

MINUTES OF THE SPECIAL MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, APRIL 25, 2022, AT 5:30 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 5:30 P.M. by Mayor Frank Trilla.

2. ROLL CALL

Those physically present at roll call were Mayor Frank A. Trilla, Village Clerk Debbie Hahn, Trustees Mark Astrella, Sue Berglund, Michael Mistele, Gayle Neal and Gregory Ruffolo, Village Administrator Brian Pabst, Assistant Village Administrator Sean Halloran, Chief Financial Officer Michael Rock, Director of Community Development Michael Krol, Chief Robert Schaller, Deputy Clerk Christine Mardegan and Municipal Services Foreman AJ Passero.

Present Via conference call Trustee Umberto Davi and Deputy Chief Lauren Kaspar.

Absent: None

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

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

MOTION - Motion to Allow Trustee Davi to Attend the Meeting Remotely.

Trustee Neal asked the Board to allow Trustee Davi to attend the meeting remotely.

MOTION: Made by Trustee Neal and seconded by Trustee Astrella to allow Trustee Davi to attend the meeting remotely.

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

MOTION DECLARED CARRIED

4. VISITORS' BUSINESS

No visitors present and no written comments were received.

NEW BUSINESS

5. DISCUSSION - PRESENTATION PERTAINING TO SPEED STUDY CONDUCTED FOR THE 200 BLOCK OF MIDWAY DRIVE APRIL 4th, 2022 THROUGH APRIL 15th, 2022.

Chief Schaller yielded the floor to Deputy Chief Kaspar as the in-house statistician.

Deputy Chief Kaspar referenced the 34-page study included in the agenda packet covering the speed dolly analysis for eastbound and westbound traffic in the 200 block of Midway Drive conducted in April 2022 for six days in each direction.

She provided background information from the October 2020 Eleanor Drive speed study conducted by Christopher Burke Engineering. The data gathering and data analysis was a bit different. That study identified the results in 24-hour time frames for 7 days straight. The average daily traffic for Eleanor Drive was 2000 to 2400 cars per day, over 14,000 cars in a 7-day time frame. The results showed that 40-50% of vehicles were travelling 10 mph over the speed limit of 25 mph.

The current study was conducted by Borse Park, the 200 block of Midway Drive. This area serves as a cut-through from Clarendon Hills Road to Route 83 with only one traffic device in that area. The area is approximately a half mile long, a .4 mile stretch with only one stop sign at Eleanor Drive. Borse Park is a frequently utilized area, most recently for the Easter egg hunt. In summer this area is booming with traffic, not only for use of the park but also for softball games.

This study was conducted for eastbound traffic from 4/4 to 4/9, from approximately 7:00 a.m. to 7:00 p.m. Monday through Saturday. The westbound traffic was studied from 4/10 to 4/15 for the same hours.

Over 11,000 vehicles were recorded in both directions during those time frames which is a high traffic volume for residential area. Of the eastbound vehicles, over 9991 were travelling over the 20-mph speed limit.

Although the Village has a 20-mph posted speed limit, primarily due to the presence of the park, state statute allows for a 25-mph speed limit in residential areas. The average speed of the eastbound vehicles was 25 to 27 mph. 20.7% of the vehicles were 10 mph or more over the limit. Westbound traffic showed about the same volume; over 11,000 vehicles with over 9,100 going over the posted limit of 20 mph. Westbound traffic showed an average speed of 21-24 mph. 12.7% of the 9,100 vehicles were travelling 10 mph or more over the limit.

Trustee Neal thought it was possible that the results might be affected by the methodology used in the two studies. She noted that in the speed

dolly tests, the vehicles speed is flashed as it passed and felt that a certain number of people might respond to that and drop their speed. When the Eleanor study was done, the vehicles did not know they were being monitored. She also questioned the reason behind the 20-mph speed limit; whether it was by ordinance or due to the areas proximity to parks and grade schools. Trustee Neal also reminded the Board that these studies began as a result of residents reaching out to the village and a regard for children's safety.

Mayor Trilla asked Chief Schaller and the Deputy Chief for their recommendations.

Chief Schaller felt the most concerning revelation was the sheer number of vehicles using this area. He also noted that speeds can fluctuate, and the study does not differentiate between civilian vehicles and police vehicles which use Midway Drive to access emergency calls and may be speeding which would skew the data. Based on the study, the results do not warrant a speed hump. The results may warrant the use of a solar, flashing "watch your speed" sign as is used on the 6400 block of Clarendon Hills road.

The Mayor asked if a stop sign was contemplated for the area where children would be crossing. Chief Schaller responded that it is a possibility. That can be added where you have a crosswalk. As an example, he cited the "stop for pedestrians in crosswalk" sign used by Hinsdale South High School in an attempt to slow traffic.

Trustee Neal wanted to know if Willowbrook had signs of that type. Foreman Passero indicated that 6 flashing speed limit signs had been budgeted for and were expected in early May. He noted that the locations for these signs had not yet been designated.

Mayor Trilla felt that people get desensitized to speed limit signs and wondered if there was a way to issued fines based on the proximity to the park? Chief Schaller indicated that from a traffic enforcement standpoint, the officers are looking to enforce speed limits over 25 mph. Anything over that is technically a violation and could be a written warning.

The Mayor wondered if, while the park is being developed and with a corresponding increase in foot traffic crossing Midway Drive, this might be a good time to contemplate adding a stop sign. Foreman Passero indicated that a "Yield to Pedestrians" sign could be added as long as there is a crosswalk. The Mayor asked if perhaps both, a flashing speed limit and a yield to pedestrians sign could be added. Foreman Passero again noted that they can be added if there is an actual marked crosswalk and that he would ask the park contractor to provide a quote on adding a crosswalk.

Trustee Neal commented that if there are actions that can be taken now, based on the plans for the park expansion, that might be considered before the other park opens up. The Mayor agreed and indicated that he would like to see a stop sign in this area before the park on the south side of the street opens. Chief Schaller agreed with this reasoning as well.

Trustee Mistele asked if the numbers from the study are for the entire testing period? Deputy Chief Kaspar indicated that, yes, the data tables in the study are for the entire testing period, 12 hours a day for 6 days. Chief Schaller added that the goal in using the speed dolly was to capture traffic in the early morning hours through rush hour when people would be using the park, after 7 traffic dies down. Trustee Mistele suggested a crossing similar to that used at the high school (Hinsdale South) between the parking lot and the school (crossing Clarendon Hills Road). Chief Schaller agreed that the goal was to direct pedestrians to cross in one specific area, not all over.

The Mayor asked Trustee Neal for direction now that this information has been reviewed. Trustee Neal asked Foreman Passero to contact his sources for additional information on signage and crosswalks. Foreman Passero indicated that the signage should be received by May 1 and could be installed within the next 2 weeks. Trustee Neal asked him to work in concert with the Village administration and police department to determine best locations. The Mayor agreed that this was just step one and he would like to see a stop sign in the area as the end result.

6. DISCUSSION - ROTH 457 DISCUSSION

Chief Financial Officer Rock presented the information on the ROTH 457. He indicated that the current provider, Nationwide, is looking to add an option for their retirement investments to include both a traditional 457 plan and a Roth 457 option. He explained that the biggest difference between the plans is in taking distribution. Distributions from a Roth plan is tax-free because the taxes are deducted before contributions are made.

Mayor Trilla added that the advantage to paying taxes now is while the account is small rather than later after the amount has grown.

A question was raised on what class of employees this was being considered for. Chief Financial Officer Rock indicated that it applied to all employees currently eligible for the 457 plan as it is not a separate plan, but rather an option for the current Nationwide plan. The employee can choose to contribute to the traditional 457, the Roth 457 or both. Trustee Neal asked what the current dollar amounts are for contributions. Chief Financial Officer Rock indicated that it is the same as the traditional plan. For 2022, Roth contribution limits are \$20,500 and for investors 50 years and older \$27,000.

Assistant Administrator Halloran noted that these changes are in line with the board's direction to provide more health insurance and other benefit options, including financial to employees. He added that there is no additional cost to the village to add this option.

Trustee Neal remarked that these types of benefits help attract as well as retain employees. The Mayor asked if Board action was required. Assistant Administrator Halloran indicated that this update on the option is being provided in an effort to remain transparent with the Board and that before moving forward with offering this option, staff would return to the Board for action.

Various trustees and the Mayor voiced support for moving forward with offering this option.

7. DISCUSSION - PROPOSAL TO ENGAGE GOVHR TO PROVIDE CONTRACTED ON-DEMAND HUMAN RESOURCES SERVICES

Assistant Administrator Halloran indicated that the proposal to engage a human resources service had been previously discussed at the January 17th budget meeting as a strategic priority.

At the January 17, 2022, Budget Workshop, Village staff outlined the 2022-2023 Proposed Special Projects. As part of that project list, Village staff listed the analysis of Human Resources Services as a top priority for 2022-2023. Since that time, staff has begun evaluating existing and proposed services. Several communities across the state have dedicated Human Resources Departments or staff.

In the recent past, two members of the Village staff have been dedicated to all Human Resource tasks while managing other tasks such as day-to-day responsibilities of the Finance Department and duties related to the Assistant Village Administrator position. There has never been a dedicated position for Human Resources within the Village. This type of structure is consistent in neighboring municipalities. Information was gathered from Burr Ridge, Clarendon Hills, LaGrange, Oak Brook and Western Springs. Only Oak Brook has dedicated human resources staff.

During this evaluation, it became apparent to staff that not all responsibilities were included in the recent past from previous and current staff. The reluctance to provide all resources was due to the lack of capacity. A major drawback of the current system is staying up to date with constantly changing laws. The regulations must be constantly monitored to remain current.

An option being considered is to provide these services through an on-demand consultant with the firm GovHR. Consulting services and Human Resource services are core components of GovHR's business model.

Under the proposed model, GovHR would provide on-demand services for the following responsibilities:

- Review and management of FMLA, FLSA, and ADA responsibilities
- Assist in employee onboarding
- Review and update job descriptions
- Assist staff in personnel issues.
- Field Human Resource questions
- Advice on employee relations such as disciplinary, disputes, investigations and performance improvement programs
- Feedback regarding employee compensation.

This proposed model would not involve any permanent staff or require any office space to be utilized.

The Mayor relayed a question from Trustee Davi regarding the cost structure? Assistant Administrator Halloran indicated that the fees were hourly with no minimum. In response to Trustee Mistele's question, he indicated that services would be provided on an "as needed" basis.

Mayor Trilla indicated his support for the proposal and that the staff who currently provide these functions are better served doing the jobs they're better at. He also noted it gives employees professional assistance when needed. Trustee Neal added that she felt this was a service that has been missing for quite a while.

8. ADJOURNMENT

MOTION: Made by Trustee Mistele and seconded by Trustee Berglund to adjourn the Special Meeting at the hour of 5:59 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.

Frank A. Trilla, Mayor

Minutes transcribed by Deputy Clerk Christine Mardegan.