

**VILLAGE OF RIVER FOREST  
VILLAGE BOARD OF TRUSTEES MINUTES  
August 25<sup>th</sup>, 2025**

A regular meeting of the Village of River Forest Board of Trustees was held on August 25<sup>th</sup> at 7:00 p.m. in the Community Room of Village Hall, 400 Park Avenue – River Forest, IL.

**1. CALL TO ORDER/ROLL CALL**

The meeting was called to order at 7:00 p.m. Upon roll call, the following persons were:

Present: President Adduci, Trustees Keskitalo, Vazquez, O'Connell, Gillis and Village Clerk Castellano  
Absent: Trustees Brennan and Bachner  
Also Present: Village Attorney Lance Malina, Village Administrator Matt Walsh, Assistant Village Administrator Jessica Spencer, Police Chief James Greenwood, Fire Chief Tom Gaertner, Director of Public Works and Engineering Jack Bielak, Deputy Fire Chief Dave Bochenek, Public Works Analyst Seth Jansen, Finance Director Rosemary McAdams, HR Manager Trish Ivansek, and Deputy Clerk Luke Masella

**2. PLEDGE OF ALLEGIANCE**

President Adduci led the Pledge of Allegiance.

**3. SPECIAL PRESENTATIONS**

- a. Police Department Swearing Ins – Officers Bourdeau, Richter, and Saldana

Police Chief James Greenwood delivered remarks about Officers Bourdeau, Richter, and Saldana before inviting Village Clerk Castellano to administer the oath of office.

Village Clerk Castellano then swore in all three officers together.

- b. Fire Department – Presentation of Heart Saver Hero Award

Fire Chief Tom Gaertner and Deputy Fire Chief Dave Bochenek shared background information about the incident that led to the presentation of the Heart Saver Hero Award. They then presented the award to Elly Frymire Cone, who followed with remarks of her own.

#### **4.CITIZEN COMMENTS**

Phyllis Rubin expressed her gratitude to the Village and the Police Department for providing security at the recent weekly Run for Their Lives Walk event.

Jan Saeger thanked the Village for hosting the recent Senior Barbecue and Bingo event, expressing appreciation for the efforts of Village staff. She also inquired about the status of a deliverable from the Diversity, Equity, and Inclusion report by Nova Collective, and encouraged continued progress on this work.

Margie Cekander raised concerns about the Village's recent Ethics Ordinance changes and encouraged residents to familiarize themselves with both the updates and the events surrounding them. She then commented on several of the appointments to the Village's Boards and Commissions listed on the agenda for later in the meeting.

#### **5. ELECTED OFFICIAL COMMENTS & ANNOUNCEMENTS**

Trustee Gillis congratulated the River Forest Park District and the local Rotary Club on the recent Food Truck Rally. She also shared her appreciation for a recent Forest Preserve event she attended and expressed gratitude for the forest preserves in the county. She then reminded residents of the upcoming Electronic Waste pickup deadline. Following the Heart Saver Hero Award presentation, she suggested the Village consider hosting CPR training at Village Hall.

Members of the Village staff noted that there are existing CPR training programs.

Trustee Vazquez noted his recent attendance at a joint training session hosted by the American Planning Association with the Development Review Board, Plan Commission, and Zoning Board of Appeals. He remarked that the training was valuable and informative.

Trustee Keskitalo began with a land acknowledgment and reminded everyone to

exercise caution during morning commutes as the school year has started. She highlighted recent bicycle safety courses at local schools, encouraged residents to enroll their children, and thanked Village staff for their efforts on school safety. She also expressed appreciation for the work of local PTO organizations.

Trustee O'Connell stated that the Food Truck Rally was a great event and reminded everyone that construction has started on North Avenue.

President Adduci highlighted the recent Food Truck event and reflected on the Senior Barbecue and Bingo event, noting its connection to the Village's Age Friendly Report. She thanked staff for their efforts on the event. Additionally, she expressed appreciation to the Village's Fire Department and acknowledged the Heart Savers Award presented during the meeting. President Adduci also commented on a recent Casual Conversation event, noting that traffic and safety remain the top concerns raised. She concluded by giving a shoutout to the upcoming Tour De Proviso event.

Trustee Gillis commented that the training highlighted by Trustee Vazquez is available for review online.

## **6.CONSENT AGENDA**

- a. Village Board of Trustees Meeting Minutes – July 14<sup>th</sup>
- b. Monthly Department Reports
- c. Administration Department Report
- d. Accounts Payable – July 2025 – \$2,702,587.18
- e. July 2025 Financial Report
- f. Intergovernmental Agreement Approval – Washington Boulevard Improvements
- g. Award of Contract – Washington Boulevard Corridor Phase I Engineering – Primera Engineers, Ltd – \$134,880.00
- h. Award of Contract – FY 2026 Tree and Stump Removal Program – Homer Tree Care, Inc – \$44,000.00
- i. Award of Contract – FY 2026 Tree Trimming Program – Davis Tree Care and Landscaping Inc. – \$58,000.00
- j. Award of Contract – Lake/Lathrop Traffic Signal Repairs – Lyons Pinner Electric Companies – \$34,749.00
- k. Award of Contract – SCBA Replacement Program Purchase – Air One Equipment Inc – \$33,400.00

- l. Payment Approval – 2025 Pavement Striping Program – Highstar Traffic – \$24,292.46
- m. Settlement Approval – Settlement Agreement with Union Pacific
- n. Approval of Contract – Vicarious Multimedia Communications – \$6,500.00 per month

Trustee Keskitalo asked that consent agenda item N. be pulled for separate consideration.

**MOTION** by Trustee Gillis to approve consent agenda items A through M. seconded by Trustee O’Connell.

**Roll call:**

Ayes: Trustee Vazquez, O’Connell, Gillis, and Keskitalo

Absent: Trustees Bachner and Brennan

Nays: None

Motion Passes.

## **7. CONSENT ITEMS FOR SPEARATE CONSIDERATION**

- n. Approval of Contract – Vicarious Multimedia Communications – \$6,500.00 per month

**MOTION** by Trustee Gillis to approve Consent Agenda Item N. Approval of Contract – Vicarious Multimedia Communications – \$6,500.00 per month  
Seconded by Trustee O’Connell.

Trustee Keskitalo inquired about the contract and asked Administrator Walsh when the Village last issued a Request for Proposal (RFP) for this service.

Administrator Walsh responded that he believes it was in 2021.

Trustee Keskitalo noted a continued cost increase and asked whether any additional services have been added to justify the higher expense.

Administrator Walsh gave an overview of the contract and outlined the services provided by Vicarious.

Trustee Keskitalo recommended adding a social media calendar to the contract to enhance post planning and keep everyone informed. She also requested that the Village ask Vicarious to provide metrics and reporting to help analyze the performance of the posts.

Administrator Walsh provided background on some of the information on the existing metrics the Village utilizes.

Trustee Keskitalo inquired whether the contract had a specified end date.

Administrator Walsh responded that it does not, as the contract is currently structured on a month-to-month basis.

**Roll call:**

Ayes: Trustee Vazquez, O'Connell, Gillis, and Keskitalo

Absent : Trustees Bachner and Brennan

Nays : None

Motion Passes

## **8. RECOMMENDATIONS OF BOARDS, COMMISSIONS, AND COMMITTEES**

### **a. Boards and Commissions Appointments**

- i. Greg Ignoffo (Chair) – Appointment – Local Ethics Commission – Term Ending 4/30/2026
- ii. Rebecca DeGroff – Reappointment – Local Ethics Commission – Term Ending 4/30/2027
- iii. Ross Lissuzzo – Appointment (Daley Vacancy) – Local Ethics Commission – 4/30/2027
- iv. Chris Marti – Appointment (Mezzatesta Vacancy) – Sustainability Commission – 4/30/2027
- v. Rich Schutzenhofer – Appointment (Krusinski Vacancy) – Historic Preservation Commission – 4/30/2029
- vi. Matt Carolan – Appointment (Maychruk Vacancy) – Economic Development Commission – 4/30/2028

**MOTION** by Trustee O'Connell to consent to the Village President's proposed appointments and reappointments to the Village's Boards and Commissions.

Seconded by Trustee Vazquez.

Trustee Keskitalo asked if, in the future, interest statements could be included with the resumes during appointment considerations.

President Adduci provided background on the process she follows when making appointments, noting that it can sometimes be challenging to find individuals to fill the positions, and she does her best under those circumstances.

Trustee Keskitalo expressed concerns about whether some appointees' qualifications align with the Commissions to which they are being appointed.

Trustee O'Connell reminded everyone that the Village is a small community and that these positions are completely unpaid and filled by volunteers.

Trustee Keskitalo also voiced concerns about appointing a Jones Lang LaSalle employee to the Economic Development Commission, highlighting the potential appearance of a conflict of interest and the risk of reputational damage to the Commissioner.

President Adduci reported that she discussed these concerns directly with the appointee and encouraged everyone to remain transparent and address any conflicts of interest promptly and openly.

The Village Board discussed potential conflicts of interests surrounding Jones Lang LaSalle.

**Roll call:**

Ayes: Trustee Vazquez, O'Connell, Gillis, and President Adduci

Absent: Trustees Bachner and Brennan

Nays: Trustee Keskitalo

Motion Passes.

b. Sustainability Commission

- i. Recommendation of Electric Vehicle Charging Station Fees – Ordinance

**MOTION** by Trustee Vazquez to approve an ordinance establishing restrictions

and fees for the Village's Electric Vehicle Charging Stations. Seconded by Trustee O'Connell.

Analyst Jansen provided background information on the agenda item and answered questions from the Board.

Trustee Keskitalo asked how long it takes to charge a vehicle using a fast charger.

Analyst Jansen responded that it typically takes about 20 minutes to reach a mostly charged state.

Trustee Keskitalo then inquired about the cost.

Analyst Jansen explained that the price varies depending on the type of vehicle and the battery size.

**Roll call:**

Ayes: Trustee Vazquez, O'Connell, Gillis, and Keskitalo

Absent : Trustees Bachner and Brennan

Nays : None

Motion Passes.

## **9. UNFINISHED BUSINESS**

- a. Consideration of Amendment to Village Code Section 8-6-24: Public Offenses – Prohibition of Fireworks and Explosives – Ordinance

**MOTION** by Trustee O'Connell to approve the ordinance adding Section 8-6-24 of the River Forest Village Code regarding the prohibition of fireworks and explosives. Seconded by Trustee Keskitalo.

Village Administrator Walsh and Chief Greenwood provided background information on this agenda item.

Trustee Keskitalo asked if the Police are seeing lots of violations relating to Fireworks.

Chief Greenwood stated it is seasonal.

President Adduci asked for information on how the department intends to enforce this ordinance.

Chief Greenwood noted that while the Police have always enforced this through state law, the new regulation now allows the department to take enforcement actions in the Village's local court.

President Adduci requested more information about the enforcement practices.

Chief Greenwood explained that officers will respond whenever they observe fireworks being set off. He also encouraged residents to call 911 to report fireworks, enabling the police to respond as effectively as possible.

President Adduci urged the department to prioritize monitoring parks and open spaces in the town.

Chief Greenwood shared details about a recent case related to Keystone Park.

**Roll call:**

Ayes: Trustee Vazquez, O'Connell, Gillis, and Keskitalo

Absent : Trustees Bachner and Brennan

Nays : None

Motion Passes

**10.NEW BUSINESS**

a. Film Permit Regulation Discussion – No Action

Deputy Clerk Masella provided background information on this topic and fielded questions from the Board.

Trustee O'Connell noted being in support of the proposed changes.

Trustee Keskitalo suggested looking into requiring the parking restrictions signs to be placed earlier as well as making sure the filming events do not impact the safe walking to school routes.



Trustee Vazquez expressed support for the proposed changes but asked Administrator Walsh how frequently the Village reviews older fees and ordinances.

Administrator Walsh explained that reviews often occur in response to specific issues, as in this case, but also mentioned that fees are evaluated annually during the budgeting process.

Trustee Gillis asked whether the restriction limiting the number of filming days would actually affect residents.

Administrator Walsh confirmed that some homes in the Village would be impacted.

Village Attorney Malina added that residents can always approach staff to request permission to exceed any limits set by the ordinance.

- b. Appointments of Village Department Heads with Terms Ending 5/2029
  - i. Village Administrator/Zoning Administrator – Matt Walsh
  - ii. Village Attorney & Local Prosecutor – Lance Malina, Klein, Thorpe & Jenkins
  - iii. Village Labor & Employment Attorney – Ben Gehrt, Clark Baird Smith
  - iv. Finance Director – Rosemary McAdams
  - v. Police Chief – James Greenwood
  - vi. Fire Chief – Tom Gaertner
  - vii. Director of Public Works & Engineering – Jack Bielak

**MOTION** by Trustee Vazquez to approve the appointments of Village staff members and attorneys as listed in agenda items B.i through B.vii. Seconded by Trustee Gillis.

President Adduci provided background information on these agenda items.

Trustee Keskitalo requested clarification on the specific roles of the Village's legal teams.

Administrator Walsh explained the functions of both of the Village's legal service providers.

Village Attorney Malina also offered an overview of the services their office provides.

**Roll call:**

Ayes: Trustee Vazquez, O'Connell, Gillis, and Keskitalo

Absent : Trustees Bachner and Brennan

Nays : None

Motion Passes.

## **11.EXECUTIVE SESSION**

a. Employment Agreement with Village Administrator Matt Walsh

**MOTION** by Trustee Vazquez to enter into Executive Session pursuant to 5 ILCS 120/2(c)(1) to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the Village, and pursuant to 5 ILCS 120/2(c)(6) to discuss the setting of a price for the sale or lease of property owned by the public body. The Board will not take any action on property-related matters during or after the session. Action concerning employee compensation may be considered, but only after returning to open session. Seconded by Trustee Keskitalo.

**Roll call:**

Ayes: Trustee Vazquez, O'Connell, Gillis, and Keskitalo

Absent : Trustees Bachner and Brennan

Nays : None

Motion Passes. The Village Board entered executive session at 8:08pm.

The Village Board returned to open session at 10:08pm and roll call was taken. The following people were:

Present: President Adduci, Trustees Keskitalo, Vazquez, O'Connell, Gillis and Village Clerk Castellano

Absent: Trustees Brennan and Bachner

**MOTION** by Trustee O'Connell to approve the employment contract of Village Administrator Mathew Walsh. Seconded by Trustee Gillis.

President Adduci expressed satisfaction with working alongside Administrator Walsh.

**Roll call:**

Ayes: Trustee Vazquez, O'Connell, Gillis, and Keskitalo

Absent : Trustees Bachner and Brennan

Nays : None

Motion Passes.

**12. ADJOURNMENT**

**MOTION** to adjourn by Trustee Vazquez. Seconded by Trustee O'Connell.

**Roll call:**

Ayes: Trustee Vazquez, O'Connell, Gillis, and Keskitalo

Absent : Trustees Bachner and Brennan

Nays : None

The Village Board of Trustees Meeting adjourned at 10:11 p.m.

  
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Rosa Castellano, Village Clerk

Date: 09/08/25