

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON MONDAY, APRIL 26, 2021, AT 6:30 P.M. AT THE WILLOWBROOK POLICE DEPARTMENT TRAINING ROOM, 7760 QUINCY STREET, WILLOWBROOK, DUPAGE COUNTY, ILLINOIS .

DUE TO THE COVID 19 PANDEMIC, THE VILLAGE WILL BE UTILIZING A ZOOM CONFERENCE CALL FOR THIS MEETING.

1. CALL TO ORDER

The meeting was called to order at 6:30 P.M. by Mayor Frank Trilla.

2. ROLL CALL

Those physically present at roll call were Mayor Frank A. Trilla, Village Clerk Deborah Hahn, Trustees Sue Berglund, Umberto Davi, Michael Mistele, Gayle Neal, Greg Ruffolo, Village Administrator Brian Pabst, Assistant Village Administrator Sean Halloran, Chief Robert Schaller, Deputy Chief Lauren Kasper, and Deputy Clerk Mardegan.

Due to the COVID-19 pandemic, the present Via conference call was Village Attorney Thomas Bastian and Director of Finance Carrie Dittman.

Absent: None.

****Public Works Foreman AJ Passero joined zoom at 6:43 p.m.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Mayor Trilla asked Trustee Davi to lead everyone in saying the Pledge of Allegiance.

4. VISITORS' BUSINESS

Carol Lazarski, a longtime Parks & Recreation Commissioner, invited the Mayor and the Board to celebrate Arbor Day this Friday where a tree has been planted in Waterford Park thanks to a generous donation to Hinsdale Nurseries.

Arbor Day was celebrated on the last Friday in April for almost 150 years. While most holidays celebrate something that has already happened and is worth remembering, Arbor Day represents hope for the future. The simple act of planting a tree represents a belief that the tree will grow to provide us with clean air and water, cooling shade, habitat for wildlife, healthier communities, and endless natural beauty - all for a better tomorrow.

The following day, the Park and Recreation Commissioners will dedicate the tree in remembrance of former Commissioner Ramona

Weigas. Ramona was a kind giving person, who gave her time and talents to the community through her children's school, the library, and Willowbrook Parks and Recreation Commissioner. I cannot think of a better person to dedicate this first tree too.

I hope you will join us either Friday at 1 pm or Saturday at 11 am at Waterford Park. Your support will be greatly appreciated.

5. OMNIBUS VOTE AGENDA

Mayor Trilla read over each item in the Omnibus Vote Agenda for the record.

OMNIBUS VOTE AGENDA:

- a. Waive Reading of Minutes
- b. Minutes - Regular Board Meeting - April 12, 2021
- c. Warrants - \$ 122,759.73
- d. ORDINANCE NO. 21-O- 20 - An Ordinance Extending Temporary Executive Powers Pursuant to 65 ILCS 5/11-1-6 (PASS)
- e. RESOLUTION NO. 21-R-21 - A Resolution Authorizing the Purchase of One 2018 Ford F-450 XL 4x4 Dump Truck from Hawk Ford, at a Total Cost Not to Exceed \$78,910.00 (ADOPT)
- f. RESOLUTION NO. 21-R-22 - A Resolution Authorizing the Purchase of One 2021 International 4X2 5-Ton Dump HV-507 Equipped with Snow Fighter Package and Extended Warranty at a Total Cost Not to Exceed \$179,927.00 (ADOPT)
- g. RESOLUTION NO. 21-R-23 - A Resolution Authorizing the Purchase of Bulk Rock Salt for Use Within the Village of Willowbrook for the 2021/2022 Winter Season (ADOPT)
- h. RESOLUTION NO. 21-R-24 - A Resolution Approving and Authorizing the Mayor to Execute an Agreement with NJ Ryan Tree & Landscaping, LLC to Conduct the 2021 Village-Wide Spring and Fall Brush Collection Program in an Amount Not to Exceed \$31,200.00 (ADOPT)
- i. Receive Plan Commission Recommendation for a Special Use Permit for a Fast-Food Establishment and a Special Use Permit for a Drive-Through in the B-2 Community Shopping District, including certain variations from Title 9 Village Code. The

applicant seeks to demolish the existing gas/service station and construct a one-story, 2,300 square foot building and drive-through with associated on- and off-site improvements. The Applicant is Hakim Yala of Panda Express, Inc., 1683 Walnut Grove Avenue, Rosemead, CA 91770. The Property Owner is True North Energy, LLC, 10346 Brecksville Road, Brecksville, OH 44141 (RECEIVE)

Mayor Trilla asked the Board if there were any items to be removed from Omnibus Vote Agenda.

Trustee Oggerino questioned items #5e and #5f and asked staff to explain if anyone looked into leasing the vehicles vs. buying them after listening to a presentation by Enterprise.

Attorney Bastian responded this was through the state bidding purchase program.

Public Works Foreman Passero stated Enterprise did not have the vehicles we need.

Trustee Mistele stated that we discussed this in the Municipal Services Meeting and the committee members are all in favor of purchasing the vehicles.

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

ROLL CALL VOTE: AYES: Trustees, Berglund, Davi, Mistele, Neal, Oggerino, and Ruffolo. NAYS: None. ABSENT: None.

MOTION DECLARED CARRIED

NEW BUSINESS

6. MOTION - A Motion to Approve the FY 2021/22 Budget (PASS)

MOTION: Made by Trustee Mistele and seconded by Trustee Davi to approve the FY 2021/22 Budget as presented.

ROLL CALL VOTE: AYES: Trustees Berglund, Davi, Mistele, Neal, Ruffolo, and Oggerino. NAYS: None. ABSENT: None.

MOTION DECLARED CARRIED

7. MOTION - A Motion to Approve Meritorious Service Award for
Officer Darren Biggs(PASS)

On March 10, 2021, Chief Schaller related that Willowbrook officers were dispatched to an ambulance assist for a full arrest at Target. Upon arrival, Officers Biggs and Johnson observed the unresponsive victim lying on the ground, surrounded by Target employees. The Target employees had already deployed an Automated External Defibrillator (AED) and delivered a shock to the victim when Officer Biggs acted. After checking for responsiveness, Officer Biggs immediately began Cardiopulmonary Resuscitation (CPR). As Officer Biggs continued CPR, Officers Handzik, Volek, Blaylock, and Opacian arrived shortly after and with additional medical supplies and played support roles while waiting for Tri-State Fire Protection District to arrive.

Officers Biggs, Johnson, Volek, Blaylock, Handzik, and Opacian should be recognized for their quick action and teamwork during this emergency response. Their diligence in providing an extraordinary level of service to the Citizens of the Village of Willowbrook should be commended. Special mention to Officer Biggs for his quick actions, resulting in lifesaving aid being rendered to the victim.

Staff recommends a Meritorious Service Award be given to Officer Darren Biggs.

Trustee Berglund personally thanked Officer Biggs for saving her husband's life.

MOTION: Made by Trustee Davi and seconded by Trustee Mistele to approve Meritorious Service Award for Officer Darren Biggs as presented.

ROLL CALL VOTE: AYES: Trustees, Berglund, Davi, Mistele, Neal, Oggerino, and Ruffolo. NAYS: None. ABSENT: None.

MOTION DECLARED CARRIED

8. ORDINANCE NO. 21-O-22 - An Ordinance Amending Chapter 13 Entitled "Solicitors" of Title 3 Entitled "Business Regulations" of the Village Code of Ordinances of the Village of Willowbrook (ADOPT)

Chief Schaller stated, at the March 22, 2021, Village Board Meeting, the Board approved an amendment to Chapter 13 - Solicitation Regulations. Staff presented a reordering of the code sections to bring the Village code in line with neighboring communities and to streamline the language for easier interpretation by the solicitors and enforcement by the Village. Permit fees were set at \$75.00 permit fee for commercial solicitations and \$0.00 for charitable solicitations at the March 22, 2021, Village Board Meeting. Upon review and further discussion of the amendment, the permit fee did not accurately reflect the labor for background investigations of all solicitors, manufacture of identification cards, and additional facets of the permit process.

The fees are A solicitation permit fee in an amount equal to seventy-five(\$75.00) dollars per applicant and thirty-five dollars (\$35.00) for each solicitor on behalf of the applicant.

MOTION: Made by Trustee Neal and seconded by Trustee Oggerino to pass Ordinance No. 21-O-22 as presented.

ROLL CALL VOTE: AYES: Trustees Berglund, Davi, Mistele, Neal, Oggerino, and Ruffolo. NAYS: None. ABSENT: None.

MOTION DECLARED CARRIED

9. RESOLUTION NO. 21-O-25 A Resolution Approving and Accepting a Proposal and Authorizing the Village Administrator to Execute an Agreement with Robert Half International, Inc. ("Accountemps") to Provide Temporary Staffing Services to the Village of Willowbrook (ADOPT)

Assistant Administrator Halloran stated the recommendation in front of the Board tonight is a resolution approving and authorizing the Village Administrator to execute an agreement with Robert Hall International to Provide Temporary Staffing services. The position is included in the FY 21/22 budget. Staff expects to have this position assist with several administrative tasks, including writing minutes, scanning documents, collecting surveys, and customer assistance. Lastly, staff expects this to be a part-time position to work with the Village for 20 hours on average a week.

A discussion was had on when the Village Employees will return to work.

Trustee Berglund stated that our staff need s help on-site and questioned why the agreement with RH Customer Temporary Servicesstated to work from home in the agreement

Administrator Pabst stated that would only take place if someone had Covid.

Trustee Mistele commented that at the Budget Meeting, it was decided that the Village needed secretarial support on a part-time basis.

Trustee Neal asked if there was a plan in place when everyone will return to work?

Administrator Pabst responded that we have a policy in place that dictates working from home. Furthermore, Administrator Pabst was unaware that the elected officials had any issues with this policy. The only Board member that came to me with concerns was Trustee Berglund.

Trustee Mistele said our main concern is the safety of our personnel.

Trustee Berglund stated that staff has their own private office and should come back to work.

Trustee Oggerino agrees with Trustee Berglund. There should be a plan in place and a date when employees are expected to return to work.

Attorney Bastian stated that the issue is the approval of the agreement for temporary account temps for staffing. This is what we need to vote on.

Mayor Trilla stated we could discuss this at the next Board meeting.

MOTION: Made by Trustee Mistele and seconded by Trustee Ruffolo to adopt Resolution No. 21-O-25 as presented.

ROLL CALL VOTE: AYES: Trustees Berglund, Davi, Mistele, Neal, Ruffolo, and Oggerino. NAYS: None. ABSENT: None.

MOTION DECLARED CARRIED

10. CLOSED SESSION

The Appointment, Employment, Compensation, Discipline, Performances or Dismissal of Specific Village Employees

RECESS INTO CLOSED SESSION

MOTION: Made by Trustee Ruffolo and seconded by Trustee Berglund to adjourn into Closed Session at the hour of 7:15 p.m.

ROLL CALL VOTE: AYES: Trustees Berglund, Davi, Mistele, Neal, Oggerino, and Ruffolo. NAYS: None. ABSENT: None.

MOTION DECLARED CARRIED

11. RECONVENE BOARD MEETING

MOTION: Made by Trustee Mistele and seconded by Trustee Berglund to reconvene Board Meeting.

ROLL CALL VOTE: AYES: Trustees Berglund, Davi, Mistele, Neal, Oggerino, and Ruffolo. NAYS: None. ABSENT: None.

MOTION DECLARED CARRIED

12. RESOLUTION NO. 21-O-26 - A Resolution Approving and Authorizing the Mayor to Execute, on Behalf of the Village of Willowbrook, an Employment Agreement with Robert Schaller for the Employment Position of Chief of Police of the Village of Willowbrook, DuPage County, Illinois (ADOPT)

MOTION: Made by Trustee Davi and seconded by Trustee Mistele to post phone item #12 until the May 10, 2021 Board Meeting.

ROLL CALL VOTE: AYES: Trustees Berglund, Davi, Mistele, Neal, Ruffolo, and Oggerino. NAYS: None. ABSENT: None.

MOTION DECLARED CARRIED

13. RESOLUTION NO. 21-O-27 - A Resolution Approving and Authorizing the Mayor to Execute, on Behalf of the Village of Willowbrook, an Employment Agreement with Caroline A. Dittman for the Employment Position of Director of Finance of the Village of Willowbrook, DuPage County, Illinois (ADOPT)

MOTION: Made by Trustee Davi and seconded by Trustee Mistele to post phone item #13 until the May 10, 2021 Board Meeting.

ROLL CALL VOTE: AYES: Trustees Berglund, Davi, Mistele, Neal, Ruffolo, and Oggerino. NAYS: None. ABSENT: None.

MOTION DECLARED CARRIED

14. RESOLUTION NO. 21-O-28 - A Resolution Approving and Authorizing the Mayor to Execute, on Behalf of the Village of Willowbrook, an Employment Agreement with Brian Pabst for the Employment Position of Village Administrator of the Village of Willowbrook, DuPage County, Illinois (ADOPT)

MOTION: Made by Trustee Davi and seconded by Trustee Mistele to post phone item #14 until the May 10, 2021 Board Meeting.

ROLL CALL VOTE: AYES: Trustees Berglund, Davi, Mistele, Neal, Ruffolo, and Oggerino. NAYS: None. ABSENT: None.

MOTION DECLARED CARRIED

PRIOR BUSINESS

15. TRUSTEE REPORTS

Trustee Neal had no report.

Trustee Ruffolo had no report.

Trustee Mistele shared the Willowbrook Chamber will be starting their Luncheons.

Trustee Berglund had no report.

Trustee Davi had no report.

Trustee Oggerino had no report.

16. ATTORNEY'S REPORT

Attorney Bastian stated at the May 10, 2021, Board Meeting the Newly Elected Board Members, Mayor, and Clerk will be sworn in.

17. CLERK'S REPORT

Clerk Hahn had no report.

18. ADMINISTRATOR'S REPORT

Administrator Pabst updated the Board that the new part-time employee will assist staff with the Citizen Survey, which is expected to be completed in the next couple of weeks. Administrator Pabst also briefed the Board on the Construction Manager Request for Proposals for the Community Resource Center.

19. MAYOR'S REPORT

Mayor Trilla had no report.

20. ADJOURNMENT

MOTION: Made by Trustee Davi and seconded by Trustee Berglund to adjourn the Regular Meeting at the hour of 8:45 p.m.

ROLL CALL VOTE: AYES: Trustees, Berglund, Davi, Mistele, Neal, Oggerino, and Ruffolo. NAYS: None. ABSENT: None.

MOTION DECLARED CARRIED

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PRESENTED, READ, and APPROVED.

_____, 2021.

Frank A. Trilla, Mayor

Minutes transcribed by Deputy Clerk Christine Mardegan.