

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON MONDAY, MAY 12, 2025, AT 6:30 P.M. AT THE COMMUNITY RESOURCE CENTER, 825 MIDWAY DRIVE, WILLOWBROOK, DUPAGE COUNTY, ILLINOIS.

1. CALL TO ORDER

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

2. ROLL CALL

Those physically present at roll call were, Mayor Frank Trilla, Village Clerk Gretchen Boerwinkle, Village Trustees Mark Astrella, Sue Berglund, Umberto Davi, Michael Mistele and Gayle Neal, Attorney Michael Durkin, Village Administrator Sean Halloran, Assistant Village Administrator Alex Arteaga, Chief Financial Officer Lora Flori, Director of Community Development Michael Krol, Director of Parks and Recreation Dustin Kleefisch, Director of Public Works Rick Valent, Deputy Chief Ben Kadolph, and Deputy Clerk Christine Mardegan.

ABSENT: Trustee Greg Ruffolo, Chief Lauren Kaspar, and Deputy Chief Gerard Wodka.

QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Mayor Trilla asked his wife, daughter, and granddaughter to lead everyone in saying the Pledge of Allegiance.

4. OATH OF OFFICE - ELECTED OFFICIALS

The honorable Justice Linda Davenport of the Illinois Appellate Court, Third District, administered the Oath of Office to the following:

Mayor Frank Trilla	Trustee Umberto Davi
Village Clerk Gretchen Boerwinkle	Trustee Mistele

At the conclusion of the ceremony, Mayor Trilla thanked Justice Davenport for her assistance.

5. VISITORS' BUSINESS

None presented, and no written comments were received.

6. OMNIBUS VOTE AGENDA:

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

- a. Waive Reading of Minutes (Approve)
- b. Minutes - Board of Trustees Regular Meeting April 28, 2025 (APPROVE)

- c. Warrants of \$670,203.29
- d. RESOLUTION NO. 25-R-20- A RESOLUTION APPROVING AND AUTHORIZING THE MAYOR TO EXECUTE, ON BEHALF OF THE VILLAGE OF WILLOWBROOK, AN EMPLOYMENT AGREEMENT WITH SEAN HALLORAN FOR THE EMPLOYMENT POSITION OF VILLAGE ADMINISTRATOR OF THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS (PASS)
- e. RESOLUTION NO. 25-R-21- A RESOLUTION APPROVING AND AUTHORIZING THE MAYOR TO EXECUTE, ON BEHALF OF THE VILLAGE OF WILLOWBROOK, AN EMPLOYMENT AGREEMENT WITH LAUREN KASPAR FOR THE EMPLOYMENT POSITION OF CHIEF OF POLICE OF THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS (PASS)
- f. BUDGET AMENDMENTS
 - i. MOTION - A MOTION TO AMEND THE FY2024-2025 OPPORTUNITY RESERVE FUND AND CAPITAL PROJECT FUND BUDGETS FOR THE ACQUISITION OF 618 PLAINFIELD ROAD; WILLOWBROOK, ILLINOIS (PASS)
 - ii. MOTION - AMEND THE FY2024-2025 GENERAL FUND - VAO AND GENERAL OBLIGATION, SERIES 2022A BOND FUND BUDGETS FOR THE FUNDING OF THE CREEKSIDER PARK RENOVATION PROJECT (PASS)

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

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

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

MOTION DECLARED CARRIED

NEW BUSINESS

- 7. RESOLUTION NO. 25-R-22 - A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF AN MEMORANDUM OF UNDERSTANDING BETWEEN THE VILLAGE OF WILLOWBROOK AND THE NATIONAL INSURANCE CRIME BUREAU (PASS)

Deputy Chief Kadolph presented that National Insurance Crime Bureau (NICB) is an Illinois not-for-profit corporation dedicated to fighting insurance related-crime and fraud, along with gathering and disseminating information related to insurance crime and fraud for the benefit of NICB member companies, law enforcement, regulatory authorities, and the public. The Willowbrook Police Department desires to work with the NICB and its ISO ClaimSearch industry-wide claims database to assist the department in investigating and prosecuting crime, including but limited to insurance-related crime and fraud.

The Willowbrook Police Department would be responsible for:

- Appointing an administrator to designate individuals within the department to receive access to credentials or terminate access for those who no longer need it (separation from the department).
- Ensuring those designated are in good standing and notifying NICB of any misuse.
- Staff training
- Ensuring privacy and security policies are followed and controls for protecting confidential information are in place (Orbis - IT security) and notifying NICB of any security breaches.

There is no cost to the Village for access to this program.

MOTION: Made by Trustee Mistele and seconded by Trustee Berglund to adopt Resolution 25-R-22 as presented.

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

MOTION DECLARED CARRIED

8. RESOLUTION NO. 25-R-23 - A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF AN AGREEMENT AND FIRST AMENDMENT TO GENERAL CONDITIONS FOR PROFESSIONAL CONSTRUCTION ENGINEERING SERVICES FOR THE BORSE MEMORIAL COMMUNITY PARK RENOVATION PROJECT - PHASE III FOR THE VILLAGE OF WILLOWBROOK BY AND BETWEEN CHRISTOPHER B. BURKE ENGINEERING, LTD. AND THE VILLAGE OF WILLOWBROOK (PASS)

Director Valent updated the Board on the components of Phase III of the Borse Memorial Community Park project including: the renovation of the pathway system, two new pavilions and restroom buildings, one of which will include a concession stand, splash pad, 2-12 year-old playground, renovation of the softball fields, basketball court renovation, Veterans' Memorial, pollinator walk, new electric outlets throughout the park to accommodate Village events, new path lighting, and various landscaping improvements.

CBBEL has prepared a comprehensive range of services for Phase III construction, which includes the following six tasks:

1. Pre-Construction Services	4. OSLAD Documentation
2. Submittal Review	5. Post Construction
3. Construction Observation	6. Material Inspection

MOTION: Made by Trustee Mistele and seconded by Trustee Davi to adopt Resolution 25-R-23 as presented.

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

MOTION DECLARED CARRIED

9. RESOLUTION NO. 25-R-24 - A RESOLUTION OF THE VILLAGE OF WILLOWBROOK ACCEPTING PROPOSALS AND APPROVING THE PURCHASE OF CERTAIN EQUIPMENT AND FIXTURES FOR THE BORSE MEMORIAL COMMUNITY PARK RENOVATION PROJECT - PHASE III AT A COST NOT TO EXCEED \$1,139,453.66 (PASS)

Director Kleefisch stated this item is for owner-purchased items to expedite the receipt of the materials. These pieces of equipment have longer lead times for delivery. All of the equipment is either purchased through Sourcewell or are proprietary items; in line with the Village's procurement policy. The items being purchased are listed below:

ITEM	COST
Daktronics Scoreboard	\$17,460.00
Vortex Aquatic Splash Pad System	\$118,378.66
Parkaire Activity Center (restroom)	\$194,501.00
Parkaire Activity Center (restroom & concession)	\$313,938.00
Burke Playground Structure	\$171,225.00
Parkreation Entry Arch Shelter	\$33,761.00
NuToys Playground Shade Structures (7)	\$164,438.00
NuToys Dugout Structures (6)	\$125,752.00
TOTAL	\$1,139,453.66

MOTION: Made by Trustee Mistele and seconded by Trustee Astrella to Adopt Resolution 25-R-24 as presented.

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

MOTION DECLARED CARRIED

PRIOR BUSINESS

10. TRUSTEE REPORTS

Trustee Neal congratulated the Mayor, Village Clerk and the Trustees who were sworn in this evening.

Trustee Ruffolo was not present.

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Trustee Mistele had no report.

Trustee Berglund had no report.

Trustee Davi had no report.

Trustee Astrella also offered his congratulations to everyone.

11. ATTORNEY'S REPORT

Attorney Durkin echoed Trustee Neal's comments, congratulating the Trustees, Mayor and Clerk, and expressed his anticipation to continue to work with the Mayor and the Board.

12. CLERK'S REPORT

Clerk Boerwinkle had no report.

13. ADMINISTRATOR'S REPORT

Administrator Halloran also offered his congratulations to everyone.

14. MAYOR'S REPORT

Mayor Trilla offered his congratulations to those who had been elected and expressed his appreciation for all they have done for the Village. He is glad that this great team is still together, continuing to make a big impact on the community.

15. EXECUTIVE SESSION

Mayor Trilla stated there is no need for an Executive session during tonight's meeting.

16. ADJOURNMENT

MOTION: Made by Trustee Davi and seconded by Trustee Mistele to adjourn the Regular Meeting at the hour of 6:47 p.m.

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

MOTION DECLARED CARRIED

PRESENTED, READ, and APPROVED.

May 27, 2025

Frank A. Trilla, Mayor

Minutes transcribed by Deputy Clerk Christine Mardegan.