

A G E N D A

REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON MONDAY, AUGUST 24, 2015, AT 6:30 P.M. AT THE VILLAGE POLICE STATION BUILDING, 7760 QUINCY STREET, IN THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. VISITOR'S BUSINESS - Public comment is limited to three minutes per person
5. OMNIBUS VOTE AGENDA:
 - a. Waive Reading of Minutes (APPROVE)
 - b. Minutes - Regular Board Meeting - August 10, 2015 (APPROVE)
 - c. Warrants - \$271,219.45 (APPROVE)
 - d. Ordinance - An Ordinance Declaring Surplus Property and Authorizing the Sale of the Same (PASS)
 - e. Ordinance - An Ordinance Declaring Surplus Property and Authorizing the Sale of the Same (PASS)

NEW BUSINESS

6. DELINQUENT WATER BILLS
7. PROCLAMATION - A PROCLAMATION RECOGNIZING THE RETIREMENT OF THE FIRST VILLAGE OF WILLOWBROOK CANINE, ICHA, AND ACKNOWLEDGING HER DEDICATION AND SERVICE TO THE CITIZENS OF WILLOWBROOK AS A MEMBER OF THE WILLOWBROOK POLICE DEPARTMENT
8. ORDINANCE - AN ORDINANCE APPROVING WITHDRAWAL BY THE VILLAGE OF WILLOWBROOK FROM SOUTHWEST CENTRAL DISPATCH AND THE SOUTHWEST CENTRAL 911 SYSTEM

9. RESOLUTION - A RESOLUTION OF THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS, APPROVING AND AUTHORIZING EXECUTION OF AN INTERGOVERNMENTAL AGREEMENT WITH DUPAGE PUBLIC SAFETY COMMUNICATIONS (DU-COMM) REGARDING A JOINT PUBLIC SAFETY COMMUNICATIONS SYSTEM AGREEMENT

PRIOR BUSINESS

10. COMMITTEE REPORTS
11. ATTORNEY'S REPORT
12. CLERK'S REPORT
13. ADMINISTRATOR'S REPORT
14. MAYOR'S REPORT
15. EXECUTIVE SESSION
16. ADJOURNMENT

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, AUGUST 10, 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 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 Attorney Thomas Bastian, 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

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 - July 27, 2015 (APPROVE)
- c. Warrants - \$182,507.66 (APPROVE)
- d. Monthly Financial Report - July 31, 2015 (APPROVE)
- e. Resolution - A Resolution Celebrating the 25th Anniversary of the Passage of the Americans with Disabilities Act - Resolution No. 15-R-53 (ADOPT)

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 Oggerino 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. 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. - CLARENDON HILLS ROAD RESURFACING PROJECT

Administrator Halik related that the Village was awarded a federal grant in 2011 to repave Clarendon Hills Road from 67th Street to the northern limits of the Village at 58th Street. The grant pays for 70% of the cost of the project which was estimated in 2011 to cost \$774,000. The Village has maintained a reserve balance for the locally funded share of the project in the MFT fund.

This project is scheduled to occur in 2016. Phase 1 of the project requires engineering services to be completed. This expense is not reimbursable through the grant. A proposal was received from Christopher B. Burke Engineering to design the project, prepare construction documents and include an update to the cost estimates.

The proposal amount is \$34,700 and was included in the Fiscal Year 2015/16 Public Works Engineering budget.

MOTION: Made by Trustee Mistele and seconded by Trustee Berglund to adopt Resolution No. 15-R-54 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 TO EXECUTE AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE VILLAGE OF WILLOWBROOK AND THE BURR RIDGE PARK DISTRICT TO PROVIDE RECREATIONAL PROGRAMS AND SERVICES TO THE VILLAGE OF WILLOWBROOK

Administrator Halik advised that with the departure of the former Superintendent of Parks and Recreation, the potential opportunity to outsource some of the duties of this position became available. Mayor Trilla and he met with representatives of the Burr Ridge Park District to explore areas where outsourcing to the Park District would be beneficial to the Village and residents.

After discussions, there were three areas that could be outsourced. The first is the publishing of the park program guide. The Burr Ridge Park District will publish a full-color guide twice a year. The second area will be to combine select programming. Burr Ridge will host our programs while the Willowbrook Community Resource Center is under construction next year. In addition, Willowbrook residents will be able to register for Burr Ridge programs and receive resident rates. The Burr Ridge Park District will also provide staffing assistance for special events on an as needed basis.

Special events such as the Easter Egg Hunt, 5K Race, Movie Night, Touch-A-Truck, etc. will continue to be run by Willowbrook Parks and Recreation staff. Willowbrook staff will also continue to run all athletic programming and senior programming.

Trustee Berglund questioned if the park newsletter will contain the Mayor's message. Administrator Halik advised that the program guide will have only Willowbrook on the cover page and the Mayor's message inside, and will contain all of the Burr Ridge and Willowbrook programs inside.

Trustee Kelly asked what residents will need to do to obtain the residency status for the Burr Ridge programs. Administrator Halik advised that residents would register directly with the Burr Ridge Park District and will need to provide proof of residency.

MOTION: Made by Trustee Berglund and seconded by Trustee Mistele to adopt Resolution No. 15-R-55 as presented.

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

MOTION DECLARED CARRIED

PRIOR BUSINESS

8. COMMITTEE REPORTS

Trustee Neal had no report.

Trustee Kelly requested the Village Attorney to provide information at a future meeting reference the Board's obligation in the use of Village emails.

Trustee Mistele related that the Municipal Services Committee has reviewed the new contract for scavenger services.

Trustee Berglund had no report.

Trustee Davi had no report.

Trustee Oggerino had no report.

9. ATTORNEY'S REPORT

Attorney Bastian related that he had attended the West Central Municipal Conference golf outing as part of a Village foursome and had a really nice time.

10. CLERK'S REPORT

Clerk Hansen had no report.

11. ADMINISTRATOR'S REPORT

Administrator Halik had no report.

12. MAYOR'S REPORT

Mayor Trilla reminded the Board that the Village will be hosting an Open House/Dedication Ceremony for the new Village Hall

building on Wednesday, August 12th in conjunction with the Willowbrook/Burr Ridge Chamber of Commerce After Hours event.

13. EXECUTIVE SESSION

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

14. ADJOURNMENT

MOTION: Made by Trustee Mistele and seconded by Trustee Kelly, to adjourn the Regular Meeting at the hour of 6:44 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.

August 24, 2015.

Mayor

Minutes transcribed by Deputy Clerk Cindy Stuchl.

WARRANTS

August 24, 2015

GENERAL CORPORATE FUND	-----	\$86,835.73
WATER FUND	-----	171,366.96
HOTEL/MOTEL TAX FUND	-----	3,628.22
POLICE PENSION FUND	-----	975.00
DEBT SERVICE FUND	-----	802.50
L.A.F.E.R. FUND	-----	7,611.04
TOTAL WARRANTS	-----	\$271,219.45



Carrie Dittman, Director of Finance

APPROVED:

Frank A. Trilla, Mayor

VILLAGE OF WILLOWBROOK

RUN DATE: 08/19/15

BILLS PAID REPORT FOR AUGUST, 2015

PAGE: 1

RUN TIME: 03:37PM

GENERAL CORPORATE FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
AFLAC (46)	08/25 CK# 87098	\$2,190.16
D7088/AUG 15 EMP DED PAY - AFLAC/ACCIDENT 01-210-217	01-210-217	412.60
D7088/AUG 15 EMP DED PAY - AFLAC/OTHER INS 01-210-218	01-210-218	1,777.56
AFTERMATH, INC. (41)	08/25 CK# 87099	\$105.00
JC2015-4761 OPERATING EQUIPMENT 01-451-401	01-30-630-401	105.00
AIRGAS USA LLLC (2600)	08/25 CK# 87100	\$62.32
9929248117 EQUIPMENT RENTAL 01-535-290	01-35-750-290	62.32
AMERICAN FIRST AID SERVICE INC (77)	08/25 CK# 87102	\$55.60
26259 MAINTENANCE - PW BUILDING	01-35-725-418	43.30
26261 OPERATING EQUIPMENT 01-451-401	01-30-630-401	12.30
ASHTON PLACE (133)	08/25 CK# 87103	\$952.00
C18729 OPNHOUSE PUBLIC RELATIONS 01-435-365	01-10-475-365	952.00
AMERICAN TRAFFIC SOLUTIONS (2300)	08/25 CK# 87105	\$835.50
20186 JUL 15 RED LIGHT - MISC FEE	01-30-630-249	835.50
AZAVAR AUDIT SOLUTIONS INC (158)	08/25 CK# 87106	\$311.47
11139/AUG 15 UTILITY TAX 01-310-205	01-310-205	311.47
BLACK GOLD SEPTIC (208)	08/25 CK# 87108	\$310.00
7481 AUG 15 MAINTENANCE - PW BUILDING	01-35-725-418	310.00
BROWNELLS, INC. (230)	08/25 CK# 87109	\$2.25
11316449.01 OPERATING EQUIPMENT 01-451-401	01-30-630-401	2.25
MARK CAPOSIENO (292)	08/25 CK# 87110	\$66.00
JULY 2015 SUMMER PROGRAM MATERIALS & SERVICES	01-20-575-119	66.00
CHICAGO BADGE & INSIGNIA CO (334)	08/25 CK# 87111	\$156.59
13715 UNIFORMS 01-451-345	01-30-630-345	156.59
CHUN HO SZE (1466)	08/25 CK# 87112	\$200.00
2015 #21 PARK PERMIT FEES 01-310-814	01-310-814	200.00
CITY WIDE OF ILLINOIS (2667)	08/25 CK# 87113	\$2,915.74
1379 AUG 15 MAINTENANCE - BUILDING 01-405-228	01-10-466-228	2,515.74
1396 / WINDOWS MAINTENANCE - BUILDING 01-405-228	01-10-466-228	400.00
COMMONWEALTH EDISON (370)	08/25 CK# 87114	\$451.56
0423085170AUG15 RED LIGHT - COM ED	01-30-630-248	30.98
0791026027AUG15 RED LIGHT - COM ED	01-30-630-248	30.98
4403140110AUG15 ENERGY - STREET LIGHT 01-530-207	01-35-745-207	37.86
6863089003AUG15 RED LIGHT - COM ED	01-30-630-248	30.98
7432089030AUG15 ENERGY - STREET LIGHT 01-530-207	01-35-745-207	320.76
CONSTRUCTION CAD SOLUTION (1466)	08/25 CK# 87115	\$250.00
2015 #20 PARK PERMIT FEES 01-310-814	01-310-814	250.00
LARY DENZ (2331)	08/25 CK# 87116	\$231.00
JULY 2015 GAMES SUMMER PROGRAM MATERIALS & SERVICES	01-20-575-119	231.00
DISCOVERY BENEFITS SIMPLIFY (2534)	08/25 CK# 87117	\$100.00
555750/JUN-RVSD EMP DED PAY - FSA FEE 01-210-221	01-210-221	50.00
563279/JUL 15 EMP DED PAY - FSA FEE 01-210-221	01-210-221	50.00
TAO DUAN (2715)	08/25 CK# 87118	\$1,000.00
ROW BOND ICMA RETIREMENT PLAN 01-210-209	01-210-209	1,000.00
DUPAGE CREDIT UNION (524)	08/25 CK# 87120	\$250.00
ALTOBELLA 25YRS PUBLIC RELATIONS 01-435-365	01-10-475-365	250.00

VILLAGE OF WILLOWBROOK

RUN DATE: 08/19/15

BILLS PAID REPORT FOR AUGUST, 2015

PAGE: 2

RUN TIME: 03:37PM

GENERAL CORPORATE FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
EAST JORDAN IRON WORKS, INC. (540)	08/25 CK# 87122	\$789.73
3868554 STORM WATER IMPROVEMENTS MAT 01-535-381	01-35-750-381	789.73
FIRESTONE TIRE & SERVICE (603)	08/25 CK# 87124	\$170.73
227289 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	170.73
4IMPRINT INC (2313)	08/25 CK# 87125	\$253.38
4091264 PUBLIC RELATIONS 01-435-365	01-10-475-365	253.38
GATE AMERICA, INC (2712)	08/25 CK# 87126	\$250.00
91147 SCHOOLS-CONFERENCE TRAVEL 01-451-304	01-30-630-304	250.00
GORDON FLESCH (695)	08/25 CK# 87127	\$9.37
1212315 COPY SERVICE 01-420-315	01-10-455-315	9.37
W.W. GRAINGER (1999)	08/25 CK# 87128	\$210.60
9812413335 PARK LANDSCAPE SUPPLIES 01-610-341	01-20-565-341	210.60
HEAT ENGINEERING CO (2669)	08/25 CK# 87129	\$955.35
165848 MAINTENANCE - BUILDING 01-405-228	01-10-466-228	391.05
165849 MAINTENANCE - BUILDING 01-405-228	01-10-466-228	175.05
165850 MAINTENANCE - BUILDING 01-405-228	01-10-466-228	316.80
166176 MAINTENANCE - BUILDING 01-405-228	01-10-466-228	72.45
DAVE HILBERT (781)	08/25 CK# 87130	\$132.00
JULY 2015 SUMMER PROGRAM MATERIALS & SERVICES	01-20-575-119	132.00
HOVING PIT STOP (816)	08/25 CK# 87131	\$1,155.00
10040 STREET & ROW MAINTENANCE 01-535-328	01-35-750-328	1,155.00
ILLINOIS PAPER COMPANY (898)	08/25 CK# 87133	\$401.76
176903 OFFICE SUPPLIES 01-451-301	01-30-630-301	200.88
76902 OFFICE SUPPLIES 01-420-301	01-10-455-301	200.88
ILLINOIS SHOTOKAN KARATE (909)	08/25 CK# 87135	\$441.00
7066 SPRING15 WINTER PROGRAM MATERIALS & SERVICES	01-20-585-121	441.00
INTN'L CODE COUNCIL INC (943)	08/25 CK# 87136	\$26.00
1000600209 E.D.P. SOFTWARE 01-25-615-212	01-25-615-212	26.00
KARATE FOR KIDS OF BURR RIDGE (1466)	08/25 CK# 87137	\$250.00
2015 #06 PARK PERMIT FEES 01-310-814	01-310-814	250.00
KING CAR WASH (1057)	08/25 CK# 87139	\$325.00
60/JUL 15 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	325.00
KONICA MINOLTA BUSINESS SOLUTIONS (2319)	08/25 CK# 87140	\$552.31
9001632425 COPY SERVICE 01-420-315	01-10-455-315	382.66
9001639785 COPY SERVICE 01-451-315	01-30-630-315	169.65
MEL KREJCI (1081)	08/25 CK# 87141	\$112.00
JULY 15 GAMES SUMMER PROGRAM MATERIALS & SERVICES	01-20-575-119	112.00
LEXIS (21)	08/25 CK# 87142	\$30.00
20150731 JUL15 FEES-DUES-SUBSCRIPTIONS 01-451-307	01-30-630-307	30.00
MARQUARDT & BELMONTE P.C. (2259)	08/25 CK# 87143	\$772.50
7303/JUN&JUL15 RED LIGHT ADJUDICATOR 01-30-630-246	01-30-630-246	772.50
MARTIN CONTRERAS (2713)	08/25 CK# 87144	\$200.00
430 WATERFORD STREET & ROW MAINTENANCE 01-535-328	01-35-750-328	200.00
DAVE MATTHEWS (1214)	08/25 CK# 87145	\$297.00
JULY 15 GAMES SUMMER PROGRAM MATERIALS & SERVICES	01-20-575-119	297.00

VILLAGE OF WILLOWBROOK

RUN DATE: 08/19/15

BILLS PAID REPORT FOR AUGUST, 2015

PAGE: 3

RUN TIME: 03:37PM

GENERAL CORPORATE FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
MICHELLE OCAMPO (1466) 2015 #19 PARK PERMIT FEES 01-310-814	08/25 CK# 87146 01-310-814	\$100.00 100.00
MR. & MRS VINCENT SCARPELLI (1292) REIMB DRWAY STREET & ROW MAINTENANCE 01-535-328	08/25 CK# 87147 01-35-750-328	\$41.13 41.13
OASIS IRRIGATION (1419) 109274 REIMB.	08/25 CK# 87148 01-10-466-293	\$87.01 87.01
ORKIN EXTERMINATING (1439) D2604360 AUG15 MAINTENANCE - BUILDING 01-405-228	08/25 CK# 87149 01-10-466-228	\$87.24 87.24
PCS INDUSTRIES (2676) 135775/SERVER EDP EQUIPMENT 01-25-625-641 135856 EDP EQUIPMENT 01-25-625-641 135880 VILLAGE WIDE IT SOFTWARE/LICENSES 135906/SERVER EDP EQUIPMENT 01-25-625-641	08/25 CK# 87150 01-25-625-641 01-25-625-641 01-25-615-213 01-25-625-641	\$23,215.16 14,226.35 7,700.00 669.75 619.06
PHILLIP'S FLOWERS (1498) DOMENICO/BAKER PUBLIC RELATIONS 01-435-365	08/25 CK# 87151 01-10-475-365	\$225.90 225.90
PUBLIC SAFETY DIRECT INC (2309) 27712 MAINTENANCE - VEHICLES 01-451-409 27765 MAINTENANCE - VEHICLES 01-451-409 27781 MAINTENANCE - VEHICLES 01-451-409	08/25 CK# 87152 01-30-630-409 01-30-630-409 01-30-630-409	\$475.00 275.00 100.00 100.00
RAY O'HERRON CO., INC. (1594) 1544027 UNIFORMS 01-451-345	08/25 CK# 87153 01-30-630-345	\$143.97 143.97
ROBERT WHITE CONSTRUCTION (2579) 1137 STREET & ROW MAINTENANCE 01-535-328 1138 STREET & ROW MAINTENANCE 01-535-328	08/25 CK# 87154 01-35-750-328 01-35-750-328	\$5,380.00 2,380.00 3,000.00
RICK ROCK (2544) JULY 2015 GAMES SUMMER PROGRAM MATERIALS & SERVICES	08/25 CK# 87155 01-20-575-119	\$132.00 132.00
RUSSO'S POWER EQUIPMENT (2642) 2602323 MAINTENANCE - EQUIPMENT 01-520-411 2602328 OPERATING SUPPLIES & EQUIPMENT 01-503-401	08/25 CK# 87156 01-35-735-411 01-35-715-401	\$333.98 13.99 319.99
SATURDAY SOLUTION (2714) 080515 DRUG FORFEITURE EXP. - FEDERAL 01-465-349	08/25 CK# 87157 01-30-650-349	\$140.00 140.00
SCHERMER ASPHALT PAVING (2636) 9420 STREET & ROW MAINTENANCE 01-535-328	08/25 CK# 87158 01-35-750-328	\$3,900.00 3,900.00
SERVICE SANITATION INC (1697) 7040987 RENT - EQUIPMENT 01-615-234	08/25 CK# 87159 01-20-570-234	\$95.00 95.00
SHEQUIDA WHITAKER (1466) 2015 #23 PARK PERMIT FEES 01-310-814	08/25 CK# 87160 01-310-814	\$100.00 100.00
SHERIDAN PLUMBING & SEVER (2425) 7845 JET CLEANING CULVERT 01-535-286	08/25 CK# 87161 01-35-750-286	\$7,145.00 7,145.00
MARC SILHAN (2141) JULY 2015 GAMES SUMMER PROGRAM MATERIALS & SERVICES	08/25 CK# 87162 01-20-575-119	\$66.00 66.00
STAPLES (1767) 8035357447 OPERATING SUPPLIES 01-25-615-331 8035464602 OFFICE SUPPLIES 01-420-301	08/25 CK# 87163 01-25-615-331 01-10-455-301	\$104.87 93.03 11.84
SUBURBAN LIFE PUBLICATIONS (1805) 10074604 JUL15 PRINTING & PUBLISHING 01-15-510-302	08/25 CK# 87164 01-15-510-302	\$344.16 344.16

VILLAGE OF WILLOWBROOK

RUN DATE: 08/19/15

BILLS PAID REPORT FOR AUGUST, 2015

PAGE: 4

RUN TIME: 03:37PM

GENERAL CORPORATE FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
SUNSET SEWER & WATER (2276)	08/25 CK# 87165	\$11,607.93
2015-176 STORM WATER IMPROVEMENTS MAT 01-535-381	01-35-750-381	7,283.93
2015-183 STORM WATER IMPROVEMENTS MAT 01-535-381	01-35-750-381	4,324.00
T.P.I. (1886)	08/25 CK# 87166	\$7,651.26
2015-07 JUL15 REIMB.	01-40-820-258	2,527.26
2015-07 JUL15 PART TIME INSPECTOR 01-565-109	01-40-830-109	4,494.00
2015-07 JUL15 REIMB.	01-40-830-115	630.00
TAMELING GRADING (1836)	08/25 CK# 87167	\$1,420.00
TG5/JUL 15 LANDSCAPE MAINTENANCE SERVICES 01-610-342	01-20-565-342	1,420.00
TAMELING INDUSTRIES (1844)	08/25 CK# 87168	\$822.70
103966 STREET & ROW MAINTENANCE 01-535-328	01-35-750-328	822.70
THOMPSON ELEV. INSPECT. SERVICE (1873)	08/25 CK# 87169	\$1,361.00
15-2750 REIMB.	01-40-830-117	1,361.00
TOM & JERRY'S SHELL SERVICES (1883)	08/25 CK# 87170	\$2,759.77
51769 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	443.40
51779 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	591.36
51793 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	45.85
51795 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	25.45
51796 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	635.28
51808 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	25.45
51818 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	25.45
51863 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	45.85
FUEL JULY 2015 GAS-OIL-WASH-MILEAGE 01-451-303	01-30-630-303	921.68
TRUGREEN (2542)	08/25 CK# 87171	\$55.00
3697899 ROUTE 83 BEAUTIFICATION 01-540-281	01-35-755-281	55.00
UNIFIRST (1926)	08/25 CK# 87173	\$58.10
0610919982 MAINTENANCE - PW BUILDING	01-35-725-418	58.10
VERIZON WIRELESS (1972)	08/25 CK# 87174	\$754.69
9749922407 PHONE - TELEPHONES 01-05-410-201	01-05-410-201	59.79
9749922407 PHONE - TELEPHONES 01-420-201	01-10-455-201	23.26
9749922407 PHONE - TELEPHONES 01-451-201	01-30-630-201	437.26
9749922407 TELEPHONES 01-501-201	01-35-710-201	136.33
9749922407 TELEPHONES 01-551-201	01-40-810-201	98.05
NICHOLAS VOLEK (2254)	08/25 CK# 87175	\$118.78
15 UNIFRMS UNIFORMS 01-451-345	01-30-630-345	52.98
ANCHORS KNNEL DRUG FORFEITURE EXP. - FEDERAL 01-465-349	01-30-650-349	65.80
WAREHOUSE DIRECT (2002)	08/25 CK# 87176	\$20.31
2781948-0 OFFICE SUPPLIES 01-451-301	01-30-630-301	20.31
WILLOWBROOK CURRENCY EXCHANGE (2060)	08/25 CK# 87177	\$110.85
SQUAD #50 FEES-DUES-SUBSCRIPTIONS 01-451-307	01-30-630-307	110.85
WILLOWBROOK FORD INC. (2056)	08/25 CK# 87178	\$200.00
8022518/1 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	200.00
TOTAL GENERAL CORPORATE FUND		\$86,835.73

VILLAGE OF WILLOWBROOK

RUN DATE: 08/19/15

BILLS PAID REPORT FOR AUGUST, 2015

PAGE: 5

RUN TIME: 03:37PM

WATER FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
ALARM DETECTION SYSTEMS INC (61)	08/25 CK# 87101	\$515.40
92825SEP/NOV15 REPAIR, MAINTENANCE-STANDPIPE, PUMP	02-50-425-485	157.98
94593SEP/NOV15 REPAIR, MAINTENANCE-STANDPIPE, PUMP	02-50-425-485	157.89
94594SEP/NOV15 REPAIR, MAINTENANCE-STANDPIPE, PUMP	02-50-425-485	199.53
ASSOCIATED TECHNICAL SERV. LTD. (126)	08/25 CK# 87104	\$655.00
26458 LEAK SURVEYS 02-430-276	02-50-430-276	655.00
COMMONWEALTH EDISON (370)	08/25 CK# 87114	\$505.25
4651111049AUG15 ENERGY - ELECTRIC PUMP 02-420-206	02-50-420-206	505.25
DUPAGE WATER COMMISSION (521)	08/25 CK# 87121	\$156,965.40
10991/JULY 15 PURCHASE OF WATER 02-420-575	02-50-420-575	156,965.40
EAST JORDAN IRON WORKS, INC. (540)	08/25 CK# 87122	\$281.17
3859294 LEAK SURVEYS 02-430-276	02-50-430-276	281.17
ENVIRO TEST INC (555)	08/25 CK# 87123	\$64.00
15-51546 CHEMICALS 02-420-361	02-50-420-361	64.00
ILLINOIS SECTION AWWA (150)	08/25 CK# 87134	\$450.00
200018578 SCHOOLS CONFERENCE TRAVEL 02-401-304	02-50-401-304	450.00
KIEFT BROTHERS INC (1051)	08/25 CK# 87138	\$375.69
212619 MATERIAL & SUPPLIES - DISTRIBUTION 02-430-476	02-50-430-476	375.69
SCHERMER ASPHALT PAVING (2636)	08/25 CK# 87158	\$3,100.00
9376 WATER DISTRIBUTION REPAIR-MAINTENAN	02-50-430-277	3,100.00
STAPLES (1767)	08/25 CK# 87163	\$18.46
8035357447 OFFICE SUPPLIES 02-401-301	02-50-401-301	18.46
SUNSET SEWER & WATER (2276)	08/25 CK# 87165	\$7,094.49
2015-214 WATER DISTRIBUTION REPAIR-MAINTENAN	02-50-430-277	7,094.49
TAMELING GRADING (1836)	08/25 CK# 87167	\$835.00
TG5/JUL 15 WATER DISTRIBUTION REPAIR-MAINTENAN	02-50-430-277	135.00
TG5/JUL 15 LANDSCAPE - OTHER 02-430-299	02-50-430-299	700.00
TAMELING INDUSTRIES (1844)	08/25 CK# 87168	\$96.71
103966 WATER DISTRIBUTION REPAIR-MAINTENAN	02-50-430-277	96.71
UNDERGROUND PIPE & VALVE, CO. (1923)	08/25 CK# 87172	\$274.06
9779 MATERIAL & SUPPLIES - DISTRIBUTION 02-430-476	02-50-430-476	29.00
9987 MATERIAL & SUPPLIES - DISTRIBUTION 02-430-476	02-50-430-476	245.06
VERIZON WIRELESS (1972)	08/25 CK# 87174	\$136.33
9749922407 PHONE - TELEPHONES 02-401-201	02-50-401-201	136.33
TOTAL WATER FUND		\$171,366.96

VILLAGE OF WILLOWBROOK

BILLS PAID REPORT FOR AUGUST, 2015

PAGE: 6

RUN DATE: 08/19/15

RUN TIME: 03:37PM

HOTEL/MOTEL TAX FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
DUPAGE CONVENTION (494)	08/25 CK# 87119	\$3,628.22
2504 FY14/15 ACCTS PAY-H/M FND 03-210-101	03-210-101	1,003.22
2505 MAY 15 FEES-DUES-SUBSCRIPTIONS 03-401-307	03-53-401-307	875.00
2506 JUN 15 FEES-DUES-SUBSCRIPTIONS 03-401-307	03-53-401-307	875.00
2507 JUL 15 FEES-DUES-SUBSCRIPTIONS 03-401-307	03-53-401-307	875.00
TOTAL HOTEL/MOTEL TAX FUND		\$3,628.22

VILLAGE OF WILLOWBROOK

RUN DATE: 08/19/15

BILLS PAID REPORT FOR AUGUST, 2015

PAGE: 7

RUN TIME: 03:37PM

POLICE PENSION FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
I.P.P.F.A. (963)	08/25 CK# 87132	\$975.00
2015 CONF MEETINGS, TRAVEL, CONFERENCES 07-401-304	07-62-401-304	975.00
TOTAL POLICE PENSION FUND		\$975.00

VILLAGE OF WILLOWBROOK

BILLS PAID REPORT FOR AUGUST, 2015

PAGE: 8

RUN DATE: 08/19/15

DEBT SERVICE FUND

CHECKS & DIR. DEBITS

RUN TIME: 03:37PM

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
THE BANK OF NEW YORK MELLON (2174)	08/25 CK# 87107	\$802.50
252-1882882 BOND ISSUANCE COSTS	11-70-550-404	802.50
TOTAL DEBT SERVICE FUND		\$802.50

VILLAGE OF WILLOWBROOK

RUN DATE: 08/19/15

BILLS PAID REPORT FOR AUGUST, 2015

PAGE: 9

RUN TIME: 03:37PM

LAND ACQUISITION, FACILITY EXPANSION & RENOVATION FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
SCHERMER ASPHALT PAVING (2636)	08/25 CK# 87158	\$7,611.04
9416 VILLAGE HALL REMODEL (835 MIDWAY)	14-75-930-410	7,611.04
TOTAL LAND ACQUISITION, FACILITY EXPANSION & RENOVATION FUN		\$7,611.04

VILLAGE OF WILLOWBROOK

BILLS PAID REPORT FOR AUGUST, 2015

RUN DATE: 08/19/15

SUMMARY ALL FUNDS

RUN TIME: 03:37PM

BANK ACCOUNT	DESCRIPTION	AMOUNT	
01-110-105	GENERAL CORPORATE FUND-CHECKING - 0010330283	86,835.73	*
02-110-105	WATER FUND-CHECKING 0010330283	171,366.96	*
03-110-105	HOTEL/MOTEL TAX FUND-CHECKING 0010330283	3,628.22	*
07-110-105	POLICE PENSION FUND-CHECKING 0010330283	975.00	*
11-110-105	DEBT SERVICE FUND-CHECKING - 0010330283	802.50	*
14-110-105	LAND ACQUISITION, FACILITY EXPANSION & RENOVATION-CHEC	7,611.04	*
TOTAL ALL FUNDS		271,219.45	**

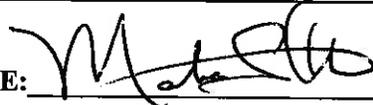
BOARD MEETING

AGENDA ITEM - HISTORY/COMMENTARY

AN ORDINANCE DECLARING SURPLUS PROPERTY AND AUTHORIZING THE SALE OF THE SAME.

AGENDA NO. **5d**
AGENDA DATE: 08/24/2015

STAFF REVIEW: MARK SHELTON

SIGNATURE: 

LEGAL REVIEW: TOM BASTIAN

SIGNATURE: THOMAS BASTIAN TH

RECOMMENDED BY VILLAGE ADMIN.: TIM HALIK

SIGNATURE: T Halik

REVIEWED & APPROVED BY COMMITTEE: YES N/A

ITEM HISTORY (PREVIOUS VILLAGE BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, OTHER PERTINENT HISTORY)

ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS, ETC.)

Staff has a Village owned vehicle deemed surplus ready for disposal.

VIN	Year	Make	Model
2FABP7BV1BX103962	2011	FORD	CROWN VICTORIA

Staff recommends the Mayor and Board of Trustees pass the ordinance authorizing the sale of the vehicles listed above.

ACTION PROPOSED:

PASSAGE OF THE ORDINANCE

ORDINANCE NO. 15-0-___

AN ORDINANCE DECLARING SURPLUS PROPERTY AND AUTHORIZING THE SALE
OF THE SAME.

WHEREAS, in the opinion of a majority of the corporate authorities of the Village of Willowbrook, it is no longer necessary or useful or for the best interests of the Village of Willowbrook, to retain ownership of the personal property hereinafter described; and

WHEREAS, it has been determined by the Mayor and Board of Trustees of the Village of Willowbrook to dispose of said personal property.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Board of Trustees of the Village of Willowbrook as follows:

SECTION ONE: Pursuant to 65 ILCS 5/11-76-4, the Mayor and Board of Trustees of the Village of Willowbrook find that the property legally described on Exhibit "A" attached hereto and made a part of, now owned by the Village of Willowbrook, is no longer necessary or useful to the Village of Willowbrook and the best interests of the Village of Willowbrook will be served by its disposal.

SECTION TWO: Pursuant to 65 ILCS 5/11-76-4, the Village Administrator is hereby authorized and directed to dispose of the property set forth on Exhibit "A" now owned by

the Village of Willowbrook in any manner he deems appropriate, with or without advertisement.

SECTION THREE: The Village Administrator is hereby authorized to dispose of the property set forth on Exhibit "A" to the recipient thereof.

SECTION FOUR: The sale or disposition of said surplus property is "AS IS" with no warranty either express or implied of merchant ability or fitness for particular purpose.

SECTION FIVE: This ordinance shall be in full force and effect from and after its passage and approval in the manner provided by law.

PASSED and APPROVED this 24th day of August, 2015.

APPROVED:

Mayor

ATTEST:

Village Clerk

ROLL CALL VOTE: AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

EXHIBIT "A"

VIN	Year	Make	Model
2FABP7BV1BX103962	2011	FORD	CROWN VICTORIA

BOARD MEETING

AGENDA ITEM - HISTORY/COMMENTARY

AN ORDINANCE DECLARING SURPLUS PROPERTY AND AUTHORIZING THE SALE OF THE SAME.

AGENDA NO. **5e**

AGENDA DATE: **08/24/2015**

STAFF REVIEW: MARK SHELTON

SIGNATURE: _____



LEGAL REVIEW: TOM BASTIAN

SIGNATURE: _____



RECOMMENDED BY VILLAGE ADMIN.: TIM HALIK

SIGNATURE: _____



REVIEWED & APPROVED BY COMMITTEE: YES N/A

ITEM HISTORY (PREVIOUS VILLAGE BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, OTHER PERTINENT HISTORY)

Willowbrook Police Department K-9 "Icha" will retire from service on August 24th, 2015. Her Handler, Officer David Gaddis, will continue to serve the Village as a Police Officer and will permanently adopt "Icha" into his family. Per Police General Order #2057, Officer Gaddis will be allowed to purchase K-9 "Icha" for \$1.00 U.S.C.

ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS, ETC.)

Staff has a Village owned property deemed surplus ready for disposal.

Black, Female Belgian Malinois Canine

Staff recommends the Mayor and Board of Trustees pass the ordinance authorizing the sale of the canine listed above.

ACTION PROPOSED:

PASSAGE OF THE ORDINANCE

ORDINANCE NO. 15-0-

AN ORDINANCE DECLARING SURPLUS PROPERTY AND AUTHORIZING THE SALE
OF THE SAME.

WHEREAS, in the opinion of a majority of the corporate authorities of the Village of Willowbrook, it is no longer necessary or useful or for the best interests of the Village of Willowbrook, to retain ownership of the personal property hereinafter described; and

WHEREAS, it has been determined by the Mayor and Board of Trustees of the Village of Willowbrook to dispose of said personal property.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Board of Trustees of the Village of Willowbrook as follows:

SECTION ONE: Pursuant to 65 ILCS 5/11-76-4, the Mayor and Board of Trustees of the Village of Willowbrook find that the property legally described on Exhibit "A" attached hereto and made a part of, now owned by the Village of Willowbrook, is no longer necessary or useful to the Village of Willowbrook and the best interests of the Village of Willowbrook will be served by its disposal.

SECTION TWO: Pursuant to 65 ILCS 5/11-76-4, the Village Administrator is hereby authorized and directed to dispose of the property set forth on Exhibit "A" now owned by the Village of Willowbrook in any manner he deems appropriate, with or without advertisement.

SECTION THREE: The Village Administrator is hereby authorized to dispose of the property set forth on Exhibit "A" to the recipient thereof.

SECTION FOUR: The sale or disposition of said surplus property is "AS IS" with no warranty either express or implied of merchant ability or fitness for particular purpose.

SECTION FIVE: This ordinance shall be in full force and effect from and after its passage and approval in the manner provided by law.

PASSED and APPROVED this 24th day of August, 2015.

APPROVED:

Mayor

ATTEST:

Village Clerk

ROLL CALL VOTE: AYES: _____

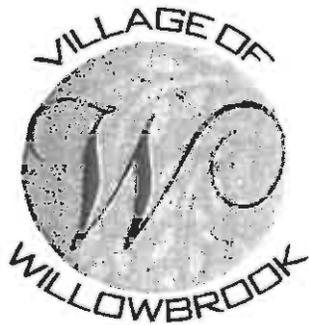
NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

EXHIBIT "A"

Black, Female Belgian Malinois Canine



EST. 1960

Willowbrook

835 Midway Drive
Willowbrook, IL 60527-5549

Phone: (630) 323-8215 Fax: (630) 323-0787 www.willowbrookil.org

July 29, 2015

Mayor

Frank A. Trilla

Liggons, Janis
38 Kyle Ct
Willowbrook Il 60527

Re: Account No. 350530.009
Delinquent Water Bill

Village Clerk

Leroy R. Hansen

Dear Sir or Madam,

Village Trustees

Sue Berglund

Umberto Davi

Terrence Kelly

Michael Mistele

Gayle Neal

Paul Oggerino

Please be advised that your water bill is now delinquent in the amount of \$226.28. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before August 24, 2015, will result in the immediate termination of your water service.

Should your water service be terminated, Section 6-8-8 of the Village Code provides that a \$70.00 non-refundable reinstatement fee be charged. Said \$70.00 reinstatement fee shall be paid in addition to all delinquent bills and all penalties thereon before water service will be reinstated.

If you have any questions concerning your water bill, or if you wish to arrange a hearing before the President and Board of Trustees to contest the termination of your water service, please contact me at the Village of Willowbrook by writing to 835 Midway Drive, Willowbrook, Il 60527 or call 630-920-2238 not later than five (5) days prior to the scheduled termination date.

If you do not satisfy the bill or contact me, your water service will be automatically terminated.

Village Administrator

Tim Halik

Sincerely,

Timothy J. Halik
Director of Municipal Services

Chief of Police

Mark Shelton

TJH:vs



Proud Member of the
Illinois Route 66 Scenic Byway



EST. 1960

Willowbrook

835 Midway Drive
Willowbrook, IL 60527-5549

Phone: (630) 323-8215 Fax: (630) 323-0787 www.willowbrookil.org

July 29, 2015

Mayor

Frank A. Trilla

O'toole, Kathleen
25 Clubside Dr
Willowbrook Il 60527

Village Clerk

Leroy R. Hansen

Re: Account No. 350055.007
Delinquent Water Bill

Dear Sir or Madam,

Village Trustees

Sue Berglund

Please be advised that your water bill is now delinquent in the amount of \$127.31. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before August 24, 2015, will result in the immediate termination of your water service.

Umberto Davi

Terrence Kelly

Should your water service be terminated, Section 6-8-8 of the Village Code provides that a \$70.00 non-refundable reinstatement fee be charged. Said \$70.00 reinstatement fee shall be paid in addition to all delinquent bills and all penalties thereon before water service will be reinstated.

Michael Mistele

Gayle Neal

Paul Oggerino

If you have any questions concerning your water bill, or if you wish to arrange a hearing before the President and Board of Trustees to contest the termination of your water service, please contact me at the Village of Willowbrook by writing to 835 Midway Drive, Willowbrook, Il 60527 or call 630-920-2238 not later than five (5) days prior to the scheduled termination date.

If you do not satisfy the bill or contact me, your water service will be automatically terminated.

Village Administrator

Tim Halik

Sincerely,

Timothy J. Halik
Director of Municipal Services

Chief of Police

Mark Shelton

TJH:vs



Proud Member of the
Illinois Route 66 Scenic Byway



EST. 1960

Willowbrook

835 Midway Drive
Willowbrook, IL 60527-5549

Phone: (630) 323-8215 Fax: (630) 323-0787 www.willowbrookil.org

July 29, 2015

Mayor

Frank A. Trilla

Village Clerk

Leroy R. Hansen

Village Trustees

Sue Berglund

Umberto Davi

Terrence Kelly

Michael Mistele

Gayle Neal

Paul Oggerino

Village Administrator

Tim Halik

Chief of Police

Mark Shelton



Proud Member of the
Illinois Route 66 Scenic Byway

Sapaula, Sheena
301 Chatelaine Ct
Willowbrook Il 60527

Re: Account No. 351600.003
Delinquent Water Bill

Dear Sir or Madam,

Please be advised that your water bill is now delinquent in the amount of \$211.38. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before August 24, 2015, will result in the immediate termination of your water service.

Should your water service be terminated, Section 6-8-8 of the Village Code provides that a \$70.00 non-refundable reinstatement fee be charged. Said \$70.00 reinstatement fee shall be paid in addition to all delinquent bills and all penalties thereon before water service will be reinstated.

If you have any questions concerning your water bill, or if you wish to arrange a hearing before the President and Board of Trustees to contest the termination of your water service, please contact me at the Village of Willowbrook by writing to 835 Midway Drive, Willowbrook, Il 60527 or call 630-920-2238 not later than five (5) days prior to the scheduled termination date.

If you do not satisfy the bill or contact me, your water service will be automatically terminated.

Sincerely,

Timothy J. Halik
Director of Municipal Services

TJH:vs



EST. 1960

Willowbrook

835 Midway Drive
Willowbrook, IL 60527-5549

Phone: (630) 323-8215 Fax: (630) 323-0787 www.willowbrookil.org

July 29, 2015

Mayor

Frank A. Trilla

Timson, Charles
18 Kyle Ct
Willowbrook Il 60527

Village Clerk

Leroy R. Hansen

Re: Account No. 350460.003
Delinquent Water Bill

Dear Sir or Madam,

Village Trustees

Sue Berglund

Umberto Davi

Terrence Kelly

Michael Mistele

Gayle Neal

Paul Oggerino

Please be advised that your water bill is now delinquent in the amount of \$115.35. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before August 24, 2015, will result in the immediate termination of your water service.

Should your water service be terminated, Section 6-8-8 of the Village Code provides that a \$70.00 non-refundable reinstatement fee be charged. Said \$70.00 reinstatement fee shall be paid in addition to all delinquent bills and all penalties thereon before water service will be reinstated.

If you have any questions concerning your water bill, or if you wish to arrange a hearing before the President and Board of Trustees to contest the termination of your water service, please contact me at the Village of Willowbrook by writing to 835 Midway Drive, Willowbrook, Il 60527 or call 630-920-2238 not later than five (5) days prior to the scheduled termination date.

If you do not satisfy the bill or contact me, your water service will be automatically terminated.

Village Administrator

Tim Halik

Sincerely,

Timothy J. Halik
Director of Municipal Services

TJH:vs



Proud Member of the
Illinois Route 66 Scenic Byway



EST. 1960

Willowbrook

835 Midway Drive
Willowbrook, IL 60527-5549

Phone: (630) 323-8215 Fax: (630) 323-0787 www.willowbrookil.org

July 29, 2015

Mayor

Frank A. Trilla

Village Clerk

Leroy R. Hansen

Village Trustees

Sue Berglund

Umberto Davi

Terrence Kelly

Michael Mistele

Gayle Neal

Paul Oggerino

Village Administrator

Tim Halik

Chief of Police

Mark Shelton



Proud Member of the
Illinois Route 66 Scenic Byway

Vayalil, Jacob
351 Willowood Ln
Willowbrook Il 60527

Re: Account No. 352585.004
Delinquent Water Bill

Dear Sir or Madam,

Please be advised that your water bill is now delinquent in the amount of \$440.71. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before August 24, 2015, will result in the immediate termination of your water service.

Should your water service be terminated, Section 6-8-8 of the Village Code provides that a \$70.00 non-refundable reinstatement fee be charged. Said \$70.00 reinstatement fee shall be paid in addition to all delinquent bills and all penalties thereon before water service will be reinstated.

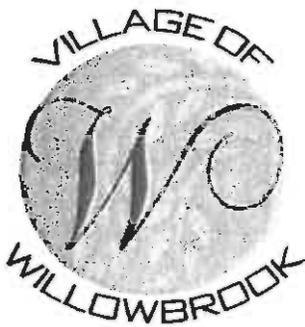
If you have any questions concerning your water bill, or if you wish to arrange a hearing before the President and Board of Trustees to contest the termination of your water service, please contact me at the Village of Willowbrook by writing to 835 Midway Drive, Willowbrook, Il 60527 or call 630-920-2238 not later than five (5) days prior to the scheduled termination date.

If you do not satisfy the bill or contact me, your water service will be automatically terminated.

Sincerely,

Timothy J. Halik
Director of Municipal Services

TJH:vs



EST. 1960

Willowbrook

835 Midway Drive
Willowbrook, IL 60527-5549

Phone: (630) 323-8215 Fax: (630) 323-0787 www.willowbrookil.org

July 29, 2015

Mayor

Frank A. Trilla

Village Clerk

Leroy R. Hansen

Village Trustees

Sue Berglund

Umberto Davi

Terrence Kelly

Michael Mistele

Gayle Neal

Paul Oggerino

Village Administrator

Tim Halik

Chief of Police

Mark Shelton



Proud Member of the
Illinois Route 66 Scenic Byway

Worldwide Transmission Group
585 Executive Dr
Willowbrook IL 60527

Re: Account No. 410210.004
Delinquent Water Bill

Dear Sir or Madam,

Please be advised that your water bill is now delinquent in the amount of \$687.64. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before August 24, 2015, will result in the immediate termination of your water service.

Should your water service be terminated, Section 6-8-8 of the Village Code provides that a \$70.00 non-refundable reinstatement fee be charged. Said \$70.00 reinstatement fee shall be paid in addition to all delinquent bills and all penalties thereon before water service will be reinstated.

If you have any questions concerning your water bill, or if you wish to arrange a hearing before the President and Board of Trustees to contest the termination of your water service, please contact me at the Village of Willowbrook by writing to 835 Midway Drive, Willowbrook, IL 60527 or call 630-920-2238 not later than five (5) days prior to the scheduled termination date.

If you do not satisfy the bill or contact me, your water service will be automatically terminated.

Sincerely,

Timothy J. Halik
Director of Municipal Services

TJH:vs

VILLAGE OF WILLOWBROOK

BOARD MEETING

AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE:

A PROCLAMATION RECOGNIZING THE RETIREMENT OF THE FIRST VILLAGE OF WILLOWBROOK CANINE, ICHA, AND ACKNOWLEDGING HER DEDICATION AND SERVICE TO THE CITIZENS OF WILLOWBROOK AS A MEMBER OF THE WILLOWBROOK POLICE DEPARTMENT.

AGENDA NO. 7AGENDA DATE: 08/24/2015

STAFF REVIEW: Mark Shelton, Chief of Police

SIGNATURE: 

LEGAL REVIEW: Thomas Bastian, Village Attorney

SIGNATURE: THOMAS BASTIAN TH.

RECOMMENDED BY: Timothy Halik, Village Administrator

SIGNATURE: REVIEWED & APPROVED BY COMMITTEE: YES X NO N/A **ITEM HISTORY (PREVIOUS VILLAGE BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, OTHER PERTINENT HISTORY)**

Willowbrook Police Canine "Icha" began service to the Village as the first canine in June 2006. Icha has performed in a multitude of capacities throughout her career.

ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS, ETC.)

The Willowbrook Police Department will retire Icha's badge #1 on August 24th, 2015.

ACTION PROPOSED:

Village of Willowbrook

Proclamation

A PROCLAMATION RECOGNIZING THE RETIREMENT OF THE FIRST VILLAGE OF WILLOWBROOK CANINE, ICHA, AND ACKNOWLEDGING HER DEDICATION AND SERVICE TO THE CITIZENS OF WILLOWBROOK AS A MEMBER OF THE WILLOWBROOK POLICE DEPARTMENT

WHEREAS, Icha became a member of the Willowbrook Police Department in June 2006; and

WHEREAS, Icha qualified and was designated a State of Illinois certified Police Canine; and

WHEREAS, Icha has been credited with assisting in the apprehension of dangerous criminals, and the seizure of dangerous drugs; and

WHEREAS, Icha earned recognition and awards for distinguished service to the Willowbrook Police Department; and

WHEREAS, Icha has worked as an active duty member of the Willowbrook Police Department and gave uncompromising dedication to her handler, Officer David Gaddis for nine years; and

NOW, THEREFORE, I, FRANK TRILLA, Mayor of the Village of Willowbrook, call upon the Board of Trustees and village staff to express their warm appreciation and gratitude to *Police Canine Icha* for her nine (9) years of dedicated service as the first Police Canine for the Village of Willowbrook.

Proclaimed this 24th day of August, 2015.



Frank A. Trilla
Mayor

Attest:

Luoy Hansen
Village Clerk

VILLAGE OF WILLOWBROOK

BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE:

AN ORDINANCE APPROVING WITHDRAWAL BY THE VILLAGE OF WILLOWBROOK FROM SOUTHWEST CENTRAL DISPATCH AND THE SOUTHWEST CENTRAL 911 SYSTEM

AGENDA NO.

8

AGENDA DATE: 8/24/15

STAFF REVIEW: Mark Shelton, Chief of Police

SIGNATURE: 

LEGAL REVIEW: Tom Bastian, Village Attorney

SIGNATURE: THOMAS BASTIAN TH.

RECOMMENDED BY: Tim Halik, Village Administrator

SIGNATURE: THALIK

REVIEWED & APPROVED BY COMMITTEE: YES on July 13, 2015 & August 10, 2015 NO N/A

ITEM HISTORY (PREVIOUS VILLAGE BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, OTHER HISTORY)

On February 25, 1987, the Village Board passed Ordinance No. 87-O-06 to become a member of Southwest Central Dispatch (SWCD), Cook County, IL to provide police dispatch and 9-1-1 call services. The Village is currently still a member of SWCD. However, various issues have arisen which have caused staff to consider alternatives to providing police dispatch services, including moving to another consolidated dispatch agency.

Over the years, and most recently, several issues (listed below) have come about which are either problematic to the Village or creates concern. These issues, when taken collectively, have caused staff to consider changing to another consolidated dispatch agency – and specifically one located in DuPage County.

- 9-1-1 Surcharge Fee
- Technological Advancement (i.e., DuPage County RMS/CAD System)
- Communications (i.e., radio call group) with Neighboring Towns / Corridor Communities
- Dispatch Service Fees
- SWCD Communications Antenna Licensing Agreement with Willowbrook

ITEM COMMENTARY (BACKGROUND, DISCUSSION, ETC.)

Following a discussion that occurred during the July 27, 2015 regular meeting of the Board of Trustees, staff recommended that the Village Board concur that the Village withdraw from Southwest Central Dispatch and the Southwest Central 911 system and join DuPage Public Safety Communications (DU-COMM). It has been determined that DU-COMM meets the department's primary identified goals for dispatch services provided through a consolidated dispatch agency:

- High Quality Dispatch Services
- Effective Model of Governance
- Technological Advancement to Improve Efficiency
- Reasonable Service Fees

RECOMMENDATION

If approved by the Board, this change would become effective May 1, 2016. The approved ordinance would be served to SWCD and our membership would end after April 30, 2016.

ORDINANCE NO. 15-O-_____

AN ORDINANCE APPROVING THE WITHDRAWAL BY THE
VILLAGE OF WILLOWBROOK FROM SOUTHWEST CENTRAL DISPATCH
AND THE SOUTHWEST CENTRAL 911 SYSTEM

WHEREAS, the Village of Willowbrook (“Village”) is a member of Southwest Central Dispatch (“SWCD”) and a contract member of Southwest Central 9-1-1 System (“SWC911”) and has been a member of SWCD and SWC911 since 1987; and

WHEREAS, the Village wishes to withdraw its membership in SWCD and SWC911; and

WHEREAS, Article 11, Section 1 of SWCD’s By-laws states that a member may at any time after one (1) year from the date the member actually became a member of SWCD deliver written notice of its withdrawal; and

WHEREAS, Article 11, Section 1 of SWCD’s By-laws states that written notice of withdrawal shall be in the form of a certified copy of an Ordinance passed by its council or other appropriate authority; and

WHEREAS, Article 7, Section A of SWC911’s by-laws state that a member may at any time after one (1) year from the date the member actually became a member of SWC911 deliver written notice of its withdrawal; and

WHEREAS, Article 7, Section A of SWC911’s By-laws state that written notice of withdrawal shall be in the form of a certified copy of an Ordinance passed by its council or other appropriate authority.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Board of Trustees of the Village of Willowbrook, DuPage County, State of Illinois, as follows:

SECTION 1: The foregoing recitals are incorporated into this Ordinance by this reference.

SECTION 2: The Village of Willowbrook hereby withdraws its membership in Southwest Central Dispatch and withdraws its contract membership with Southwest Central 9-1-1 System and hereby withdraws from any other previously entered into agreements related to SWCD or SWC911, whether written or oral.

SECTION 3: That the Village Administrator or his or her designee is hereby authorized and directed to provide SWCD and SWC911 with a certified copy of this Ordinance upon its adoption as written notice of such withdrawal via certified mail or personal delivery.

SECTION 4: Provided that the notice of withdrawal is received by SWCD and SWC911 by October 1, 2015, the effective date of Willowbrook's withdrawal from SWCD and SWC911 is April 30, 2016.

SECTION 5: All motions and resolutions or parts thereof in conflict with the provisions of this Ordinance are, to the extent of such conflict, hereby repealed.

SECTION 6: The Ordinance shall be in full force and effect upon its adoption, approval and publication in the manner provided by law.

PASSED and APPROVED this 24th day of August, 2015.

APPROVED:

Frank A. Trilla, Mayor

ATTEST:

Leroy R. Hansen, Village Clerk

ROLL CALL VOTE: AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

VILLAGE OF WILLOWBROOK

BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

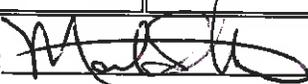
ITEM TITLE:

A RESOLUTION OF THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS, APPROVING AND AUTHORIZING EXECUTION OF AN INTERGOVERNMENTAL AGREEMENT WITH DUPAGE PUBLIC SAFETY COMMUNICATIONS REGARDING A JOINT PUBLIC SAFETY COMMUNICATIONS SYSTEM AGREEMENT

AGENDA NO. 9

AGENDA DATE: 8/24/15

STAFF REVIEW: Mark Shelton, Chief of Police

SIGNATURE: 

LEGAL REVIEW: Tom Bastian, Village Attorney

SIGNATURE: THOMAS BASTIAN TH.

RECOMMENDED BY: Tim Halik, Village Administrator

SIGNATURE: THALIK

REVIEWED & APPROVED BY COMMITTEE: YES on August 10, 2015 NO N/A

ITEM HISTORY (PREVIOUS VILLAGE BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, OTHER HISTORY)

On July 27, 2015 the Village Board compared and contrasted police dispatch services provided by Southwest Central Dispatch (SWCD) to that of DuPage Public Safety Communications (DU-COMM). Details and information regarding the 9-1-1 surcharge fee issue, technologically advanced CAD/RMS, radio talk groups with STARCOM and neighboring jurisdictions, dispatch fees, and the licensing agreement relating to communications antennas on the Willowbrook water tower were also discussed and vetted.

ITEM COMMENTARY (BACKGROUND, DISCUSSION, ETC.)

As a member of DU-COMM, the Village would share the authorized development costs, capital equipment and operating costs for all common systems. This amount is determined by the provisions of DU-COMM's Policy and Procedures currently in effect. DuPage ETSB has indicated that they would financially incentivize our transition to DU-COMM by covering some of the transition costs. The following is a cost summary:

- DU-COMM Current Annual Operating Costs: \$238,671/yr. (\$27,800 less per year than SWCD)
- Initial Reserve Contribution: \$66,594 (to be paid by DuPage ETSB)
- 3% Administrative Fee: \$7,160 (to be paid by DuPage ETSB)
- Equipment (i.e., in-car computers) Costs: Approximately \$66,000
- Transfer of Severe Weather Siren Control: Approximately \$4,200

The police department has always sought to have high quality dispatch services along with an effective model of governance as part of a consolidated dispatch agency. Technological advancement and efficiency are pillars of our dedication to our residents and safety of the Village. Fiscal responsibility (i.e., reasonable fees) is constantly considered and DU-COMM provides and meets all the listed criteria that the Village is requiring.

RECOMMENDATION

Staff is recommending the adoption of the attached resolution approving an IGA with DU-COMM. Once Willowbrook's membership in DU-COMM is approved by their Board, the change in dispatch services will be completed by April 30, 2016. The Village would be live at DU-COMM as of May 1, 2016.

RESOLUTION NO. 15 – R – _____

**A RESOLUTION OF THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY,
ILLINOIS, APPROVING AND AUTHORIZING EXECUTION
OF AN INTERGOVERNMENTAL AGREEMENT WITH
DUPAGE PUBLIC SAFETY COMMUNICATIONS REGARDING
A JOINT PUBLIC SAFETY COMMUNICATIONS SYSTEM AGREEMENT**

WHEREAS, Article VII, Section 10 of the Illinois Constitution of 1970 provides that units of local government may contract or otherwise associate among themselves to obtain or share services and to exercise, combine, or transfer any power or function in any manner not prohibited by law or by ordinance; and,

WHEREAS, the Intergovernmental Cooperation Act, 5 ILCS 220/1 *et seq.*, provides that any power or powers, privileges or authority exercised or which may be exercised by a unit of local government may be exercised and enjoyed jointly with any other unit of local government; and,

WHEREAS, the Mayor and Board of Trustees of the Village of Willowbrook have determined that it is in the best interest of the Village and its residents to join a centralized public safety communications system; and,

WHEREAS, the Mayor and Board of Trustees of the Village of Willowbrook desire to enter into an Intergovernmental Agreement with DuPage Public Safety Communications, a copy of which is attached as **Exhibit "A"**, in order to become a member of DuPage Public Safety Communications; and,

WHEREAS, the Mayor and Board of Trustees of the Village of Willowbrook have determined that approval and execution of the Intergovernmental Agreement with DuPage Public Safety Communications attached hereto as **Exhibit "A"** if is in the best interests of the Village and its residents.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS:

SECTION 1: Recitals Incorporated. Each of the recitals in the whereas paragraphs set forth above is incorporated into Section 1 of this Resolution.

SECTION 2: The Mayor and Board of Trustees of the Village of Willowbrook hereby approve the Joint Public Safety Communications Agreement with DuPage Public Safety Communications attached hereto as **Exhibit "A"** and hereby authorize and direct the Mayor and Village Clerk, or their designees, to execute and deliver said Agreement and such other instruments, as may be necessary or convenient to fulfill the Village's obligations under the Agreement.

SECTION 3: Effective Date. This Resolution shall be in full force and effect from and after its passage and approval.

ADOPTED and APPROVED this 24th day of August, 2015.

APPROVED:

Mayor

ATTEST:

Village Clerk

ROLL CALL VOTE:

AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

JOINT PUBLIC SAFETY COMMUNICATIONS SYSTEM AGREEMENT

THIS AGREEMENT, entered into on the effective date hereinafter set forth, by and between the local governments signatory hereto (and also those which may hereinafter become signatory hereto):

WITNESSETH:

WHEREAS, the signatories hereto have determined that there is a need by local governments within Northeastern Illinois for a centralized public safety communications system; and

WHEREAS, it has been determined by such signatories that public safety communications is of value on an individual and mutual basis; and

WHEREAS, a centralized public safety communications system can adequately serve the needs of all of such signatories; and

WHEREAS, Article VII, Section 10 of the 1970 Constitution of the State of Illinois authorizes joint exercise by two or more local governments of any power common to them; and

WHEREAS, it is the desire of the signatories hereto to jointly provide for and maintain a centralized public safety communications system for their mutual advantage and concern;

NOW THEREFORE, FOR AND IN CONSIDERATION OF THE PREMISES, THE MUTUAL ADVANTAGES TO BE DERIVED THEREFROM AND IN CONSIDERATION OF THE MUTUAL COVENANTS HEREIN CONTAINED, IT IS AGREED BY AND BETWEEN THE PARTIES HERETO AS FOLLOWS:

1. Venture Established – Pursuant to the joint powers authorization of the Illinois Constitution, the undersigned do hereby federate together in a co-operative venture for the joint and mutual operation of a centralized public safety communications system, to be known as "DuPage Public Safety Communications" (hereinafter designated as DU-COMM) which shall consist

of all of the local governments signatory hereto (and also those local governments which may hereinafter become signatory hereto).

2. By-Laws – DU-COMM shall be subject to and shall be governed by these certain By-Laws, a copy of which is attached hereto as Exhibit "A" and by this reference made a part of this Agreement, together with any amendments which may be made to said By-Laws in the manner and means therein set forth.

3. DU-COMM Participation – Each local government to this joint public safety communications system (and each local government which may hereafter sign, after approval as required by the By-Laws, provided such local governments are eligible to participate pursuant to said By-Laws) is a member of DU-COMM and is entitled to the rights and privileges and is subject to the obligations of membership, all as provided in said By-Laws.

4. Termination – Any party to this Agreement may cease to be a party hereto and may withdraw from participation in DU-COMM in the manner and means set forth in said By-Laws.

5. Powers of the System – DU-COMM Shall have the power in its own name, to make and enter into contracts, to employ agents and employees, to acquire, hold and dispose of property, real and personal, and to incur debts, liabilities or obligations necessary for the accomplishment of its purposes, but no such contract, employment, purchase, debt, liability, or obligation shall be binding upon or obligate any member except as authorized by the attached By-Laws. DU-COMM shall not have the power to eminent domain or the power to levy taxes.

6. Amendment – This Agreement may not be amended, except by written agreement and resolution of all the then parties to it, provided, however, the By-Laws attached hereto as Exhibit "A" may be amended from time to time by the method and means provided herein.

7. Duration – This Agreement and DU-COMM shall continue in effect until rescinded by consent of two-thirds of the then parties or until terminated in the manner provided in said By-Laws. Upon such termination, the assets remaining shall be disposed of in the manner set forth in said By-Laws.

8. Ordinance Authorizing – Prior to execution of this Agreement, each member shall deliver to the other a certified copy of an Ordinance authorizing and directing the execution of this Agreement.

9. Effective Date – This Agreement shall become effective when signed by the Village of Willowbrook.

IN WITNESS WHEREOF, the undersigned local governments have set their signatures on the respective dates set forth below. This document may be signed in duplicate originals.

VILLAGE OF WILLOWBROOK

BY: _____

Frank A. Trilla, Mayor

ATTEST:

Leroy R. Hansen, Village Clerk

Date: _____



EST. 1960

Willowbrook

835 Midway Drive
Willowbrook, IL 60527-5549

Phone: (630) 323-8215 Fax: (630) 323-0787 www.willowbrookil.org

Mayor

Frank A. Trilla

Village Clerk

Leroy R. Hansen

Village Trustees

Sue Berglund

Umberto Davi

Terrence Kelly

Michael Mistele

Gayle Neal

Paul Oggerino

Village Administrator

Tim Halik

Chief of Police

Mark Shelton

SIGNATURE PAGE TO

MASTER INTERGOVERNMENTAL AGREEMENT

WITH THE

DUPAGE PUBLIC SAFETY COMMUNICATIONS (DU-COMM)

VILLAGE OF WILLOWBROOK

Frank A. Trilla, Mayor

ATTEST:

Leroy R. Hansen, Village Clerk

Date of Resolution: August 24, 2015



Proud Member of the
Illinois Route 66 Scenic Byway

MINUTES OF THE REGULAR MEETING OF THE BOARD OF POLICE COMMISSIONERS HELD ON APRIL 17, 2015 AT THE VILLAGE POLICE DEPARTMENT BUILDING OF THE VILLAGE OF WILLOWBROOK, 7760 QUINCY STREET, WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER

The meeting was called to order by Chairman Schuler at the hour of 7:00 a.m.

2. ROLL CALL

Those present at roll call were Chairman William Schuler, Secretary Stephen Landsman, and Commissioner Joseph Heery. Also present were Chief of Police Mark Shelton, Village Administrator Tim Halik, and Recording Secretary Cindy Stuchl.

ABSENT: None.

A QUORUM WAS DECLARED

3. VISITORS' BUSINESS

None presented.

4. REVIEW AND APPROVE MINUTES

Minutes - Regular BOPC Meeting - March 20, 2015 (APPROVE)

MOTION: Made by Commissioner Heery, seconded by Secretary Landsman, to approve the Omnibus Vote Agenda as presented.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

5. COMMUNICATIONS

None presented.

6. UNFINISHED BUSINESS

None presented.

7. NEW BUSINESS

Chairman Schuler congratulated Joseph Heery on being reappointed as a BOPC Commissioner.

a. Review - Board of Police Commissioners Rules and Regulations

Board of Police Commissioners Attorney, John Broihier, distributed a model draft of Rules and Regulations of the Board of Fire and Police Commissioners that he recommends and reviewed his recommendations to update the current Board Rules and Regulations. Mr. Broihier stated that because the Village of Willowbrook is not a home-rule community, the Commission must strictly comply with State Statute requirements.

Mr. Broihier recommended that a section be added to the Order of Business (Section 6) of the rules to provide for visitor comments. Chairman Schuler pointed out that the typical Board Agenda includes an item for Visitors' Business, and agreed that the Order of Business Section should include such an item on the Board Agenda. Mr. Broihier also suggested that the Rules be amended to allow commissioners to attend meetings via a conference call.

Currently, the Rules of the Board require an applicant to have a four-year degree or 60 hours of college credit with two years law enforcement experience. Mr. Broihier advised that State Statute states that the Board may require an applicant have an Associate's Degree in Law Enforcement or Criminal Justice or a Bachelor's Degree in any field. The BOPC does not have the authority to require the applicant be a certified patrol officer. The applicant is entitled to preference points if already a certified officer.

Mr. Broihier related that the age requirement by State Statute refers to persons under the age of 35 during the application process and if they turn 35 after the final list has been posted, the applicant is allowed to remain on the list. The Board rules state that the person has to be under 35 by the final day applications can be accepted. Mr. Broihier recommends simplifying the age requirement to state: must be 21 years of age to apply and under age 35 on the date that the final eligibility list is posted.

Currently, the Board rules require an applicant to have a valid Police Officer Wellness Evaluation Report (P.O.W.E.R.) test card within 12 months prior to the testing date. Mr. Broihier advised that the P.O.W.E.R. test must not be used to screen applicants for new hire. Mr. Broihier related that the P.O.W.E.R. test has been found to not be task oriented. Mr. Broihier also stated that studies have proven that applicants who have not taken the test do just as well at the police academy as those applicants who did pass the test. Mr. Broihier advised that the Civil Rights Act also prohibits separate tests for original appointment based on race or gender. The P.O.W.E.R. test is a gender based test. There are different standards for men and women. Mr. Broihier suggested that the Board provide a non-binding opportunity for applicants to test their physical abilities prior to making the job offer with the understanding that the candidate must pass the test at the police academy in order to continue with the Willowbrook Police Department.

Mr. Broihier also recommended that the verbiage within the rules be more general than specific to enable the rules to adapt as statutes get revised. Less specificity also allows the BOPC to change vendors without having to modify the rules and regulations.

Mr. Broihier suggested that the 70% minimum passing grade on the written test or oral interview be removed and replaced with verbiage stating that the passing grade will be announced prior to conducting the examination. This will allow for flexibility on scoring in consultation with the testing vendor.

Mr. Broihier recommended that for Promotional Examinations, the grade schedule for the Written Test be changed to 60% instead of 30% because it is the most objective test. The oral interview should stay at 30%; and the Departmental Merit Efficiency Rating reduced to 10%. Secretary Landsman stated that he feels that the preference points should remain at 35%. The Chief is the one that can testify to the efficiency of the applicant. Mr. Broihier advised that by using 10%, it eliminates bias and prejudice. The consensus of the Board was that they would consider and further evaluate Mr. Broihier's recommendation is to adjust the point structure.

Mr. Broihier offered to incorporate his recommendations in a draft revision to the Rules and Recommendations for the Board to consider and act upon at a future meeting of the Board.

b. Update - Probationary Officers

Chief Shelton stated that Officer Eric Babczak and Officer James Martino have two (2) weeks left in their Field Training program. He expects both to complete their training early.

c. Update - Completion of Probation - Officer Jose Lopez

Officer Lopez completed his probationary period on March 25th.

8. ADJOURNMENT

MOTION: Made by Commissioner Heery, seconded by Secretary Landsman, to adjourn the meeting at the hour of 8:17 a.m.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED,

July 17, 2015

Chairman

Minutes transcribed by Executive Secretary Cindy Stuchl.

MINUTES OF THE REGULAR FINANCE AND ADMINISTRATION COMMITTEE MEETING OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, JULY 13, 2015 AT 6:00 P.M. AT THE VILLAGE POLICE STATION BUILDING, 7760 QUINCY STREET, WILLOWBROOK, ILLINOIS.

1. CALL TO ORDER

The meeting was called to order by Trustee Neal at 6:00 p.m.

2. ROLL CALL

Those present at roll call were Trustee Gayle Neal and Director of Finance Carrie Dittman.

3. APPROVAL OF MINUTES

Minutes of the Regular Finance/Administration Committee held on Monday, May 11, 2015 were reviewed and discussed.

Motion to approve made by Trustee Neal. Motion carried.

4. REPORT - Status of Implementation of BS & A Enterprise Resource Planning (ERP) Software System

Director of Finance Dittman reported that the software implementation had begun, starting with several conference calls held with the two project managers of BS & A: one is heading up the financial management portion and the other is heading the community development portion which encompasses the building department and business licenses. In addition, several conference calls and emails have occurred with the Village's current software provider (LaVerne Ohlwine - Decision Systems) to begin the data extraction process out of the current system. We have encountered a few bumps as the current software data is not able to be exported without Mr. Ohlwine writing export programs, which has a cost associated with it. To export all of the utility billing history back to 1995, just the current year of accounting and just the current year of payroll will cost \$21,000 (which is within the overall budget for the ERP project). Additional years of history that we could export for accounting would be \$2,500/yr., and for payroll would be \$2,500/yr.; due to the cost we will not export additional history. Also, we do not plan to export any parking ticket or business license data from Decision Systems as we have Excel spreadsheets that already contain this data. We have the option to pay an annual maintenance fee of about \$4,000 to be able to access the history in Decision Systems after the conversion is done.

Also, the new server that will host the new software has been ordered. The server is a virtualized server that will be able to house the new software plus is "expandable" to house the Village's email server, file server and water server when those existing servers' useful lives expire in the next 1-2 years. The virtualized server will have more memory and processing power that can be shared between the applications as needed and will be a cheaper alternative to buying individual servers for each application as the Village has done in the past.

Meetings and training dates have been scheduled for the implementation which will be ongoing through January 2016. There are 12 professionals from BS & A that will be involved in various aspects of the implementation.

5. REPORT - Monthly Disbursement Reports - May and June 2015

The Committee reviewed and highlighted the items below for the months of May and June.

- Total cash outlay for all Village funds = \$1,416,426 (May) and \$1,186,012 (June). Includes handwritten checks in May of \$349,980 to FBG Corp (final Village Hall payment) and \$55,661 to Bredemann Ford for 3 new squads, and June handwritten checks include \$128,981 to Utility Dynamics (street repairs), \$57,554 to Currie Motors (squad cars), \$12,500 to Northern Michigan for new canine & training (paid for with DEA funds), and \$13,560 to Cintas for AEDs.
- Payroll for active employees including all funds - \$478,815 (May - 3 payrolls) and \$313,049 (June - 2 payrolls). The change from the prior fiscal year is a 4.55% increase, which includes a 2.75% union increase, additional police overtime, and addition of Finance Director (in June).
- Ave. daily outlay of cash for all Village funds - \$45,691 (May) and \$39,534 (June). Fiscal year to date daily average is \$42,612.
- Ave. daily expenditures for the General Fund - \$23,224 (May) and \$28,030 (June). Fiscal year to date average is \$25,627.

6. REPORT - Sales Tax, Income Tax, Utility Tax, Places of Eating Tax, Fines, Red Light Fines, Building Permits, Water Revenues, Hotel/Motel Tax and Motor Fuel Tax

All revenues are fiscal year to date collections through June 30,2015.

- Sales tax receipts - \$544,751 up 2.95% from the prior year. Trending 5.2% over budget.
- Income Tax receipts - \$216,657 up 22.3% compared to the prior year, 61.3% over budget. Director Dittman noted that May is always an atypically high month due to the April income tax filings that are remitted in May.
- Utility tax receipts - \$153,323 down 17.27% from the prior year, 19.4% under budget, consisting of:
 - Telecomm tax - \$73,357, down 4.81%. Director Dittman noted that the state has completed recouping about \$32,000 over several months which began August 2014 due to a lawsuit the state lost with a phone company.
 - Northern IL gas - \$17,764, down 58.64%
 - ComEd - \$62,455, down 4.78%
- Places of Eating Tax receipts - \$85,407 up 2.33% compared to the prior year, trending 11.2% over budget.
- Fines - \$27,590 down 13.55% compared with the prior year, 1.75% over budget. Fines come from County distributions and also local fine tickets written by Village police officers.

- Red Light Fines - \$71,920 down 33.5% from the prior year receipts, trending 23.2% below budget. A discussion ensued regarding the cameras being out of service for a few weeks in June due to camera maintenance and construction on Rt. 83; Director Dittman will follow up with Chief Shelton on the exact dates the cameras were down. The revenue in future months is expected to decrease as a result.
- Building Permit receipts - \$32,531 up 55.72% from the prior year, trending at 176.22% above budget. Several large permits such as Whole Foods were received late in fiscal year 2014/15.
- Water sales receipts - \$570,959 up 20.32% from the prior year, 8.78% above budget, attributable in part to the 12% rate increase effective 1/1/2015. Director Dittman noted that a rate increase does not necessarily equate to the same % increase in revenue as customers increase their water conservation when rates go up. There are still a few new MTUs that need to be installed due to residents being on vacation, etc. and the Village staff being unable to access the meter to change it out, however all districts have now been through one billing cycle with most of the new MTUs in place. The water department staff has been fielding many phone calls with questions about their bills during the MTU replacement process, and we expect this to start leveling off going forward now.
- Hotel/Motel Tax receipts - \$10,070 up 22.83% compared with the prior year, 71.5% below budget. The June 1 rate increase to 5% will be seen beginning with the payments received in July. Trustee Neal inquired about penalties that may be assessed to late taxpayers. Director Dittman replied that penalties have not been assessed in practice but that late notices are sent when necessary. Director Dittman will look into what the Village code allows for penalties and report back.
- Motor Fuel Tax receipts - \$38,511 down 49.85% compared with the prior year, 30.2% under budget. This is due to an additional receipt over and above the normal monthly allotment of the State of IL's Capital Bill for \$38,941 which occurred last year in May 2014. A second disbursement occurred in August 2014; this represents two payments during the Village's fiscal year 2014/15 but one payment during each of the State's fiscal years (which runs July-June).

The reports above were approved by Trustee Neal.

7. VISITOR'S BUSINESS

There were no visitors present at the meeting.

8. COMMUNICATIONS

There were no communications received.

9. ADJOURNMENT

Motion to adjourn at 6:29 p.m. was made by Trustee Neal.

(Minutes transcribed by: Carrie Dittman, 7/15/2015)

MINUTES OF THE REGULAR MEETING OF THE MUNICIPAL SERVICES COMMITTEE OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, JULY 13, 2015 IN THE WILLOWBROOK POLICE STATION, 7760 QUINCY STREET, IN THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER

Chairman Mistele called the meeting to order at 6:00 PM.

2. ROLL CALL

Those present at roll call were Chairman Michael Mistele, Trustee Paul Oggerino, and Village Administrator Tim Halik.

3. APPROVAL OF MINUTES

- a) After review of the draft minutes from the May 11, 2015 Regular Meeting of the Municipal Services Committee, Chairman Mistele made a motion to approve the minutes as presented. Trustee Oggerino seconded the motion. Motion carried.

4. REPORT – Status Update: Water Tank Re-Coating Project

Administrator Halik provided the committee an update on the status of the re-coating of the Village's water tank. Halik reported that although the Village had intended on re-painting the Village Hall 500,000 gallon spheroid tank this year, as the first of three tanks to be re-painted, staff has encountered issues with the Southwest Central Dispatch communications antennas mounted on the Village Hall tank. A meeting was held with all parties to further consider the issues. At that time, it was learned that the three SWCD communication antennas mounted on the tank could not easily be relocated. If these antennas are moved out of alignment more than 1½ degrees, they will fail to work, thereby interrupting police and fire department communications to several area towns. Therefore, temporarily raising the antennas to be outside of the tank shroud would be very difficult and require structural engineering design approval of the temporary mast structures. In addition, these antennas are fed by elliptical wave guide cables, attached to the interior climbing ladder. These cables are prone to impact damage. As such, the interior shaft cannot be used as a cable route for raising the shroud structure, as is typically done. The tank painting vendor expressed concern about potential liability and declined using the type of shroud system called out for in the project specifications. As an alternate, they recommended to erect an outside scaffolding system to enclose the tank while the blasting and painting work occurs. This project change would cost the Village an estimated \$160,000 on a \$353,000 overall project. A representative from JNL, the communications consultant from SWCD, suggested that the Village consider erecting a monopole structure on-site and the antennas could be permanently moved to the monopole so they would never interfere with tank maintenance again. This cost could be around \$250,000. Having no other available options, and not wanting to incur such high additional costs, Administrator Halik recommended that the Lake Hinsdale Village tank be re-painted this year instead of the Village Hall tank. Both these tanks are spheroid type of the same height and capacity. The painting vendor at the meeting stated he would agree to switch locations at the same bid price, and the Village engineering consultant stated that he would check the project specifications for any conflicts, but believed it would work. Halik further advised the committee that the Village had intended on adding three Village logo's on the Village Hall tank, separated by 120 degrees, to be visible from Kingery Highway, Illinois Interstate 55, and Quincy Street. Staff would recommend adding two Village logos on the Lake Hinsdale Village tank – one facing northeast and one facing southeast so as to be visible from Kingery Highway.

Halik shared that the property that the Lake Hinsdale Village tank is on is owned by the Village but is bound by the conditions, covenants, and restrictions of the Lake Hinsdale Village Homeowners Association. Therefore, it is recommended that that we speak with the association to determine whether they would have any objections to adding the two Village logos to the tank. Halik stated that currently there are no logos at all displayed on the face of the tank. Therefore, the LHV HOA president was contacted and it was requested that a representative from the Village attend the next LHV HOA meeting to present the tank painting project and request approval to add the two new logos. Halik stated that he will attend the meeting and would update the committee after a response is received from LHV.

5. DISCUSSION – Drainage Maintenance Activities:

Administrator Halik shared with the committee three drainage improvement projects that are in need of completion: 1) Replacements of three back-pitched driveway culverts along Clarendon Hills Road, 2) Re-profiling drainage ditches within the Ridgemoor West subdivision, and 3) Adding a short section of storm sewer on the 5800 block of Bentley Avenue to eliminate a standing water problem. Halik advised that all three of these projects are regular drainage maintenance activities, and staff has received proposals from our regular underground contractor to complete the work. However, each project cost exceeds the \$2,500 spending limit imposed on the Village Administrator. Therefore, Halik was seeking direction as to how the committee and/or Board would prefer that authorization for this work be obtained. Halik expressed concern that if it was determined that three separate proposals be obtained for each project to check prices, this process would delay the completion of the work, and it is also possible that a contractor that the Village is not familiar with may undercut another contractor's price to get the work. If this were to occur, staff would be concerned about the quality of work that may be performed along with an unknown contractor's ability to fully complete the task. Halik shared that all three projects are maintenance activities and under the state threshold requiring a public bid, which is currently \$20,000. Chairman Mistele asked what the proposal costs are for each project. Halik responded \$4,300, \$3,600, and \$4,800. Chairman Mistele suggested that if the work includes regular maintenance activities which are already budgeted for, it should proceed without having to go before the Board. This approach does not violate state statute, and would enable a quicker completion for the affected residents. Trustee Oggerino agreed. Chairman Mistele also asked if the \$2,500 spending authority is codified in an ordinance. Halik stated that it is not. It was just the result of a Board discussion on the topic years ago. Chairman Mistele stated that at some point, the Board may want to revisit the Administrator's spending threshold if the current low threshold amount is causing delays in completing smaller repair projects.

6. REPORT – Municipal Services Department

- a. Administrator Halik reviewed the monthly permit activity report for both the months of May and June 2015. The Village has taken in about \$11,440 in permit revenue for the month of May, and about \$21,000 in the month of June. Halik advised that in total for the first two months of fiscal year 2015/16, the Village has received approximately 16% of the anticipated FY2015/16 budgeted revenue.
- b. Administrator Halik shared the water system pumpage report for April and May 2015. The reports indicate that the Village pumped 25,255,000 gallons of water in the month of April, bringing the total amount pumped for the fiscal year to 348,352,000 gallons. This is 36,648,000 gallons below our projected total pumpage amount of 385,000,000 gallons. Halik also shared that we have pumped about 9.5% less water this year as compared to last year. Halik then advised that the Village pumped 29,213,000 gallons of water in the month of May. This is about 1% less

water than was pumped in May of 2014, continuing the downward trend in water usage. Halik shared that given the actual pumpage was lower than the projection for last year, and the May amount continued the lower water use trend, staff set the FY 2015/16 total projection amount to 350,000,000 gallons. The committee was in agreement.

7. VISITOR'S BUSINESS

(None)

8. COMMUNICATIONS

Administrator Halik provided a very brief update on the status of the Pete's Fresh Market zoning application, which is currently incomplete pending finalization of off-site improvement plans with IDOT and DuPage County DOT.

9. ADJOURNMENT

Motion to adjourn was made by Chairman Mistele and seconded by Trustee Oggerino. The meeting was adjourned at 6:20 PM.

(Minutes transcribed by: Tim Halik, 8/5/15)

MINUTES OF THE REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION
HELD ON TUESDAY, JULY 7, 2015, AT THE VILLAGE POLICE STATION BUILDING, 7760
QUINCY STREET, WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER

Chairman Cobb called the meeting to order at the hour of 7:02 p.m.

2. ROLL CALL

Those present at roll call were Chairman Richard Cobb, Commissioners Lorraine Grimsby, Ronald Kanaverskis, Laurie Landsman, Carol Lazarski, Robert Pionke, and Doug Stetina.

ABSENT: Commissioner Rene Schuurman.

Also present was Temporary Interim Superintendent of Parks and Recreation John Fenske.

A QUORUM WAS DECLARED

3. APPROVAL OF MINUTES – JUNE 2, 2015

The Commission reviewed the June 2, 2015 minutes.

MOTION: A Motion was made by Commissioner Stetina and seconded by Commissioner Grimsby to approve the June 2, 2015 minutes as presented.

ROLL CALL VOTE: AYES: Chairman Cobb, Commissioners Grimsby, Kanaverskis, Landsman, Lazarski, Pionke, and Stetina. NAYS: None. ABSENT: Commissioner Schuurman.

MOTION DECLARED CARRIED

4. DISCUSSION – LAKE HINSDALE PARK RENOVATION

Discussion on this item was postponed until the next Commission meeting.

5. REPORT – PARK LANDSCAPE MAINTENANCE CONTRACT

Chairman Cobb related that the new landscaping contract is good. Commissioner Kanaverskis advised that mulch needs to be replaced around the park signs throughout the Village.

6. VISITORS' BUSINESS

There was no Visitors' Business.

7. COMMUNICATIONS

a. Eagle Scout Project

Interim Superintendent Fenske advised that he had received a call from an Eagle Scout that had an arrangement with the previous Parks Superintendent to build two benches for

Creekside Park. The benches are currently at the Public Works facility. The benches are made out of treated lumber. Interim Superintendent Fenske related that the Commission needs to decide if the benches should be lacquered or stained.

b. Community Park – Path Lighting Upgrades

Interim Superintendent Fenske stated that the lights around the path in Community Park have been redone into LED fixtures. The new lights are on photo cells.

c. Status of EAB Tree Removals in Parks

Interim Superintendent Fenske related that the Ash tree removal is an ongoing project.

d. Status of BRW Games

Interim Superintendent Fenske advised that due to all the rain, the BRW games are behind schedule. The Co-Rec league is also behind due to the weather.

e. Touch-A-Truck Special Event, July 10th

Interim Superintendent Fenske stated that 18 different vehicles will be represented at the event.

Commissioner Stetina advised that he will be replacing the flags at the Veteran’s Memorial at Willow Pond.

8. ADJOURNMENT

MOTION: Made by Commissioner Landsman, seconded by Commissioner Stetina to adjourn the meeting at the hour of 7:22 p.m.

ROLL CALL VOTE: AYES: Chairman Cobb, Commissioners Grimsby, Kanaverskis, Landsman, Lazarski, Pionke, and Stetina. NAYS: None. ABSENT: Commissioner Schuurman.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED,

August 4, 2015

Chairman

Minutes transcribed by Executive Secretary Cindy Stuchl.

AGENDA

Minutes of the Public Safety Committee of the Village of Willowbrook that was held on July 13th, 2015 at 6:00 p.m. at the Village Hall, 7760 Quincy Street, in the Village of Willowbrook, DuPage County, Illinois.

CALL TO ORDER

The meeting was called to order at 6:00 p.m.

ROLL CALL

Those present at roll call were Chief Mark Shelton, Deputy Chief Mark Altobella, Chairman of the Public Safety Committee Terrence Kelly and Trustee Sue Berglund.

1. Reviewed the June 8th, 2015 Public Safety Committee Meeting Minutes.
The Committee approved the June 8th, 2015 Public Safety Committee Meeting Minutes.
2. Reviewed The Weekly Press Releases – Information.
3. Reviewed the Overtime Report for 05/25/2015 – 06/21/2015 - Information.
4. Reviewed the Monthly Expenditure Report for June 2015 – Information.
5. Reviewed the Monthly Offense Summary Report for June 2015 - Information.
6. DISCUSSION ITEMS

- Communications

Chief Shelton gave a summary of the S.W.C.D. and DuComm comparisons in relation to future technologies and upgrades of the facilities and the possible future building plans of both S.W.C.D. and DuComm. A brief history of the 9-1-1 surcharge determination involving S.W.C.D. was also explained. Chief Shelton discussed probable reimbursement by DuPage ETSB for some of the costs which may be incurred by the Village of Willowbrook if the police were to move to DuComm dispatch. The difference in costs associated with per officer charges is potentially a savings of over \$20,000 per year. There will be costs including but not limited to a one time DuComm administrative fee of approximately \$7,000, an agency reserve contribution one-time fee of approximately \$66,500 and miscellaneous equipment needs. The police would need to purchase in-car computers because the current in-car computers are the property of S.W.C.D. Another factor involved in this discussion involves the current new CAD/RMS project that DuPage County has undertaken. DuPage County will be making a decision in the near future on a trial CAD/RMS program and the Willowbrook P.D. will want to participate in this trial phase. The StarCom radios, which are currently being utilized by the police department, are also used by DuComm agencies. StarCom has (4) full-time technicians working with DuComm. The police will have to change the tornado siren service which would cost approximately \$4,200 which would then allow DuComm to activate as we currently do with S.W.C.D. DuComm's facility was toured by the Chief, Deputy Chief and Finance Director two weeks ago and found it to be very advanced and technologically up-to-date. DuComm dispatch would coordinate with current members in our area for W.B.P.D. to be our spare radio channel which is an officer safety / information advantages. Current StarCom portables are not changed except for programming, which DuComm currently conducts.

7. VISITOR'S BUSINESS*

None

8. ADJOURNMENT

9. *The meeting was adjourned at 6:25 p.m.*

* VISITOR'S BUSINESS (Public comment is limited to three minutes per person on agenda items only).

NEXT MEETING SCHEDULED AUGUST 10TH, 2015 AT 6:00 P.M.