

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, JULY 13, 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 6:32 p.m. by Village Clerk Leroy Hansen.

2. ROLL CALL

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

ABSENT: Mayor Frank Trilla and Trustee Umberto Davi

Also present were Village Attorney Michael Durkin, Jr., Village Administrator Timothy Halik, Director of Finance Carrie Dittman, Chief Mark Shelton, Deputy Chief Mark Altobella, Assistant to the Village Administrator Garrett Hummel, and Deputy Clerk Cindy Stuchl.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Village Clerk Hansen asked Garrett Hummel to lead everyone in saying the Pledge of Allegiance.

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

Village Clerk Hansen 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 Berglund to nominate Trustee Mistele as Mayor Pro Tem.

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

MOTION DECLARED CARRIED

5. VISITORS' BUSINESS

None presented.

6. OMNIBUS VOTE AGENDA

- a. Waive Reading of Minutes (APPROVE)
- b. Minutes - Regular Board Meeting - June 22, 2015 (APPROVE)
- c. Warrants - \$114,733.01 (APPROVE)
- d. Monthly Financial Report - June 30, 2015 (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 Oggerino to approve the Omnibus Vote Agenda as presented.

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

MOTION DECLARED CARRIED

NEW BUSINESS

7. ORDINANCE - AN ORDINANCE AMENDING THE VILLAGE CODE OF THE VILLAGE OF WILLOWBROOK - TITLE 5, CHAPTER 1, SECTION 5-1-1 - POLICE; CREATION AND COMPOSITION OF DEPARTMENT

Administrator Halik related that one patrol officer will be retiring on August 13, 2015 and another patrol officer will be retiring on October 8, 2015. Given the lead time to hire and train new officers, staff is suggesting that the Board consider hiring two (2) replacement officers at this time. This approach will ensure that the police department will not be shorthanded for an extended period of time and save on overtime expenses.

Administrator Halik advised that passage of this ordinance will temporarily increase the number of police officers within the police department from 18 to 19, until October 8th when the number will revert back to 18.

If the ordinance is passed, the following resolution will authorize the Board of Police Commissioners to complete the hiring process to fill both vacancies.

Mayor Pro Tem Mistele asked if there is an eligibility list. Chief Shelton stated that the eligibility list is established and background checks have been started.

MOTION: Made by Trustee Kelly and seconded by Trustee Neal to pass Ordinance No. 15-0-17 as presented.

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

MOTION DECLARED CARRIED

8. RESOLUTION - A RESOLUTION AUTHORIZING THE BOARD OF POLICE COMMISSIONERS (BOPC) TO EFFECT THE ORIGINAL APPOINTMENT OF TWO (2) CANDIDATES TO FILL VACANCIES IN THE RANK OF PATROL OFFICER WITHIN THE VILLAGE POLICE DEPARTMENT

Chief Shelton had no further report. See discussion in Item 7.

MOTION: Made by Trustee Oggerino and seconded by Trustee Kelly to adopt Resolution No. 15-R-48 as presented.

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

MOTION DECLARED CARRIED

9. RESOLUTION - A RESOLUTION ACCEPTING A PROPOSAL FOR PROFESSIONAL SERVICES - MUNICIPAL FACILITIES PLANNING, 825 MIDWAY DRIVE - WILLIAMS ARCHITECTS

Administrator Halik related that the third phase of the Municipal Facilities Plan includes the renovation of the building located at 825 Midway Drive to house the Village Board Room and recreational space. Williams Architects submitted a proposal to complete the conceptual design work and to determine project budgetary costs.

The proposal amount of \$6,500 is well below the \$12,500 that was budgeted.

Trustee Berglund asked how long would the Board meetings need to be held off-site. Administrator Halik advised that once the demolition begins for the Police Department project later this fall, an alternate location will be necessary for Board meetings and should be off-site for approximately one year.

MOTION: Made by Trustee Oggerino and seconded by Trustee Berglund to adopt Resolution No. 15-R-49 as presented.

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

MOTION DECLARED CARRIED

PRIOR BUSINESS

10. COMMITTEE REPORTS

Trustee Neal had no report.

Trustee Kelly had no report.

Trustee Mistele had no report.

Trustee Berglund had no report.

Trustee Oggerino had no report.

11. ATTORNEY'S REPORT

Attorney Durkin had no report.

12. CLERK'S REPORT

Clerk Hansen had no report.

13. ADMINISTRATOR'S REPORT

Administrator Halik related that he had participated in a conference call with the DuPage County Office of Homeland Security and Emergency Management reference the severe weather that was expected later in the evening.

14. MAYOR'S REPORT

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

15. EXECUTIVE SESSION

- a. DISCUSSION - Pursuant to 5 ILCS 120/2(c)(21) Regarding the Destruction of Audio or Video Recordings of Closed Meetings Under the Open Meetings Act for the Purpose of a Semi-Annual Review of Said Recordings as Mandated by 5 ILCS 120/2.06(3)(c)(1)
- b. DISCUSSION - Pursuant to 5 ILCS 120/2(c)(21) Regarding Previously Approved Minutes of Meetings That Were Lawfully Closed Under the Open Meetings Act for the Purpose of a Semi-Annual Review of Said Minutes as Mandated by 5 ILCS 120/2.06(d), for Purposes of Possible Release

Mayor Pro Tem Mistele asked the Board if there was a need to go into Executive Session to discuss the destruction of audio tapes or the release of closed minutes from previous Executive Sessions. Consensus of the Board was that there was no need to discuss the items.

16. RESOLUTION - A RESOLUTION AUTHORIZING THE DESTRUCTION OF AUDIO OR VIDEO RECORDINGS OF CLOSED MEETINGS

MOTION: Made by Trustee Kelly and seconded by Trustee Oggerino to adopt Resolution No. 15-R-50 as presented.

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

MOTION DECLARED CARRIED

17. RESOLUTION - A RESOLUTION MAKING A DETERMINATION RELATIVE TO THE RELEASE OF EXECUTIVE SESSION MINUTES PURSUANT TO THE ILLINOIS OPEN MEETINGS ACT

MOTION: Made by Trustee Neal and seconded by Trustee Oggerino to adopt Resolution No. 15-R-51 as presented.

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

MOTION DECLARED CARRIED

18. ADJOURNMENT

MOTION: Made by Trustee Berglund and seconded by Trustee Kelly, to adjourn the Regular Meeting at the hour of 6:45 p.m.

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

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED.

July 27, 2015.

Mayor

Minutes transcribed by Deputy Clerk Cindy Stuchl.