

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, DECEMBER 14, 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 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 Downers Grove Township Supervisor Frank Wurster 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 23, 2015 (APPROVE)
- c. Warrants - \$513,546.68 (APPROVE)
- d. Monthly Financial Report - November 30, 2015 (APPROVE)
- e. Resolution - A Resolution of the Village of Willowbrook Setting the 2016 Calendar Year Schedule of Regular Meetings of the Mayor and Board of Trustees and the Schedule of Regular Meetings of Commission and Committees of the Village of Willowbrook, DuPage County, Illinois - Resolution No. 15-R-76 (ADOPT)

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

MOTION: Made by Trustee Davi 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. PRESENTATION - DOWNERS GROVE TOWNSHIP

Supervisor Wurster and Public Relations Director Lori Wrzesinski from the Downers Grove Township gave a presentation of the services and programs that the Township offers.

7. ORDINANCE - AN ORDINANCE APPROVING A PRELIMINARY AND FINAL PLAT OF SUBDIVISION, AND GRANTING A SPECIAL USE PERMIT FOR A PRELIMINARY AND FINAL PLAT OF PUD, INCLUDING WAIVERS FROM THE ZONING ORDINANCE - ROC PUD, 7501 - 7601 QUINCY STREET

Planning Consultant Charlton related that this property is a 15½ acre property located on the northeast side of Quincy Street and Executive Drive. As part of the proposed project, the applicant wishes to subdivide the property. There is an existing building on the northern portion of the property that covers 8½ acres. The new lot will be almost 7 acres and the proposal will accommodate two separate buildings that total approximately 100,000 square feet and will be used for self-storage for general goods and exotic cars.

The proposal is for a PUD in order to take advantage of the allowance of multiple buildings on one zoning lot. The proposal shows a setback of 30 feet along Executive Drive, which is consistent with other buildings along that road. The setback along Quincy Street varies from 30 feet to almost 60 feet along Quincy.

Planning Consultant Charlton advised that the Plan Commission discussed this proposal at two separate meetings. The Plan Commission related that the setbacks were consistent with surrounding properties. There were concerns about inside storage of garbage. The applicant advised that he had contacted the garbage service and was notified that their trucks would be able

to bring their trucks inside the building for pick ups. The Plan Commission recommended that the garbage be stored inside the building and brought outside on pick up day and required to be brought back into the building by the end of the day. Planning Consultant Charlton advised that a provision has been added to the ordinance that if the applicant is cited on three occasions for not moving the garbage to the inside of the building, the applicant must then construct an outside garbage enclosure per Village code.

Mr. Mike Siurek, from ROC Willowbrook, LLC, addressed the Board about his proposal. Mr. Siurek related that having garbage dumpsters on the outside of a building invites nuisances with people loading up the dumpsters when emptying out their storage units. Garbage pick up will be for the sole purpose of office staff.

Mr. Siurek related that there will be no servicing of vehicles in the car storage building. There will only be an area to wipe down the cars.

Trustee Mistele stated that he feels the buildings are too large for the site. Trustee Mistele related that there is a health issue with having the garbage dumpsters on the inside of the building and should be placed outside. Trustee Mistele also recommended that loading docks be included for both buildings. Trustee Mistele advised that the set back along Quincy Street should be in-line with the Stone Wheel building to the south.

Administrator Halik clarified that the proposal would not need to be brought back to the Plan Commission and can return directly to the Village Board.

MOTION: Made by Trustee Mistele and seconded by Trustee Berglund to postpone discussion on this ordinance until a revised plan is presented to the Board on January 11, 2016.

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

MOTION DECLARED CARRIED

8. RESOLUTION - A RESOLUTION AUTHORIZING THE CHIEF OF POLICE TO PURCHASE TEN (10) PANASONIC TOUGHBOOK CF-31 RUGGED IN-CAR COMPUTERS - CDS OFFICE TECHNOLOGIES

Chief Shelton related that the current in-car computers being used in the squad cars are owned by Southwest Central Dispatch.

Since the police department will be changing over dispatch services to DU-COMM, new computers will be necessary. The target date to switch services is April 27, 2016. By purchasing the computers at this time, it will allow for leeway time for the computers to be implemented with current data systems in order for the switch to occur with no problems.

Chief Shelton advised that the costs for these computers will come from the Asset Forfeiture Fund and will not affect the Village General Fund.

MOTION: Made by Trustee Mistele and seconded by Trustee Berglund to adopt Resolution No. 15-R-77 as presented.

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

MOTION DECLARED CARRIED

9. RESOLUTION - A RESOLUTION AUTHORIZING THE MAYOR AND VILLAGE CLERK TO ACCEPT A PROPOSAL FOR PROFESSIONAL ENGINEERING SERVICES RELATING TO THE DESIGN OF AN INTERSECTION AND APPROACH STREETLIGHTING PROJECT, KINGERY HIGHWAY (ILLINOIS ROUTE 83) AND 63<sup>RD</sup> STREET - CHRISTOPHER B. BURKE ENGINEERING, LTD.

Administrator Halik related that the Village was awarded a \$509,000 grant to be used to install streetlights at the intersection of Kingery Highway and 63<sup>rd</sup> Street. This grant includes federal funding so the project must be designed and installed to meet all federal guidelines for intersection and approach lighting and follow a federal approval process.

The project will include 50 new streetlights. The total estimated cost of this project is approximately \$730,000. The grant will cover 70%. Project engineering costs are separate and cannot be part of the grant proposal.

The engineering design will cost approximately \$76,900. Accepting this proposal now will enable the project to move forward and be put to bid during mid 2016.

A separate engineering expense also not covered by the grant will be for construction oversight. This component must be in place prior to going out for bid. Proposals will be obtained after the first of the year.

Total costs not covered by the grant are approximately \$295,000. Funds can be paid through the Village's general fund, or through other methods such as establishing a Special Service Area or creating a business district sales tax overlay district.

Staff will prepare funding options and present them to the Village Board during the Budget Workshop in March.

MOTION: Made by Trustee Davi and seconded by Trustee Mistele to adopt Resolution No. 15-R-78 as presented.

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

MOTION DECLARED CARRIED

10. MOTION - A MOTION TO APPROVE THE CALENDAR YEAR 2016 PAYMENT TO THE INTERGOVERNMENTAL RISK MANAGEMENT AGENCY (IRMA) AND DISCUSSION OF THE DISTRIBUTION OF THE CREDIT AMOUNT TO ELIGIBLE EMPLOYEES

Assistant to the Village Administrator Hummel informed the Village Board that IRMA issues an annual premium notice in December to the Village based upon each member's revenues and claims experience. The Village experienced an excellent loss history during the past five years which enabled the Village to earn a credit for the 2016 calendar year. The estimated credit is \$55,968.

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

Assistant Hummel also reviewed the IRMA annual premium for calendar year 2016. The premium for this year is \$219,500, which is \$12,537 under budget.

MOTION: Made by Trustee Neal and seconded by Trustee Kelly to approve the 2016 payment to IRMA and distribution of the credit amount to eligible employees.

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

MOTION DECLARED CARRIED

PRIOR BUSINESS

11. COMMITTEE REPORTS

Trustee Neal had no report.

Trustee Kelly had no report.

Trustee Mistele provided an update to the police department design process and advised that the police department operations will be temporarily relocated to the Community Resource Center located at 825 Midway Drive during renovations. Trustee Mistele also stated that a design development budget will be presented to the Board at the January 11, 2016 Board meeting.

Trustee Berglund related that she had attended the Parks and Recreation Department's annual Children's Christmas party and thanked the Parks and Recreation Commission for a job well done.

Trustee Davi had no report.

Trustee Oggerino had no report.

12. ATTORNEY'S REPORT

Attorney Durkin had no report.

13. CLERK'S REPORT

Clerk Hansen had no report.

14. ADMINISTRATOR'S REPORT

Administrator Halik reminded the Board of the meeting location changes during calendar year 2016. Village Board meetings will be held at the Burr Ridge Police Department Training Room. Time will begin at the same time of 6:30 p.m. Committee meetings will be held at the Village Hall beginning at 5:30 p.m. instead of 6:00 p.m.

15. MAYOR'S REPORT

Mayor Trilla had no report.

16. EXECUTIVE SESSION

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

17. ADJOURNMENT

MOTION: Made by Trustee Mistele and seconded by Trustee Oggerino, to adjourn the Regular Meeting at the hour of 8:02 p.m.

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

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED.

January 11, 2016.

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Mayor

Minutes transcribed by Deputy Clerk Cindy Stuchl.