

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, NOVEMBER 14, 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 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 Administrator Timothy Halik, Director of Finance Carrie Dittman, Chief Mark Shelton, Deputy Chief Robert Schaller, Assistant to the Village Administrator Garrett Hummel, Deputy Clerk Cindy Stuchl, Planning Consultant Anna Franco, and Administrative Intern Tiffany Kolodziej.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Mayor Trilla asked Administrative Intern Kolodziej 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 - October 24, 2016 (APPROVE)
- c. Warrants - \$321,125.42 (APPROVE)
- d. Monthly Financial Report - October 31, 2016 (APPROVE)
- e. Resolution - A Resolution Accepting a Proposal to Manage and Administer the Job Application and Examination Process for the Patrol Officer Hiring Process and to Further Authorize the Vendor, Acting as an Agent of the Village, to Assess an Application Fee from Candidates as

- Part of the Application Process - I/O Solutions - Resolution No. 16-R-60 (ADOPT)
- f. Resolution - A Resolution Authorizing the Village Administrator's Acceptance of Project Change Order Number 1 - Interior Wall Additions, and Project Change Order Number 2 - Police Vehicle Canopy Alteration - Police Expansion/Renovation Project, and Ratifying and Confirming the Village Administrator's Prior Execution of Said Change Orders - Resolution No. 16-R-61 (ADOPT)
  - g. Resolution - A Resolution Authorizing the Mayor and Village Clerk to Accept a Proposal for Water Meter Testing Services - HBK Water Meter Service, Inc. - Resolution No. 16-R-62 (ADOPT)
  - h. Motion to Approve - 2016 Motor Fuel Tax (MFT) Roadway Maintenance Program: Payout #3 - Partial Payment - Crowley-Sheppard Asphalt, Inc. (APPROVE)
  - i. Motion to Approve - Police building Expansion/Renovation Project: Payout #1 - Partial Payment - L.J. Morse Construction (APPROVE)
  - j. Plan Commission Recommendation - Public Hearing 16-18: Consideration of a petition for a text amendment to add "Indoor Auto Sales" as a new Special Use in the M-1 Zoning District in Section 9-8-2 of the Zoning Ordinance (RECEIVE)
  - k. Plan Commission Recommendation - Public Hearing Case 16-19: Consideration of a petition for Special Use approval for an indoor auto sales use for an M-1 zoning district property (subject to a Text Amendment pursuant to PC 16-18) and associated variations - Highline Auto Sales, 555 Executive Drive (RECEIVE)

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 Davi 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. ORDINANCE - AN ORDINANCE AMENDING THE VILLAGE CODE OF THE VILLAGE OF WILLOWBROOK, TITLE 9 ZONING ORDINANCE, TO ADD "INDOOR AUTO SALES" AS A NEW SPECIAL USE IN THE M-1 ZONING DISTRICT

Planning Consultant Franco stated that this item involves a text amendment for a special use permit and is also related to the following agenda item. If the text amendment is approved, the next item is for the approval of a special use permit.

Planning Consultant Franco advised that the applicant is an internet-based car dealership that currently operates the business in an unincorporated section of the Willowbrook/Burr Ridge area. The petitioner wishes to open a second location at 555 Executive Drive to expand the business. The main office will be relocated to Willowbrook.

The text amendment would restrict the sale and storage of vehicles to the interior of the building. The petitioner provided sales numbers for their business from January 2016 - August 2016. The report showed approximately \$7.8 million in sales, with approximately \$360,000 in sales tax revenue.

The Plan Commission recommended the approval of this special use permit with the understanding that all sales will be conducted at the Willowbrook location.

The Plan Commission also recommended a condition that at least 50% of all vehicle sales be considered luxury vehicles.

Highline Auto Sales will be the sole tenant of the building located at 555 Executive Drive. The petitioner advised that there would be approximately 10-12 test drives per week. The Plan Commission recommended a condition that no test drives should be conducted in residential areas.

The petitioner will be making landscape improvements and parking and loading area improvements.

The owners of Midwest Helicopter attended the public hearing on this case. They had comments expressing concerns about citizens standing too close to the heliport. The petitioner advised that they will keep it in mind.

Trustee Neal questioned if the petitioner will be installing a cautionary sign to alert customers from getting too close to the

heliport. Planning Consultant Franco advised that it will be suggested to the owners.

Trustee Kelly asked how the prohibition of test drives in residential areas will be enforced. Planning Consultant Franco advised that it is a condition in the ordinance and would have to trust that the owners will comply. Attorney Bastian stated that the special use permit could be revoked if this becomes an issue.

MOTION: Made by Trustee Davi and seconded by Trustee Neal to pass Ordinance No. 16-0-44 as presented.

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

MOTION DECLARED CARRIED

7. ORDINANCE - AN ORDINANCE APPROVING A SPECIAL USE PERMIT FOR AN INDOOR AUTO SALES USE IN THE M-1 ZONING DISTRICT - PC 16-19: 555 EXECUTIVE DRIVE, HIGHLINE AUTO SALES

Planning Consultant Franco had no further report.

MOTION: Made by Trustee Oggerino and seconded by Trustee Kelly to pass Ordinance No. 16-0-45 as presented.

PREVIOUS 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 MAYOR AND VILLAGE CLERK TO EXECUTE A CERTAIN INTERGOVERNMENTAL AGREEMENT WITH THE EMERGENCY TELEPHONE SYSTEM BOARD (ETSB) FOR THE PAYMENT OF CERTAIN EXPENSES RELATING TO THE VILLAGE'S MEMBERSHIP IN DUPAGE PUBLIC SAFETY COMMUNICATIONS (DU-COMM)

Chief Shelton related that as part of the transfer of dispatch services to DU-COMM, the Village was required to pay a reserve contribution fee in the amount of \$62,473.00 to DU-COMM. As an incentive to move services to DU-COMM, the ETSB has agreed to repay the Village the amount of the reserve fee once the Intergovernmental Agreement has been approved.

MOTION: Made by Trustee Mistele and seconded by Trustee Berglund to adopt Resolution No. 16-R-63 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 WAIVING THE COMPETITIVE BIDDING PROCESS AND AUTHORIZING THE MAYOR AND VILLAGE CLERK TO ACCEPT A PROPOSAL FOR THE PURCHASE AND INSTALLATION OF OFFICE FURNITURE, 7760 QUINCY STREET (POLICE BUILDING) - RIEKE OFFICE INTERIORS

Chief Shelton stated that this purchase is for new furniture to be placed in the renovated police station building. Rieke Office Interiors is the same company that manufactured the custom furniture for the new Village Hall.

Question was raised as to the cost of some of the fixtures, particularly chairs. Chief Shelton advised that heavy duty chairs are needed due to their extended/prolonged use and the size of officers including their equipment that they wear. Currently, cheaper chairs are having to be replaced frequently.

Chief Shelton advised that since receiving the quote from Rieke, there was an increase in costs for the furniture. Rieke is not forwarding the increase to the Village.

Trustee Kelly questioned if an RFP was issued for this purchase. Administrator Halik advised that an RFP was issued for the Village Hall renovations and Rieke was subsequently picked as the furniture provider. Since their product is custom made, staff is requesting that the competitive bidding process be waived.

MOTION: Made by Trustee Davi and seconded by Trustee Mistele to adopt Resolution No. 16-R-64 as presented.

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

MOTION DECLARED CARRIED

PRIOR BUSINESS

10. COMMITTEE REPORTS

Trustee Neal had no report.

Trustee Kelly had no report.

Trustee Mistele had no report.

Trustee Berglund had no report.

Trustee Davi had no report.

Trustee Oggerino had no report.

11. ATTORNEY'S REPORT

Attorney Bastian had no report.

12. CLERK'S REPORT

Clerk Hansen had no report.

13. ADMINISTRATOR'S REPORT

Administrator Halik had no report.

14. MAYOR'S REPORT

Mayor Trilla advised that he had attended a Veterans Day event at the Lake Hinsdale Village clubhouse over the weekend.

15. CLOSED SESSION

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

16. ADJOURNMENT

MOTION: Made by Trustee Mistele and seconded by Trustee Berglund, to adjourn the Regular Meeting at the hour of 7:07 p.m.

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

MOTION DECLARED CARRIED

Page 7  
Village Board Minutes  
November 14, 2016

PRESENTED, READ and APPROVED.

November 28, 2016.

---

Mayor

Minutes transcribed by Deputy Clerk Cindy Stuchl.