



# VILLAGE COUNCIL & COMMITTEE OF THE WHOLE

JANUARY 19, 2026 AT 7:00 PM

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

## MINUTES

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### REGULAR MEETING

7:00 PM

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#### I. CALL TO ORDER

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

#### II. ROLL CALL

|                  |                                                                                                                                                                       |
|------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>PRESENT :</b> | Mayor Jim Schwantz, Councilman District 1 Greg Langer, Councilman District 2 Scott Lamerand, Councilman District 5 Kollin Kozlowski, Councilman District 6 Brad Helms |
| <b>ABSENT :</b>  | Councilman District 3 Doug Myslinski, Councilman District 4 Joe Falkenberg                                                                                            |
| <b>ARRIVED :</b> |                                                                                                                                                                       |

Also Present:

Village Clerk Maureen Pasqualucci, Village Manager Reid Ottesen, Deputy Village Manager Hadley Skeffington-Vos, Village Attorney Rick Veenstra, 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, Fire Chief Scott Mackeben, IT Director Larry Schroth, 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 - January 12, 2026

|                  |                                                           |
|------------------|-----------------------------------------------------------|
| <b>RESULT:</b>   | <b>MOTION APPROVED BY VOICE VOTE</b>                      |
| <b>MOVER:</b>    | Greg Langer                                               |
| <b>SECONDER:</b> | Scott Lamerand                                            |
| <b>AYES:</b>     | Greg Langer, Scott Lamerand, Kollin Kozlowski, Brad Helms |
| <b>NAYS:</b>     | None                                                      |

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**V. MAYOR'S REPORT****A. As Submitted**

Mayor Schwantz announced upcoming events:

**1<sup>st</sup> and 3<sup>rd</sup> Saturday of each month through April: 9 AM – 12 PM**

Palatine Winter Farmers' Market

Palatine Train Station

**VI. RECESS TO THE COMMITTEE OF THE WHOLE**

|                  |                                                           |
|------------------|-----------------------------------------------------------|
| <b>RESULT:</b>   | <b>MOTION APPROVED BY VOICE VOTE</b>                      |
| <b>MOVER:</b>    | Kollin Kozlowski                                          |
| <b>SECONDER:</b> | Greg Langer                                               |
| <b>AYES:</b>     | Greg Langer, Scott Lamerand, Kollin Kozlowski, Brad Helms |
| <b>NAYS:</b>     | None                                                      |

**VII. COMMITTEE OF THE WHOLE****A. POLICE POLICY & CODE SERVICES COMMITTEE**

DOUG MYSLINSKI, CHAIR

1. Consider an Ordinance Granting a Special Use to Permit Front Yard Setback Reduction at 317 N. MacArthur Drive  
Council District: Six

In the absence of Chairman Myslinski, Vice-Chairman Kozlowski opened the Police Policy & Code Services Committee.

Director of Planning & Zoning Ben Vyverberg spoke about a request for a front yard setback at 317 N. MacArthur Street. Vyverberg explained that the petitioner plans to build an addition with a 12 feet rear yard setback instead of the required 30 feet, which necessitates a special use permit.

|                  |                                                                         |
|------------------|-------------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>MOTION APPROVED BY VOICE VOTE</b>                                    |
| <b>MOVER:</b>    | Brad Helms                                                              |
| <b>SECONDER:</b> | Jim Schwantz                                                            |
| <b>AYES:</b>     | Jim Schwantz, Greg Langer, Scott Lamerand, Kollin Kozlowski, Brad Helms |
| <b>NAYS:</b>     | None                                                                    |

2. Consider an Ordinance Approving a Special Use Transfer to Permit the Continued Operation of a Used Auto Sales and Auto Repair Business at 646-648 E. Northwest Highway  
Council District: Six

Director of Planning & Zoning Ben Vyverberg reported on a used auto sales and auto repair business at 646-648 E. Northwest Highway. Vyverberg mentioned a special use permit established in 2015 remains in effect. Vyverberg stated that the business is being transferred to a new petitioner, who has submitted a business plan, acquired both the building and the business, and acknowledged the additional requested modifications.

Councilman Helms expressed gratitude towards staff efforts during the list of conditions discussed regarding the transfer.

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|------------------|----------------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>MOTION APPROVED BY VOICE VOTE</b>                                       |
| <b>MOVER:</b>    | Brad Helms                                                                 |
| <b>SECONDER:</b> | Greg Langer                                                                |
| <b>AYES:</b>     | Jim Schwantz, Greg Langer, Scott Lamerand, Kollin Kozlowski,<br>Brad Helms |
| <b>NAYS:</b>     | None                                                                       |

3. Consider an Ordinance Approving a Special Use Transfer to Permit the Continued Operation of the Papa John's Pizza Restaurant at 859 N. Quentin Road  
Council District: One

Director of Planning & Zoning Ben Vyverberg explained that the Papa Johns is changing ownership. Vyverberg noted that the original special use permit remains in effect and that the business hours will stay the same as in prior operations.

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|------------------|----------------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>MOTION APPROVED BY VOICE VOTE</b>                                       |
| <b>MOVER:</b>    | Greg Langer                                                                |
| <b>SECONDER:</b> | Jim Schwantz                                                               |
| <b>AYES:</b>     | Jim Schwantz, Greg Langer, Scott Lamerand, Kollin Kozlowski,<br>Brad Helms |
| <b>NAYS:</b>     | None                                                                       |

4. As Submitted  
Nothing Submitted.

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

1. Consider a Motion to Approve a Joint Funding Agreement Federally Funded Professional Engineering at Palatine and Rohlwing Roads

Director of Public Works Matt Barry reported on a joint funding agreement for work at Palatine and Rohlwing Roads. Barry mentioned through a village conducted study, that Palatine is eligible for federal funding. Barry explained the project specifics and the proposed construction planned for 2028. Barry also presented information on a proposed local public agency engineering services agreement in the amount of \$195,364. Barry further mentioned the following:

- Joint Funding Agreement \$91,500 for Design Engineering
- 2028 target construction \$2,288,000 grant

Councilman Helms asked whether any property acquisitions were linked with this project and Barry confirmed that no property acquisition will be necessary.

|                  |                                                                         |
|------------------|-------------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>MOTION APPROVED BY VOICE VOTE</b>                                    |
| <b>MOVER:</b>    | Jim Schwantz                                                            |
| <b>SECONDER:</b> | Scott Lamerand                                                          |
| <b>AYES:</b>     | Jim Schwantz, Greg Langer, Scott Lamerand, Kollin Kozlowski, Brad Helms |
| <b>NAYS:</b>     | None                                                                    |

2. Consider a Motion to Approve a Local Public Agency Engineering Services Agreement

|                  |                                                                         |
|------------------|-------------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>MOTION APPROVED BY VOICE VOTE</b>                                    |
| <b>MOVER:</b>    | Scott Lamerand                                                          |
| <b>SECONDER:</b> | Greg Langer                                                             |
| <b>AYES:</b>     | Jim Schwantz, Greg Langer, Scott Lamerand, Kollin Kozlowski, Brad Helms |
| <b>NAYS:</b>     | None                                                                    |

3. As Submitted  
Nothing Submitted.

C. **FIRE POLICY & COMMUNITY INFORMATION COMMITTEE**  
BRAD HELMS, CHAIR

1. Discussion Related to Downtown Summer Events

Village Manager Reid Ottesen opened the discussion with Council about planned deviations from past downtown summer events. Ottesen presented the proposed Street Fest layout and construction updates for Summer 2026. Ottesen mentioned alternative options, including holding two festivals, offering food trucks on Sundays, and expanding National Night Out or Jaycees activities. The ultimate objective is to encourage increased downtown visitation through a coordinated, collaborative approach.

Councilman Kozlowski asked about starting construction immediately and the utilization of the lots around Tap House for the Food Truck events.

Ottesen explained that the design phase is currently underway.

Barry mentioned the goal of completing construction as soon as possible, with the proposed construction timeline starting in May and lasting for four months.

Councilman Langer commented on the modified Street Fest plan and suggested food trucks on an ongoing basis.

Councilman Lamerand requested and communicated reaching out to business owners impacted by these changes. Ottesen expanded that he and Deputy Village Manager Hadley Skeffington-Vos attended a Downtown Business Association meeting in 2025 discussing planning for these modifications along with future meetings for those affected.

Councilman Helms commented on construction noise hours.

Ottesen asked for concurrence from the council.

2. As Submitted

Nothing Submitted.

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

1. As Submitted

Nothing Submitted.

E. **BUSINESS FINANCE & BUDGET COMMITTEE**  
JOE FALKENBERG, CHAIR

1. As Submitted

In the absence of Chairman Falkenberg, Vice-Chairman Kozlowski opened the Business Finance & Budget Committee.

Nothing Submitted.

F. **COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE**  
SCOTT LAMERAND, CHAIR

1. As Submitted

Nothing Submitted.

**VIII. RECONVENE THE VILLAGE COUNCIL MEETING**

|                  |                                                           |
|------------------|-----------------------------------------------------------|
| <b>RESULT:</b>   | <b>MOTION APPROVED BY VOICE VOTE</b>                      |
| <b>MOVER:</b>    | Brad Helms                                                |
| <b>SECONDER:</b> | Greg Langer                                               |
| <b>AYES:</b>     | Greg Langer, Scott Lamerand, Kollin Kozlowski, Brad Helms |
| <b>NAYS:</b>     | 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. to G.

|                  |                                                           |
|------------------|-----------------------------------------------------------|
| <b>RESULT:</b>   | <b>MOTION APPROVED BY ROLL CALL</b>                       |
| <b>MOVER:</b>    | Scott Lamerand                                            |
| <b>SECONDER:</b> | Kollin Kozlowski                                          |
| <b>AYES:</b>     | Greg Langer, Scott Lamerand, Kollin Kozlowski, Brad Helms |
| <b>NAYS:</b>     | None                                                      |

- A. Consider a Motion to Approve Warrant 2026 #2
- B. Consider an Ordinance Granting a Special Use to Permit Front Yard Setback Reduction at 317 N. MacArthur Drive  
Council District: Six  
Ordinance #O-9-26
- C. Consider an Ordinance Approving a Special Use Transfer to Permit the Continued Operation of a Used Auto Sales and Auto Repair Business at 646-648 E. Northwest Highway  
Council District: Six  
Ordinance #O-10-26
- D. Consider an Ordinance Approving a Special Use Transfer to Permit the Continued Operation of the Papa John's Pizza Restaurant at 859 N. Quentin Road  
Council District: One  
Ordinance #O-11-26
- E. Consider a Motion to Approve a Joint Funding Agreement Federally Funded Professional Engineering at Palatine and Rohlwing Roads
- F. Consider a Motion to Approve a Local Public Agency Engineering Services Agreement

- G. Consider a Resolution Granting a Security Deposit Reduction and Release for Taylor Estates Subdivision at 301 & 305 N. Clyde Avenue  
Council District: One  
  
Resolution #R-4-26

**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

In the absence of Chairman Myslinski, Vice-Chairman Kozlowski reported on the Business Finance & Budget Committee.

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

In the absence of Chairman Myslinski, Vice-Chairman Kozlowski reported on the Police Policy & Code of Services Committee.

No Report.

#### **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.

#### **XII. CLOSED SESSION AS REQUIRED**

No Closed Session requested.

#### **XIII. RECOGNITION OF AUDIENCE**

Roman Golash, American Legion 122 W. Palatine Road, spoke about an upcoming event on the decommissioning of American Flags on Sunday, January 25th at 11am.

Mayor Schwantz elaborated that this is for retired or damaged flags, and Roman Golash confirmed.

#### **XIV. ADJOURNMENT**

|                  |                                                           |
|------------------|-----------------------------------------------------------|
| <b>RESULT:</b>   | <b>MOTION APPROVED BY VOICE VOTE</b>                      |
| <b>MOVER:</b>    | Brad Helms                                                |
| <b>SECONDER:</b> | Kollin Kozlowski                                          |
| <b>AYES:</b>     | Greg Langer, Scott Lamerand, Kollin Kozlowski, Brad Helms |
| <b>NAYS:</b>     | None                                                      |

The meeting adjourned at 7:22 PM.

SUBMITTED BY:

Maureen Pasqualucci  
Village Clerk