

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, SEPTEMBER 10, 2012 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, Terrence Kelly, Michael Mistele, Sue Berglund, Umberto Davi, and Frank Trilla.

ABSENT: None

Also present were Village Administrator Timothy Halik, Village Attorney William Hennessy, Chief Mark Shelton, Deputy Chief Paul Oggerino, and Management Analyst Garrett Hummel.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Mayor Napoli asked Administrator Halik 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 - August 27, 2012 (APPROVE)
- c. Minutes - Executive Session Meeting - August 13, 2012 (APPROVE)
- d. Warrants - \$64,677.42 (APPROVE)
- e. Monthly Financial Report - August 31, 2012 (APPROVE)
- f. Plan Commission Recommendation - Mathnasium, 6300 Kingery Highway, Unit #18 - Special Use Permit (RECEIVE)
- g. Proclamation - A Proclamation Designating October 2012 as Fire Prevention Month (APPROVE)
- h. Proclamation - A Proclamation Designating September 19, 2012 as, "No Text on Board - Pledge Day" (APPROVE)

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

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

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

MOTION DECLARED CARRIED

NEW BUSINESS

6. RESOLUTION - A RESOLUTION ACCEPTING A PROPOSAL TO PURCHASE WINDOW TREATMENTS - NATIONAL WINDOW SHADE COMPANY

Administrator Halik stated that the Fiscal Year Budget 2012/13 includes \$3,500.00 to replace the current worn drapes in the Council Chambers. Discussion with window treatment consultants recommended that the best replacement for the draperies would be pleated shades and would provide sound absorption and opaqueness.

Two proposals were received with the lowest being from National Window Shade Co out of Willowbrook for a total amount of \$3,103.00.

Trustee Berglund requested that this item be deferred until the next meeting.

7. DISCUSSION - COMMITTEE OF THE WHOLE CONCEPT

Mayor Napoli brought this up for the Board's consideration. There currently are three committees with two Board members on each committee. A Committee of the Whole is a concept that some communities use. There would be one meeting every month with all Board members in attendance. Discussion would involve all three committees at that time. Meeting times would change due to a Committee of the Whole meeting would take longer than the half hour that is currently allotted.

Trustee Trilla stated that most of the work for the Finance Committee can be completed within 15 minutes most every time. Trustee Trilla stated that the advantage of this concept would allow him to know more about what is going on.

Trustee Baker stated that he concurs with the recommendation and suggested that this concept be tried out once or twice on a trial basis to see how it goes. Trustee Baker also stated that the Public Safety Committee meeting usually last only 20-25 minutes.

Trustee Berglund agreed and also stated that this concept should be tested out to see how it works out.

Trustee Davi questioned on the issue of a trustee attending another committee meeting. Mayor Napoli stated that the former legal counsel stated that a trustee could not attend a different committee because of being another trustee and would be considered a quorum of a Board meeting. Attorney Hennessy stated that this is not true. Trustee Davi stated that the purpose of separate committee meetings is for the committee members to discuss issues and if important enough, then bring it before all of the Board members. This is a way of filtering information.

Trustee Baker suggested that the next time there are committee meetings, which will be October 8<sup>th</sup>, those that wish to attend another subcommittee meeting can just walk in. If this approach does not satisfy everyone, then reconsider the Committee of the Whole.

Trustee Kelly stated that each of the agenda packets for the different committee meetings are available to the public. Trustee Kelly stated that all trustees should be provided with all the packet information. Trustee Kelly then stated that during the Board Meeting, the Chairman of each committee can provide a summary to the Board.

Trustee Baker stated that his only concern with this suggestion is that occasionally there are some confidential issues in the Public Safety Committee. Trustee Davi stated that the Chairman only needs to state that the issue is a confidential matter and does not need to go farther.

The Board's consensus was to have all committee agenda packets sent to all Board members each month.

#### PRIOR BUSINESS

#### 8. COMMITTEE REPORTS

Trustee Baker had no report.

Trustee Kelly had no report.

Trustee Mistele stated that there is a schedule change for the Fall Brush Collection program. The program will be moved up a couple weeks to allow for the streets to be clear for Halloween.

Trustee Berglund had no report.

Trustee Davi stated that he is pleased to report on behalf of the Finance Committee that the IT replacement project has been completed and the entire project came in at \$3,356.36 under budget or approximately 5.5%.

Trustee Trilla had no report.

9. ATTORNEY'S REPORT

Attorney Hennessy had no report.

10. CLERK'S REPORT

Clerk Hansen stated that there are three options under Roberts Rules of Order that pertain to the discussion presented in Item #7. The Committee of the Whole would mandate changes:

- a) Citizens would not be members - Board members are. In a Committee of the Whole, discussion is not made part of the Board minutes.
- b) There is a quasi committee of the whole that is less formal.
- c) The third option is very informal that when a topic comes up that is of great interest that is desired to be discussed at length, all of the rules of discussion are waved; and this is recorded in the Board minutes.

11. ADMINISTRATOR'S REPORT

Administrator Halik stated that the Village has received notification from the Illinois Labor Relations Board of their acceptance of the Unit Clarification Petition. The Sergeant's Union has been abolished and the sergeant has been moved into the Patrol Officer's Union. Bargaining with the sergeant will now need to be completed. A bargaining meeting has been scheduled for September 26<sup>th</sup>.

12. MAYOR'S REPORT

Mayor Napoli had no report.

13. EXECUTIVE SESSION

- a) Consideration of the Performance of a Specific Employee of the Village Pursuant to 5 ILCS 120/2(c)(1)

ADJOURN INTO EXECUTIVE SESSION

MOTION: Made by Trustee Baker and seconded by Trustee Berglund to adjourn into Executive Session at the hour of 6:55 p.m.

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

MOTION DECLARED CARRIED

14. ADJOURNMENT

MOTION: Made by Trustee Baker and seconded by Trustee Mistele, to adjourn the Executive Session at the hour of 7:31 p.m.

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

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED.

September 24, 2012.

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Mayor

Minutes transcribed by Deputy Clerk Cindy Stuchl.