

MINUTES OF THE REGULAR MEETING OF THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, SEPTEMBER 22, 2008, 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 Acting President Robert Napoli.

2. ROLL CALL

Those present at roll call were Trustees Dennis Baker, Michael Mistele, Terrence Kelly, Paul Schoenbeck, Timothy McMahon and Acting President Napoli. ABSENT: None. Also present were Village Clerk Leroy Hansen, Village Attorney Thomas Good, Village Administrator Phil Modaff, Chief of Police Edward Konstanty, Director of Finance Sue Stanish, Director of Municipal Services Timothy Halik, Deputy Chief Pat Foley and Deputy Chief Mark Shelton.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Acting 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 - September 8, 2008 (APPROVE)
- c. Warrants - September 22, 2008 - \$242,604.37 (APPROVE)
- d. MOTION TO APPROVE EXPENDITURE FOR REPLACEMENT OF TWO VIDEO CAMERAS AND A VIDEO RECORDING SYSTEM - VIDEO AND SOUND SERVICE - \$11,614.00 (APPROVE)
- e. PROCLAMATION FOR OCTOBER AS FIRE SAFETY MONTH (ACCEPT)
- f. RESOLUTION NO. 08-R-58 - A RESOLUTION AUTHORIZING THE PRESIDENT AND VILLAGE CLERK TO ENTER INTO A FIRST AMENDMENT TO EMPLOYMENT AGREEMENT - ANTHONY WITT (ADOPT)

Acting President Napoli asked if any Board Member wanted to remove any item(s) from the Omnibus Vote Agenda for discussion. No Board Member wanted any item(s) removed from the Omnibus Vote Agenda.

MOTION: Made by Trustee Mistele, seconded by Trustee Baker, to approve the Omnibus Vote Agenda as presented.

ROLL CALL VOTE: AYES: Trustees Baker, Kelly, Mistele, McMahon, Schoenbeck and Acting President Napoli; NAYS: None; ABSTENTIONS: Trustee Schoenbeck abstained on Agenda Item 4d only; ABSENT: None.

MOTION DECLARED CARRIED

NEW BUSINESS

5. MOTION TO APPROVE MERITORIOUS SERVICE AWARD FOR COMMANDER JOSEPH PEC, COMMANDER WILLIAM BOZEK, OFFICER LAUREN KASPAR AND OFFICER ROBERT SCHALLER

Chief Konstanty informed the Board that the actual event occurred on February 11, 2008. Since that time, Trustee Baker recommended that the officers should receive something other than a plaque such as a medal and a ribbon to wear with their uniform. Trustee Baker, Deputy Chief Foley and Secretary Hahn designed a medal and ribbon to be given to the people who have received Meritorious Awards.

Chief Konstanty presented the medals to Commander Pec, Commander Bozek, Officer Kaspar and Officer Schaller. He further acknowledged that they exhibited superior performance that exceeded the standard expected of their profession when on February 11, 2008 at approximately 6:18 p.m. these officers responded to a Willowbrook resident's home for a report of an armed mentally ill subject threatening to kill herself with a knife. These officers were able to persuade the subject not to injure herself with the knife and she was transported to Hinsdale Hospital. Their unselfish acts, diligence and dedicated professionalism should be commended.

Acting President Napoli, Trustee Baker and Trustee Schoenbeck presented the Meritorious Service Awards and an honorarium to each of the recipients on behalf of the Village of Willowbrook.

Administrator Modaff informed the Board that this incident had occurred on the evening that Officer Kaspar and Officer Schaller were to receive a Meritorious Award for rescuing a woman from drowning in Willow Pond.

MOTION: Made by Trustee Schoenbeck, seconded by Trustee McMahon, to approve Meritorious Service Awards for Commander Pec, Commander Bozek, Officer Kaspar and Officer Schaller.

ROLL CALL VOTE: AYES: Trustees Baker, Kelly, Mistele, Schoenbeck, McMahon and Acting President Napoli; NAYS: None; ABSENT: None.

MOTION DECLARED CARRIED

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

Phyllis Zimmer, 6446 Tennessee Avenue, commented that she felt the Village of Willowbrook was responsible for the manmade disaster to her property.

7. DELINQUENT WATER BILLS

Director Halik reported to the Board that there were two delinquent water bills before them this evening in the amount of \$66.30 and \$168.20, respectively, and requested permission to proceed as per Village policy.

8. MOTION - PRESIDENTIAL APPOINTMENT

Acting President Napoli advised the Board that he would like to appoint Trustee Kelly to the Municipal Services Committee and wanted to inform the Board of that appointment.

Trustee Kelly accepted his appointment to serve on the Municipal Services Committee.

9. MOTION TO APPROVE FISCAL YEAR 2007-08 COMPREHENSIVE ANNUAL FINANCIAL REPORT, TIF COMPLIANCE REPORT AND MANAGEMENT LETTER

Director Stanish advised there were three documents before the Board this evening in addition to a report that summarizes the documents for them. The documents are the Comprehensive Annual Financial Report for the year ended April 30, 2008 (CAFR), Management Letter and TIF District Fund Report on Compliance. At this time, Director Stanish introduced Carrie Ditman, with Sikich LLP, the Village's auditors.

Ms. Ditman provided an overview of the documents presented to the Board.

Comprehensive Annual Financial Report (CAFR)

Ms. Ditman noted that on page 1 was the Independent Auditor's Report on the financial statements as of April 30, 2008. The report is an unqualified opinion which is a clean opinion that is the best the Village can achieve. Basically, it says that the Village is doing everything according to Government accounting principles and there are no material misstatements.

On Page 6 of the CAFR, Balance Sheet on Governmental Funds, Ms. Ditman wanted to draw attention to the fact that the governmental general fund balance is \$3.4 million positive, which is an increase from last year of \$825,000, due primarily to building permits for the town center development. The Village has adhered to a goal of 120 day fund balance and the Village is now at approximately 174 days.

In addition, Ms. Ditman reported that the two pension plans, the Police Pension Plan and the Illinois Municipal Retirement Fund, are funded at approximately 86% in the Police Pension plan and 76% in IMRF.

Management Letter

Ms. Ditman reported that the Management Letter had no affect on the Village's CAFR, it is the auditor's way of reporting to the Board and management if there were any items that we noted that could be improved upon and there were no comments in the current year. Everything in the past years that had been on the radar screen was corrected. The only things this year were accounting and reporting related.

TIF Compliance Report

The TIF Compliance Report is required by the Illinois Compiled Statutes. Ms. Ditman reported that just as in the CAFR, we issued an unqualified or clean opinion, which means the Village is compliant with the TIF Act.

The Board congratulated Director Stanish and her staff on their excellent job.

MOTION: Made by Trustee McMahon, seconded by Trustee Schoenbeck, to approve Fiscal Year 2007-08 Comprehensive Annual Financial Report, TIF Compliance Report and Management Letter as presented.

PREVIOUS ROLL CALL VOTE: AYES: Trustees Baker, Kelly, Mistele, Schoenbeck, McMahon and Acting President Napoli; NAYS: None; ABSENT: None.

MOTION DECLARED CARRIED

OLD BUSINESS

10. COMMITTEE REPORTS

Trustee Baker reported that he, Trustee Schoenbeck and Chief Konstanty, along with the entire Police Department, held a special Public Safety Committee meeting this evening. We awarded Meritorious Service Awards and Awards of Valor to all active duty Police Officers who had received these awards going back as far as 1981. Everyone who was entitled to an award or two or even three in some cases were given them this evening. Trustee Baker felt very proud to be a part of this.

Trustee Baker noted that Tim Halik also received a Meritorious Service Award this evening.

Trustee Kelly had no report.

Trustee Mistele had no report.

Trustee Schoenbeck had no report.

Trustee McMahon had no report.

11. ATTORNEY'S REPORT

Attorney Good had no report.

12. CLERK'S REPORT

Village Clerk Hansen noted that the last day to register for the November election is October 7. He also stated that the Village is not having extended hours for voting registration.

13. ADMINISTRATOR'S REPORT

Administrator Modaff advised that he had sent out an email indicating that we were trying to pull together a groundbreaking ceremony for our Public Works facility. We felt it was a significant enough event that a groundbreaking would be appropriate with a very brief ceremony. It is tentatively

scheduled for the date of Saturday, October 4, at 9:30 a.m. at the Public Works site.

Trustee McMahon related that he would be out of town on October 4. The Board agreed to hold the groundbreaking ceremony on Saturday, October 11.

Acting President Napoli reported that his Village cell phone does not operate and a new one has been ordered but he will not have it for a few weeks. He asked to be contacted on his office phone or his personal cell phone.

14. EXECUTIVE SESSION

There was no need for an Executive Session.

15. ADJOURNMENT

MOTION: Made by Trustee Baker, seconded by Trustee McMahon, to adjourn the regular meeting at the hour of 7:50 p.m.

PREVIOUS ROLL CALL VOTE: AYES: Trustees Baker, Kelly, Mistele, Schoenbeck, McMahon and Acting President Napoli; NAYS: None; ABSENT: None.

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED,

_____, 2008

Acting Village President

Minutes transcribed by Mary Partyka.