

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON MONDAY, MARCH 14, 2022, 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, Village Clerk Deborah Hahn, Village Trustees Mark Astrella, Sue Berglund, Umberto Davi, Michael Mistele, Gayle Neal, and Greg Ruffolo, Attorney Michael Durkin, Village Administrator Brian Pabst, Assistant Village Administrator Sean Halloran, Director of Community Development Michael Krol, Chief Robert Schaller, Deputy Chief Lauren Kaspar, Deputy Clerk Christine Mardegan, Director of Municipal Services Foreman AJ Passero and Chief Financial Officer Michael Rock.

Present via conference call, due to the COVID-19 pandemic, was Mayor Frank A. Trilla.

Absent: None.

A QUORUM WAS DECLARED

3. MOTION - Motion to Allow Mayor Trilla to Attend the Meeting Remotely.

Trustee Neal asked the Board to Allow Mayor Trilla to attend the meeting remotely.

MOTION: Made by Trustee Neal and seconded by Trustee Ruffolo to allow Mayor Trilla to attend the meeting remotely.

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

MOTION DECLARED CARRIED

4. PLEDGE OF ALLEGIANCE

Mayor Trilla asked Clerk Hahn to lead everyone in saying the pledge of allegiance.

5. VISITOR'S BUSINESS

None presented and no written comments were received.

6. OFFICIAL APPOINTMENTS TO RANK OF PATROL OFFICER

- a. OFFICIAL APPOINTMENT TO RANK OF PATROL OFFICER - BRENDAN JOHNSON
- b. OFFICIAL APPOINTMENT TO RANK OF PATROL OFFICER - BRYAN WELLER
- c. OFFICIAL APPOINTMENT TO RANK OF PATROL OFFICER - HRISTO BOJILOV
- d. OFFICIAL APPOINTMENT TO RANK OF PATROL OFFICER - BRIAN DILLON
- e. OFFICIAL APPOINTMENT TO RANK OF PATROL OFFICER - PIOTR OPACIAN
- f. OFFICIAL APPOINTMENT TO RANK OF PATROL OFFICER - DAVID WALEGA
- g. OFFICIAL APPOINTMENT TO RANK OF PATROL OFFICER - NICHOLAS CLEDON
- h. OFFICIAL APPOINTMENT TO RANK OF PATROL OFFICER - INEZ BENSON

Clerk Hahn had the honor of swearing in the new patrol officers. Mayor Trilla thanked the families and friends of the officers for attending the meeting to witness the swearing in ceremony.

7. OMNIBUS VOTE AGENDA

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

- a. Waive Reading of the Minutes (APPROVE)
- b. Minutes - Regular Board Meeting - February 28, 2022 (APPROVE)
- c. Minutes - Joint Meeting of Trustees and Plan Commission - January 17, 2022 (APPROVE)
- d. Warrants - \$398,492.95
- e. ORDINANCE NO. 22-O-06 - AN ORDINANCE OF THE VILLAGE OF WILLOWBROOK DECLARING SURPLUS PROPERTY AND AUTHORIZING THE SALE, DISPOSAL OR TRADE-IN OF FOUR (4) SURPLUS MOTOR VEHICLES (PASS)
- f. ORDINANCE NO. 22-O-07 - AN ORDINANCE OF THE VILLAGE OF WILLOWBROOK APPROVING AND ADOPTING AMENDMENTS TO THE VILLAGE OF WILLOWBROOK PROCUREMENT POLICIES AND PROCEDURES (PASS)
- g. MOTION - A MOTION TO APPROVE THE CALENDAR YEAR 2021 PAYMENT TO THE INTERGOVERNMENTAL RISK MANAGEMENT AGENCY (IRMA) AND DISTRIBUTION OF THE CREDIT AMOUNT TO ELIGIBLE EMPLOYEES, IN ACCORDANCE WITH THE VILLAGE EMPLOYEE SAFETY INCENTIVE PROGRAM POLICY (PASS)
- h. RESOLUTION NO. 22-R-14- A RESOLUTION OF THE VILLAGE OF WILLOWBROOK APPROVING AND AUTHORIZING THE EXECUTION OF A SUPPLEMENTAL TAX INCREMENT FINANCING DISTRICT ("TIF") CONSULTANT SERVICES AGREEMENT BY

AND BETWEEN KANE, MCKENNA AND ASSOCIATES, INC., AND THE VILLAGE OF WILLOWBROOK TO COMPLETE A REDEVELOPMENT PLAN AND PROJECT FOR THE IMPLEMENTATION OF A TIF DISTRICT (ADOPT)

- i. ORDINANCE NO. 22-O-08 - AN ORDINANCE ABATING THE TAXES HERETOFORE LEVIED FOR THE YEAR 2021 TO PAY THE PRINCIPAL AND INTEREST ON THE \$4,930,000 GENERAL OBLIGATION BONDS (ALTERNATE REVENUE SOURCE), SERIES 2015 OF THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS (ADOPT)

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

Trustee Davi asked if we could remove item 7h from the Omnibus Agenda.

Trustee Neal asked for a resolution number for item 7h.

Mayor Trilla stated it is 22-R-14.

MOTION: Made by Trustee Davi and seconded by Trustee Berglund to approve the Omnibus Vote Agenda except for 7h.

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

MOTION DECLARED CARRIED

Trustee Davi questioned if there was a cap on their new agreement. I thought the prior agreement had a cap on the fee. This new agreement does not have a cap. Am I missing something?

Administrator Pabst answered that is correct. This reflects prior contracts that have an hourly rate that I approve. We made some changes on this resolution. I did not put a cap in here but would check with the Mayor if there was anything over \$20,000.

Trustee Davi asked why did we not carry the cap forward?

Administrator Pabst suggested that we add a cap to this resolution if you would feel more comfortable.

Trustee Davi wanted to know what the Board thought of this idea.

Mayor Trilla asked what was the last cap?

Administrator Pabst stated about \$45,000 to \$50,000.

Mayor Trilla asked if we could add the same cap to the resolution.

Trustee Mistele was in favor of adding a cap.

Attorney Durkin recommended that the Board adopt a motion to enter an agreement subject to Village staff negotiating a \$50,000 cap with Kane and McKenna.

MOTION: Made by Trustee Davi and seconded by Trustee Berglund to approve the Omnibus Vote Agenda item #7h which is Resolution 22-R-14 with the provision that there be a \$50,000 cap in the contract with Kane and McKenna.

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

MOTION DECLARED CARRIED

#### NEW BUSINESS

8. ORDINANCE NO. 22-O-09 - AN ORDINANCE AMENDING CHAPTER 7 ENTITLED "VILLAGE ADMINISTRATOR" OF TITLE 1 ENTITLED "ADMINISTRATIVE" OF THE VILLAGE CODE OF ORDINANCES FOR THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS BY ADDING THERETO SECTION 1-7-6 AND SECTION 1-7-7 (PASS)

Assistant Administrator Halloran presented that this item was pulled off last board meeting to further review it. The first part of the ordinance covers the Parks and Recreational fees. Since expanding our Parks and Recreation program, staff needs the authority to charge fees for the Senior programs. The second part is formalizing the ability of The Mayor and the Administrator to hire staff.

Discussion was had on the hiring process. There is no change, but I wanted it to be clarified.

Trustee Neal asked if there is an ordinance in place that the Police Chief appoints the Deputy Chief?

Assistant Administrator Halloran said the Chief of Police appoints the Deputy, but the Board must approve it.

MOTION: Made by Trustee Mistele and seconded by Trustee Ruffolo to pass Ordinance No. 22-O-09 as presented.

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

MOTION DECLARED CARRIED

9. ORDINANCE NO. 22-O-10 - AN ORDINANCE AMENDING TITLE 6 ENTITLED "HEALTH AND SANITATION" OF THE VILLAGE CODE OF ORDINANCES OF THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS (PASS)

Assistant Administrator Halloran indicated that staff has been working on this item with Laws and Ordinances and Village Attorney Bastian since June of 2021. Title 6 is from the mid-1960's. We are recommending removing five of the chapters because they are outdated. Throughout this research, it was found that the Village's codes are inconsistent and ineffective. From this evaluation, staff attempted to strengthen its ability to enforce its codes that pertain to food safety and quality of life. For example, staff is proposing to modernize the code by updating all nuisance language relative to the Village. Furthermore, staff is defining and consolidating other sections of the code into Title 6.

MOTION: Made by Trustee Neal and seconded by Trustee Davi to pass Ordinance No. 22-O-10 as presented.

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

MOTION DECLARED CARRIED

10. RESOLUTION NO. 22-R-15 - A RESOLUTION TO APPROVE AND AUTHORIZE THE EXECUTION OF AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE VILLAGE OF WILLOWBROOK AND THE CITY OF DARIEN FOR THE INSTALLATION AND MAINTENANCE OF TRAFFIC CONTROL DEVICES (ADOPT)

Assistant Administrator Halloran reported since 2015, the Village of Willowbrook and the City of Darien have been in discussions about safety improvements at the intersection of 67<sup>th</sup> Street and Clarendon Hills Road. Most of the intersection, three-quarters, is located within the City of Darien. Due to the increase in tragic accidents, in 2019, the City of Darien adopted a resolution to study a traffic signal and options from Kenig, Lindgren, O'Hara, Aboona, INC. (KLOA), traffic-engineering consultants.

This intersection has a total of forty-one crashes between 2014 and 2018, which averages to just over eight crashes per year. Of the forty-one crashes, fourteen of the crashes resulted in injuries and one crash

resulted in a fatality. The current agreement in front of the Board allows for improvement projects to create traffic signals in the area. If approved by the Board of Trustees, the Village would only be responsible for 25% of the total project cost, with a cap of \$200,000. All maintenance responsibilities for the entire intersection would fall entirely on the City of Darien. As of March 2022, the preliminary estimate for this project is \$500,000.

Foreman Passero added that, in the agreement, Darien will oversee 100% of the maintenance of this traffic signal. There will be some curb work on our end.

Trustee Mistele asked when will we restripe the east bound side of 67<sup>th</sup> to create the left lane turn lane?

Foreman Passero it was done in 2016.

Trustee Neal commented that in 2016 it was brought forth by former Trustee Terry Kelly to create that lane. Some people have been trying for over thirty years to get a traffic light at that corner. We are very appreciative to Darien and the current staff to get this done.

Trustee Mistele questioned when the work will be done?

Foreman Passero stated if this is approved tonight, Darien will start to review everything with the traffic engineers, and it should take one to two months.

Discussion was had if this is necessary to repair. The Mayor stated it is a dangerous corner.

MOTION: Made by Trustee Ruffolo and seconded by Trustee Neal to adopt the Resolution 22-R-15 as presented.

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

MOTION DECLARED CARRIED

11. RESOLUTION NO. 22-R-16 - A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF A PROFESSIONAL SERVICES AGREEMENT WITH NOVOTNY ENGINEERING TO PROVIDE PROFESSIONAL ENGINEERING SERVICES TO THE VILLAGE OF WILLOWBROOK FOR THE ROGER'S FARM SUBDIVISION RESURFACING PROJECT (ADOPT)

Foreman Passero shared that the 2022 Motor Fuel Tax resurfacing program will consist of the eight roads throughout the Rogers Farm subdivision.

- Sunset Ridge Road (Tremont to Raleigh)
- Hill Road (Tremont to Raleigh)
- Tremont Road (Hill to Sunset Ridge)
- Wesley Road (Hill to Sunset Ridge)
- Briar Road (Hill to Sunset Ridge)
- Raleigh Road (Hill to Sunset Ridge)
- Oxford Road (Waterford to Hill)
- Rogers Farm Road (Raleigh to Garfield)

The total amount budgeted for the MFT project for the FY 22-23 is \$490,000. This project includes HMA surface removal; curb and gutter spot repairs; public sidewalk spot repairs; storm basin adjustments and turf restoration. Sealed bids are due by the end of April 2022 and begin resurfacing shortly after.

An appropriation Resolution will be on a future Village Board Agenda. This Resolution will identify the dollar amount maximum that the Village intends to utilize for the FY 22-23 MFT Road Improvement Program. The Village Board can always do a smaller program than the projected \$490,000 proposal should the Village not approve the full budget. This appropriation Resolution is required as part of the initial IDOT Submittal for the MFT Road Improvement Program.

Assistant Administrator Halloran clarified that this has been in the Comprehensive Improvement Program (CIP) for Budget workshop #1 and #2. Staff is trying to go out to bid in April to get ahead of it.

MOTION: Made by Trustee Davi and seconded by Trustee Astrella to adopt the Resolution 22-R-16 as presented.

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

MOTION DECLARED CARRIED

12.RESOLUTION NO. 22-R-17 - A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF A PROFESSIONAL SERVICES AGREEMENT WITH NOVOTNY ENGINEERING TO PROVIDE PROFESSIONAL ENGINEERING SERVICES TO THE VILLAGE OF WILLOWBROOK FOR THE 67<sup>TH</sup> STREET RBI REHABILITATION PROJECT (ADOPT)

Foreman Passero stated that included in 2022 REBUILD ILLINOIS (RBI) road resurfacing program will be 67<sup>th</sup> Street from Snug Harbor Drive to Route

83. RBI grant funding has been deposited into the MFT account and may be used with MFT, State, or Federal funding.

The total amount budgeted for the RBI resurfacing project FY 22-23 is \$565,000. This project includes two (2) inch HMA surface removal; public sidewalk spot repairs; storm basin adjustments and turf restoration. This project will also include the complete removal and replacement of all curbs and gutters along 67<sup>th</sup> Street. Sealed bids are due by June 2022 with resurfacing to begin shortly after.

Estimated construction cost- \$500,000  
Estimated engineering cost- \$60,000  
Material testing- \$5,000

Trustee Neal asked how does this tie in with the streetlight work? Foreman Passero we will stop where we left off in 2016. We will not go all the way to the intersection at the joint line. Darien will do the rest of the work.

MOTION: Made by Trustee Ruffolo and seconded by Trustee Astrella to adopt the Resolution 22-R-17 as presented.

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

MOTION DECLARED CARRIED

13. ORDINANCE NO. 22-O-11 - AN ORDINANCE WAIVING COMPETITIVE BIDDING, APPROVING AND AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH EXCLUSIVE WINDOWS, INC. FOR THE PURCHASE AND INSTALLATION OF REPLACEMENT WINDOWS AT THE VILLAGE HALL AND VILLAGE POLICE DEPARTMENT FACILITIES AT AN ESTIMATED TOTAL COST NOT TO EXCEED \$149,000.00 (PASS)

Foreman Passero shared that the Village Hall was originally built in 1979. In August 2013, the Village purchased the Village Hall site for \$900,000 and remodeled the property. To maintain costs for the project, Village staff did not include a replacement of the windows at the Village Hall or later in the Police Department remodeling project in 2017. Since December 2021, Public Works staff has been working to receive quotes. Below are the prices:

Vendor	Price	Location
Rusco Windows & Doors	\$160,981	Woodridge, IL
Promar Exterior	\$153,900	Lincolnshire, IL
Exclusive Windows	\$149,000	Willowbrook, IL



The lowest bid was Exclusive windows which is also a Willowbrook Company.

MOTION: Made by Trustee Mistele and seconded by Trustee Astrella to pass the Ordinance 22-O-11 as presented.

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

MOTION DECLARED CARRIED

PRIOR BUSINESS

14. TRUSTEE REPORTS

Trustee Neal had no report.

Trustee Ruffolo had no report.

Trustee Mistele had no report.

Trustee Berglund had no report.

Trustee Davi had no report.

Trustee Astrella had no report.

15. ATTORNEY'S REPORT

Attorney Durkin had no report.

16. CLERK'S REPORT

Clerk Hahn had no report.

17. ADMINISTRATOR'S REPORT

Administrator Pabst shared that we bid out the Community Resource Center. We anticipated that two million dollars would be the lowest bid, but we received a bid for 1.7 million from a qualified contractor, Doyle. Trustee Mistele was also in attendance at the bid. Administrator Pabst asked Assistant Administrator Halloran to present the information on IMRF.

Assistant Administrator Halloran announced that the new authorized agent for the IMRF will be CFO Michael Rock.

18. MAYOR'S REPORT

Mayor Trilla had no report.

19. EXECUTIVE SESSION

Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees authorized by 5 ILCS 120/2 (c) (2)

MOTION: Made by Trustee Ruffolo and seconded by Trustee Berglund to go into closed session at the hour of 7:20 p.m.

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

MOTION DECLARED CARRIED

20. RECONVENE

MOTION: Made by Trustee Davi and seconded by Trustee Berglund to return from closed session and reconvene the Regular Meeting at the hour of 8:17 p.m.

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

MOTION DECLARED CARRIED

21. ADJOURNMENT

MOTION: Made by Trustee Ruffolo and seconded by Trustee Neal to adjourn the Regular Meeting at the hour of 8:18 p.m.

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

MOTION DECLARED CARRIED

PRESENTED, READ, and APPROVED.

\_\_\_\_\_, 2022.

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Frank A. Trilla, Mayor

Minutes transcribed by Deputy Clerk Christine Mardegan.