

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, MAY 9, 2016 AT THE BURR RIDGE POLICE DEPARTMENT, TRAINING ROOM, 7700 COUNTY LINE ROAD, VILLAGE OF BURR RIDGE, DUPAGE COUNTY, ILLINOIS.

1. CALL TO ORDER

The meeting was called to order at the hour of 6:30 p.m. by Village Clerk Leroy Hansen.

2. ROLL CALL

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

ABSENT: Mayor Frank Trilla and Trustee Paul Oggerino

Also present were Village Attorney Michael R. Durkin, Village Administrator Timothy Halik, Director of Finance Carrie Dittman, Chief Mark Shelton, Deputy Chief Robert Schaller, Planning Consultant JoEllen Charlton, Assistant to the Village Administrator Garrett Hummel, and Deputy Clerk Cindy Stuchl.

A QUORUM WAS DECLARED

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

MOTION: Made by Trustee Davi and seconded by Trustee Neal to nominate Trustee Mistele as Mayor Pro Tem.

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

MOTION DECLARED CARRIED

3. PLEDGE OF ALLEGIANCE

Mayor Pro Tem Mistele asked Assistant to the Village Administrator Hummel 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 - April 25, 2016 (APPROVE)
- c. Warrants - \$265,430.11 (APPROVE)
- d. Resolution - A Resolution Authorizing the Mayor and Village Clerk to Accept a Proposal for Crack Sealing, Sealcoating, and Re-Striping of the Parking Lot at Community Park, 208 Midway Drive - Black Magic Sealcoating, Inc. - Resolution No. 16-R-33 (PASS)
- e. Resolution - A Resolution Authorizing the Mayor and Village Clerk to Accept a Proposal for Labor and Materials Associated with an Interior Remodeling/Construction Project Located at 825 Midway Drive to Establish a Temporary Police Facility - Robert White Construction - Resolution 16-R-34 (ADOPT)
- f. Resolution - A Resolution Waiving the Competitive Bidding Process and Authorizing the Mayor and Village Clerk to Execute a Certain Contract - Tree Removal Services - Between the Village of Willowbrook and NJ Ryan Tree & Landscape, LLC - Resolution No. 16-R-35 (ADOPT)
- g. Resolution - A Resolution Proclaiming May 15, 2016 Police Officers Memorial Day and the Week of May 15 - 21, 2016 as Police Week in the Village of Willowbrook - Resolution No. 16-R-36 (ADOPT)
- h. Resolution - A Resolution Authorizing the Chief of Police to Purchase Three (3) 2016 Ford Utility Vehicles through the Suburban Purchasing Cooperative (SPC) - Resolution No. 16-R-37 (ADOPT)
- i. Plan Commission Recommendation - Rear Yard Setback Variation to Allow a 3 Season Room - 7806 Clarendon Hills Road (RECEIVE)

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

MOTION: Made by Trustee Berglund and seconded by Trustee Kelly to approve the Omnibus Vote Agenda as presented.

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

MOTION DECLARED CARRIED

NEW BUSINESS

6. ORDINANCE - AN ORDINANCE AMENDING THE VILLAGE CODE OF THE VILLAGE OF WILLOWBROOK - TITLE 9 - ZONING ORDINANCE (Defining and Regulating Production Brewery Tap Room as a Special Use in the M-1 District)

Planning Consultant Charlton related that currently a production brewery is allowed in the M-1 Business District; however, the sale of their product is not regulated in this district. This ordinance amendment removes the restrictions of retail activity.

Planning Consultant Charlton advised that the Plan Commission has reviewed this special use and recommended the approval.

MOTION: Made by Trustee Kelly and seconded by Trustee Davi to pass Ordinance 16-0-16 as presented.

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

MOTION DECLARED CARRIED

7. ORDINANCE - AN ORDINANCE AUTHORIZING A SPECIAL USE FOR A PRODUCTION BREWERY TAP ROOM - BLACK HORIZON, 7560 QUINCY STREET

Planning Consultant Charlton stated that this ordinance represents the actual approval of the special use for the tap room at this location. Included in this special use, are provisions to operate a tap room with a bar, tables and chairs for customers. The hours will be limited. Conditions in the approval include the obtaining of a liquor license through the Village, space must be used per the layout submitted, and some modifications to the parking lot.

The Plan Commission unanimously recommended this special use be brought to the Village Board for approval.

MOTION: Made by Trustee Davi and seconded by Trustee Berglund to pass Ordinance 16-0-17 as presented.

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

MOTION DECLARED CARRIED

8. DISCUSSION - POSITION OF PLANNER

Administrator Halik advised that Planning Consultant Charlton has accepted a position with the City of DeKalb and will be leaving her current position in mid-June.

Mayor Pro Tem Mistele thanked JoEllen for everything that she has done for the Village over the past several years.

Administrator Halik stated that there are two options for her replacement: hire a full-time planner or continue to outsource. Administrator Halik advised that he has had a discussion with Mayor Trilla on this topic. The Mayor strongly believes that we should continue to outsource the position. Development activity is currently heavy, but there is a belief that this will slow down in a few years. If we hire a full-time position, the possibility exists that when development does slow down, the position would need to be eliminated.

Administrator Halik related that he would like to have a consensus made tonight in order for Consultant Charlton to begin to train her replacement before she leaves. The consensus of the Board was to continue to outsource the planner position.

PRIOR BUSINESS

9. COMMITTEE REPORTS

Trustee Neal had no report.

Trustee Kelly had no report.

Trustee Mistele had no report.

Trustee Berglund had no report.

Trustee Davi had no report.

10. ATTORNEY'S REPORT

Attorney Durkin had no report.

11. CLERK'S REPORT

Clerk Hansen had no report.

12. ADMINISTRATOR'S REPORT

Administrator Halik had no report.

13. MAYOR'S REPORT

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

14. EXECUTIVE SESSION

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

15. ADJOURNMENT

MOTION: Made by Trustee Kelly and seconded by Trustee Berglund, to adjourn the Regular Meeting at the hour of 6:49 p.m.

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

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED.

May 23, 2016.

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Mayor

Minutes transcribed by Deputy Clerk Cindy Stuchl.