

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, OCTOBER 28, 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, Interim Finance Director Carrie Dittman, Management Analyst Garrett Hummel, and Deputy Clerk Cindy Stuchl.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Mayor Trilla asked Deputy Chief Altobella to lead everyone in saying the Pledge of Allegiance.

4. VISITORS' BUSINESS

None presented.

Mayor Trilla requested a motion to amend the published agenda by moving Item #7 - Proclamation to the Omnibus Vote Agenda - Item 5i.

MOTION: Made by Trustee Kelly and seconded by Trustee Baker to approve the change to the posted Village Board agenda.

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

MOTION DECLARED CARRIED

5. OMNIBUS VOTE AGENDA

- a. Waive Reading of Minutes (APPROVE)
- b. Minutes - Regular Board Meeting - October 14, 2013 (APPROVE)
- c. Minutes - Executive Session - September 23, 2013 (APPROVE)
- d. Warrants - \$228,548.18 (APPROVE)
- e. Resolution - A Resolution Waiving the Competitive Bidding Process and Authorizing the Mayor and Village Clerk to Accept a Proposal from North American Salt Company to Provide Bulk Treated Rock Salt for use in the Village's 2013/14 Snow & Ice Control Program - Resolution No. 13-R-66 (ADOPT)
- f. Resolution - A Resolution Authorizing the Village Administrator's Acceptance of Change Orders Number 1 and 2 for the Waterford Park Renovation Project and Ratifying and Confirming the Village Administrator's Prior Execution of Said Change Orders - Resolution No. 13-R-67 (ADOPT)
- g. Resolution - A Resolution Approving a Plat of Easement - 503 W. 64<sup>th</sup> Street - Resolution No. 13-R-68 (ADOPT)
- h. Motion - A Motion to Approve the Fiscal Year 2014/15 Budget Schedule (APPROVE)
- i. Proclamation - A Proclamation Recognizing the Week of November 12 thru 18, 2013 as "The DuPage Community Foundation Week"

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

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

PREVIOUS 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 were three (3) delinquent water bills in the amount of \$221.79, \$803.07, and \$461.69. Staff requested authorization to proceed in accordance with past practices, which was approved.

8. MOTION - A MOTION TO APPROVE THE FISCAL YEAR 2012/13 COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR), TAX INCREMENT FINANCING (TIF) COMPLIANCE REPORT, AND AUDIT MANAGEMENT LETTER

Interim Director Dittman advised that in the Board packet are excerpts of the Annual Audit that was prepared. Highlights included:

- General Fund Revenue exceeded budget by \$619,595 or 8.31%.
- General Fund Expenditures were under budget by \$58,975 or 0.88%.
- The Village's ending fund balance for April 30, 2013 was \$3,768,047, with 198 operating days, which exceeds the Village's targeted amount of days of 120.

Ms. Dittman introduced Scott Termine from Wolf & Company, LLP., auditors for the Village of Willowbrook.

Mr. Termine stated that the audit went very smoothly and all documents were well prepared by Village staff. The opinion on the Comprehensive Annual Financial Report is an unqualified opinion which indicates that the audit was satisfactory that all balances were properly presented, and required disclosures were also presented in a clear and consistent manner.

MOTION: Made by Trustee Davi and seconded by Trustee Berglund to approve the Fiscal Year 2012/13 Comprehensive Annual Financial Report, Tax Increment Financing District Fund Report, and Audit Management Letter as presented.

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 EXECUTE AN AGREEMENT BETWEEN THE VILLAGE OF WILLOWBROOK AND CALL ONE, INC. FOR TELEPHONE SERVICE

Management Analyst Hummel stated that in May 2013, the Village Board approved a contract with Platinum Communications Group to conduct an audit of the Village's telephone services. Through this audit, a recommendation was made to contract with Call One, Inc., who is a wholesaler/reseller of AT&T services. Contracting with Call One will provide the Village with approximately \$9,152.28 in annual savings.

MOTION: Made by Trustee Oggerino and seconded by Trustee Baker to adopt Resolution No. 13-R-69.

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

MOTION DECLARED CARRIED

10. RESOLUTION - A RESOLUTION AUTHORIZING THE MAYOR AND VILLAGE CLERK TO ACCEPT A PROPOSAL FOR THE PURCHASE OF TWO (2) NEW APX 4000 700/800 PORTABLE MODEL 2 RADIOS - MOTOROLA SOLUTIONS, INC.

Chief Shelton stated that with the addition of two officers (now in the police academy), the department will need to purchase two additional radios. The cost of the two radios, chargers, spare battery, and microphones is \$5,521.30. There is also a \$34.00 per unit per month charge for airtime.

MOTION: Made by Trustee Baker and seconded by Trustee Mistele to adopt Resolution No. 13-R-70.

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

MOTION DECLARED CARRIED

11. RESOLUTION - A RESOLUTION AUTHORIZING THE MAYOR AND VILLAGE CLERK TO ACCEPT A PROPOSAL FOR THE PURCHASE OF A NEW IN-CAR MOBILE VIDEO CAMERA RECORDING SYSTEM - L3 MOBILE-VISION, INC.

Chief Shelton stated that the current in-car camera system has had numerous issues since their installation. The system that is being recommended is a wireless download and will only require the officer to start and stop the actual recording. The video will automatically download onto the server in the Village Hall.

Chief Shelton stated that the current Village servers were ordered with a terabyte amount of storage purposely for this usage.

MOTION: Made by Trustee Mistele and seconded by Trustee Oggerino to adopt Resolution No. 13-R-71.

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

MOTION DECLARED CARRIED

PRIOR BUSINESS

12. 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.

13. ATTORNEY'S REPORT

Attorney Bastian had no report.

14. CLERK'S REPORT

Clerk Hansen had no report.

15. ADMINISTRATOR'S REPORT

Administrator Halik advised that there will be only one December Village Board meeting, which will be scheduled for Monday, December 16, 2013 at 6:30 p.m.

16. MAYOR'S REPORT

Mayor Trilla had no report.

17. 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

RECESS INTO EXECUTIVE SESSION

MOTION: Made by Trustee Baker and seconded by Trustee Kelly to recess into Executive Session at the hour of 6:53 p.m.

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 6:55 p.m.

18. ADJOURNMENT

MOTION: Made by Trustee Oggerino and seconded by Trustee Kelly, to adjourn the Regular Meeting at the hour of 6:56 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.

November 11, 2013.

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Mayor

Minutes transcribed by Deputy Clerk Cindy Stuchl.