

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, OCTOBER 24, 2011 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 6:30 p.m. by Mayor Robert Napoli.

2. ROLL CALL

Those present at roll call were Mayor Robert Napoli, Clerk Leroy Hansen, Trustees Dennis Baker, Michael Mistele, Sue Berglund, and Umberto Davi,

ABSENT: Trustee Terrence Kelly and Frank Trilla.

Also present were Village Administrator Timothy Halik, Village Attorney William Hennessy, Interim Director of Finance Carrie Dittman, Management Analyst Garrett Hummel and Officer David Gaddis.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

President Napoli asked Trustee Baker to lead everyone in saying the Pledge of Allegiance.

4. VISITOR'S BUSINESS

None presented.

5. OMNIBUS VOTE AGENDA

- a. Waive Reading of Minutes (Approve)
- b. Minutes - Regular Board Meeting - October 10, 2011 (APPROVE)
- c. Warrants - \$133,368.97 - October 24, 2011 (APPROVE)
- d. Motion to Approve - 2011 MFT Roadway Maintenance Program: Payout #2 - Final - James D. Fiala Paving Co. (APPROVE)

Mayor 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 Baker to approve the Omnibus Vote Agenda, as presented.

ROLL CALL VOTE: AYES: Trustees Baker, Berglund, Davi and Mistele. Nays: None. ABSENT: Trustee Kelly and Trilla.

MOTION DECLARED CARRIED

NEW BUSINESS

6. DELINQUENT WATER BILLS

Administrator Halik advised that there are four (4) delinquent water bills in the amount of \$74.58, \$188.05, \$165.50 and \$415.01. Staff request permission to proceed in accordance with past practices.

7. A MOTION TO APPROVE FISCAL YEAR 2010/11 COMPREHENSIVE ANNUAL FINANCIAL REPORT, TIF COMPLIANCE REPORT, AND MANAGEMENT LETTER

Interim Director Dittman advised that in the Board packet are excerpts of the Annual Audit that was prepared. Highlights included:

- General Fund Revenue was above budget by \$650,175.00 or 9%.
- General Fund Expenditures came in under budget by \$73,426.00 or 1%.
- A net surplus in the General Fund at the end of the year was \$926,431.00. The Village's ending fund balance for April 30, 2011 was \$4,753,972.00, with 254 operating days, which exceeds the Village's 120 targeted amount of days.

Ms. Dittman introduced Scott Termine from Wolf & Company, LLP., auditors for the Village of Willowbrook.

Mr. Termine directed the Board to the Independent Auditor's Report. Wolf & Company audited the financial statements of the Village. He advised that the overall results of operation for the Village as a whole results in a \$1.1 million dollar increase in the Village's net assets. This is a very stable rate of operation.

Mr. Termine directed the Board to the Report on Internal Controls. This report contains three (3) total comments from Wolf & Co. These comments are of the lowest severity set by standards, which are required.

MOTION: Made by Trustee Baker, seconded by Trustee Berglund to approve the FY 2010/11 Comprehensive Financial Report, as presented.

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

MOTION DECLARED CARRIED

7. RESOLUTION - A RESOLUTION AWARDING THE FISCAL YEAR 2011/12
WATER VALVE LOCATION, EXERCISING, AND COMPUTER MAPPING
PROJECT TO R&M SERVICE SOLUTIONS, LLC

Administrator Halik advised that the water valve location and exercising project was budgeted in the FY 2011/12 budget. A legal notice was sent to the Suburban Life and Doings newspapers for the public open bid. The opening of the bids occurred on Thursday, October 6, 2011 at 10:30 a.m. at the Village Hall. Three (3) sealed bids were submitted. The low bid for the project was from R&M Service Solutions, LLC, Trilby, Florida.

Administrator Halik advised there are approximately 440 water valves within the Village of Willowbrook's water system. The cost of the project including the GPS component, would be \$18,480.00. R&M Service Solutions submitted several references from communities in Florida and Pennsylvania where they have completed similar projects. Once the project begins, it should be completed within 3-4 weeks. Payment is due after the project is completed and approved by the Village.

Mayor Napoli asked what happens if they do not complete the job. Administrator Halik advised that the Village holds a 5% surety bond in addition to payment being due after the project is completed to the Village's satisfaction.

MOTION: Made by Trustee Berglund, seconded by Trustee Davi to adopt Resolution No. 11-R-44, as presented.

PREVIOUS ROLL CALL VOTE: AYES: Trustees Baker, Mistele, Berglund, and Davi. Nays: None. ABSENT: Trustee Kelly and Trilla.

MOTION DECLARED CARRIED

PRIOR BUSINESS

8. COMMITTEE REPORTS

Trustee Baker had no report.

Trustee Mistele had no report.

Trustee Berglund had no report.

Trustee Davi had no report.

9. ATTORNEY'S REPORT

Attorney Hennessy had no report.

10. CLERK'S REPORT

Clerk Hansen advised that Management Analyst Garrett Hummel is present for the meeting.

11. ADMINISTRATOR'S REPORT

Administrator Halik had no report.

12. MAYOR'S REPORT

Mayor Napoli informed that the City of Chicago is proposing a 70% increase in water rates to suburban communities that utilized Lake Michigan water. The DuPage Water Commission is holding a special meeting on Wednesday, October 26th to review how this rate increase will affect suburban communities. Administrator Halik will attend this meeting. After this special meeting, the Commission will make a proposal regarding rate hikes at their Wednesday evening meeting. In addition, they have requested a meeting with Mayor Emmanuel and his staff to discuss this issue.

Mayor Napoli stated if the city water lines, pumps, etc carrying city water to our suburban communities need to be maintained, repaired or replaced, then the suburban communities should pay a proportionate share of the expenses based on our water usage to maintain, repair or modernize the necessary facilities. We should not pay for the City of Chicago's infrastructure other than what we use.

13. EXECUTIVE SESSION

- a. REVIEW 2011 MINUTES - Pursuant to 5ILCS 120/2(c)(21) Regarding the Minutes of Executive Session Meetings That Were Lawfully Closed Under the Open Meetings Act
- b. DISCUSSION - To Discuss Collective Negotiating Matters Between the Village and Its Employees and Their Representatives Pursuant to Chapter 5 ILCS 120/1(c)(2)

ADJOURN INTO EXECUTIVE SESSION

MOTION: Made by Trustee Baker, seconded by Trustee Davi to adjourn into Executive Session at the hour of 6:50 p.m.

PREVIOUS ROLL CALL VOTE: AYES: Trustees Baker, Mistele, Berglund, and Davi. Nays: None. ABSENT: Trustee Kelly and Trilla.

MOTION DECLARED CARRIED

The Board reconvened the Regular Meeting at the hour of 7:03 p.m.

15. ADJOURNMENT

MOTION: Made by Trustee Baker, seconded by Trustee Berglund, to adjourn the meeting at the hour of 7:03 p.m.

ROLL CALL VOTE: AYES: Trustees Baker, Mistele, Berglund, and Davi. Nays: None. ABSENT: Trustee Kelly and Trilla.

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED.

_____, 2011.

Mayor

Minutes transcribed by Debbie Hahn.