

# **\*\*VILLAGE OF THORNTON\*\***

COMMITTEE MEETING  
December 15, 2025 – 6:03 PM

## **CALL TO ORDER**

Village President Reynolds called the Committee of the Whole meeting to order at **6:03 PM**.  
This meeting is being recorded by Clerk Kitakis and streamed live on the Village of Thornton Facebook page.  
All electronic devices were requested to be silenced.

## **ROLL CALL**

Clerk Kitakis called roll:

| <b>Elected Officials / Staff</b>          | <b>Attendance</b> |
|---|-------------------|
| President Maxine Reynolds                 | Present           |
| Trustee Cunningham                        | Present           |
| Trustee Middlebrooks                      | Present           |
| Trustee Kaye                              | Present           |
| Trustee Glaser                            | Present           |
| Trustee Pratscher                         | Present           |
| Trustee Pisarzewski                       | Absent            |
| Public Works Superintendent Bryan Roberts | Present           |
| Parks & Recreation Director Dunlop        | Present           |
| Police Chief Wesolowski                   | Present           |
| Deputy Chief Duvall                       | Present           |

A quorum was established.

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## **PUBLIC COMMENT**

Public comment was accepted for items listed on the agenda only.  
No public comment was offered.

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## **COMMITTEE REPORTS**

### **Building Department – Trustee Pisarzewski (Absent)**

- 13 permits issued
  - Total permit revenue: **\$837.00**
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## Finance – Trustee Cunningham

- Village cash position: **\$9,102,603.24**  
No discussion.
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## Parks & Recreation / Community Center – Trustee Middlebrooks

- Monthly *Senior Bingo*
- Free weekly chair yoga
- TOPS, AA and Senior Card Club continue meeting weekly
- Holiday Happenings held December 6th
  - Free family bingo with concessions
  - Cookie decorating & crafts with the Library
  - Hoverboard raffle and scratch-off tickets
  - Pet donations to South Suburban Humane Society earned bonus bingo cards
  - Santa and his crew arrived via motorcycle
- Special thanks to Kevin's Garage and Mayor Reynolds
- Celebrated **Assistant Director Amy Potwin – 20 Years of Service**
- Residents encouraged to monitor Comcast Channel 4, Village website, and Facebook for updates

No discussion.

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## Public Works – Trustee Kaye

- 19 JULIE locates
- 3 sewer complaints
- Standard departmental work also completed

No discussion.

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## Police & Public Safety – Trustee Glaser

- Swearing-in of **Officer Benjamin Gilbert**
- November Activity Summary:
  - 697 total calls
  - 224 traffic stops
  - 107 ordinance violations
  - 31 suspicious activity calls
  - 29 assists to other agencies
  - 6 theft/burglary incidents

Officer Gilbert was officially sworn in by Chief Wesolowski.

No additional comments.

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## Fire Department – Trustee Pratscher

- Six inspections conducted
- 102 emergency responses
- 200 training hours were completed

No discussion.

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## Treasurer Jackson

### November 2025 Treasurer’s Report

| Fund             | Revenues     | Expenses     | Net            |
|------------------|--------------|--------------|----------------|
| General Fund     | \$204,180.62 | \$637,897.63 | (\$433,717.01) |
| Water/Sewer Fund | \$131,855.82 | \$64,192.43  | +\$67,663.39   |

No discussion.

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## ATTORNEY’S REPORT

Attorney Touhy – No report.

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## ADMINISTRATOR’S REPORT – Administrator Payne

### 1. IT Risk Assessment Presentation – Proxit

Proxit representatives presented results of the Village’s IT vulnerability assessment and outlined aging infrastructure, lack of modern backup security, and recommended upgrades including:

- Hybrid cloud disaster recovery
- RMM (Remote Monitoring & Management) platform
- Hardware replacement schedule
- Updated antivirus and cyber security training
- Multi-year budget planning

Board discussion only; **no action taken.**

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### 2. Raffle License Ordinance

Ordinance re-created due to original not being codified.

- Fee waiver language included
- Up for consideration by the Board.

### 3. Fee Waiver – Thornton Professional Firefighters Local 5512

- Requesting waiver of \$25 license fee
- Raffle scheduled for February 8  
To be considered at Regular Board Meeting.

### 4. Credit Card Policy Resolution

- Board requested language clarified:
  - Department Heads are primary authorized users
  - Anyone else must have written authorization
- Resolution to be voted on at Board Meeting.

### 5. Garbage Fee Implementation Reminder

- Garbage fee begins January 1, 2026
- Appears on water bill (garbage billed current; water billed in arrears)
- First bills include **two months = \$46.12**
- April 1 rate increases to **\$23.98/month**
- Village previously subsidized refuse; no special assessment exists on tax bills

Educational presentation only; no Board action required.

### 6. Special Use Permit – 17147 Westview

- Special use for **vehicle storage** with eight stipulations
- No junk, wrecked, or electric vehicles
- Ordinance up for Board approval.

### 7. Side Yard Variance – 115 S. Kinzie

- Mr. Greg Zenere petitioned for a variance allowing an additional garage 3 ft from property line
- ZBA approved with fire and construction conditions
- Ordinance to be considered at Board Meeting.

### 8. 2026 Meeting & Holiday Calendar

- By ordinance, no meeting first Monday in January or July
- January meeting moved to **Tuesday, January 20, 2026 at 6:00 PM**  
Calendar distributed; no comments.

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## MAYOR'S REPORT – President Reynolds

- Former gas station demolished and tanks removed at **no resident cost**
- Thanks extended to all grant and oversight partners
- Appreciation to holiday volunteers, Santa crew, Robin's Nest
- Congratulations to **Assistant Director Amy Potwin – 20 Years**
- Thank you to Public Works for snow removal and water main repair
- Reminder to thank staff working outdoors

- **Warming centers:** Community Center, Village Hall, Library (Police if closed)
  - **Holiday Closures:**
    - Dec 24–26, Dec 31, Jan 1 & Jan 19
  - **Coffee with Mayor:** Jan 10 @ 9AM
    - ComEd presentation at 10AM
  - **Wolcott School Winter Break:** Dec 19–Jan 5
  - **Adjudication hearings returning to Thornton** beginning Jan 7
    - First Wednesday monthly, 2 PM  
Residents encouraged to check Comcast Channel 4, Facebook, and the Village website for updates.
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## **OLD BUSINESS**

None.

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## **NEW BUSINESS**

- Eleanor Street RR crossing closed **January 5–6, 7AM–5PM**
- School and residents will be notified due to pedestrian traffic concerns

No further new business.

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## **ADJOURNMENT**

Motion to adjourn by **Trustee Pratscher**, seconded by **Trustee Glaser**.

Roll Call Vote:

- Trustee Pratscher – Yes
- Trustee Glaser – Yes
- Trustee Kaye – Yes
- Trustee Middlebrooks – Yes
- Trustee Cunningham – Yes
- Trustee Pisarzewski – Absent

**Motion carried.**

Meeting adjourned at **6:48 PM**.

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