

MINUTES OF THE REGULAR MEETING OF THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, DECEMBER 13, 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 7:00 p.m. by Village President Robert Napoli.

2. ROLL CALL

Those present at roll call were President Robert Napoli, Clerk Leroy Hansen, Trustees Dennis Baker, Umberto Davi, Terrence Kelly, Michael Mistele, and Paul Schoenbeck.

ABSENT: Sandra O'Connor.

Also present were Village Administrator Timothy Halik, Village Attorney William Hennessy, Director of Finance Sue Stanish, Planner JoEllen Charlton, Chief of Police Mark Shelton, Deputy Chief Paul Oggerino, Intern Garrett Hummel, and Executive Secretary Deborah Hahn.

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 - November 22, 2010 (Approve)
- c. Warrants - December 13, 2010 - \$995,149.71 (APPROVE)
- d. Monthly Financial Report - November 30, 2010 - \$18,076,366.30 - (APPROVE)
- e. Plan Commission Recommendation - Hinsdale High School District 86 Transition Center, 14-106 W. 63rd Street - Special Use Permit (RECEIVE)

President Napoli asked the Board if there was any item to be removed from the Omnibus Vote Agenda.

MOTION: Made by Trustee Davi, seconded by Trustee Mistele to approve the Omnibus Vote Agenda.

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

MOTION DECLARED CARRIED

5. PROCLAMATION - SUE STANISH

Trustee Mistele along with President Napoli presented Director of Finance Sue Stanish with a Proclamation recognizing her 13 years of service with the Village of Willowbrook. President Napoli, the Board of Trustees and Staff wished Ms. Stanish well as she continues her career in finance after accepting a position with the City of Naperville's Park District.

MOTION: Made by Trustee Mistele, seconded by Trustee Schoenbeck to accept the Proclamation.

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

6. PROCLAMATION - 50TH ANNIVERSARY COMMITTEE

President Napoli read a proclamation that will be present to Chairman Phyllis Martin and the 50th Anniversary Committee at their final meeting in January.

MOTION: Made by Trustee Kelly, seconded by Trustee Schoenbeck to accept the Proclamation.

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

NEW BUSINESS

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

President Napoli asked if there was any visitor present that would like to speak.

None present.

8. AN ORDINANCE ANNEXING TERRITORY TO THE VILLAGE OF WILLOWBROOK - 6446 WESTERN AVE., - MAY/KIM

Planner Charlton advised the Board that the Village has been working with Chris May on a possible subdivision in the area of

Western Avenue and 65th Street since 2004. The Plan Commission held a public hearing and made a recommendation to approve all relief requests with this petition which are included in the packet. Three separate ordinances relating to this application have been included in the packet for the Board's consideration. The first ordinance serves to annex the property at 6446 Western Avenue.

MOTION: Made by Trustee Schoenbeck, seconded by Trustee Mistele to approve Ordinance 10-0-25 to accept the Annexation of the property at 6446 Western Avenue.

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

9. AN ORDINANCE ZONING LAND NEWLY ANNEXED TO THE VILLAGE OF WILLOWBROOK, CUPAGE COUNTY, ILLINOIS - 6446 WESTERN - MAY/KIM (APPROVE)

See Item #8 for information.

MOTION: Made by Trustee Schoenbeck, seconded by Trustee Mistele to approve Ordinance 10-0-26 to zone the newly annexed property at 6446 Western Avenue.

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

10. AN ORDINANCE GRANTING CERTAIN VARIATIONS FROM THE SUBDIVISION REGULATIONS AND GRANTING APPROVAL OF A PRELIMINARY AND FINAL PLAT OF SUBDIVISION

See Item #8 for information.

MOTION: Made by Trustee Schoenbeck, seconded by Trustee Mistele to approve Ordinance 10-0-27 to grant certain variations and grant approval of a preliminary and final plat of subdivision at 6446 Western Avenue.

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

11. AN ORDINANCE APPROVING AN AMENDMENT TO THE SPECIAL USE GRANTED BY ORDINANCE 86-O-28 AND AS AMMENDED IN ORDINANCE 87-O-29, TO AUTHORIZE A SPECIAL USE PERMIT FOR A SCHOOL - WILLOWBROOK SQUARE SHOPPING CENTER - 14-106 W. 63RD STREET

Planner Charlton advised the Board that District 86 is requesting conditional use approval to operate a transitional service center for disabled/special needs students in their district.

The Board members discussed transportation and parking issues. A concern was discussed regarding pedestrian traffic crossing and the timing of the traffic signal at 63rd Street into the Hinsdale Lake Commons Shopping Plaza. Chief Shelton advised that he will conduct a traffic survey on the timing of the light to make sure it allows for enough time for pedestrian traffic.

MOTION: Made by Trustee Schoenbeck, seconded by Trustee Davi to approve Ordinance 10-O-28 amending the Special Use Permit for a School as presented.

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

12. AN ORDINANCE AMENDING THE VILLAGE CODE OF THE VILLAGE OF WILLOWBROOK TITLE 3, CHAPTER 12, SECTION 3-12-19 - HOURS

President Napoli advised that the village has received a request to extend the sale of alcohol one hour earlier (8:00 am - 9:00 am) during December 22-24, 2010 and December 30th and 31st. The Villages Liquor Control Ordinance allows the Liquor Commissioner to vary the hours alcohol is sold only during the Christmas and New Year's holiday. The variation cannot be considered under the current Ordinance.

The Liquor Commission would like to amend the Ordinance to allow greater flexibility to vary the permissible hours for the sale of alcohol. This can be done by removing the last sentence of the current text. This will then potentially benefit additional businesses by increasing liquor sales and improve service to their patrons.

MOTION: Made by Trustee Schoenbeck, seconded by Trustee Davi to amend approve Ordinance 10-O-29 as amended.

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

13. AN ORDINANCE AMENDING TITLE 3, SECTION 3-12-5(B) OF THE VILLAGE CODE - LIQUOR CONTROL, CLASS B LICENSE

President Napoli advised the Board that the Liquor Commissioner is requesting the village approve a Class B liquor license for the Pei Wei Asian Diner Restaurant located at 7135 Kingery Highway within the Town Center, which would increase the Class B liquor licenses from twelve (12) to thirteen (13).

MOTION: Made by Trustee Schoenbeck, seconded by Trustee Davi to approve Ordinance No. 10-0-30 as presented.

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

14. AN ORDINANCE AMENDING THE VILLAGE CODE OF THE VILLAGE OF WILLOWBROOK - TITLE 3, CHAPTER 13, SECTION 3 - APPLICATION FOR CERTIFICATE OF REGISTRATION; AND TITLE 8, CHAPTER 5, SECTION 8-5-6(F) - PRESENCE WITHIN HIGHWAY RIGHT OF WAY

Chief Shelton advised the Board that in August the Village Code for Soliciting was amended. However, Staff felt that additional language regulating the hours and dates solicitation can occur on roadways and a requirement for a minimum age for solicitors was required to further ensure the safety of persons on our roadways by permit.

Staff is recommending that a new section 3-13-3 be included in this Ordinance and that Section 8-5-6(f) be deleted in its entirety to eliminate any confusion or redundancy within the Village Code.

MOTION: Made by Trustee Schoenbeck, seconded by Trustee Mistele to approve Ordinance No. 10-0-31 as presented.

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

15. AN ORDINANCE AMENDING THE VILLAGE CODE OF THE VILLAGE OF WILLOWBROOK - TITLE 1, CHAPTER 4, SECTION 1-4-2: VIOLATIONS WITH RESPECT TO PROHIBITING AND RESTRICTING THE STOPPING, STANDING, OR PARKING OF A VEHICLE IN ANY DESIGNATED AREA

Chief Shelton advised the Board that Village Code 8-8-17 was amended on June 28, 2010 however the language and fine amount

was not added to Title 1, Chapter 4 - General Penalty, Section 1-4-2(g)(1).

Staff is requesting this language be added.

MOTION: Made by Trustee Davi, seconded by Trustee Schoenbeck to approve Ordinance No. 10-0-32 as presented.

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

16. AN ORDINANCE AMENDING THE VILLAGE CODE OF THE VILLAGE OF WILLOWBROOK - TITLE 1, SECTION 1-8-5(C), DESIGNATION OF DEPOSITORIES

Finance Director Stanish advised that this Ordinance was approved at the October 11, 2010 Board meeting, however the lock-box agreement with First Tennessee Bank was never executed. American Traffic Solutions (ATS, formerly Laser Craft) changed banks and has now contracted with US Bank. US Bank will now be providing lockbox services for ATS.

Staff is recommending that US Bank be approved as a designated depository for ATS and the Village of Willowbrook.

MOTION: Made by Trustee Schoenbeck, seconded by Trustee Davi to approve Ordinance No. 10-0-33 as presented.

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

17. A RESOLUTION AUTHROZING THE VILLAGE PRESIDENT AND CLERK TO AMEND MASTER AGREEMENT DATED MARCH 24, 2008 TO ADD COLLECTION SERVICES BETWEEN THE VILLAGE OF WILLOWBROOK AND LASERCRAFT, INC.

Finance Director Stanish advised that the current collection service the village uses for parking citations and other fees is AR Concepts. However, in order for ATS to utilize AR Concepts, a software program would have to be developed for the Village.

ATS has utilized Linebarger for the past four years. A reference check was conducted with two of ATS's clients and both had favorable comments.

MOTION: Made by Trustee Davi, seconded by Trustee Schoenbeck to adopt Resolution No. 10-R-41 as presented.

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

18. A RESOLUTION AUTHORIZING THE VILLAGE PRESIDENT AND CLERK TO ENTER INTO AN AGREEMENT WITH US BANK AND AMERICAN TRAFFIC SOLUTIONS FOR LOCKBOX SERVICES

Finance Director Stanish advised the Board that American Traffic Solutions (ATS - formerly Laser Craft) has entered into an agreement for lockbox services with US Bank.

Staff is requesting the Board approve the Lockbox Service Agreement from US Bank and adopt the Resolution.

MOTION: Made by Trustee Schoenbeck, seconded by Trustee Mistele to adopt Resolution No. 10-R-42 as presented.

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

19. A RESOLUTION AUTHORIZING THE VILLAGE PRESIDENT AND VILLAGE CLERK TO ACCEPT A PROPOSAL TO PROVIDE FINANCIAL AND ACCOUNTING SERVICES - SIKICH LLP

Administrator Halik advised the Board that due to the resignation of Finance Director Sue Stanish, Staff is seeking to make arrangements for interim coverage of the Finance Director's duties. Sikich was contacted and asked to provide a proposal for these services. One of their employee's, Caroline Dittman has been with Sikich for over 15 years and has completed the Village of Willowbrook's audits for ten years when Sikich was the village auditors. Ms. Dittman would work approximately 2-3 days per week at a rate of \$115.00 per hour during the initial transition and then work up to 2 days a week after the transitional period is over.

Staff requested the Board adopt the Resolution.

MOTION: Made by Trustee Davi, seconded by Trustee Schoenbeck to adopt Resolution No. 10-R-43 as presented.

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

20. A RESOLUTION AUTHORIZING THE VILLAGE PRESIDENT AND VILLAGE CLERK TO EXECUTE AN AGREEMENT BETWEEN THE VILLAGE OF WILLOWBROOK AND THE ILLINOIS FRATERNAL ORDER OF POLICE LABOR COUNCIL

Administrator Halik advised the Board that on December 8, 2010 the members of the IFOP Patrol Officers Labor Union voted to approve the new Collective Bargaining Agreement. This Agreement provides for a 3-year term commencing on May 1, 2010 and extending through April 30, 2013.

After a lengthy bargaining process, which began in July 2010, the Agreement provides for an increase in salary of 0%, 2% and 2% over the next three years, increased compensatory time from 40 to 50 hours, revisions in the bereavement leave section and grievance procedures for disciplinary action language.

Staff requests the Board adopt the Resolution.

MOTION: Made by Trustee Schoenbeck, seconded by Trustee Mistele to adopt Resolution No. 10-R-44 as presented.

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

21. A RESOLUTION AUTHORIZING CONTINUING MEMBERSHIP IN THE SOUTH CENTRAL DUPAGE COUNTY BENEFIT POOL

Finance Director Stanish advised that the Village of Willowbrook participates in the South Central County Benefit Pool which is a sub-pool of the Intergovernmental Personnel Benefit Cooperative (IPBC). The IPBC is a health insurance pool comprised of 59 municipalities and government entities.

With the new health reform bill insurance rates are predicted to increase in upwards of 15-25%. By participating in this sub-pool, it allows comprehensive health care and life insurance coverage for our employees and their families in an effective manner.

Staff requests the Board adopt the Resolution.

MOTION: Made by Trustee Davi, seconded by Trustee Schoenbeck to adopt Resolution No. 10-R-45 as presented.

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

22. PENSION FUND REPORT

Officer Tim Kobler, a Trustee of the Pension Board for the Village of Willowbrook reported on the condition of this fund as of fiscal year end April 30, 2010. He advised that there are 25 active employees contributing to this fund and the total market value of trust assets is \$12,457,304. At this time, the Assumed Investment Return is standing at 7.5% with a funded ratio of the fund being 80.80%.

23. COMMITTEE REPORTS

Trustee Baker had no report.

Trustee Kelly had no report.

Trustee Mistele had no report.

Trustee Davi had no report.

Trustee Schoenbeck had no report.

24. ATTORNEY'S REPORT

No Report.

25. CLERK'S REPORT

Clerk Hansen advised that the filing of Candidate packets began today and the deadline for filing the Candidate packets for the Consolidated Election in April is Monday, December 20, 2010.

26. ADMINISTRATOR'S REPORT

Administrator Halik advised that the Public Services workers have been out working hard to plow the snow from the village's streets and have done a fine job.

27. PRESIDENT'S REPORT

No Report.

28. EXECUTIVE SESSION

No Report.

29. ADJOURNMENT

MOTION: Made by Trustee Baker, seconded by Trustee Schoenbeck to adjourn the meeting at the hour of 7:43 p.m.

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

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED,

_____, 2010

Village President

Minutes transcribed by Debbie Hahn.