

MINUTES OF THE MEETING OF THE PRESIDENT AND BOARD OF TRUSTEES
OF THE VILLAGE OF SOUTH HOLLAND, ILLINOIS, COUNTY OF COOK
HELD ON November 4, 2025, 8:00 P.M.

Administrative Staff Present: Mr. Shawn Staples, Police Chief; Mr. Brian Kolosh, Fire Chief; Mr. Al Wynsma; Mr. Ed Stewart, Director Recreational Services; Mr. Travis Bandstra, Director Community Development; Mr. Tim Lapp, Village Attorney; Mr. John Hilsen, Village Engineer; Mr. J Wynsma, Village Administrator; Ms. Pat Mahon, Deputy Village Administrator; Mr. Dillion Herman, Village Treasurer and Mr. Will Neibert, Assistant to Village Administrator; Ms. Julia Huisman, Director of Communications

Absent: Mr. Michael Cramer, Director Public Works

President De Graff called the meeting to order, and Clerk Penman called the roll.

Present: Trustees Larry De Young, Cindy Nylen, John Russell, Andrew Johnson and Prince Reed

Absent with Notice: Trustee Vickie Perkins

Pastor Richard Zekveld of Covenant Fellowship Church was scheduled to open our meeting with a prayer. In his absence, President De Graff offered a prayer.

Special Presentation

President De Graff introduced Al Wynsma and asked for a motion to appoint him to the position of Deputy Fire Chief. Trustee Johnson moved to approve the appointment. Trustee Reed seconded the motion.

Roll Call: Ayes: Trustees Johnson, Reed, De Young, Nylen and Russell

Nays: None

Motion carried, approved and so ordered by President Don A. De Graff

Minutes

Trustee Nylen moved that the reading of the **Minutes of the October 14, 2025**, meeting be dispensed with, copies thereof having been distributed to each trustee, and the **Minutes** as presented be approved. Trustee Reed seconded the motion.

Roll Call: Ayes: Trustees Nylen, Reed, De Young, Russell and Johnson

Nays: None

Motion carried, approved and so ordered by President Don A. De Graff

Resident Comments

There were no residents with questions or comments this evening.

Engineer's Report

Mr. Hilsen had no report this evening.

Attorney's Report

Mr. Lapp presented a **Consent Agenda** containing eight items:

- a. Ordinance 2025-45: Conditional Use Permit – DLW Kustom Consulting at 16971 Vincennes Avenue
- b. Ordinance 2025-41: Conditional Use Permit – Sam Express at 16741-49 Vincennes Avenue
- c. Resolution Authorizing Class 8 Renewal – 100 W. 168th Street
- d. Resolution Authorizing Class 8 Renewal – 140 W. 168th Street
- e. Resolution Authorizing the Sale - NW Corner of 162nd & Wausau & 244 E. 162nd ST
- f. Resolution Authorizing Vacation Alley at 162nd & Wausau Ave
- g. Resolution Authorizing Contract for Roof Repairs - 16042-16048 Vandustrial Lane
- h. Resolution Authorizing Insurance Renewal with ICRMT

President De Graff asked the Trustees if there were any items, they wish to have removed from the Consent Agenda, if not, is there a motion to approve. Trustee De Young moved to approve the **Consent Agenda** as presented. Trustee Reed seconded the motion.

Roll Call: Ayes: Trustees De Young, Reed, Nylen, Russell and Johnson

Nays: None

Motion carried, approved and so ordered by President Don A. De Graff

President De Graff acknowledged the incredible amount of work that went into accomplishing the items on Mr. Lapp's report and thanked everyone involved.

Community Development

Trustee DeYoung shared that we had 103 building permits last month, with a valuation of more than \$14,000,000. Included in this month’s permits was a multi-million-dollar project for the Family Athlete Center, \$800,000 for an HVAC system for Miniatt and several permits for Roofing and Blacktop.

Parks and Recreation

No report was given in Trustee Perkins’ absence.

Community Life

Trustee Nylen shared that the next **Mayor’s Coffee** is Tuesday, December 2, 7pm, at the Community Center. Residents are invited to hear from and speak with Mayor De Graff. Coffee and refreshments are provided.

Our annual **Winter Wonderland** is coming up on Friday, December 6 from 6-8pm at Veterans Park. The event begins with a tree and park lighting, followed by visits with Santa, an iceless skating rink, trolley rides, train rides on the South Holland Express, and more. Visits with Santa are for South Holland residents and must be registered in advance at the Community Center.

Finance

Trustee Russell moved for **Approval of payments of vouchers as listed on Register #223 for a total of \$1,356,219.48** covering day-to-day operations, vendor payments and payroll. Trustee Johnson seconded the motion.

Roll Call: Ayes: Trustees Russell, Johnson, De Young, Nylen and Reed

Nays: None

Motion carried, approved and so ordered by President Don A. De Graff

Public Safety

Trustee Johnson shared that as we enter the busy holiday season, the Police Department would like to remind residents to take precautions to help prevent package theft in our neighborhoods. Increased online shopping brings more deliveries, and unfortunately, more opportunities for theft. To help protect your deliveries, please consider the following safety tips: Schedule deliveries for times when you or a family member will be home; Request “signature only” deliveries when available, so packages are not left unattended; Coordinate with a trusted neighbor who can receive your package if you’re not home; Have packages delivered to your workplace or another secure location, if possible; Install security cameras or video doorbells, which can deter thieves and help identify potential offenders; Place a hold on your deliveries if you’ll be away for the holidays to prevent packages from being left unattended; Consider using secure pickup locations or package lockers offered by delivery services.

As always, if you observe suspicious behavior or suspicious vehicles, please contact the Police Department. By working together—residents, businesses, and law enforcement—we can make this a safe and secure 2025 holiday season here in South Holland.

Public Works

Trustee Reed shared that Cook County is set to remove and replace the bridge over Thorn Creek on 170th St. Between now and April, they will trim trees, remove medians, and establish temporary travel lanes. Actual construction is scheduled to get underway in April. One travel lane in each direction will remain open but anticipate temporary closures and restrictions.

Branch and Specials collection has wrapped up for the winter season. The public bathrooms at Veterans Memorial Park, Maicah Park, Paarlberg Park, and Gouwen’s Park have been winterized. All park lights have been adjusted for daylight savings time.

Public Works is preparing our plow fleet for winter, including the Calcium Chloride Anti-Icing Spray system. This will be our fourth year utilizing the system to pretreat our critical roads, intersections, and bridges with Calcium Chloride before each storm. This year, we have added three new spray attachments to our flatbed trucks for better distribution across the village.

There being no additional business to come before the President and Board of Trustees, Trustee Johnson moved that this meeting adjourn. Trustee Reed seconded the motion. Ayes all on the roll. Meeting adjourned. Next regular meeting of the President and the Board of Trustees will be held on Tuesday, December 9, 2025, at 7:00 PM, in the Council Room of the Municipal Building, County of Cook, South Holland, Illinois.

Sallie D. Penman, Clerk

Approved by:

President