

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, JULY 22, 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, Chief Mark Shelton, Deputy Chief Mark Altobella, Management Analyst Garrett Hummel, and Deputy Clerk Cindy Stuchl.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Mayor Trilla asked Management Analyst Hummel to lead everyone in saying the Pledge of Allegiance.

4. VISITORS' BUSINESS

Ms. Trish Sayers, Secretary for the Lawns Phase I Homeowners Association, spoke about building permit delays reference balcony restoration.

5. OMNIBUS VOTE AGENDA

- a. Waive Reading of Minutes (APPROVE)
- b. Minutes - Regular Board Meeting - July 8, 2013 (APPROVE)
- c. Minutes - Executive Session - June 24, 2013 (APPROVE)
- d. Warrants - \$289,454.73 (APPROVE)
- e. Ordinance - An Ordinance Amending Title 3, Chapter 12, Section 3-12-5(A) of the Village Code - Classifications: Class A License - Ordinance No. 13-O-27 (PASS)

- f. Resolution - A Resolution Authorizing the Mayor and Village Clerk to Accept a Proposal for an Enterprise Resource Planning Assessment - Sikich, LLP - Resolution No. 13-R-40 (ADOPT)
- g. Resolution - A Resolution Accepting a Proposal to Purchase a SCADA Water Pump Software Upgrade Along with Associated Annual Support - Metropolitan Pump Company - Resolution No. 13-R-41 (ADOPT)
- h. Motion - A Motion Authorizing Chief Shelton to Execute a Memorandum of Understanding Between the Village and the Cook County Sheriff's Office Regarding the Regional Gang Intelligence Database (RGID) System (APPROVE)
- i. Motion - A Motion to Approve an Application for a License to Hold a Raffle - Recycled Rotts, Inc. (APPROVE)

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

MOTION: Made by Trustee Mistele and seconded by Trustee Davi 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. RESOLUTION - A RESOLUTION AWARDING THE FISCAL YEAR 2013/14 MOTOR FUEL TAX ROADWAY MAINTENANCE PROGRAM CONTRACT TO CROWLEY-SHEPPARD ASPHALT, INC. IN THE AMOUNT OF \$129,740.90

Administrator Halik advised that this year's road program calls for a maintenance interval which consists of 3" surface patching, 6" full depth patching, replacement of worn pavement markings throughout town, and crack sealing.

The public bid opening occurred on July 17, 2013 at 10:00 a.m. at the Village Hall. Two sealed bids were received prior to the deadline. Crowley-Sheppard Asphalt, Inc. submitted the lowest

bid. The amount is \$10,242.00 below the engineer's estimate for the completion of this year's program.

If approved, work on this project could start in early August.

MOTION: Made by Trustee Mistele and seconded by Trustee Baker to adopt Resolution No. 13-R-42.

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

MOTION DECLARED CARRIED

8. DISCUSSION - POLICE DEPARTMENT STAFFING AND STRUCTURE

Chief Shelton reviewed with the Board the structure of the police department and explained how fragile current staffing levels are. Chief Shelton recommended promoting two (2) patrol officers to sergeants and hiring four (4) new patrol officers.

Mayor Trilla questioned how the sergeants would be promoted. Chief Shelton advised that all but three (3) officers are eligible to take the sergeants' exam.

Trustee Mistele questioned that if the additional officers were hired, would this alleviate the detectives to do their work without having to cover shifts. Chief Shelton advised that it would.

Trustee Berglund questioned hiring experienced officers off the Patrol Officer Eligibility List. Chief Shelton advised that the Board of Police Commissioners Rules and Regulations allows the ability to give preference to hire certified patrol officers off the eligibility list.

Trustee Berglund questioned the costs. Chief Shelton advised that salary and benefits would cost \$78,000 and pension costs would be \$30,000. Sergeants' salary is 13% higher than the top end patrol officer. Administrator Halik advised that if two sergeants were promoted and two officers hired, the costs would be approximately \$450,000-\$480,000 per year. Trustee Mistele advised that this represents approximately 10% increase in the police department budget. Administrator Halik advised that even though this was not budgeted for, this would not exceed the budgeted appropriation amount.

Mayor Trilla questioned if two officers can be hired now, and two at a later date for budget purposes. Chief Shelton stated

that the composition ordinance can be changed now to accommodate all four. Hire two officers now and then it should take until the next fiscal year to hire the two other officers. Chief Shelton advised that he does not have the field training officers to handle all four at one time.

Administrator Halik advised that actual cost amounts will be provided at the Goals Workshop on July 29<sup>th</sup>.

Trustee Mistele stated that the national average is 2½ patrol officers per 1,000 residents. By hiring the additional four officers, this would bring the department's average to this level.

The Board thanked Chief Shelton for his presentation.

PRIOR BUSINESS

9. 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.

10. ATTORNEY'S REPORT

Attorney Bastian had no report.

11. CLERK'S REPORT

Clerk Hansen had no report.

12. ADMINISTRATOR'S REPORT

Administrator Halik reminded the Board about the Goal Setting Workshop scheduled for Monday, July 29, 2013 at 6:00 p.m.

13. MAYOR'S REPORT

Mayor Trilla spoke about the IML Conference to be held from October 17-19, 2013 and if any Board member would like to attend, contact Deputy Clerk Stuchl.

14. 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 Baker and seconded by Trustee Oggerino to recess into Executive Session at the hour of 7:36 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 8:35 p.m.

15. ORDINANCE - AN ORDINANCE OF THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS AUTHORIZING, APPROVING AND RATIFYING EXECUTION OF A CONTRACT FOR THE ACQUISITION OF THE PROPERTY COMMONLY DESCRIBED AS 835 MIDWAY DRIVE, WILLOWBROOK, ILLINOIS

MOTION: Made by Trustee Mistele and seconded by Trustee Oggerino to pass Ordinance No. 13-O-28.

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

MOTION DECLARED CARRIED

16. ADJOURNMENT

MOTION: Made by Trustee Baker and seconded by Trustee Mistele, to adjourn the Regular Meeting at the hour of 8:38 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.

August 12 , 2013.

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Mayor

Minutes transcribed by Deputy Clerk Cindy Stuchl.