

MINUTES OF THE SPECIAL MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, DECEMBER 15, 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 Sue Berglund, Umberto Davi, Terrence Kelly, Michael Mistele, Gayle Neal, and Paul Oggerino.

ABSENT: None

Also present were Village Administrator Timothy Halik, Chief Mark Shelton, Deputy Chief Mark Altobella, and Deputy Clerk Cindy Stuchl.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Mayor Trilla asked Deputy Clerk Stuchl 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 - November 24, 2014 (APPROVE)
- c. Warrants - \$1,000,230.78 (APPROVE)
- d. Monthly Financial Report - November 30, 2014 (APPROVE)
- e. Motion to Approve - 2014 MFT Roadway maintenance Program: Payout #2 - Final Payment - James D. Fiala Paving Company, Inc. (APPROVE)
- f. Motion to Approve - Village Hall Renovation Contract: Payout #5 - Partial Payment, FBG Construction Corporation (APPROVE)

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

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

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

MOTION DECLARED CARRIED

NEW BUSINESS

6. ORDINANCE - AN ORDINANCE AMENDING THE VILLAGE CODE OF THE VILLAGE OF WILLOWBROOK - TITLE 6, CHAPTER 8, SECTION 6-8-3 - WATER SYSTEM, RATES

Administrator Halik advised that the DuPage Water Commission will impose a 17% increase of the rate that the Village is charged for water effective January 1, 2015.

In the past, the Village passed on the amount of the increase to residents along with an additional rate increase to build a reserve amount to fund the Village water infrastructure. The Village will not be able to raise enough revenue through water increases alone to fund upcoming water projects.

It was determined that a 12% local water increase will be needed to cover the Water Commission increase and the known water capital expenses that need to be completed. The increase will become effective January 1, 2015.

Trustee Mistele asked if the increase was for the painting of the water towers. Administrator Halik stated it was. Payment for this \$1.4 million project will also involve the issuance of an IEPA SRF Loan (to be discussed in Item 9) and a bond.

Trustee Neal asked if the 6% discount will continue to be in effective after the rate increase. Administrator Halik advised that it would for consumers that use less than 9,000 gallons of water per quarter.

MOTION: Made by Trustee Mistele and seconded by Trustee Davi to pass Ordinance No. 14-O-55 as presented.

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

MOTION DECLARED CARRIED

7. RESOLUTION - A RESOLUTION AUTHORIZING THE MAYOR AND VILLAGE CLERK TO ACCEPT AND EXECUTE AN AGREEMENT FOR TELEPHONE SYSTEM AND INTERNET CABLING SERVICES IN AN AMOUNT NOT TO EXCEED \$11,189.36, 835 MIDWAY DRIVE - MIDCO, INC.

Administrator Halik related that this resolution will serve to accept a proposal from the Village's current telephone vendor, Midco, Inc. to install telephone and internet cabling to the new Village Hall.

Existing phones will be moved to the new building. Three new speaker phones will be purchased for the conference rooms and two new office phones.

The proposal includes all equipment, labor, and a one-year support service agreement.

Trustee Berglund asked about installing phones into the Community Resource Center. Administrator Halik advised that this work will be completed during the renovations for that building in Fiscal Year 2016/17.

Trustee Mistele asked if this work included the connecting of phone and internet inside the building. Administrator Halik stated that this work is being completed by the electrical contractor hired by FBG Construction.

***NOTE: Village Attorney Michael Durkin arrived at 6:36 p.m.

MOTION: Made by Trustee Mistele and seconded by Trustee Oggerino to adopt Resolution No. 14-R-62 as presented.

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

MOTION DECLARED CARRIED

8. RESOLUTION - A RESOLUTION AUTHORIZING THE MAYOR AND VILLAGE CLERK TO EXECUTE AN AGREEMENT BETWEEN THE VILLAGE OF WILLOWBROOK AND THE ILLINOIS DEPARTMENT OF TRANSPORTATION (IDOT) - EMERGENCY VEHICLE PRE-EMPTION DEVICES, ILLINOIS ROUTE 83 (KINGERY HIGHWAY) & 63RD STREET INTERSECTION

Administrator Halik stated that IDOT will be completing a planned improvement project at the intersection of Route 83 and 63rd Street. The project will include the removal and replacement

of two large box culverts that run under Route 83. Turn lane improvements and traffic signal modernization is also part of the project.

As part of the signal modernization, the existing emergency vehicle pre-emption (EVP) devices will need to be replaced. These devices are considered by IDOT as local agency items and they will not pay for this portion of the work.

The EVP devices are currently owned by Tri-State Fire Protection District. In October of 2012, Tri-State approached the Village for consideration of sharing maintenance costs for the devices since they are used by fire and police personnel. The Municipal Services Committee reviewed this proposal at that time and agreed that cost sharing would be appropriate. Due to changes at Tri-State, further discussion on this topic has been delayed.

Total cost for the removal and replacement of the EVP devices is \$8,050. The cost will be split 50/50 between the Village of Willowbrook and Tri-State Fire Protection District. Funds for this expenditure will come from the local MFT Fund.

Trustee Kelly asked when discussions will commence with Tri-State reference the sharing of maintenance costs. Administrator Halik advised that a recommendation was made to Tri-State that any other local agencies that use the EVP devices should also share in the maintenance costs.

MOTION: Made by Trustee Mistele and seconded by Trustee Berglund to adopt Resolution No. 14-R-63 as presented.

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

MOTION DECLARED CARRIED

9. RESOLUTION - A RESOLUTION AUTHORIZING THE MAYOR AND VILLAGE CLERK TO ACCEPT AND EXECUTE A PROPOSAL FOR PROFESSIONAL SERVICES BETWEEN THE VILLAGE OF WILLOWBROOK AND CHRISTOPHER B. BURKE ENGINEERING, LTD. TO COMPLETE THE ILLINOIS ENVIRONMENTAL PROTECTION AGENCY (IEPA) STATE REVOLVING FUND (SRF) LOAN APPLICATION PROCESS IN AN AMOUNT NOT TO EXCEED \$15,000

Administrator Halik stated that as part of the Financial Planning Discussions during the Finance and Administration Committee meetings, staff solicited proposals for costs to

complete the entire IEPA State Revolving Fund loan application process.

The State Revolving Fund loan is a low interest loan to fund the painting of two of the three water towers. The loan application process takes approximately 12-18 months to complete. Funding to complete the first water tower, to be completed this year, will be part of the separate bond issuance.

Christopher B. Burke Engineering has recently completed this loan process for the Village of Westchester and is familiar with the application requirements and the timeline needed to complete the application.

MOTION: Made by Trustee Mistele and seconded by Trustee Kelly to adopt Resolution No. 14-R-53 as presented.

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

MOTION DECLARED CARRIED

10. MOTION - A MOTION TO APPROVE THE CALENDAR YEAR 2015 PAYMENT TO THE INTERGOVERNMENTAL RISK MANAGEMENT AGENCY (IRMA) AND DISCUSSION OF THE DISTRIBUTION OF THE CREDIT AMOUNT TO ELIGIBLE EMPLOYEES

Administrator Halik informed the Village Board that IRMA issues an annual premium notice in December to the Village based upon each member's revenues and claims experience. The Village experienced an excellent loss history during the past five years which enabled the Village to earn a credit for the 2015 calendar year. The estimated credit is \$34,957.

The Board annually considers approval of the annual premium to IRMA for continued liability insurance coverage. In addition, the Board must approve if the credit is to be divided amongst the eligible employees.

Administrator Halik also reviewed the IRMA annual premium for calendar year 2015. The premium for this year is \$208,081, which represents a decrease from the previous year, and is \$15,909 under budget.

MOTION: Made by Trustee Davi and seconded by Trustee Berglund to approve the 2015 payment to IRMA and distribution of the credit amount to eligible employees.

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

MOTION DECLARED CARRIED

PRIOR BUSINESS

11. COMMITTEE REPORTS

Trustee Neal 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.

12. ATTORNEY'S REPORT

Attorney Durkin had no report.

13. CLERK'S REPORT

Clerk Hansen had no report.

14. ADMINISTRATOR'S REPORT

Administrator Halik related that he is pleased to announce that on November 26th, the Village received notice from the Government Finance Officers Association that we have received another Distinguished Budget Presentation Award for Fiscal Year 2014/15 Budget. This is the 13th award in a row.

Chief Shelton presented the Gold Standard Meritorious Award from the Commission on Accreditation for Law Enforcement Agencies, Inc. for the department's 7th reaccreditation.

15. MAYOR'S REPORT

Mayor Trilla distributed a letter from the Mayors and Managers Conference written to the new Governor that indicates important issues for the State and the Village.

16. EXECUTIVE SESSION

Mayor Trilla stated that there was no need for Executive Session during tonight's meeting.

17. ADJOURNMENT

MOTION: Made by Trustee Mistele and seconded by Trustee Oggerino, to adjourn the Regular Meeting at the hour of 6:52 p.m.

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

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED.

January 12, 2015.

Mayor

Minutes transcribed by Deputy Clerk Cindy Stuchl.