Must provide copy of State Liquor License upon Issuance to the Village

All persons who sell or serve alcoholic liquor and/ID Check must satisfactorily complete the Village of Palatine Liquor Ordinance Compliance Training Course. To schedule training course, please contact the Crime Prevention Department at (847)-359-9061.

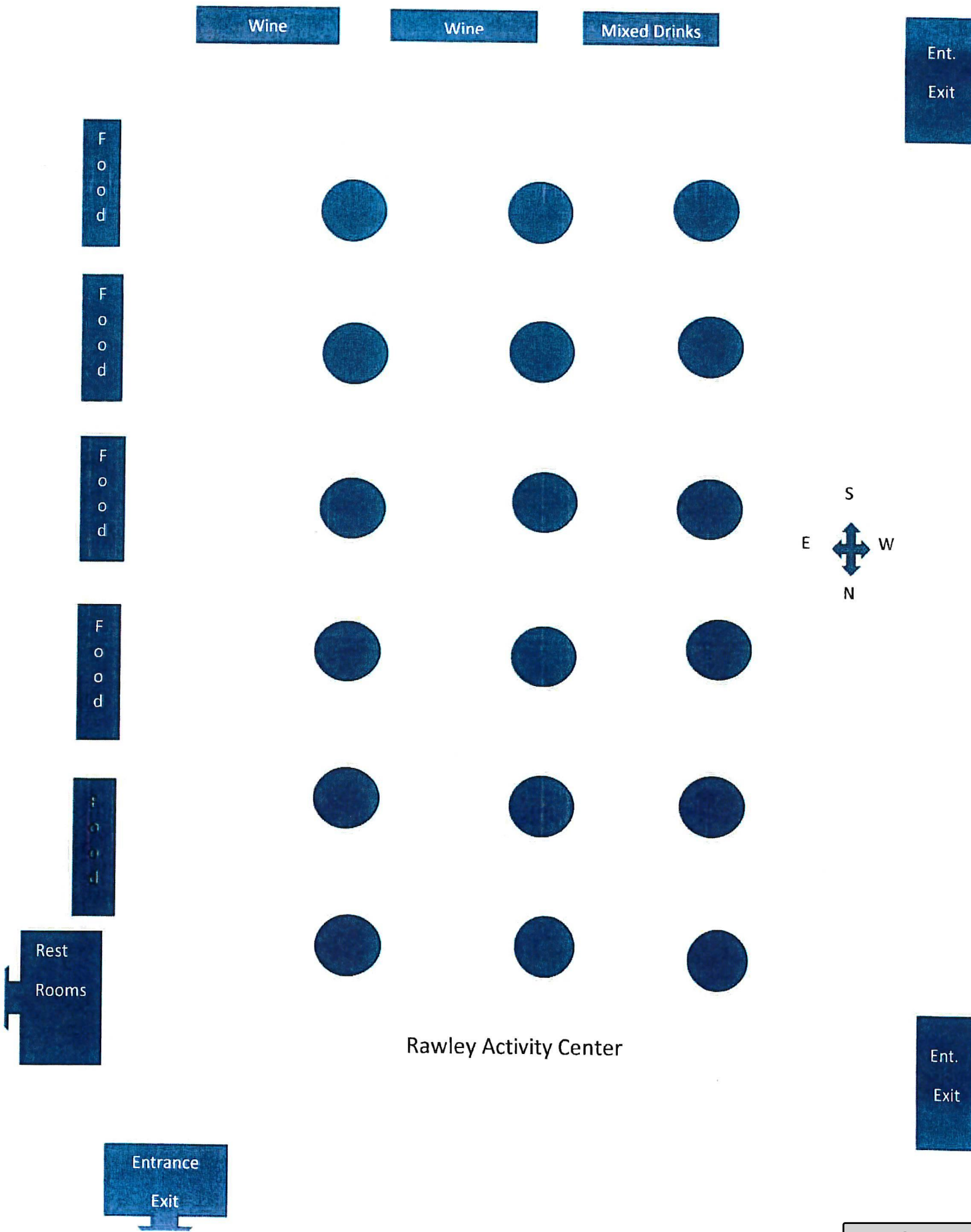
Signature of Organizer Robert Cyran

Date 11/13/2023

TEMPORARY EVENT LIQUOR LICENSE APPLICATION

Page 1 of 2

Attachment: STOV New Years Eve (St. Thomas -Temp. Class E License)



Attachment: STOV New Years Eve (St. Thomas -Temp. Class E License)



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

11/10/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Arthur J. Gallagher Risk Management Services, LLC 2850 Golf Rd Rolling Meadows IL 60008	CONTACT NAME: Gallagher Bassett Services, Inc. PHONE (A/C, No, Ext): 866-829-8486 FAX (A/C, No): 855-858-0904 E-MAIL ADDRESS: cbccerts@gbtpa.com														
INSURED Catholic Bishop of Chicago 835 N. Rush St. Chicago IL 60611	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: left;">NAIC #</th> </tr> <tr> <td>INSURER A : Underwriters at Lloyd's London</td> <td>15792</td> </tr> <tr> <td>INSURER B : American Alternative Insurance Corp</td> <td>19720</td> </tr> <tr> <td>INSURER C : Safety National Casualty Corporation</td> <td>15105</td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Underwriters at Lloyd's London	15792	INSURER B : American Alternative Insurance Corp	19720	INSURER C : Safety National Casualty Corporation	15105	INSURER D :		INSURER E :		INSURER F :	
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COVERAGES

CERTIFICATE NUMBER: 297216566

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:			BP1000923	7/1/2023	7/1/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ Included MED EXP (Any one person) \$ Included PERSONAL & ADV INJURY \$ Included GENERAL AGGREGATE \$ N/A PRODUCTS - COM/OP AGG \$ Included \$
A	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY			BP1000923	7/1/2023	7/1/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	UMBRELLA LIAB ☒ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 1,000,000			R2A2FF000000908	7/1/2023	7/1/2024	EACH OCCURRENCE \$ 9,000,000 AGGREGATE \$ 9,000,000 \$
A C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	BP1000923 SP4067124	7/1/2023 7/1/2023	7/1/2024 7/1/2024	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 5,000,000 E.L. DISEASE - EA EMPLOYEE \$ 5,000,000 E.L. DISEASE - POLICY LIMIT \$ 5,000,000
A B	Liquor Liability Liquor Liability			BP1000923 R2A2FF000000908	7/1/2023 7/1/2023	7/1/2024 7/1/2024	Occurrence \$1,000,000 \$9,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

If additional insured status granted herein, coverage afforded by Endorsement 1 issued by Company A above.
 St. Thomas of Villanova Parish/School, 1201 E. Anderson Drive, Palatine, IL 60074

Proof of Insurance for a "New Year's Eve Party" on Sunday, December 31, 2023 (7:00 pm) through Monday, January 1, 2024 (1:00 am) in the Rawley Activity Center, 1201 E. Anderson Drive, Palatine, IL 60074.

Additional Insured: Village of Palatine and Its Elected and Appointed Officials, employees and Agents

CERTIFICATE HOLDER

CANCELLATION

Village of Palatine 200 E. Wood Street Palatine IL 60067	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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