



State of Illinois  
**PROPERTY TAX APPEAL BOARD**

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**Minutes of the  
Property Tax Appeal Board  
November 18th, 2025 – 10:00 a.m.  
Springfield & Des Plaines, Illinois**

**1. Roll Call:** Chairman Kevin Freeman, James Bilotta, Sarah Buckley, Dana Kinion, and Robert J. Steffen.

**Staff:** Michael O'Malley, Executive Director and General Counsel  
Kristina Mucinskas, Chief Administrative Law Judge  
Daniel Sronce, Chief Financial Officer  
James Moffat, Human Resources Manager  
David Suarez, Chief Information Officer  
Phyllis McJunkins, Recording Secretary

**Guests:** In-person and call-in connections identified as follows:

Michael Bullock, Property Tax Appeal Board  
Angela Fleck, Property Tax Appeal Board  
Jeffrey G. Hetz, Sarnoff Property Tax  
Tyler Imhoff, Property Tax Appeal Board  
Lester McCarroll III  
Vyacheslav Syrota  
Nancy Vono, Property Tax Appeal Board  
Anonymous - 2

Chairman Freeman convened the meeting at 10:00 a.m. and welcomed the Board Members and the Management Team to the Property Tax Appeal Board Meeting. Chairman Freeman motioned to allow Mr. Steffen to attend the meeting remotely. Ms. Kinion seconded the motion, which carried 4-0.

**2. Approval of Minutes from Previous Meeting**

Mr. Bilotta made a motion to approve the Board Minutes of October 14<sup>th</sup>, 2025, as presented. Ms. Buckley seconded the motion, and it carried 5-0.

**BOARD MEMBERS**

Jim Bilotta  
*Frankfort*

Robert J. Steffen  
*South Barrington*

Dana D. Kinion  
*Springfield*

Sarah Buckley  
*Chicago*

### **3. Adoption or Amendments to the Agenda**

Chairman Freeman adopted the agenda as presented.

### **4. Discussion of Motions**

#### **Items A-C**

NP Edwardsville, LLV: #23-04407.001-I-3 (Madison) (Chouteau)

Westway Industrial LLC: #23-04408.001-I-3 (Madison) (Chouteau)

Westway Industrial LLC: #23-04409.001-I-3 (Madison) (Chouteau)

The Board acknowledged Mr. Jeffrey Hertz, representing the appellants, was present. Mr. Hertz understood that he had received and submitted the appraisals for the above appeals prior to the extensions being granted, however the electronic record does not support this. Mr. Hertz is requesting leniency and reinstatement, although it is well beyond the date the appeals were dismissed. However, since no other party was notified of the appeals, no party would be harmed by granting the requests.

Mr. Bilotta moved to deny the requests for reinstatement in items a - c. Ms. Buckley seconded the motion, which carried 5-0.

#### **Item D**

Vyacheslav Syrota: #24-05015.001-R-1 (Lake) (Deerfield)

The Board acknowledged *that the pro se* appellant, Vyacheslav Syrota, was present. Mr. Syrota admitted to filing the appeal after the due date and stated it was an honest mistake. Mr. Syrota noted that he is not an experienced lawyer, but he believes he has demonstrated that the property's value should be significantly reduced.

Ms. Kinion moved to deny the request for rollover appeal. Mr. Steffen seconded the motion, which carried 5-0.

### **5. Attachments**

**a. Attachment A** – Chairman Freeman moved to approve the attachment. Ms. Buckley seconded the motion, and it carried 5-0.

**b. Attachment B** – Mr. Steffen moved to approve the attachment. Mr. Bilotta seconded the motion, and it carried 5-0.

- c. Attachment C** - Ms. Buckley moved to approve the attachment. Ms. Kinion seconded the motion, and it carried 4-0. Chairman Freeman recused himself.
- d. Attachment D** – Chairman Freeman moved to approve the attachment. Ms. Buckley seconded the motion, and it carried 4-0. Mr. Bilotta recused himself.
- e. Attachment E** – Ms. Kinion moved to approve the attachment. Mr. Bilotta seconded the motion, and it carried 4-0. Mr. Steffen recused himself.
- f. Attachment F** – Chairman Freeman moved to approve the attachment. Ms. Buckley seconded the motion, and it carried 4-0. Ms. Kinion recused herself.
- g. Attachment G** – Chairman Freeman moved to approve the attachment. Mr. Steffen seconded the motion, and it carried 4-0. Ms. Buckley recused herself.
- h. Attachment Z** – Mr. Bilotta moved to approve the attachment. Ms. Buckley seconded the motion, and it carried 5-0 for all items, except item 1, which carried 4-0. Chairman Freeman recused himself.

Workload - Chairman Freeman congratulated staff on closing 4,426 decisions during the past month.

## **6. Executive Director's Report**

See Addendum A.

Chairman Freeman complimented Executive Director O'Malley on his initiative to create an AI Policy for PTAB. The proposed meeting date of February 9th, 2026, will be changed to February 10th, 2026.

Chairman Freeman moved to accept the Executive Director's Report. Ms. Buckley seconded the motion, which carried 5-0.

## **7. Other Business**

- a.** The Holiday parties will be held on 12/16/2025 at the Springfield and Chicago offices.

## **8. Adjournment**

- a.** Chairman Freeman moved to adjourn the meeting at 10:28 a.m., Mr. Steffen seconded the Motion, carrying 5-0.

Respectfully Submitted,

/s/ Michael O'Malley

Michael I. O'Malley

Executive Director and General Counsel