



VILLAGE COUNCIL & COMMITTEE OF THE WHOLE
SEPTEMBER 2, 2025 AT 7:00 PM

VILLAGE HALL - COUNCIL CHAMBERS
200 E. WOOD STREET
PALATINE, IL 60067-5339
(847) 359-9050 www.palatine.il.us

MINUTES

REGULAR MEETING

7:00 PM

I. CALL TO ORDER

Mayor Schwantz called the meeting to order at 7:00 PM.

II. ROLL CALL

PRESENT :	Mayor Jim Schwantz, Councilman District 1 Greg Langer, Councilman District 2 Scott Lamerand, Councilman District 3 Doug Myslinski, Councilman District 4 Joe Falkenberg, Councilman District 6 Brad Helms
ABSENT :	
ARRIVED :	7:05 PM Councilman District 5 Kollin Kozlowski

Also Present:

Village Clerk Maureen Pasqualucci, 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 William Nord, Deputy Police Chief David Brandwein, Commander Mike Campbell, Deputy Fire Chief Scott Mackeben, IT Director Larry Schroth, Director of Finance Andrew Brown, Director of Human Resources Monika Pandya

III. PLEDGE TO THE FLAG

Mayor Schwantz invited everyone to stand and join him in the Pledge to the Flag.

IV. APPROVAL OF MINUTES

A. Village Council & Committee of the Whole - Regular Meeting - August 18, 2025

RESULT:	MOTION APPROVED BY VOICE VOTE
MOVER:	Doug Myslinski
SECONDER:	Joe Falkenberg
AYES:	Greg Langer, Scott Lamerand, Doug Myslinski, Joe Falkenberg, Kollin Kozlowski, Brad Helms
NAYS:	None

V. MAYOR'S REPORT

A. As Submitted

Mayor Schwantz announced upcoming events:

Thursday, September 4: 6:30 PM – 8:00 PM

Canine Carnival

Fred P. Hall Amphitheater

Friday, September 12: 8:00 AM – 2:00 PM

Charity Golf Outing for Kids in Need

Palatine Hills Golf Course

Saturday, September 13: 9:00 AM – 11:00 AM

Kiwanis Kite Fly

Margreth Riemer Park

VI. RECESS TO THE COMMITTEE OF THE WHOLE

RESULT:	MOTION APPROVED BY VOICE VOTE
MOVER:	Brad Helms
SECONDER:	Greg Langer
AYES:	Greg Langer, Scott Lamerand, Doug Myslinski, Joe Falkenberg, Kollin Kozlowski, Brad Helms
NAYS:	None

VII. COMMITTEE OF THE WHOLE

A. FIRE POLICY & COMMUNITY INFORMATION COMMITTEE BRAD HELMS, CHAIR

1. Consider an Ordinance Transferring a Special Use Ordinance (#O-88-05) to Permit the Continued Operation of a Dry Cleaners 735 W. Palatine Road
Council District: Two

Director of Planning & Zoning Ben Vyverberg explained the Special Use transfer of Inverness Dry Cleaners at 735 W. Palatine Road. The petitioners were in attendance to respond to any additional questions.

RESULT:	MOTION APPROVED BY VOICE VOTE
MOVER:	Scott Lamerand
SECONDER:	Jim Schwantz
AYES:	Jim Schwantz, Greg Langer, Scott Lamerand, Doug Myslinski, Joe Falkenberg, Kollin Kozlowski, Brad Helms
NAYS:	None

2. As Submitted

Nothing was submitted.

B. POLICE POLICY & CODE SERVICES COMMITTEE
DOUG MYSLINSKI, CHAIR

1. Consider an Ordinance Granting a Special Use to Permit a Kennel (Dog Daycare & Boarding) at 541 - 569 E. Dundee Road
Council District: Three

Director of Planning & Zoning Ben Vyverberg discussed the K-9 kennel and dog day care. The proposed kennel includes a 10,619-square-foot building, staffing of 8 to 10 employees, for a maximum of 102 dogs, with an expected daily average of 50 dogs and on-site services. Council discussed noise concerns and an indoor play area. There is similarly another location in Deerfield.

Councilman Myslinski, Councilman Helms and Councilman Falkenberg each addressed multiple concerns, including resident complaints regarding noise impacts, the proposed location and a potentially more suitable alternative, as well as questions related to garage door design and soundproofing measures. Vyverberg responded by explaining noise reduction efforts utilizing sound proofing material.

Attorneys Meghan Murphy and Katrina McGuyer, representing the kennel, spoke along with Zack Nisbet, the general manager, addressing sound-related concerns, drawing on 20 years of experience with facilities across the country. Mr. Nisbet noted the use of buff tech fencing material to help dampen noise and introduced a garage door concept as an additional mitigation measure. Sound engineers were hired to conduct studies, and findings were submitted for a comparable site with residential proximity of 180–200 feet. At that location, fencing alone reduced noise levels to approximately 45 decibels—comparable to a household refrigerator. He also outlined operational practices designed to promote quiet periods for dogs.

Zack Nisbet expressed confidence that the proposed operation would not become a nuisance to the community, emphasizing the company's commitment to maintaining a positive reputation. He noted the significance of the \$3.5 million investment and was agreeable to a six-month review to be conducted to assess performance and community impact. Attendees were encouraged to watch the informational video for additional context.

RESULT:	MOTION TO APPROVE BY ROLL CALL
MOVER:	Greg Langer
SECONDER:	Joe Falkenberg
AYES:	Greg Langer, Doug Myslinski, Joe Falkenberg, Kollin Kozlowski
NAYS:	Jim Schwantz, Scott Lamerand, Brad Helms

Village Manager Reid Ottesen asked that final action be deferred until staff has reviewed and considered the new information submitted during the meeting and proposed to continuing the item to September 15, 2025. Council expressed agreement to continue the item.

2. Consider an Ordinance Granting Variations to Construct a Detached Garage at 35 N. Ashland Avenue
Council District: Six

Director of Planning & Zoning Ben Vyverberg spoke about the property at 35 N. Ashland, proposing to replace the existing attached garage with a new detached garage. The petitioner's proposed request includes replacing garage and increasing the side yard setback to 3 feet.

RESULT:	MOTION APPROVED BY VOICE VOTE
MOVER:	Joe Falkenberg
SECONDER:	Greg Langer
AYES:	Jim Schwantz, Greg Langer, Scott Lamerand, Doug Myslinski, Joe Falkenberg, Kollin Kozlowski, Brad Helms
NAYS:	None

3. Consider an Ordinance Granting a Variation to Permit a Detached Garage at 310 N. Brockway Street
Council District: Six

Director of Planning & Zoning Ben Vyverberg explained the petitioner's relief request to construct a detached garage at 310 N. Brockway Street. The petitioner is requesting a setback variation to replace the garage for tree preservation.

Director Vyverberg noted that the surrounding properties are multifamily.

Councilman Myslinski inquired about the condition and well-being of the existing tree on the property. Vyverberg responded that, according to the arborist's letter, the evaluation determined the tree is appropriate for preservation.

RESULT:	MOTION APPROVED BY VOICE VOTE
MOVER:	Brad Helms
SECONDER:	Kollin Kozlowski
AYES:	Jim Schwantz, Greg Langer, Scott Lamerand, Doug Myslinski, Joe Falkenberg, Kollin Kozlowski, Brad Helms
NAYS:	None

4. Consider an Ordinance Amending Chapter 18 - Traffic - Regarding Untitled Motor Driven Vehicles of the Code of Ordinances of the Village of Palatine

Village Manager Reid Ottesen discussed the increasing use of electric scooters and bikes, noting that surrounding communities are beginning to implement rules and regulations governing their operation. Ottesen mentioned receiving complaints related to electric scooters and bicycles, particularly regarding safety concerns. There is an actionable ordinance presented to the Council should they wish to do that and any changes can be made and brought back to be presented.

Police Chief William Nord, Deputy Police Chief David Brandwein and Commander Mike Campbell presented on the Public Act that the State enacted to authorize and regulate the use of low-speed scooters. Chief Nord emphasized that the number one goal is public safety, and the importance of implementing best practices.

Deputy Police Chief Brandwein mentioned staff researched what the strategies being initiated by the surrounding communities are in identifying approaches and potential opportunities.

Deputy Police Chief Brandwein spoke about several key issues surrounding e-bike and e-scooter regulations, including:

- Locations allowed and prohibited
- Rules of the Road, Operator Requirements and Training
- Three classes for e-bikes
- Incidents
- Education
- Enforcement
- Coordination and Metrics

Councilmen and Village Manager Reid Ottesen discussed the distinctions between state and county road jurisdictions, expressing appreciation for the information and recommendations provided by the Police Department. Discussion included a review of speed classifications for electric scooters and bicycles, noting the differences among vehicle classes. They discussed the contrast between leisure riding and transportation use, and raised questions about permitted locations for electric bike operation, specifically referencing park district paths versus public sidewalks.

Councilman Kozlowski asked about the state rules versus the municipality. Ottesen responded that the state is more restrictive, and the locality is seeking greater customization to better address its specific needs.

Councilman Helms discussed the characterization and determination of e-scooters. Deputy Chief Brandwein maintained that there is more research to be done.

Councilman Lamerand asked for location clarification of minors riding e-scooters. Ottesen mentioned other viable options for minors, such as the park district allowing electric bikes at certain times of the day. He also discussed open issues of permits, licenses and age restrictions.

Mayor Schwantz asked about education and enforcement in other communities, Ottesen stated that the new policies in place have been effective.

Mayor Schwantz asked for clarification on e-bikes with pedals or without, and Deputy Chief Brandwein explained the different power usage specifications.

Councilman Kozlowski questioned whether the Park District bike path constitutes public property. In response, Ottesen said that staff indicated that enforcement could be applied on the path; however, we defer to the Park District and local schools to establish and manage their own rules and our intention is to continue working collaboratively with them.

Councilman Kozlowski asked about the use of bike lanes within the public street. Ottesen replied that it would be permitted, provided the appropriate license or authorization is obtained.

Councilman Myslinski asked whether low speed is included and Deputy Chief Brandwein confirmed that they are.

Councilman Falkenberg noted that medical professionals have reported a significant number of injuries and stressed the importance of education as key. His focus remains on children and overall safety.

Councilman Helms stated that the challenge is enforcement, noting that it may be difficult to distinguish between class 1, 2 or 3 by appearance alone. Deputy Chief Brandwein replied that officers will be educated in this area of enforcement to ensure clarity and consistency.

Councilman Helms noted if the minimum operating age is going to age 15 with a learner's permit. Ottesen responded by referencing applicable state law and noting that other municipalities have adopted similar approaches.

Police Chief Nord explained the distinction between intended use and permitted use, adding that under state law, such use is not allowed on roadways with a posted speed limit over 35 miles per hour.

Councilman Lamerand raised a question about kids using scooters, whether a child could operate a scooter only on private property and acknowledged the use of scooters among children. Councilman Lamerand emphasized that safety remains the primary goal, prompting discussion about designated areas for use.

Councilman Langer mentioned a study that called this a growing health concern, and said safety, accessibility, and public awareness are key. He is in favor of requiring a learner's permit and relaxing the use starting at age 18.

Mayor Schwantz noted the importance of taking action before Christmas.

Resident Elizabeth Dixon, 237 E Home Avenue spoke about transportation access for elder adult riders and individuals without a driver's license.

Resident Ryan McGaughey, 153 N. Babcock Drive, discussed license requirements, helmets, and training.

Resident Gary Oullette, 18 S. Ash Drive suggested that not all e-bikes should be banned, asked for stats on the different kinds, and supported training to help people ride the scooters safely.

Resident at 117 Schiller, requested clarification on e-biker rider accidents versus bicycles on sidewalks and if there were any studies provided.

Resident Ralph Banasiak, 430 S. Bothwell, asked about the differences in requirements for untitled bikes versus e-bikes. Ottesen clarified that e-bikes fall under the category of unregistered motor-driven vehicles. In response, Mr. Banasiak expressed concern about banning all e-bikes since different people rely on them for different reasons. Deputy Chief Brandwein stated that the localities are able to override state rules.

Councilman Myslinski asked if the ordinance should be further reviewed and adjusted ahead of the September 15 meeting. Ottesen stated that if Council

wished to proceed, a motion could be made to provide staff with direction. There was consensus among the Council to proceed with the substitute motion.

Councilman Kozlowski made the substitute motion to incorporate the current discussion, specifying that individuals age 15 may operate with a learner's permit, while those age 18 and older would not be required to hold a driver's license. Seconded by Councilman Helms.

RESULT:	MOTION TO APPROVE A SUBSTITUTE MOTION TO CONTINUE TO A DATE CERTAIN OF SEPTEMBER 15, 2025 AT 7:00 PM
MOVER:	Kollin Kozlowski
SECONDER:	Brad Helms
AYES:	Jim Schwantz, Greg Langer, Scott Lamerand, Doug Myslinski, Joe Falkenberg, Kollin Kozlowski, Brad Helms
NAYS:	None

5. As Submitted

Nothing was submitted.

C. **INFRASTRUCTURE & ENVIRONMENT COMMITTEE**
KOLLIN KOZLOWSKI, CHAIR

1. Consider a Motion to Award a Contract for the Water Supply Well 15 Rehabilitation
Council District: Three

Director of Public Works Matt Barry explained that one of the standby wells requires maintenance and is recommending awarding the lowest bidder, Layne Christenson Company, in the amount of \$376, 509 for repairs. A portion of the cost will be funded by the Member Initiative Grant from the Northwest Water Commission.

RESULT:	MOTION APPROVED BY VOICE VOTE
MOVER:	Joe Falkenberg
SECONDER:	Greg Langer
AYES:	Jim Schwantz, Greg Langer, Scott Lamerand, Doug Myslinski, Joe Falkenberg, Kollin Kozlowski, Brad Helms
NAYS:	None

2. Consider a Motion Authorizing the Village Manager to Execute a Proposal for Design Engineering Services for the Quentin Road Water Main Improvements

Council District: Two

Director of Public Works Matt Barry spoke about the water main replacement on Quentin Road. He stated that this project was moved up due to the Cook County resurfacing project and will be funded by the Member Initiative Grant from the Northwest Water Commission.

Councilman Kozlowski questioned if this grant would fully cover the project and Barry confirmed that it will.

Councilman Lamerand expressed gratitude for all the hard work involved in accomplishing this project for the community.

RESULT:	MOTION APPROVED BY VOICE VOTE
MOVER:	Scott Lamerand
SECONDER:	Brad Helms
AYES:	Jim Schwantz, Greg Langer, Scott Lamerand, Doug Myslinski, Joe Falkenberg, Kollin Kozlowski, Brad Helms
NAYS:	None

3. Consider a Motion to Accept a Perpetual Water Main Easement Located at Town Center Promenade in Deer Park, Illinois

Director of Public Works Matt Barry discussed the Perpetual Water Main Easement identified near Dicks Sporting Goods and noted that it will have no cost to the Village.

RESULT:	MOTION APPROVED BY VOICE VOTE
MOVER:	Doug Myslinski
SECONDER:	Joe Falkenberg
AYES:	Jim Schwantz, Greg Langer, Scott Lamerand, Doug Myslinski, Joe Falkenberg, Kollin Kozlowski, Brad Helms
NAYS:	None

4. Consider a Motion to Accept the Gateway Parking Deck Change Order 1
Council District: Six

Director of Public Works Matt Barry presented the Gateway Parking Deck Center Change Order 1 for renovations to replace tile and grout in the stairwells. Staff recommends approval for the renovations to be completed by Hammer Construction. Barry reported the TIF eligibility of this order.

RESULT:	MOTION APPROVED BY VOICE VOTE
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MOVER:	Brad Helms
SECONDER:	Jim Schwantz
AYES:	Jim Schwantz, Greg Langer, Scott Lamerand, Doug Myslinski, Joe Falkenberg, Kollin Kozlowski, Brad Helms
NAYS:	None

5. As Submitted

Nothing was submitted.

D. ADMINISTRATION, TECHNOLOGY & COMMUNITY HEALTH COMMITTEE
GREG LANGER, CHAIR

1. As Submitted

Nothing was submitted.

E. BUSINESS FINANCE & BUDGET COMMITTEE
JOE FALKENBERG, CHAIR

1. As Submitted

Nothing was submitted.

F. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE
SCOTT LAMERAND, CHAIR

1. As Submitted

Nothing was submitted.

VIII. RECONVENE THE VILLAGE COUNCIL MEETING

RESULT:	MOTION APPROVED BY VOICE VOTE
MOVER:	Brad Helms
SECONDER:	Doug Myslinski
AYES:	Greg Langer, Scott Lamerand, Doug Myslinski, Joe Falkenberg, Kollin Kozlowski, Brad Helms
NAYS:	None

IX. CONSENT AGENDA

All items are considered to be routine by the Village Council and will be enacted by one motion, with waiver of first reading. There will be no separate discussion of these items unless a Council Member so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

The motion was to approve items A, B, D, E, and G to J in Consent Agenda, moving items C and F to Police Policy & Code Services at Standing Committee.

RESULT:	MOTION APPROVED BY ROLL CALL
MOVER:	Scott Lamerand
SECONDER:	Joe Falkenberg
AYES:	Greg Langer, Scott Lamerand, Doug Myslinski, Joe Falkenberg, Kollin Kozlowski, Brad Helms
NAYS:	None

- A. Consider a Motion to Approve Warrant 2025 #17
- B. Consider an Ordinance Transferring a Special Use Ordinance (#O-88-05) to Permit the Continued Operation of a Dry Cleaners 735 W. Palatine Road
Council District: Two

Ordinance #O-86-25
- C. Consider an Ordinance Granting a Special Use to Permit a Kennel (Dog Daycare & Boarding) at 541 - 569 E. Dundee Road
Council District: Three

This item was removed from the Consent Agenda and moved to the Police Policy & Code Services at Standing Committee.
- D. Consider an Ordinance Granting Variations to Construct a Detached Garage at 35 N. Ashland Avenue
Council District: Six

Ordinance #O-87-25
- E. Consider an Ordinance Granting a Variation to Permit a Detached Garage at 310 N. Brockway Street
Council District: Six

Ordinance #O-88-25
- F. Consider an Ordinance Amending Chapter 18 - Traffic - Regarding Untitled Motor Driven Vehicles of the Code of Ordinances of the Village of Palatine

This item was removed from the Consent Agenda and moved to the Police Policy & Code Services at Standing Committee.
- G. Consider a Motion to Award a Contract for the Water Supply Well 15 Rehabilitation

Council District: Three

- H. Consider a Motion Authorizing the Village Manager to Execute a Proposal for Design Engineering Services for the Quentin Road Water Main Improvements
Council District: Two
- I. Consider a Motion to Accept a Perpetual Water Main Easement Located at Town Center Promenade in Deer Park, Illinois
- J. Consider a Motion to Accept the Gateway Parking Deck Change Order 1
Council District: Six

X. REPORTS OF STANDING COMMITTEES

A. ADMINISTRATION, TECHNOLOGY & COMMUNITY HEALTH COMMITTEE
GREG LANGER, CHAIR

- 1. As Submitted
No Report.

B. BUSINESS FINANCE & BUDGET COMMITTEE
JOE FALKENBERG, CHAIR

- 1. As Submitted
No Report.

C. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE
SCOTT LAMERAND, CHAIR

- 1. As Submitted
No Report.

D. FIRE POLICY & COMMUNITY INFORMATION COMMITTEE
BRAD HELMS, CHAIR

- 1. As Submitted
No Report.

E. INFRASTRUCTURE & ENVIRONMENT COMMITTEE
KOLLIN KOZLOWSKI, CHAIR

- 1. As Submitted
No Report.

F. POLICE POLICY & CODE SERVICES COMMITTEE
DOUG MYSLINSKI, CHAIR

1. As Submitted

1. Consider an Ordinance Granting a Special Use to Permit a Kennel (Dog Daycare & Boarding) at 541-569 E. Dundee Road

Councilman Myslinski reported on the kennel special use permit. This will be discussed in the future at the September 15th meeting per motion passed during the Committee of the Whole.

2. Consider an Ordinance Amending Chapter 18 - Traffic - Regarding Untitled Motor Driven Vehicles of the Code of Ordinances of the Village of Palatine

Village Manager Ottesen clarified that this is a motion to approve as amended at committee and will be discussed at the September 15th meeting per motion passed during Committee of the Whole.

Councilman Lamerand discussed licenses and training programs and the inclination to conduct further due diligence on what other like-minded communities are instituting.

XI. REPORTS OF THE VILLAGE OFFICERS

A. VILLAGE MANAGER

1. As Submitted

No Report.

B. VILLAGE CLERK

1. As Submitted

No Report.

C. VILLAGE ATTORNEY

1. As Submitted

No report. Staff is requesting a closed session meeting.

XII. CLOSED SESSION AS REQUIRED

Village Attorney Patrick Brankin stated they are going into a closed session, so at this time, seek a motion to adjourn the regular meeting and go into closed session pursuant to 5 ILCS 120/2 (c) (11) related to pending litigation, with no intent to return to open session.

XIII. RECOGNITION OF AUDIENCE

No one came forward.

XIV. ADJOURNMENT

Mayor Schwantz announced that they are going into closed session and at this time, and seek a motion to adjourn the regular meeting and go into closed session pursuant to 5 ILCS 120/2 (c) (11) related to pending litigation, with no intent to return to open session.

RESULT:	MOTION APPROVED BY VOICE VOTE
MOVER:	Brad Helms
SECONDER:	Kollin Kozlowski
AYES:	Greg Langer, Scott Lamerand, Doug Myslinski, Joe Falkenberg, Kollin Kozlowski, Brad Helms
NAYS:	None

MEETING ADJOURNED AT 8:46 P.M.

SUBMITTED BY:

Maureen Pasqualucci
Village Clerk