

A G E N D A

REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON MONDAY, JULY 11, 2022, AT 6:30 P.M. 7760 QUINCY STREET, WILLOWBROOK, IL, DUPAGE COUNTY, ILLINOIS

DUE TO THE COVID 19 PANDEMIC, THE VILLAGE WILL BE UTILIZING A ZOOM WEBINAR. MEMBERS OF THE PUBLIC CAN ATTEND THE MEETING VIA ZOOM WEBINAR BY VIDEO OR AUDIO. IF A MEMBER IS USING ZOOM, PLEASE EITHER USE YOUR PHONE OR COMPUTER, NOT BOTH.

THE PUBLIC CAN UTILIZE THE FOLLOWING CALL-IN NUMBER:

Dial-in Phone Number: 312-626-6799

Meeting ID: 826 4020 3503

Written Public Comments Can Be Submitted By 6:15 P.M. on July 11, 2022, to shalloran@willowbrook.il.us

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. VISITORS' BUSINESS - Public Comment is Limited to Three Minutes Per Person
5. OMNIBUS VOTE AGENDA:
 - a. Waive Reading of Minutes (Approve)
 - b. [Minutes - Special Board Meeting Committee of the Whole - June 27, 2022](#) (Approve)
 - c. [Minutes - Regular Board Meeting - June 27, 2022](#) (Approve)
 - d. [Warrants \\$329,671.75](#)

NEW BUSINESS

6. RESOLUTION NO. _____ - A RESOLUTION ACCEPTING A PROPOSAL FROM RAY O'HERRON AND AUTHORIZING THE PURCHASE OF SIX (6) BALLISTIC SHIELDS AND TWENTY-SEVEN (27) BALLISTIC HELMETS, AND RELATED EQUIPMENT, FOR THE POLICE DEPARTMENT, AT A COST NOT TO EXCEED \$26,872.00 (ADOPT)
7. RESOLUTION NO. _____ - A RESOLUTION PURSUANT TO TITLE 5, CHAPTER 1, SECTION 5-1-14 OF THE VILLAGE CODE TO DEVIATE FROM THE POLICE DEPARTMENT HIRING ROTATION PROCESS AND EFFECT THE ORIGINAL APPOINTMENT OF TWO (2) LATERAL POLICE CANDIDATES FOR THE RANK OF PATROL OFFICER AT STEP TWO (2) IN THE SALARY SCHEDULE (ADOPT)

PRIOR BUSINESS

8. TRUSTEE REPORTS
9. ATTORNEY'S REPORT
10. CLERK'S REPORT
11. ADMINISTRATOR'S REPORT
12. MAYOR'S REPORT
13. EXECUTIVE SESSION
The Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees Authorized by 5 ILCS 120/2(c) (1)
14. ADJOURNMENT

MINUTES OF THE SPECIAL MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, JUNE 27, 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, Trustees Mark Astrella, Sue Berglund, Umberto Davi, Michael Mistele, Gayle Neal and Gregory Ruffolo, Village Administrator Brian Pabst, Assistant Village Administrator Sean Halloran, Assistant to the Village Administrator Alex Arteaga, Chief Financial Officer Michael Rock, Director of Community Development Michael Krol, Chief Robert Schaller, Deputy Clerk Christine Mardegan, Municipal Services Foreman AJ Passero, and Public Services Coordinator Virginia Stoltz.

Present via conference call, due to the COVID-19 pandemic, were Director of Parks and Recreation Dustin Kleefisch and Deputy Chief Benjamin Kadolph.

Absent: Village Clerk Deborah Hahn and Deputy Chief Lauren Kaspar.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Mayor Trilla asked Coordinator Stoltz to lead everyone in saying the pledge of allegiance.

4. VISITOR'S BUSINESS

None present and no written comments were received.

5. DISCUSSION - DISCUSS WATER RATE STUDY

Assistant Administrator Halloran opened the discussion. He indicated that the Board had approved a contract with Christopher B. Burke Engineering on May 10, 2021 to conduct the water rate study. Since that time, Staff and Mark Emory from Christopher Burke, have worked together to produce different models for water rates.

Tonight, we're seeking feedback on Mr. Emory's presentation of the various models. The Board received the report this past Friday as part of this

meeting's agenda packet. We are not looking for a final decision on the options this evening, but rather feedback on the various options or other alternatives. We will most likely be bringing this before the Board on multiple occasions before a final decision is reached.

Assistant Administrator Halloran introduced Mr. Mark Emory to conduct the presentation. Mr. Emory presented material from his PowerPoint presentation as outlined below:

- **Study Objectives**
- **Detail of the Water Fund**
- **Existing Rate Structure**
- **Capital Improvement Plan (CIP)**
- **Reserves**

The Mayor asked for clarification of the reserve figures presented and the amount of the current reserves. Mr. Emory clarified and continued his presentation.

- **Historical Revenue and Expenditures**
- **Revenue Projections (from 2023 Budget)**

Mayor Trilla asked for a clarification of the type of taxes referred to in the Revenue Projections table. Assistant Administrator Halloran clarified that those are Utility Taxes.

- **Expense Projections (from 2023 Budget)**

Clarification was requested on the CIP projects concerning water mains. Foreman Passero provided additional information.

- **Reserves Projections (from 2023 Budget)**

Questions were raised about the discrepancies between the PowerPoint presentation and the agenda packet. Assistant Administrator Halloran clarified.

Assistant Administrator Halloran also clarified that the utility tax includes: Nicor, ComEd and the tax on the water bill; all three taxes under one name, "utility tax", in the presentation materials.

- **Conclusions (from 2023 budget projections)**

A discussion was had on the current water rates, minimum billing and other community water rates.

- **Rate Alternatives for Target Revenue / Maintain Reserves**

(Charts provided for each demonstrating the effect of each alternative on the budgeting for the 5 fiscal years

- **Alternative 1 - Utilize existing rate structure with % increase**
- **Alternative 2 - Volume only charge (no minimum bills)**
 - **Alternative 2.A. - Utilize single volume charge for all customers (minimum billings discontinued)**
 - **Alternative 2.B. - Utilize a separate volume charge for residential and non-residential**
Non-residential rate 1.2 times the residential rate (minimum billings discontinued)
- **Alternative 3 - Combination fixed fee and volume charge**
 - **Alternative 3.A. - Fixed fee of \$24 per month plus single volume charge**
 - **Alternative 3.B. - Fixed fee of \$24 per month plus separate volume charges**
 - **Alternative 3.C. - Alternative 3.B. with annual increasing fixed fee**
- **Blended Rate Proposal - Increasing fixed fee per month and separate volume charges**

Each alternative was discussed; questions asked, and clarifications requested. Mr. Emory provided additional details on his data and charts.

A lengthy discussion was had on the distinction between residential and non-residential customers and how multi-family residences fall into each category.

Disadvantages of the Alternative 3 fixed fee scenarios were discussed. Little Board support was shown for those options.

Staff indicated their support for the final alternative - Blended Rate Proposal. Assistant Administrator Halloran clarified that the feeling was the Water Fund does not need to increase in a hurry due to existing and anticipated grants, but rather increases could be implemented gradually over the next few fiscal years and reevaluated annually.

Assistant Administrator Halloran asked for a Board consensus on the direction to proceed based on the alternatives. The consensus was for adoption of the Blended Rate Proposal, but perhaps a greater increase in the volume charges as opposed to increasing the fixed fee dramatically. The Mayor also indicated he would also like to see a review of the billing frequency.

Assistant Administrator Halloran indicated the information gathered in this meeting would be consolidated and represented to the Board in a timely fashion.

6. ADJOURNMENT

MOTION: Made by Trustee Davi and seconded by Trustee Berglund to adjourn the Regular Meeting at the hour of 7:03 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.

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON MONDAY, JUNE 27, 2022, FOLLOWING THE COMMITTEE OF THE WHOLE MEETING, OR 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 7:07 P.M. by Mayor Frank Trilla.

2. ROLL CALL

Those physically present at roll call were, Mayor Frank Trilla, Village Trustees Mark Astrella, Sue Berglund, Umberto Davi, Michael Mistele, Gayle Neal, Greg Ruffolo, Attorney Michael Durkin, Village Administrator Brian Pabst, Assistant Village Administrator Sean Halloran, Assistant to the Village Administrator Alex Arteaga, Chief Financial Officer Michael Rock, Director of Community Development Michael Krol, Chief Robert Schaller, Deputy Chief Benjamin Kadolph, Deputy Clerk Christine Mardegan and Director of Municipal Services Foreman AJ Passero.

ABSENT: Village Clerk Deborah Hahn and Deputy Chief Lauren Kaspar.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Mayor Trilla asked the son of Sergeant Christine Robles, Elias, to lead everyone in saying the Pledge of Allegiance.

4. VISITORS' BUSINESS

None presented and no written comments were received.

5. OFFICIAL APPOINTMENTS TO RANK OF SERGEANT

- a. Official Appointment To Rank Of Sergeant - Christine Robles

Deputy Village Clerk Mardegan had the honor of swearing in Detective Christine Robles in her new role as Sergeant.

OMNIBUS VOTE AGENDA

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

6. OMNIBUS VOTE AGENDA:

- a. Waive Reading of Minutes (APPROVE)
- b. Minutes - Regular Board Meeting - June 13, 2022 (APPROVE)
- c. Warrants - \$330,232.09

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

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

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

MOTION DECLARED CARRIED

NEW BUSINESS

7. MOTION - A MOTION TO APPROVE RESERVE PAYMENT FOR THE (GIN) GOVERNMENT INSURANCE NETWORK (APPROVE)

Assistant Administrator Halloran added that the Board already approved the contract. This is just reserved funding that is part of every health insurance co-op. They are requesting \$120,000 which is two months of premium payments.

Mayor Trilla questioned when this will go into effect for our employees. Assistant Administrator Halloran stated on July 1, 2022.

Trustee Mistele asked how much money will we get back from IRMA (Intergovernmental Risk Management Agency)? Assistant Administrator Halloran answered that the IPBC (Intergovernmental Personnel Benefit Cooperative) reserve funding was around \$755,000, all of which should be returned. This return will not be automatic because claims can come in months later. Trustee Neal commented that the insurance provider is not IRMA, but rather IPBC.

Mayor thanked former Trustee Oggerino who advocated for this for so many years for the employees.

MOTION: Made by Trustee Ruffolo and seconded by Trustee Mistele to approve reserve payment for the (GIN) Government Insurance Network as presented.

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

MOTION DECLARED CARRIED

8. ORDINANCE NO. 22-O-27 AN ORDINANCE APPROVING AND AUTHORIZING THE EXECUTION OF A TRAFFIC ENFORCEMENT AGREEMENT BY AND BETWEEN THE VILLAGE OF WILLOWBROOK AND BRETON LAKES HOMEOWNERS' ASSOCIATION, INC. (PASS)

Chief Schaller explained that the Village of Willowbrook has entered into traffic agreements with various associations which provide regulations of traffic and access to private roads, streets, driveways, and parking areas open to and used by residents and guests visiting the area.

The Police Department previously had a similar agreement with Breton Lakes, which expired in 2017 and was not renewed at the request of the property management company, Erickson Management. The Breton Lakes Homeowner's Association has since requested that Erickson Management renew the agreement allowing the Police Department to again regulate traffic within the Breton Lakes Subdivision. This agreement will be in effect for twenty years.

MOTION: Made by Trustee Berglund and seconded by Trustee Neal to pass Ordinance 22-O-27 as presented.

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

MOTION DECLARED CARRIED

PRIOR BUSINESS

9. TRUSTEE REPORTS

Trustee Neal had no report.

Trustee Ruffolo had no report.

Trustee Mistele had no report.

Trustee Berglund had no report.

Trustee Davi wanted to commend Foreman Passero for the speed at which a problem at 63rd and Madison was corrected once it had been brought to his attention. Trustee Davi thanked Foreman Passero for his efforts.

Trustee Astrella had no report.

10. ATTORNEY'S REPORT

Attorney Durkin had no report.

11. CLERK'S REPORT

Deputy Clerk Mardegan had no report.

12. ADMINISTRATOR'S REPORT

Administrator Pabst had no report.

13. MAYOR'S REPORT

Mayor Trilla had no report.

14. EXECUTIVE SESSION

The Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees Authorized by 5 ILCS 120/2(c) (1)

MOTION: Made by Trustee Neal and seconded by Trustee Ruffolo to adjourn the Regular Meeting and recess to closed session at the hour of 7:18 p.m.

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

MOTION DECLARED CARRIED

Regular meeting adjourned and the Board moved into Closed Session.

PRESENTED, READ, and APPROVED.

_____, 2022.

Frank A. Trilla, Mayor

Minutes transcribed by Deputy Clerk Christine Mardegan.

WARRANTS

July 11, 2022

GENERAL CORPORATE FUND	-----	\$241,483.47
WATER FUND	-----	\$75,608.28
CAPITAL PROJECT FUND	-----	12,580.00
TOTAL WARRANTS	-----	\$329,671.75

Michael Rock, Director of Finance

APPROVED:
Frank A. Trilla, Mayor

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 01 GENERAL FUND							
07/11/2022	APCH	98789	A FREEDOM FLAG CO	LANDSCAPE MAINTENANCE SERVICES	565-342	20	3,479.00
07/11/2022	APCH	98790	AIRREONA BREWER	PARK PERMIT FEES	310-814	00	400.00
07/11/2022	APCH	98791	ALAN F. FRIEDMAN, PHD	EXAMS - PHYSICAL	440-543	07	852.10
				EXAMS - PHYSICAL	440-543	07	752.10
				CHECK APCHK 98791 TOTAL FOR FUND 01:			<u>1,604.20</u>
07/11/2022	APCH	98792	ARTISTIC ENGRAVING	OPERATING EQUIPMENT	630-401	30	438.41
07/11/2022	APCH	98793	B & E AUTO REPAIR & TOWING	MAINTENANCE - VEHICLES	630-409	30	445.04
				MAINTENANCE - VEHICLES	630-409	30	445.04
				MAINTENANCE - VEHICLES	630-409	30	85.00
				MAINTENANCE - VEHICLES	630-409	30	83.60
				MAINTENANCE - VEHICLES	630-409	30	33.00
				MAINTENANCE - VEHICLES	630-409	30	100.00
				CHECK APCHK 98793 TOTAL FOR FUND 01:			<u>1,191.68</u>
07/11/2022	APCH	98794	BLAKE HUNTLEY	UNIFORMS	630-345	30	245.97
07/11/2022	APCH	98795	BRIGHTER ELECTRIC	MAINTENANCE - BUILDING	466-228	10	215.00
				MAINTENANCE - BUILDING	466-228	10	4,300.00
				CHECK APCHK 98795 TOTAL FOR FUND 01:			<u>4,515.00</u>
07/11/2022	APCH	98796	CARROLL CONSTRUCTION SUPPLY	OPERATING SUPPLIES & EQUIPMENT	710-401	35	379.56
				STREET IMPROVEMENTS	765-685	35	124.48
				CHECK APCHK 98796 TOTAL FOR FUND 01:			<u>504.04</u>
07/11/2022	APCH	98797	CHOICE OFFICE EQUP & SUPPLIES IN	PRINTING, PUBLISHING & TRANSCRIPTION	455-302	10	54.17
07/11/2022	APCH	98798	CHRIST OASIS MINISTRIES	PARK PERMIT FEES	310-814	00	300.00
07/11/2022	APCH	98799	CHRISTOPHER B. BURKE	CONTINGENCIES	490-799	10	101.00
07/11/2022	APCH	98800#	CITY WIDE OF ILLINOIS	MAINTENANCE - BUILDING	466-228	10	192.81
				MAINTENANCE - BUILDING	466-228	10	1,120.32

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 01 GENERAL FUND							
				MAINTENANCE - BUILDING	466-228	10	1,891.18
				MAINTENANCE - BUILDING	466-228	10	171.73
				MAINTENANCE - BUILDING	466-228	10	178.13
				MAINTENANCE - BUILDING	466-228	10	1,120.32
				MAINTENANCE - BUILDING	466-228	10	1,891.18
				STORM WATER IMPROVEMENTS MAINTENANCE	750-381	35	1,891.18
				CHECK APCHK 98800 TOTAL FOR FUND 01:			<u>8,456.85</u>
07/11/2022	APCH	98801	CLARKE ENVIRONMENTAL	MOSQUITO ABATEMENT	760-259	35	6,612.50
				MOSQUITO ABATEMENT	760-259	35	6,612.50
				CHECK APCHK 98801 TOTAL FOR FUND 01:			<u>13,225.00</u>
07/11/2022	APCH	98802	CODE ENFORCEMENT REPRESENTATIVES	CODE ENFORCE INSPECTION	830-119	40	747.00
				CODE ENFORCE INSPECTION	830-119	40	1,617.75
				CHECK APCHK 98802 TOTAL FOR FUND 01:			<u>2,364.75</u>
07/11/2022	APCH	98803	COMED	ENERGY - STREET LIGHTS	745-207	35	1,586.40
				MAINTENANCE - TRAFFIC SIGNALS	745-224	35	376.98
				MAINTENANCE - TRAFFIC SIGNALS	745-224	35	62.01
				CHECK APCHK 98803 TOTAL FOR FUND 01:			<u>2,025.39</u>
07/11/2022	APCH	98804	COMPLIANCE POSTER COMPANY	OFFICE SUPPLIES	455-301	10	101.06
07/11/2022	APCH	98806	EPIC SPORTS, INC	SUMMER PROGRAM MATERIALS & SERVICES	575-119	20	1,041.94
07/11/2022	APCH	98807	EVT TECH	MAINTENANCE - VEHICLES	630-409	30	120.00
07/11/2022	APCH	98808*#	FALCO'S LANDSCAPING INC	LANDSCAPE MAINTENANCE SERVICES	565-342	20	4,100.00
				MAINTENANCE	725-410	35	6,450.00
				MAINTENANCE	725-410	35	5,750.00
				MAINTENANCE	725-410	35	4,000.00
				MAINTENANCE	725-410	35	5,200.00
				MAINTENANCE	725-410	35	7,950.00
				CHECK APCHK 98808 TOTAL FOR FUND 01:			<u>33,450.00</u>
07/11/2022	APCH	98809	FEDEX OFFICE	POSTAGE & METER RENT	455-311	10	162.92

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 01 GENERAL FUND							
07/11/2022	APCH	98810	FLOCK SAFETY	FEES/DUES/SUBSCRIPTIONS	630-307	30	5,000.00
07/11/2022	APCH	98811#	FOX TOWN PLUMBING INC	MAINTENANCE - BUILDING	466-228	10	1,262.75
				LANDSCAPE MAINTENANCE SERVICES	565-342	20	308.00
				LANDSCAPE MAINTENANCE SERVICES	565-342	20	140.00
				CHECK APCHK 98811 TOTAL FOR FUND 01:			<u>1,710.75</u>
07/11/2022	APCH	98812	FREDRIKSEN FIRE EQUIPMENT	MAINTENANCE - BUILDING	466-228	10	973.05
07/11/2022	APCH	98813	GRIT PIPE SOLUTIONS LLC	JET CLEANING CULVERT	750-286	35	2,200.00
07/11/2022	APCH	98814*#	H AND R CONSTRUCTION INC.	BALLFIELD MAINTENANCE	570-280	20	3,900.00
				STORM WATER IMPROVEMENTS MAINTENANCE	750-381	35	5,695.00
				STORM WATER IMPROVEMENTS MAINTENANCE	750-381	35	5,695.00
				STORM WATER IMPROVEMENTS MAINTENANCE	750-381	35	5,031.00
				STORM WATER IMPROVEMENTS MAINTENANCE	750-381	35	5,070.00
				CHECK APCHK 98814 TOTAL FOR FUND 01:			<u>25,391.00</u>
07/11/2022	APCH	98815	H AND R CONSTRUCTION INC.	STORM WATER IMPROVEMENTS MAINTENANCE	750-381	35	2,500.00
07/11/2022	APCH	98816	HEARTLAND BUSINESS SYSTEMS, LLC	PHONE - TELEPHONES	455-201	10	168.75
07/11/2022	APCH	98817	HOME DEPOT CREDIT SERVICES	OPERATING SUPPLIES & EQUIPMENT	710-401	35	866.00
				OPERATING SUPPLIES & EQUIPMENT	710-401	35	809.23
				OPERATING SUPPLIES & EQUIPMENT	710-401	35	425.94
				OPERATING SUPPLIES & EQUIPMENT	710-401	35	75.41
				CHECK APCHK 98817 TOTAL FOR FUND 01:			<u>2,176.58</u>
07/11/2022	APCH	98818	HOMER INDUSTRIES	LANDSCAPE MAINTENANCE SERVICES	565-342	20	1,440.00
07/11/2022	APCH	98820	INDUSTRIAL ELECTRICAL SUPPLY	OPERATING SUPPLIES & EQUIPMENT	710-401	35	60.69
				OPERATING SUPPLIES & EQUIPMENT	710-401	35	139.23
				CHECK APCHK 98820 TOTAL FOR FUND 01:			<u>199.92</u>
07/11/2022	APCH	98821	J.P. COOKE CO.	OPERATING EQUIPMENT	630-401	30	89.90
07/11/2022	APCH	98822	KIESLER'S POLICE SUPPLY INC	FIRING RANGE	630-245	30	6,675.80

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 01 GENERAL FUND							
07/11/2022	APCH	98823	KING CAR WASH	FUEL/MILEAGE/WASH	630-303	30	300.00
07/11/2022	APCH	98824	LA FASTENERS INC	OPERATING SUPPLIES & EQUIPMENT	710-401	35	162.98
07/11/2022	APCH	98825	LAW OFFICES STORINO RAMELLO&DURK	FEES - VILLAGE ATTORNEY	470-239	10	11,987.80
				FEES - VILLAGE ATTORNEY	470-239	10	4,224.00
				FEES - VILLAGE ATTORNEY	470-239	10	18,434.60
				FEES - VILLAGE ATTORNEY	470-239	10	2,596.00
				FEES - SPECIAL ATTORNEY	470-241	10	748.00
				FEES - LABOR COUNSEL	470-242	10	72.60
				FEES - LABOR COUNSEL	470-242	10	1,686.42
				FEES - LABOR COUNSEL	470-242	10	352.00
				FEES - LABOR COUNSEL	470-242	10	270.50
				FEES - LABOR COUNSEL	470-242	10	1,577.77
				FEES - LABOR COUNSEL	470-242	10	77.00
				CRISIS MANAGEMENT	475-367	10	528.00
				CRISIS MANAGEMENT	475-367	10	110.00
				CHECK APCHK 98825 TOTAL FOR FUND 01:			<u>42,664.69</u>
07/11/2022	APCH	98826	LOGSDON OFFICE SUPPLY	OFFICE SUPPLIES	810-301	40	227.76
07/11/2022	APCH	98827	LTS Managed Technical Services	BROW20-001 - PB20-035	210-109	00	3,000.00
07/11/2022	APCH	98828	MID AMERICAN WATER	STORM WATER IMPROVEMENTS MAINTENANCE	750-381	35	7,679.00
				STORM WATER IMPROVEMENTS MAINTENANCE	750-381	35	1,180.40
				CHECK APCHK 98828 TOTAL FOR FUND 01:			<u>8,859.40</u>
07/11/2022	APCH	98829#	NICOR GAS	NICOR GAS (835 MIDWAY)	466-236	10	595.02
				NICOR GAS (7760 QUINCY)	630-235	30	572.76
				NICOR GAS (7760 QUINCY)	630-235	30	968.81
				NICOR GAS- 700 WB CTR PKWY	725-415	35	1,463.11
				CHECK APCHK 98829 TOTAL FOR FUND 01:			<u>3,599.70</u>
07/11/2022	APCH	98830#	NJ RYAN TREE & LANDSCAPE LLC	LANDSCAPE MAINTENANCE SERVICES	565-342	20	4,500.00
				LANDSCAPE MAINTENANCE SERVICES	565-342	20	6,750.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 01 GENERAL FUND							
				TREE MAINTENANCE	750-338	35	6,600.00
				TREE MAINTENANCE	750-338	35	5,550.00
				CHECK APCHK 98830 TOTAL FOR FUND 01:			<u>23,400.00</u>
07/11/2022	APCH	98831	NOVOTNY ENGINEERING	PLAN REVIEW - CIVIL ENGINEER	820-254	40	135.00
07/11/2022	APCH	98832	OLGA TOPCIU	PARK PERMIT FEES	310-814	00	100.00
07/11/2022	APCH	98833	ORBIS SOLUTIONS	CONSULTING SERVICES - IT	460-306	10	6,173.00
07/11/2022	APCH	98834	P.F. PETTIBONE & CO.	OPERATING EQUIPMENT	630-401	30	18.00
				OPERATING EQUIPMENT	630-401	30	18.00
				CHECK APCHK 98834 TOTAL FOR FUND 01:			<u>36.00</u>
07/11/2022	APCH	98835	RAGS ELECTRIC, INC	MAINTENANCE - EQUIPMENT	570-411	20	1,709.30
07/11/2022	APCH	98836	RAY O'HERRON CO., INC.	UNIFORMS	630-345	30	295.00
				UNIFORMS	630-345	30	178.83
				CHECK APCHK 98836 TOTAL FOR FUND 01:			<u>473.83</u>
07/11/2022	APCH	98837	RBH CONSTRUCTION, LLC	MAINTENANCE	725-410	35	1,000.00
07/11/2022	APCH	98838	ROBERT HALF	CONSULTING FEES - CLERICAL	471-253	10	839.58
				CONSULTING FEES - CLERICAL	471-253	10	641.13
				CONSULTING FEES - CLERICAL	471-253	10	809.05
				CONSULTING FEES - CLERICAL	471-253	10	839.58
				CHECK APCHK 98838 TOTAL FOR FUND 01:			<u>3,129.34</u>
07/11/2022	APCH	98839	RUTLEDGE PRINTING CO.	PRINTING & PUBLISHING	630-302	30	125.97
07/11/2022	APCH	98840	SAFEBUILT, LLC	BUILDING, PLAN REVIEW & INSP. SERVICE	820-260	40	5,588.75
07/11/2022	APCH	98841#	SATELLITE PHONE STORE	PHONE - TELEPHONES	455-201	10	66.02
				PHONE - TELEPHONES	630-201	30	66.02
				CHECK APCHK 98841 TOTAL FOR FUND 01:			<u>132.04</u>
07/11/2022	APCH	98842	SECRETARY OF STATE	MAINTENANCE - VEHICLES	630-409	30	151.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 01 GENERAL FUND							
07/11/2022	APCH	98843	SIGNS NOW	OFFICE SUPPLIES	455-301	10	61.50
07/11/2022	APCH	98844	SIKICH LLP	AUDIT SERVICES	620-251	25	420.00
				AUDIT SERVICES	620-251	25	60.00
				CHECK APCHK 98844 TOTAL FOR FUND 01:			<u>480.00</u>
07/11/2022	APCH	98845	STERLING CODIFIERS INC.	CODIFY ORDINANCES	455-266	10	1,284.98
07/11/2022	APCH	98846	SUBURBAN DOOR CHECK & LOCK SERVI	MAINTENANCE - BUILDING	630-228	30	117.00
07/11/2022	APCH	98847	TAMELING INDUSTRIES	STREET IMPROVEMENTS	765-685	35	372.55
				STREET IMPROVEMENTS	765-685	35	288.00
				STREET IMPROVEMENTS	765-685	35	1,172.70
				STREET IMPROVEMENTS	765-685	35	491.40
				CHECK APCHK 98847 TOTAL FOR FUND 01:			<u>2,324.65</u>
07/11/2022	APCH	98848	THOMPSON ELEV. INSPECT. SERVICE	ELEVATOR INSPECTION	830-117	40	100.00
07/11/2022	APCH	98849	THOMSON REUTERS - WEST	FEES/DUES/SUBSCRIPTIONS	630-307	30	1,415.26
07/11/2022	APCH	98850	TRAFFIC CONTROL & PROTECTIONS	ROAD SIGNS	755-333	35	3,482.50
07/11/2022	APCH	98851	USABLUEBOOK	OPERATING SUPPLIES & EQUIPMENT	710-401	35	303.48
07/11/2022	APCH	98853	VILLAGE OF HINSDALE	ADA RECREATION ACCOMMODATIONS	590-520	20	275.00
07/11/2022	APCH	98854	WEST SIDE TRACTOR SALES	MAINTENANCE	725-410	35	607.49
07/11/2022	APCH	98855	WESTOWN AUTO SUPPLY COMPANY	MAINTENANCE - VEHICLES	735-409	35	3,022.91
07/11/2022	APCH	98856	WILD GOOSE CHASE INC	CONTRACTED MAINTENANCE & LANDSCAPING	570-281	20	960.00
07/11/2022	APCH	98857#	WILLOWBROOK FORD INC.	MAINTENANCE - VEHICLES	630-409	30	708.91
				MAINTENANCE	725-410	35	3,003.90
				CHECK APCHK 98857 TOTAL FOR FUND 01:			<u>3,712.81</u>
07/11/2022	APCH	98858	WLBK BURR RIDGE CHAMBER OF COM	SCHOOLS/CONFERENCES/TRAVEL	410-304	05	60.00
				Total for fund 01 GENERAL FUND			241,483.47

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 02 WATER FUND							
07/11/2022	APCH	98808*#	FALCO'S LANDSCAPING INC	SPOILS HAULING SERVICES	430-280	50	4,500.00
				SPOILS HAULING SERVICES	430-280	50	3,000.00
				CHECK APCHK 98808 TOTAL FOR FUND 02:			<u>7,500.00</u>
07/11/2022	APCH	98814*#	H AND R CONSTRUCTION INC.	WATER DISTRIBUTION REPAIRS/MAINTENANC	430-277	50	3,980.00
				WATER DISTRIBUTION REPAIRS/MAINTENANC	430-277	50	5,900.00
				WATER DISTRIBUTION REPAIRS/MAINTENANC	430-277	50	3,980.00
				WATER DISTRIBUTION REPAIRS/MAINTENANC	430-277	50	5,900.00
				WATER DISTRIBUTION REPAIRS/MAINTENANC	430-277	50	4,500.00
				WATER DISTRIBUTION REPAIRS/MAINTENANC	430-277	50	4,617.00
				WATER DISTRIBUTION REPAIRS/MAINTENANC	430-277	50	3,400.00
				WATER DISTRIBUTION REPAIRS/MAINTENANC	430-277	50	4,600.00
				SPOILS HAULING SERVICES	430-280	50	3,900.00
				CHECK APCHK 98814 TOTAL FOR FUND 02:			<u>40,777.00</u>
07/11/2022	APCH	98819	IL ENVIRONMENTAL PROTECTION AGEN	INTEREST - IEPA LOAN	449-105	50	6,409.62
				PRINCIPAL - IEPA LOAN	449-106	50	20,814.48
				CHECK APCHK 98819 TOTAL FOR FUND 02:			<u>27,224.10</u>
07/11/2022	APCH	98852	VERIZON WIRELESS	PHONE - TELEPHONES	401-201	50	107.18
				Total for fund 02 WATER FUND			75,608.28

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 10 CAPITAL PROJECT FUND							
07/11/2022	APCH	98805	ENGINEERING SOLUTIONS TEAM	COMMUNITY CENTER CONSTRUCTION	600-326	55	12,580.00
Total for fund 10 CAPITAL PROJECT FUND							12,580.00
TOTAL - ALL FUNDS							329,671.75

'*'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND
'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

VILLAGE OF WILLOWBROOK

BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE:

A RESOLUTION ACCEPTING A PROPOSAL FROM RAY O’HERRON AND AUTHORIZING THE PURCHASE OF SIX (6) BALLISTIC SHIELDS AND TWENTY-SEVEN (27) BALLISTIC HELMETS, AND RELATED EQUIPMENT, FOR THE POLICE DEPARTMENT, AT A COST NOT TO EXCEED \$26,872.00

AGENDA NO. 6

AGENDA DATE: 07/11/22

STAFF REVIEW: Robert Schaller, Chief of Police

SIGNATURE: 

LEGAL REVIEW: Tom Bastian, Village Attorney

SIGNATURE: 

RECOMMENDED BY: Brian Pabst, Village Administrator

SIGNATURE: REVIEWED & APPROVED BY PSC: YES NO N/A **ITEM HISTORY (PREVIOUS VILLAGE BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, OTHER HISTORY)**

The ballistic shields currently deployed by the Police Department are twenty-one years old. They are used routinely by officers in the field and during departmental training. Due to the age and use of the ballistic shields, end of service life has been reached and are in need of replacement. The Willowbrook Police Department currently issues riot helmets that have no ballistic characteristics to its officers. Due to the rise of gun violence and active shooters throughout the country, ballistic helmets were included in the FY22-23 budget. In terms of day-to-day deployment, police-issued ballistic helmets would likely not be utilized the entire shift. Instead, the helmet is kept in the officer’s patrol bag, making it available to officers in the event of an emergency response scenario or an Immediate Action Rapid Deployment (IARD) potentially limiting a traumatic brain injury.

ITEM COMMENTARY (BACKGROUND, DISCUSSION, RECOMMENDATIONS, ETC.)

United Shield International was chosen as the preferred manufacturer. United Shield International is one of the leading manufacturers in the world of personal ballistic and fragmentation protection and fragmentation equipment, with headquarters in Michigan. A request for quote was issued and, of the three proposals received, Ray O’Herron came in as the low bidder. It is to be noted that the total cost for the items listed above came in \$3,328.00 under budget.

This purchase has been budgeted for FY22.

ACTION PROPOSED:

Adopt the Resolution.

RESOLUTION NO. 22-R-_____

A RESOLUTION ACCEPTING A PROPOSAL FROM RAY O’HERRON AND AUTHORIZING THE PURCHASE OF SIX (6) BALLISTIC SHIELDS AND TWENTY-SEVEN (27) BALLISTIC HELMETS, AND RELATED EQUIPMENT, FOR THE POLICE DEPARTMENT, AT A COST NOT TO EXCEED \$26,872.00

BE IT RESOLVED by the Mayor and Board of Trustees of the Village of Willowbrook, DuPage County, Illinois, that the proposal from Ray O’Herron, for the purchase of six (6) Ballistic Shields and twenty-seven (27) Ballistic Helmets, and related equipment, at a cost not to exceed Twenty Six Thousand Eight Hundred Seventy-Two and 00/100ths Dollars (\$26,872.00), and attached hereto as Exhibit “A”, is accepted and approved.

BE IT FURTHER RESOLVED that the Village Police Chief is hereby directed and authorized to execute said proposal and purchase agreement on behalf of the Village of Willowbrook.

ADOPTED and APPROVED this 11th day of July, 2022, by a ROLL CALL VOTE as follows:

AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

APPROVED:

Frank A. Trilla, Mayor

ATTEST:

Deborah A. Hahn, Village Clerk

EXHIBIT "A"



3549 N Vermilion St
 Danville, IL 61832
 www.oherron.com
 rayoherron@oherron.com
 1-800-223-2097

Quote

Quote # 3119210
 Customer No: 00-60527PD
 Date:6/23/2022

BILL TO:
 WILLOWBROOK POLICE DEPARTMENT
 7760 QUINCY ST.
 WILLOWBROOK, IL 60527

SHIP TO:
 WILLOWBROOK POLICE DEPARTMENT
 7760 QUINCY ST.
 WILLOWBROOK, IL 60527

BADGE NO:	PAYMENT TERMS:	ORDERED BY:	ORDER COMMENT:		
	NET 30 DAYS	Chief Robert Schaller-Shield & Helmet Quote			
ITEM NO	DESCRIPTION	QUANTITY	PRICE	EXT PRICE	
	DGY				
H-BAG	HELMET BAG W/CARRY STRAP	27.00	39.00	1,053.00	
GMSTRAP	GAS MASK STRAP FOR USI BOA	27.00	14.00	378.00	
LWMXV-20X34-III A-WIDE HH	LWMXV, IIIA, WIDE HORIZONTAL H	6.00	1,550.00	9,300.00	
CM-SM	PADDED SHILED CARRY BAG 20X34	6.00	81.00	486.00	
SPECOPSDELTA-IIIA-G ENII-NO NVG	Spec Ops Delta Gen II, IIIA, H	27.00	565.00	15,255.00	

*****QUOTED FREIGHT*****

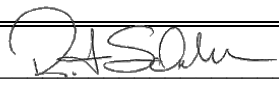
Freight: 400.00

Sales Tax: 0.00

Quote Total: 26,872.00

VILLAGE OF WILLOWBROOK

BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE: A RESOLUTION PURSUANT TO TITLE 5, CHAPTER 1, SECTION 5-1-14 OF THE VILLAGE CODE TO DEVIATE FROM THE POLICE DEPARTMENT HIRING ROTATION PROCESS AND EFFECT THE ORIGINAL APPOINTMENT OF TWO (2) LATERAL POLICE CANDIDATES FOR THE RANK OF PATROL OFFICER AT STEP TWO (2) IN THE SALARY SCHEDULE	AGENDA NO. 7 AGENDA DATE: 7/11/2022
STAFF REVIEW: Robert Schaller, Chief of Police SIGNATURE: <u></u>	
LEGAL REVIEW: Tom Bastian, Village Attorney SIGNATURE: <u>Tom Bastian/cm</u>	
RECOMMENDED BY: Brian Pabst, Village Administrator SIGNATURE: <u>B. Pabst</u>	
REVIEWED & APPROVED BY PSC: YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	
ITEM HISTORY (PREVIOUS VILLAGE BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, OTHER HISTORY) Due to the resignation of an officer in April and the retirement of a Sergeant in June of 2022, vacancies have been created. The Police Department currently has no reservations at the Police Training Institute and was advised that the remainder of academy spots for 2022 are currently filled. Due to the terms and conditions of fulfilling Department of Justice COPS grant and the lack of a reservation at the police academy, a deviation from the hiring rotation as defined in Section 5-1-4 of the Municipal Code of the Village of Willowbrook is requested to affect the hiring from the lateral transfer applicant list.	
ITEM COMMENTARY (BACKGROUND, DISCUSSION, RECOMMENDATIONS, ETC.) The Village's current police department composition ordinance (Section 5-1-1 of the Village Code of Ordinances) establishes the following as far as number and rank of positions within the police department: Chief of Police -1 Deputy Chief of Police -2 Sergeants – 3 Patrol Officers - in such numbers as may be provided from time to time by the Mayor and Board of Trustees for a total department composition not to exceed twenty-seven (27) members <u>TOTAL: 27 sworn officers</u> <u>Currently the total number of sworn officers is 24 in the police department.</u> Currently, the Collective Bargaining Agreement allows the Village, at its discretion, to pay new hires at a higher rate than is provided in the salary schedule as long as it does not exceed the pay of any current covered member. It is recommendation of staff to hire these lateral candidates at the lowest paid patrolman salary which is currently Step 2 in the salary schedule.	
ACTION PROPOSED: Adopt the Resolution, which will enable the Chief of Police to hire from the lateral hire candidate pool.	

RESOLUTION NO. 22-R-_____

A RESOLUTION PURSUANT TO TITLE 5, CHAPTER 1, SECTION 5-1-14 OF THE VILLAGE CODE TO DEVIATE FROM THE POLICE DEPARTMENT HIRING ROTATION PROCESS AND EFFECT THE ORIGINAL APPOINTMENT OF TWO (2) LATERAL POLICE CANDIDATES FOR THE RANK OF PATROL OFFICER AT STEP TWO (2) IN THE SALARY SCHEDULE

WHEREAS, Title 2, Chapter 4, Section 6 of the Village Code of Ordinances provides that the Board of Police Commissioners of the Village shall make original appointments in the Police Department upon written receipt of a written resolution to do so, duly adopted by a majority vote of the corporate authorities of the Village; and

WHEREAS, Title 5, Chapter 1, Section 5-1-14 authorizes lateral hiring of qualified police officers; and

WHEREAS, the Village Code provides that the original appointment of police officers shall be made on a rotating basis pursuant to Title 2, Chapter 4, Section 6 or Title 5, Chapter 1, Section 5-1-14 of the Village Code of Ordinances; and

WHEREAS, the provision of Section 5-1-4, notwithstanding the corporate authorities, are expressly authorized to deviate from the hiring rotation process and direct the Chief of Police of the Village to select qualified candidates from the lateral pool to be recommended for hire by the Village Administrator.

NOW THEREFORE BE IT RESOLVED by the Mayor and Board of Trustees of the Village of Willowbrook, DuPage County, Illinois, that a deviation from the “rotating hiring basis”, as provided in Title 5, Chapter 1, Section 5-1-14 of the Village Code of Ordinances, is hereby approved and the Chief of Police is hereby directed to select two (2) qualified candidates from the lateral pool of qualified candidates and shall further make a recommendation to the Village Administrator of the Village to extend a conditional offer of employment to each such candidate,

starting at Step two (2) of the Salary Schedule, all in accord with the provisions of the Village Code of Ordinances.

This resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

PASSED and APPROVED this 11th day of July, 2022 by a ROLL CALL VOTE as follows:

AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

APPROVED:

Frank A. Trilla, Mayor

ATTEST:

Deborah A. Hahn, Village Clerk