

MINUTES OF THE REGULAR MEETING OF THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, MARCH 22, 2010, AT THE VILLAGE HALL, 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 7:30 p.m. by Village President Robert Napoli.

2. ROLL CALL

Those present at roll call were Trustees Dennis Baker, Terrence Kelly, Michael Mistele, Paul Schoenbeck, Sandra O'Connor, Timothy McMahon and President Napoli. ABSENT: None. Also present were Village Deputy Clerk Mary Partyka, Village Attorney William Hennessy, Interim Village Administrator Larry Maholland, Interim Village Administrator Megan Pierce, Acting Chief of Police Mark Shelton, Director of Municipal Services Timothy Halik, Director of Finance Sue Stanish and Administrative Intern Garrett Hummel.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

President Napoli asked everyone to join him in saying the Pledge of Allegiance.

4. OMNIBUS VOTE AGENDA

- a. Waive Reading of Minutes (APPROVE)
- b. Minutes - Regular Board Meeting - Budget Workshop - March 1, 2010 (APPROVE)
- c. Minutes - Regular Board Meeting - March 8, 2010 (APPROVE)
- d. Warrants - March 22, 2010 - \$116,309.13 (APPROVE)
- e. Monthly Financial Report - February 28, 2010 - \$14,661,544.91 (ACCEPT)
- f. MOTION TO APPROVE - REQUEST FOR WAIVER OF PERMIT FEES - WEST SHRINE CLUB - APRIL 30 THRU MAY 2, 2010 (APPROVE)

President Napoli asked if any Board member wanted to remove any item(s) from the Omnibus Vote Agenda.

Trustee O'Connor requested a correction to Agenda Item No. 4c to change her vote from "Abstention" to "Recused." She also requested that the Attorney Invoices under Agenda Item No. 4d be removed for further discussion.

MOTION; Made by Trustee Baker, seconded by Trustee Mistele, to approve the Omnibus Vote Agenda as amended, exclusive of the Attorney Invoices under Agenda Item No. 4d.

ROLL CALL VOTE: AYES: Trustees Baker, Kelly, Mistele, McMahon, O'Connor and Schoenbeck; NAYS: None; ABSENT: None.

MOTION DECLARED CARRIED

Trustee O'Connor requested that discussion of the Attorney Invoices under Agenda Item No. 4d be deferred to closed session.

NEW BUSINESS

5. PROCLAMATION - RECOGNIZING DR. TIMOTHY T. MCMAHON FOR HIS SERVICE TO THE VILLAGE OF WILLOWBROOK

President Napoli presented a Proclamation to Dr. Timothy T. McMahon and congratulated him on his new employment opportunity and thanked him for his many years of service to the Willowbrook community.

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

None.

7. DELINQUENT WATER BILLS

Director Halik reported to the Village Board that there were three delinquent water bills in the amount of \$4,059.94, \$378.30 and \$457.24, respectively, and requested permission to proceed as per Village policy.

President Napoli noted that the bill in the amount of \$4,059.94 was a business versus a residence and he thought the Staff and Attorney should be talking about the issue. It is quite a bit of money and the Village already had a previous problem with one other business that went into bankruptcy.

Trustee Schoenbeck suggested that the Municipal Services Committee look into the possibility of requesting deposits for water accounts. The Board concurred with President Napoli's recommendation to have the Municipal Services Committee review this matter and come back to the Board with a recommendation.

8. ORDINANCE - AN ORDINANCE ABATING THE TAXES HERETOFORE LEVIED FOR THE YEAR 2009 TO PAY THE PRINCIPAL AND INTEREST ON THE \$3,540,000 SPECIAL SERVICE AREA NUMBER ONE UNLIMITED AD VALOREM TAX BONDS, SERIES 2007 OF THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

Director Stanish advised the Board had provided for the issuance of \$3,540,000 Special Service Area Number One Ad Valorem Tax Bonds to complete public improvements in the Town Center. In order for DuPage County to assess the proper property tax bill for the parties in the SSA and the TIF a total of \$303,817.50 in taxes levied will be abated. This same amount abated will be paid by the property tax owners into the TIF Fund. These same funds will then be transferred from the TIF Fund into the SSA Fund to pay debt service. Director Stanish had met with a representative from The Harlem Irving Companies and had talked with a representative from The LockUp and they both agreed with the abatement calculation.

The Village Board will pass an ordinance such as this one each year until the Plainfield TIF expires in 2013. The approved ordinance will be filed with the DuPage County Clerk.

MOTION: Made by Trustee Schoenbeck, seconded by Trustee McMahon, to pass Ordinance No. 10-0-09.

PREVIOUS ROLL CALL VOTE: AYES: Trustees Baker, Kelly, Mistele, McMahon, O'Connor and Schoenbeck; NAYS: None; ABSENT: None.

MOTION DECLARED CARRIED

9. RESOLUTION - A RESOLUTION AUTHORIZING THE VILLAGE ADMINISTRATOR TO ENTER INTO A CERTAIN AGREEMENT - WOLF & COMPANY LLP - AUDIT SERVICES

Director Stanish informed the Village Board that a Request for Proposal was sent to six accounting firms and a total of five proposals were received. Based on the initial review of qualifications and costs three finalists were selected to be interviewed. At the March 8, 2010 meeting, the Finance Committee concurred with the Staff recommendation to contract with the firm of Wolf & Company LLP for audit services based on experience, size of the firm, fee structure, culture and references.

MOTION: AYES: Trustee Mistele, seconded by Trustee Schoenbeck, to adopt Resolution No. 10-R-10.

PREVIOUS ROLL CALL VOTE: AYES: Trustees Baker, Kelly, Mistele, McMahon, O'Connor and Schoenbeck; NAYS: None; ABSENT: None.

MOTION DECLARED CARRIED

10. DISCUSSION - INFORMATION ON VILLAGE WATER RATE INCREASE

Director Stanish provided the Village Board with updated Village Water Rate information. Staff prepared two water rate models for a 10-year period:

Option 1 - Pay as you go financing for the Village's water towers. In eight years funds will be on hand to paint the towers.

Option 1-A - The Village will try and keep water rate increases at a minimum to cover the costs of increased purchased water costs from the DuPage Water Commission (DWC) and routine maintenance of the system. In eight years the Village will then issue bonds to fund the painting of the water towers.

Director Stanish advised that the model would be updated each year to reflect changes in the costs to purchase water from the DWC and any unexpected changes necessary to maintain the Village's water system. The models assume an 8.5% increase in purchased water costs. The most recent information from the DWC indicates a 17% increase effective May 1.

Trustee Schoenbeck suggested that the Finance/Administration Committee and Municipal Services Committee review this information and make a recommendation to the Board.

Director Stanish thought a joint meeting of both Committees can be held on April 12 and then they can come back to the Board with a recommendation at the same meeting.

President Napoli distributed a copy to the Board of a breakdown of what the other communities are doing for the water rates.

PRIOR BUSINESS

11. COMMITTEE REPORTS

Trustee McMahon had no report.

Trustee O'Connor had no report.

Trustee Schoenbeck had no report.

Trustee Baker had no report.

Trustee Kelly had no report.

Trustee Mistele had no report.

12. ATTORNEY'S REPORT

Attorney Hennessy had no report.

13. CLERK'S REPORT

Deputy Clerk Partyka had no report.

14. ADMINISTRATOR'S REPORT

Administrator Pierce asked the Staff to provide the following updates:

a) Update - FY 10-11 General Fund Budget

Director Stanish presented the Financial Summary FY2010-11 that reflected the changes made to the General Fund that were discussed at the Board's March 1 workshop. The current General Fund Surplus is at \$161,652 with 177 days operating expenses, which does not include salary increases.

b) Update - St. Baldricks' Event at Kerry Piper

Chief Shelton reported that the St. Baldricks event was very successful and raised close to \$60,000. The event went off without any problems.

President Napoli asked that the Village Board be informed prior to the next time the event will be held.

c) Update - Maintenance Worker Hiring
Announcement

Director Halik advised the Village Board that the notice for the Maintenance Worker position was posted and 268 applications were received. Staff interviewed thirteen of the applicants and after totaling the scores for the applicants, an offer of employment was made to Anthony Witt, who will start as the fulltime Maintenance Worker on March 29.

15. PRESIDENT'S REPORT

President Napoli had no report.

16. EXECUTIVE SESSION

MOTION: Made by Trustee Schoenbeck, seconded by Trustee McMahon, to recess into Executive Session at the hour of 8:05 p.m. to discuss:

- Personnel Matters embracing the possible Appointment, Employment, Compensation, Discipline, Performance and/or Dismissal of Specific Employees of the Public Body pursuant to 5 ILCS 120/2(c)(1)
- Agenda Item No. 4d, Attorney Invoices

PREVIOUS ROLL CALL VOTE: AYES: Trustees Baker, Kelly, Mistele, Schoenbeck, O'Connor and McMahon; NAYS: None; ABSENT: None.

MOTION DECLARED CARRIED

SEE APPROPRIATE EXECUTIVE SESSION MINUTES

The Village Board reconvened the regular meeting at the hour of 8:58 p.m.

17. ADJOURNMENT

MOTION: Made by Trustee McMahon, seconded by Trustee Schoenbeck, to adjourn the regular meeting at the hour of 8:59 p.m.

PREVIOUS ROLL CALL VOTE: AYES: Trustees Baker, Kelly, Mistele, Schoenbeck, O'Connor and McMahon; NAYS: None; ABSENT: None.

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED,

_____, 2010

Village President

Minutes transcribed by Mary Partyka.