

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON TUESDAY, MAY 27, 2014 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, Village Clerk Leroy Hansen, Trustees Dennis Baker, Sue Berglund, Umberto Davi, and Terrence Kelly.

ABSENT: Trustees Michael Mistele and Paul Oggerino.

Also present were Village Attorney Thomas Bastian, Village Attorney Michael Durkin, Village Administrator Timothy Halik, 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 Trustee Kelly to lead everyone in saying the Pledge of Allegiance.

4. VISITORS' BUSINESS

None presented.

5. OMNIBUS VOTE AGENDA

- a. Waive Reading of Minutes (APPROVE)
- b. Minutes - Regular Board Meeting - May 12, 2014 (APPROVE)
- c. Minutes - Executive Session - April 28, 2014 (APPROVE)
- d. Warrants - \$245,316.93 (APPROVE)
- e. Ordinance - An Ordinance Adopting Prevailing Wage Rates Pursuant to the Prevailing Wage Law - Ordinance No. 14-O-22 (PASS)
- f. Ordinance - An Ordinance Declaring Surplus Property and Authorizing the Disposal of the Same - Ordinance No. 14-O-23 (PASS)

- g. Resolution - A Resolution Waiving the Competitive Bidding Process and Authorizing the Mayor and Village Clerk to Execute a Certain Agreement - Tree and Stump Removal Services - Between the Village of Willowbrook and Pessina Tree Services, LLC - Resolution No. 14-R-22 (ADOPT)
- h. Resolution - A Resolution Waiving the Competitive Bidding Process and Authorizing the Mayor and Village Clerk to Execute a Certain Agreement - Tree Planting Services - Between the Village of Willowbrook and The Fields on Caton Farm, Inc. - Resolution No. 14-R-23 (ADOPT)

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

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

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

MOTION DECLARED CARRIED

NEW BUSINESS

6. DELINQUENT WATER BILLS

Administrator Halik advised that there were two (2) delinquent water bills in the amount of \$152.46 and \$101.17. Staff requested authorization to proceed in accordance with past practices which was approved.

7. RESOLUTION - A RESOLUTION WAIVING THE COMPETITIVE BIDDING PROCESS AND AUTHORIZING THE MAYOR AND VILLAGE CLERK TO ACCEPT A PROPOSAL WITH TERMS AND CONDITIONS FOR THE PURCHASE AND INSTALLATION OF EQUIPMENT ASSOCIATED WITH THE WATER BILLING SYSTEM METER TRANSMITTING UNIT (MTU) REPLACEMENT PROJECT - MIDWEST METER, INC.

Administrator Halik reported that the existing water meter system was installed in 2001. Every resident has a meter transmitting unit (MTU) that sends the meter readings to the Village Hall to generate all of the water bills. Each MTU is powered by a lithium battery. The batteries are now beginning to die out earlier than anticipated. Public Works has already replaced approximately 400 MTU's over the past 18 months. There

remains approximately 1,714 meters left to be replaced by the end of the year.

The initial budgetary estimate to complete the project was \$285,000. After further review of the current system's compatibility with the new components, it has been recommended that the existing Data Collecting Units will also need to be replaced, software upgrades will be needed, and a new Water Billing server will also need to be purchased. The total project is now estimated to be \$332,300.

A proposal was received by Midwest Meter, Inc., which is an approved distributor with the Village's existing system component vendor. The Village has used Midwest Meter, Inc. for the past 13 years and is familiar with the current system.

The Village would be purchasing the new billing server from our current internal IT consultant, PCS International, at a cheaper cost.

This portion of the project total cost will be \$229,460.

The next agenda item is from Calumet City Plumbing Inc. This company initially installed the MTU's in 2001. Staff is recommending using this company again. The cost is \$60 per location which will include them contacting the residents to schedule the appointments, remove and replace the MTU's, program the new units, and download the data onto the Village server.

The total cost for this portion of the project would be \$102,840.

Trustee Baker questioned if the company will need access to residences. Administrator Halik stated that they would.

Mayor Trilla questioned whether this project then frees up the Public Works staff from replacing the units. Administrator Halik stated that it would. It took staff 18 months to replace only 400 units and would not be able to replace the remaining 1,714 by the end of the year.

MOTION: Made by Trustee Davi and seconded by Trustee Baker to adopt Resolution No. 14-R-24 as presented.

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

MOTION DECLARED CARRIED

8. RESOLUTION - A RESOLUTION WAIVING THE COMPETITIVE BIDDING PROCESS AND AUTHORIZING THE MAYOR AND VILLAGE CLERK TO ACCEPT A PROPOSAL WITH TERMS AND CONDITIONS FOR THE REMOVAL AND REPLACEMENT OF WATER METER READING TRANSMITTING EQUIPMENT - CALUMET CITY PLUMBING COMPANY, INC.

MOTION: Made by Trustee Baker and seconded by Trustee Kelly to adopt Resolution No. 14-R-25 as presented.

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

MOTION DECLARED CARRIED

9. RESOLUTION - A RESOLUTION AUTHORIZING THE MAYOR AND VILLAGE CLERK TO ACCEPT A PROPOSAL FOR PROFESSIONAL ENGINEERING SERVICES RELATED TO THE COMPLETION OF THE VILLAGE HALL WATER TANK REHABILITATION PROJECT, DESIGN AND BIDDING-RELATED WORK - STRAND ASSOCIATES, INC.

Administrator Halik reported that an engineering analysis of the protective coating was conducted on all three (3) of the Village's above-grade water storage tanks. The final reports recommended that all three (3) of the tanks be recoated within the next five (5) years.

Tentative work was to begin pending funding considerations. The first tank that was recommended to be completed is the tank located on the Village Hall property during the Fiscal Year 2015/16 budget. The current proposal will provide for engineering services to develop design specifications and bid documents.

The proposal provided by Strand Associates, Inc. will not exceed \$19,000.

MOTION: Made by Trustee Kelly and seconded by Trustee Baker to adopt Resolution No. 14-R-26 as presented.

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

MOTION DECLARED CARRIED

10. RESOLUTION - A RESOLUTION AUTHORIZING THE CHIEF OF POLICE TO PLACE AN ORDER FOR A 2014 FORD EXPLORER 4WD POLICE VEHICLE THROUGH THE SUBURBAN PURCHASING COOPERATIVE

Chief Shelton stated that this vehicle will replace his car which currently has 128,000 miles on it. Chief Shelton stated that installation of emergency lighting and equipment will be brought to Public Safety Direct.

MOTION: Made by Trustee Davi and seconded by Trustee Berglund to adopt Resolution No. 14-R-27 as presented.

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

MOTION DECLARED CARRIED

11. RESOLUTION - A RESOLUTION AUTHORIZING THE CHIEF OF POLICE TO PLACE AN ORDER FOR TWO 2015 FORD UTILITY INTERCEPTOR AWD PATROL VEHICLES THROUGH THE ILLINOIS STATE PURCHASE PROGRAM

Chief Shelton advised that these two (2) vehicles will replace current marked patrol vehicles. The current vehicles have over 90,000 miles on them and have exceeded their lifespan. These vehicles will also be brought to Public Safety Direct to install emergency lighting and electronics. The vehicles will be striped and lettered by Car Reflections.

Mayor Trilla asked what is done with the old squads. Chief Shelton stated that they are sold at auction. Mayor Trilla asked if they can be reused for other Village purposes. Chief Shelton stated that the vehicles are past their usefulness and discouraged keeping them.

MOTION: Made by Trustee Davi and seconded by Trustee Baker to adopt Resolution No. 14-R-28 as presented.

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

MOTION DECLARED CARRIED

PRIOR BUSINESS

12. COMMITTEE REPORTS

Trustee Baker had no report.

Trustee Kelly had no report.

Trustee Berglund had no report.

Trustee Davi 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 on Friday, May 30th, Chief Shelton will be sitting on top of the Dunkin Donuts for the annual "Cops on Top" fundraiser for Special Olympics and invited the Board to stop by in the morning.

16. MAYOR'S REPORT

Mayor Trilla advised that he participated in the Memorial Day Parade in Hinsdale on Monday, May 26th.

17. EXECUTIVE SESSION

- a. REVIEW 2014 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 6:47 p.m.

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

MOTION DECLARED CARRIED

The Board reconvened the Regular Meeting at the hour of 6:52 p.m.

18. ADJOURNMENT

MOTION: Made by Trustee Berglund and seconded by Trustee Davi, to adjourn the Regular Meeting at the hour of 6:53 p.m.

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

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED.

June 9, 2014.

Mayor

Minutes transcribed by Deputy Clerk Cindy Stuchl.