

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, JUNE 24, 2013 AT THE VILLAGE HALL, 7760 QUINCY STREET, IN THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS.

1. CALL TO ORDER

The meeting was called to order at the hour of 6:30 p.m. by Mayor Frank Trilla.

2. ROLL CALL

Those present at roll call were Mayor Frank Trilla, Clerk Leroy Hansen, Trustees Dennis Baker, Terrence Kelly, Michael Mistele, Sue Berglund, Umberto Davi, and Paul Oggerino.

ABSENT: None

Also present were Village Administrator Timothy Halik, Village Attorney Thomas Bastian, Village Attorney Michael R. Durkin, Deputy Chief Mark Altobella, Management Analyst Garrett Hummel, and Deputy Clerk Cindy Stuchl.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Mayor Trilla asked Parks and Recreation Supervisor George Scukanec to lead everyone in saying the Pledge of Allegiance.

4. VISITORS' BUSINESS

Ms. Carole Lazinsky, 740 Cherrywood Lane, Unit D, Willowbrook, Illinois addressed the Board reference traffic issues through the Lake Willoway Condominium complex and the Willowbrook Town Center.

5. OMNIBUS VOTE AGENDA

- a. Waive Reading of Minutes (APPROVE)
- b. Minutes - Regular Board Meeting - June 10, 2013 (APPROVE)
- c. Minutes - Executive Session - May 28, 2013 (APPROVE)
- d. Warrants - \$356,374.12 (APPROVE)
- e. Ordinance - An Ordinance Adopting Prevailing Wage Rates Pursuant to the Prevailing Wage Law - Ordinance No. 13-O-21 (PASS)

- f. Motion - A Motion to Approve an Application for a License to Hold a Raffle - Hinsdale South Booster Club (APPROVE)

Mayor Trilla asked the Board if there was any item to be removed from the Omnibus Vote Agenda.

MOTION: Made by Trustee Davi and seconded by Trustee Berglund to approve the Omnibus Vote Agenda as presented.

ROLL CALL VOTE: AYES: Trustees Baker, Berglund, Davi, Kelly, Mistele, and Oggerino. NAYS: None. ABSENT: None.

MOTION DECLARED CARRIED

NEW BUSINESS

6. DELINQUENT WATER BILLS

Administrator Halik advised that there are no outstanding water bills at this time.

7. PROCLAMATION - A PROCLAMATION COMMENDING GEORGE SCUKANEC ON THIRTY-FIVE YEARS OF SERVICE WITH THE VILLAGE OF WILLOWBROOK

Mayor Trilla presented Parks and Recreation Supervisor George Scukanec with a Proclamation and gift recognizing his 35 years of service with the Village of Willowbrook. Mayor Trilla, the Board of Trustees, and Staff thanked Supervisor Scukanec for his service.

8. RESOLUTION - A RESOLUTION WAIVING THE COMPETITIVE BIDDING PROCESS AND AUTHORIZING THE MAYOR AND VILLAGE CLERK TO ACCEPT A PROPOSAL FOR DOCUMENT MANAGEMENT SOFTWARE/EQUIPMENT AND DOCUMENT IMAGING SERVICES - DATAMATION IMAGING SERVICES CORPORATION, WILLOWBROOK

Analyst Hummel reviewed the document archival system and advised that the services offered by Datamation Imaging Services best served the Village's needs. At the Budget Workshop in March, \$120,000 was budgeted for this project. The proposal from Datamation came in just below the budgeted amount and includes the purchase of two scanners, software, training, and the archiving of all records located in storage.

Trustee Berglund questioned what happens to the paper. Deputy Clerk Stuchl advised that Datamation will destroy the paper for no charge.

Trustee Oggerino questioned how long the process would take. Deputy Clerk Stuchl stated that the process will be done in sections and is estimated to take approximately six months.

Trustee Mistele questioned that the scope of the proposal is based on estimates of documents. Are these numbers the maximum that the Village will incur? Administrator Halik stated that we would pay on final quantity with a maximum expenditure of \$120,000.

MOTION: Made by Trustee Mistele and seconded by Trustee Oggerino to adopt Resolution No. 13-R-35.

PREVIOUS ROLL CALL VOTE: AYES: Trustees Baker, Berglund, Davi, Kelly, Mistele, and Oggerino. NAYS: None. ABSENT: None.

MOTION DECLARED CARRIED

9. RESOLUTION - A RESOLUTION AUTHORIZING THE MAYOR AND VILLAGE CLERK TO ACCEPT A PROPOSAL FOR PROFESSIONAL DESIGN SERVICES RELATED TO THE COMPLETION OF THE WATERFORD PARK RENOVATION PROJECT - DESIGN PERSPECTIVES, NAPERVILLE

Administrator Halik advised that the Budget Workshop held in March includes \$200,000 earmarked for the completion of the renovation of Waterford Park. The project includes the construction of a new ADA compliant sidewalk entrance into the park, playground accessibility upgrades that incorporates an adjacent plaza concept, a multi-use path linking amenities throughout the park, site furnishings, and landscape enhancements. Design Perspectives is the consultant that designed the renovation concept and recently completed the Park Master Plan.

The proposal includes providing design services to complete this park renovation project, assembling all construction documents, including a project manual which will be used in the public bid process, completing the actual competitive bidding process, and providing project management and construction observations after the Board awards a contract. The total fee is \$13,250, which includes up to \$2,500 for site engineering consultant work.

Administrator Halik advised that the proposal includes a topographic survey and a boundary survey. Given the nature of the project, Administrator Halik advised that he determined that the boundary survey is not necessary and \$1,000 will be credited back to the Village.

Administrator Halik advised that if approved, the work in the park should begin in late summer or early fall with the substantial completion before inclement weather.

MOTION: Made by Trustee Kelly and seconded by Trustee Baker to adopt Resolution No. 13-R-36.

PREVIOUS ROLL CALL VOTE: AYES: Trustees Baker, Berglund, Davi, Kelly, Mistele, and Oggerino. NAYS: None. ABSENT: None.

MOTION DECLARED CARRIED

PRIOR BUSINESS

10. COMMITTEE REPORTS

Trustee Baker had no report.

Trustee Kelly had no report.

Trustee Mistele had no report.

Trustee Berglund had no report.

Trustee Davi had no report.

Trustee Oggerino had no report.

11. ATTORNEY'S REPORT

Attorney Bastian had no report.

12. CLERK'S REPORT

Clerk Hansen had no report.

13. ADMINISTRATOR'S REPORT

Administrator Halik stated that Mayor Trilla asked that he contact the trustees in the near future to schedule a Goal

Setting Workshop in which items can be discussed. Administrator Halik advised that he will be contacting trustees shortly to schedule a date in the next month.

14. MAYOR'S REPORT

Mayor Trilla had no report.

ENTERTAINING ADDITIONAL PUBLIC COMMENT

Pat Rhea, Dell Rhea's Chicken Basket, 645 Joliet Road, Willowbrook, Illinois addressed the Board regarding video gaming.

15. EXECUTIVE SESSION

- a. REVIEW 2013 MINUTES - Pursuant to 5 ILCS 120/2(c)(21) Regarding the Minutes of Executive Session Meetings That Were Lawfully Closed Under the Open Meetings Act
- b. Consideration of the Purchase or Lease of Real Property for the Use of the Village Pursuant to 5 ILCS 120/2(c)(5)
- c. Consideration of Collective Negotiating Matters Between the Village and Its Employees and Their Representatives Pursuant to Chapter 5 ILCS 120/1(c)(2)

RECESS INTO EXECUTIVE SESSION

MOTION: Made by Trustee Davi and seconded by Trustee Baker to recess into Executive Session at the hour of 7:00 p.m.

PREVIOUS ROLL CALL VOTE: AYES: Trustees Baker, Berglund, Davi, Kelly, Mistele, and Oggerino. NAYS: None. ABSENT: None.

MOTION DECLARED CARRIED

The Board reconvened the Regular Meeting at the hour of 7:51 p.m.

16. ADJOURNMENT

MOTION: Made by Trustee Baker and seconded by Trustee Mistele, to adjourn the Regular Meeting at the hour of 7:55 p.m.

PREVIOUS ROLL CALL VOTE: AYES: Trustees Baker, Berglund, Davi, Kelly, Mistele, and Oggerino. NAYS: None. ABSENT: None.

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED.

July 8, 2013.

Mayor

Minutes transcribed by Deputy Clerk Cindy Stuchl.