



**VILLAGE OF RIVER FOREST
SPECIAL MEETING OF THE LOCAL ETHICS
COMMISSION**

Tuesday, December 2nd, 2025 – 10:00 AM
Village Hall – 400 Park Avenue – River Forest, IL –
First Floor Community Room

AGENDA

Public comments sent in advance of the meeting are shared with the Commission. You may submit your written public comments via email in advance of the meeting to: mwalsh@vrf.us.

You may listen to the meeting by joining in a Zoom webinar below:
<https://us02web.zoom.us/j/86218468326>

The agenda is as follows:

- I. Call to Order/Roll Call
- II. Citizen Comments
- III. Meeting Minutes for Review and Approval
 - a. June 17th, 2025, Meeting Minutes
 - b. September 9th, 2025, Meeting Minutes
 - c. September 9th, 2025, Executive Session Meeting Minutes
- IV. New Business
 - a. Initial Review of Ethics Complaint – Executive Session if needed
 - b. Action, if any, based on Executive Session
- V. Other Business
- VI. Adjournment

ADA Compliance: Any individual with a disability requesting a reasonable accommodation in order to participate in a public meeting should contact the Village at least 24 hours in advance of the scheduled meeting in person at Village Hall by telephone at 708.366.8500 or by email: mwalsh@vrf.us. Every effort will be made to allow for meeting participation.

**VILLAGE OF RIVER FOREST LOCAL ETHICS COMMISSION
SPECIAL MEETING MINUTES**

June 17th, 2025

A special meeting of the Local Ethics Commission was held on June 17th, 2025 at 6:00 p.m. in the First Floor Community Room at the River Forest Village Hall, 400 Park Avenue.

I. CALL TO ORDER/ROLL CALL

The meeting was called to order at 6:00 p.m. Upon roll call, the following persons were:

Present: Chair Daley, Commissioner Ignoffo, and Commissioner Degroff.

Absent: None.

Also Present: Village Administrator Matt Walsh, Deputy Clerk/Management Analyst Luke Masella, Village Attorney Michael Marrs

II. CITIZEN COMMENTS

Margie Cekander raised concerns about recent changes to the ethics ordinance draft, noted inconsistencies on the Village website, and questioned the current status of commissioner terms. She questioned the Village law firm's role in handling ethics complaints, urged stronger protections for anonymity, and suggested ways to strengthen the ordinance. She thanked the commission for their work.

III. APPROVAL OF MEETING MINUTES – FEBRUARY 19TH, 2025

A MOTION was made by Commissioner Ignoffo and SECONDED by Chair Daley to approve the meeting minutes of the March 5th, 2025, meeting of the Local Ethics Commission as presented.

AYES: Commissioner Ignoffo, DeGroff and Chair Daley.

NAYS: None.

Motion Passes.

IV. OLD BUSINESS

a. Discussion and Potential Recommendation on Amendments to the Village's Ethics Ordinance.

Chair Daley, Commissioners Ignoffo and DeGroff, Village Administrator Matt Walsh, and Village Attorney Michael Marrs reviewed the proposed changes to the existing ethics code submitted by members of the Ethics Commission.

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Among other matters, the group revised language in the ethics ordinance and corrected scrivener's errors. Members discussed the scope of the ordinance's jurisdiction and clarified who would be subject to its provisions. The Commission agreed that the chairperson will serve as the designated member to receive ethics complaints. The commission also discussed time limits for filing complaints and considered how far back in time complaints would be accepted under the revised ordinance.

Administrator Walsh asked if there could be a timeline for the initial review of complaints.

Chair Daley and Commissioner Ignoffo stated that they felt the existing language is appropriate.

The commission also discussed time limits for filing complaints and how to address complaints regarding potential ethics violations that occurred in the past.

The commission discussed how to ensure that complaints submitted online are relevant to the Ethics Ordinance and not related to other types of issues or grievances.

The commission concluded further discussion and asked Village Administrator Walsh to incorporate the proposed changes and submit a red-lined version of the document for final review and approval.

Administrator Walsh presented the commission with an updated, red-lined version of the draft ordinance for final review. The group made additional corrections to scrivener's errors and agreed to forward the revised draft to the Village Board for final approval.

A MOTION was made by Commissioner Ignoffo and seconded by Commissioner DeGroff to approve the ethics chapter in its current form and to recommend that the ordinance be submitted to the Village Board for approval.

AYES: Commissioner Ignoffo, DeGroff and Chair Daley.

NAYS: None.

Motion Passes.

V. NEW BUSINESS

None.

VI. OTHER BUSINESS

None.

VII. ADJOURNMENT

A MOTION was made by Chair Daley and SECONDED by Commissioner Degroff to adjourn the June 17th, 2025, meeting of the Local Ethics Commission at 7:10pm.

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AYES: Commissioner Ignoffo, Commissioner Degroff, and Chair Daley.

NAYS: None.

Motion Passes.

Respectfully submitted:

Luke Masella
Deputy Village Clerk/Management Analyst

**VILLAGE OF RIVER FOREST LOCAL ETHICS COMMISSION
SPECIAL MEETING MINUTES**

September 9th, 2025

A special meeting of the Local Ethics Commission was held on September 9th, 2025, at 10:30 a.m. in the First Floor Community Room at the River Forest Village Hall, 400 Park Avenue.

I. CALL TO ORDER/ROLL CALL

The meeting was called to order at 10:30 a.m. Upon roll call, the following persons were:

Present: Chairman Ignoffo, Commissioner DeGroff

Absent: Commissioner Lissuzzo

Also Present: Village Administrator Matt Walsh, Deputy Clerk/Management Analyst Luke Masella, Village Attorney Lance Malina.

Village Administrator Matt Walsh stated that Commissioner Lissuzzo would be absent from the meeting after identifying a potential conflict of interest related to the ethics complaint on the agenda. He informed staff of the issue and chose to recuse himself from any involvement in the proceedings that evening.

Village Attorney Malina provided background information on the Commissioner Lissuzzo's recusal.

II. CITIZEN COMMENTS

None.

III. NEW BUSINESS

a. Initial Review of Ethics Complaint – Executive Session

Chairman Ignoffo acknowledged that he is familiar with the respondent listed in the complaint before the Commission that evening but stated that he was capable of reviewing and considering the complaint in an unbiased matter even in light of that relationship.

Commissioner DeGroff acknowledged that she is acquainted with the respondent but stated that she believes she can review and consider the complaint in a fair and impartial manner.

Village Attorney Malina stated that the disclosures made by Chairman Ignoffo and Commissioner DeGroff were sufficient, and that the Commission could proceed with the matter.

Chairman Ignoffo stated that the complaint was received confidentially and that no identities will be disclosed unless the Commission determines that further action is necessary.

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A MOTION was made by Commissioner DeGroff to enter into Executive Session pursuant to 5 ILCS 120/2(c)(1)&(3)&(4), (1)The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with this Act. (3) The selection of a person to fill a public office, as defined in this Act, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance. (4) Evidence or testimony presented in open hearing, or in closed hearing where specifically authorized by law, to a quasi-adjudicative body, as defined in this Act, provided that the body prepares and makes available for public inspection a written decision setting forth its determinative reasoning. Seconded by Chairman Ignoffo.

AYES: Chairman Ignoffo, Commissioner DeGroff

NAYS: None

Motion Passes.

b. Action, if any, based on executive Session

The meeting returned from executive session at 11:01am. Upon roll call, the following persons were:

Present: Chairman Ignoffo, Commissioner DeGroff

Absent: Commissioner Lissuzzo

Also Present: Village Administrator Matt Walsh, Deputy Clerk/Management Analyst Luke Masella, Village Attorney Lance Malina

Chairman Ignoffo stated that although the Commission identified a potential conflict of interest during its review of the complaint, the matter was addressed by the respondent at the time of the incident. As a result, the Ethics Commission has determined that no further action is necessary.

He further stated that the Commission recommends Village staff distribute the updated Ethics Ordinance to all Covered Individuals and require a signed acknowledgment confirming they have reviewed it. Additionally, the Commission requested that staff prepare a summary memo to accompany the ordinance, highlighting key provisions, particularly those related to conflicts of interest, and reminding recipients to consult with staff or the Village Attorney should any potential conflicts arise in the future.

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Commissioner DeGross noted that Chairman Ignoffo's statements accurately reflected their discussions and recommendations to the Village Board and that she had no additional comments.

Attorney Malina stated Chairman Ignoffo's statement could be considered a motion and Commissioner DeGross's agreement a second. The Commissioners agreed.

AYES: Chairman Ignoffo, Commissioner DeGross

NAYS: None

Motion Passes.

IV. OTHER BUSINESS

None.

V. ADJOURNMENT

A MOTION was made by Commissioner DeGross and SECONDED by Chairman Ignoffo to adjourn the September 9th, 2025, meeting of the Local Ethics Commission at 11:07.

AYES: Commissioner DeGross, Chairman Ignoffo

NAYS: None.

Motion Passes.

Respectfully submitted:

Luke Masella
Deputy Village Clerk/Management Analyst