

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, APRIL 27, 2015 AT THE VILLAGE POLICE STATION BUILDING, 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 Village Clerk Leroy Hansen.

2. ROLL CALL

Those present at roll call were Village Clerk Leroy Hansen, Trustees Sue Berglund, Umberto Davi, Terrence Kelly, Michael Mistele, Gayle Neal, and Paul Oggerino.

ABSENT: Mayor Frank Trilla

Also present were Village Attorney Thomas Bastian, Village Attorney Michael Bastian, Village Administrator Timothy Halik, Chief Mark Shelton, Deputy Chief Mark Altobella, Interim Director of Finance Carrie Dittman, Management Analyst Garrett Hummel, and Deputy Clerk Cindy Stuchl.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Village Clerk Hansen asked Deputy Chief Altobella to lead everyone in saying the Pledge of Allegiance.

4. MOTION - MOTION TO ELECT A TEMPORARY CHAIRMAN IN THE MAYOR'S ABSENCE

Village Attorney Bastian advised that a motion was necessary to nominate Trustee Michael Mistele as Mayor Pro Tem for tonight's meeting.

MOTION: Made by Trustee Oggerino and seconded by Trustee Kelly to nominate Trustee Mistele as Mayor Pro Tem.

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

MOTION DECLARED CARRIED

5. VISITORS' BUSINESS

None presented.

6. OMNIBUS VOTE AGENDA

- a. Waive Reading of Minutes (APPROVE)
- b. Minutes - Regular Board Meeting - April 13, 2015 (APPROVE)
- c. Minutes - Executive Session Meeting - April 13, 2015 (APPROVE)
- d. Warrants - \$1,009,194.24 (APPROVE)
- e. Ordinance - an Ordinance Declaring Surplus Property and Authorizing the Sale of the Same - Ordinance No. 15-O-09 (PASS)
- f. Resolution - a Resolution Authorizing the Mayor and Village Clerk to Accept a Proposal to Conduct the 2015 Spring Brush Collection Program - Pessina Tree Service LLC - Resolution No. 15-R-19 (ADOPT)
- g. Proclamation - A Proclamation Recognizing the Week of May 3 - 9, 2015 as Municipal Clerks Week in the Village of Willowbrook (APPROVE)

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

MOTION: Made by Trustee Kelly and seconded by Trustee Davi 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

7. DELINQUENT WATER BILLS

Administrator Halik reported that there were five (5) delinquent water bills. Staff requested authorization to proceed in accordance with past practices which was approved.

8. ORDINANCE - AN ORDINANCE AMENDING SECTION 3-12-5 ENTITLED "CLASSIFICATIONS," AND SECTION 3-12-15 ENTITLED "CONSUMPTION ON PREMISES:" OF CHAPTER 12 ENTITLED "LIQUOR," OF TITLE 3 ENTITLED "BUSINESS" OF THE VILLAGE CODE OF ORDINANCE OF THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

Attorney Bastian advised that this new liquor license classification "K" is for the Whole Foods store once it

relocates to 6300 Kingery Highway. The new license will allow for the purchasing of packaged liquor, the consumption of alcohol in the restaurant/sidewalk café area of the store, and allow for patrons to consume liquor while they are shopping throughout the store.

Attorney Bastian related that this license does not allow for a patron to purchase packaged alcohol from the shelf and consume on site. Attorney Bastian also stated that if problems occur, the Board will be able to amend the ordinance at a future date.

MOTION: Made by Trustee Davi and seconded by Trustee Kelly to pass Ordinance No. 15-0-10 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 ENGINEERING SERVICES BETWEEN THE VILLAGE OF WILLOWBROOK AND CHRISTOPHER B. BURKE ENGINEERING, LTD. - LED STREETLIGHT REPLACEMENT PROJECT

Administrator Halik stated that the Village Board had approved a contract for the LED Streetlight Conversion program at a March Board meeting. As part of this contract, drawings must be reviewed by an engineering firm and the project monitored.

A bid was submitted by Christopher B. Burke Engineering, Ltd in the amount of \$5,400 to complete the tasks. This amount was not in the original project costs. However, it was determined that the streetlights at the intersection of Kingery Highway and Plainfield Road could not be completed as part of this project due to state and county right-of-way issues. The project cost savings should offset the costs of the construction engineering work.

MOTION: Made by Trustee Oggerino and seconded by Trustee Kelly to adopt Resolution No. 15-R-20 as presented.

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

MOTION DECLARED CARRIED

10. MOTION - MOTION TO APPROVE - FISCAL YEAR 2015/16 BUDGET

Interim Director of Finance Dittman stated that the Budget incorporates all items that were discussed during the budget workshop and subsequent budget related discussions.

Ms. Dittman stated that the Village is also required to comply with the State Appropriation Act which provides the legal authority for the Village to expend funds. As part of the act, an Appropriation Ordinance must be adopted within the first quarter of each new fiscal year and a copy must be filed with the DuPage County Clerk. This ordinance will be brought before the Board in June.

The Fiscal Year 2015/16 Budget will also be submitted to the GFOA as part of the application for the Distinguished Budget Presentation Award. This award has been received by the Village for the past 13 years.

Ms. Dittman related that the budget includes a planned ending General Fund balance at April 30, 2016 of 174 operating days. The reserve objective is 120 days.

MOTION: Made by Trustee Kelly and seconded by Trustee Neal to approve the Fiscal Year 2015/16 Budget.

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

MOTION DECLARED CARRIED

11. PRESENTATION - POLICE DEPARTMENT 2014 ANNUAL REPORT

Chief Shelton gave a brief summary of the Willowbrook Police Department's 2014 Annual Report. Chief Shelton extended his sincere appreciation to the Board for their continued support.

PRIOR BUSINESS

12. COMMITTEE REPORTS

Trustee Neal had no report.

Trustee Kelly related that he had participated in the first annual 5K run put on by the Parks and Recreation Department.

Trustee Kelly advised that staff and race organizers did a great job on the event.

Trustee Mistele had no report.

Trustee Berglund stated that she had worked on the 5K Race Committee. She received great responses from the businesses that helped sponsor the event.

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 had no report.

16. MAYOR'S REPORT

No Mayor's report due to Mayor Trilla's absence.

17. EXECUTIVE SESSION

Trustee Mistele stated that there was no need for Executive Session during tonight's meeting.

18. ADJOURNMENT

MOTION: Made by Trustee Kelly and seconded by Trustee Oggerino, to adjourn the Regular Meeting at the hour of 6:59 p.m.

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

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED.

May 11, 2015.

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Mayor

Minutes transcribed by Deputy Clerk Cindy Stuchl.