

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, NOVEMBER 23, 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 R. Durkin, Village Administrator Timothy Halik, Director of Finance Carrie Dittman, Chief Mark Shelton, Deputy Chief Mark Altobella, Assistant to the Village Administrator Garrett Hummel, Deputy Clerk Cindy Stuchl, Planning Consultant JoEllen Charlton, and Administrative Intern Tiffany Kolodziej.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Mayor Trilla asked Director of Finance Dittman to lead everyone in saying the Pledge of Allegiance.

4. VISITORS' BUSINESS

None presented.

5. OMNIBUS VOTE AGENDA

- a. Waive Reading of Minutes (APPROVE)
- b. Minutes - Regular Board Meeting - November 9, 2015 (APPROVE)
- c. Warrants - \$1,047,024.71 (APPROVE)
- d. Resolution - A Resolution Appointing a Designated Director and Designated Alternate to the DuPage Public Safety Communications (DU-COMM) Board of Directors - Resolution No. 15-R-72 (ADOPT)
- e. Resolution - A Resolution Authorizing the Mayor and Village Clerk to Accept a Proposal to Purchase a Western Ultra Mount Snow Plow with Control Accessories

- Regional Truck Equipment - Resolution No. 15-R-73 (ADOPT)
- f. Resolution - A Resolution Approving a Plat of Easement - 645 63rd Street - Resolution No. 15-R-74 (ADOPT)
- g. Motion - A Motion to Approve the Fiscal Year 2016/17 Budget Schedule (APPROVE)

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

MOTION: Made by Trustee Mistele and seconded by Trustee 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. DELINQUENT WATER BILLS

Administrator Halik reported that there were two (2) delinquent water bills in the amounts of \$115.35 and \$298.56. Staff requested authorization to proceed in accordance with past practices, which was granted.

7. ORDINANCE - AN ORDINANCE GRANTING A SPECIAL USE PERMIT FOR A COMMERCIAL SCHOOL ("ELITE TUTORING") IN TENANT SPACE 876 IN THE WILLOWBROOK PLAZA SHOPPING CENTER (PREVIOUSLY WINGREN PLAZA)

Planning Consultant Charlton related that this Special Use Permit will allow for the occupying of a 1,100 square foot unit within the Willowbrook Plaza Shopping Center. This tutoring school will bring meaningful traffic to this plaza. Parking will not be an issue. This special use was discussed at a Public Hearing held on November 4, 2015 and there were no concerns. The Plan Commission has made a positive recommendation to forward this special use to the Village Board.

MOTION: Made by Trustee Mistele and seconded by Trustee Berglund to pass Ordinance No. 15-0-33 as presented.

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

MOTION DECLARED CARRIED

8. MOTION - PLAN COMMISSION PUBLIC HEARING NO. 15-06: ROC WILLOWBROOK, LLC - MOTION TO REMAND BACK TO THE PLAN COMMISSION

A Public Hearing was held on November 4, 2015 for a plat of subdivision and Planned Unit Development of the property located in the northeast corner of Quincy Street and Executive Drive. The proposed buildings will be used for the storage of household goods and automobiles.

Staff and legal counsel are recommending that the Board approve a motion to remand this proposal back to the Plan Commission to give them time to review final plans and documents. This will also allow for the Plan Commission to make recommendations to adopt standards that are required by state statutes and zoning ordinances.

The applicant had requested the Plan Commission to vote on this special use permit to enable the project to move forward. Staff had recommended to the Plan Commission at their last meeting to delay a vote until some of the final details were worked out.

If this motion is approved, this plan will go back before the Plan Commission at their next meeting on December 2, 2015.

Trustee Mistele stated that he had concerns about how close the proposed building is to the street elevation lot lines. Trustee Mistele also had concerns about no loading areas and the management of trash. Trustee Mistele advised that the Plan Commission should take a look at what this project will be bringing back to the community.

Trustee Berglund asked what type of revenues this project would bring to the Village. Consultant Charlton stated that there would be no retail sales other than some small products related to the auto storage center. Administrator Halik stated that revenue would be primarily through utility taxes.

MOTION: Made by Trustee Mistele and seconded by Trustee Berglund to approve the motion to remand back to the Plan Commission Public Hearing No. 15-06 for further review.

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

MOTION DECLARED CARRIED

9. ORDINANCE - AN ORDINANCE PROVIDING FOR THE LEVY OF TAXES FOR THE FISCAL YEAR COMMENCING ON MAY 1, 2015 AND ENDING APRIL 30, 2016, OF THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

Director Dittman advised that one component in the Parks and Recreation Department budget is the Special Recreation Tax Levy. This tax is solely for the use of ADA accessible park programs, membership dues to the Gateway Special Recreation Association, and other park related needs for special recreation. The tax impact for a home owner with a home market value of \$300,000.00 would be approximately \$18.90.

The ordinance was presented to the Finance and Administration Committee meeting on November 9, 2015 and was recommended by the committee.

MOTION: Made by Trustee Neal and seconded by Trustee Oggerino to pass Ordinance No. 15-0-34 as presented.

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

MOTION DECLARED CARRIED

10. RESOLUTION - A RESOLUTION AMENDING SECTION 8.11 OF THE VILLAGE OF WILLOWBROOK EMPLOYEE HANDBOOK TO AUTHORIZE EMPLOYEE ORGAN AND BONE MARROW DONOR LEAVE

Administrator Halik related that the child of a Village employee was diagnosed with kidney disease and is in need of an organ transplant. After testing, the employee was determined to be a match for the transplant.

There is an Illinois state law entitled the Organ Donor Leave Act that once adopted by the employer, will afford the employee up to 30 days of paid leave within a one year period to serve as an organ donor. This leave can be taken prior to taking sick leave or vacation leave.

If this resolution is adopted, staff has worked with the Village's HR consultant and has drafted the necessary policy

outline and request forms. This policy would be available to all employees if they became eligible to be an organ donor.

The blood donor and platelet donation provisions of the State Act have already been adopted by the Village and are currently part of the Village Personnel Manual.

MOTION: Made by Trustee Davi and seconded by Trustee Berglund to adopt Resolution No. 15-R-75 as presented.

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

MOTION DECLARED CARRIED

PRIOR BUSINESS

11. COMMITTEE REPORTS

Trustee Neal had no report.

Trustee Kelly had no report.

Trustee Mistele related that he has been attending regular planning meetings for the renovation of the police department. He stated that there should be updated project budget information at the next Village Board meeting.

Trustee Berglund had no report.

Trustee Davi had no report.

Trustee Oggerino had no report.

12. ATTORNEY'S REPORT

Attorney Bastian had no report.

13. CLERK'S REPORT

Clerk Hansen had no report.

14. ADMINISTRATOR'S REPORT

Administrator Halik thanked the Board for the approval of the organ donor policy change. He also related that after a number of years of efforts, the Village has received a federal grant that will pay for 70% of the project to install lighting at the intersection of Route 83 and 63rd Street.

15. MAYOR'S REPORT

Mayor Trilla thanked the staff for their efforts in obtaining the funding and approval for the Route 83 and 63rd Street lighting project.

16. EXECUTIVE SESSION

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

17. ADJOURNMENT

MOTION: Made by Trustee Oggerino and seconded by Trustee Kelly, to adjourn the Regular Meeting at the hour of 6:54 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.

December 14, 2015.

Mayor

Minutes transcribed by Deputy Clerk Cindy Stuchl.