

VILLAGE BOARD OF TRUSTEES MEETING MINUTES
Tuesday, November 24, 2025, at 9:00 AM
(Approved as amended)

1. Call to Order & Roll Call

President Bell called the meeting to order at 9:00 AM on Monday, November 24, 2025.

Present: President Nate Bell, trustees, Kurt Harff, Denise Bhirdo, Lousie Howson, Brigid White, and Chad Kodanko. Patrice Champeau excused.

Others: Vivian Nienow, John Lijewski, Ben Andrews. Zoom: Sarah Bertges, Vlad Gannik, Megan Barnes

Staff: Village Clerk Julie Thyssen

2. Approve Agenda

Bell proposed moving agenda item 5 ahead of agenda item 4.

Motion by Bell, seconded by Harff, to approve the agenda with item 5 moved ahead of item 4.

Motion carried – all ayes.

3. Comments, Correspondence and Concerns from the Public

Bell called for public comments. No members of the public came forward to speak.

5. Review and approve Employment Agreement for Village Administrator

Bell explained that the Board had previously discussed the employment contract for the Village Administrator candidate in closed session but had not formally voted on it. The contract was now before the Board for approval in open session.

Bell asked if Board members had any questions about the contract. No questions were raised.

Motion by Howson, seconded by Kodanko, to approve the employment agreement for the Village Administrator. Motion carried 6-1 with Bhirdo opposed.

4. Presentation of Final Candidate for Village Administrator and Confirmation/Appointment by the Village Board

Bell welcomed Ben Andrews, who was present for the meeting. Bell noted that the agenda had been put together quickly, approximately half an hour after they received confirmation of Andrews' acceptance of the position.

Bell suggested that a motion to appoint Andrews as Village Administrator effective January 5, 2026, would be appropriate.

Motion by Howson, seconded by Kodanko, to appoint Ben Andrews as Village Administrator effective January 5, 2026. Motion carried 6-1 with Bhirdo opposed.

Board members welcomed Andrews to his new position.

6. Matters to be Placed on a Future Agenda or Referred to a Committee, Official or Employee

1 Trustee Howson suggested that the Personnel Committee develop an onboarding plan for the new
2 Village Administrator. Howson noted that the committee would meet in the next week or two and
3 could then present a recommendation to the full Board.

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5 Howson invited Andrews to attend the December 3 Personnel Committee meeting, noting it would
6 be an open meeting and that Andrews could participate via Zoom if needed. Andrews expressed
7 interest in attending.

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9 Bell confirmed that the onboarding process would be referred to the Personnel Committee, which
10 would develop a recommendation for the full Board.

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12 **7. Adjourn**

13 *Motion by Kodanko, seconded by White, to adjourn the meeting at 9:05 a.m. Motion carried – all*
14 *ayes.*

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16 *Meeting Minutes Respectfully Submitted,*

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19 *by Julie Thyssen, Village Clerk*