

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, MARCH 27, 2017 AT THE BURR RIDGE POLICE DEPARTMENT, TRAINING ROOM, 7700 COUNTY LINE ROAD, VILLAGE OF BURR RIDGE, DUPAGE COUNTY, ILLINOIS.

1. CALL TO ORDER

The meeting was called to order at the hour of 6:30 p.m. by Mayor Frank Trilla.

2. ROLL CALL

Those present at roll call were Mayor Frank Trilla, Village Clerk Leroy Hansen, Trustees Sue Berglund, Umberto Davi, Terrence Kelly, Michael Mistele, Gayle Neal, and Paul Oggerino.

ABSENT: None

Also present were Village Attorney Thomas Bastian, Village Administrator Timothy Halik, Chief Mark Shelton, Deputy Chief Robert Schaller, Director of Finance Carrie Dittman, and Deputy Clerk Cindy Stuchl.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Mayor Trilla asked Deputy Chief Schaller to lead everyone in saying the Pledge of Allegiance.

4. VISITORS' BUSINESS

None Presented.

5. OMNIBUS VOTE AGENDA

- a. Waive Reading of Minutes (APPROVE)
- b. Minutes - Regular Board Meeting - March 13, 2017 (APPROVE)
- c. Warrants - \$230,017.80 (APPROVE)
- d. Ordinance - An Ordinance Providing for the Official Zoning Map of the Village of Willowbrook, DuPage County, Illinois - Ordinance No. 17-O-07 (PASS)
- e. Resolution - A Resolution Waiving the Competitive Bidding Process and Authorizing the Mayor and Village Clerk to Execute a Certain Agreement - Landscape Maintenance Services - Between the Village of Willowbrook and Falco's Landscaping - Resolution No. 17-R-16 (ADOPT)

- f. Resolution - A Resolution of the Village of Willowbrook Approving and Authorizing the Execution of an Intergovernmental Agreement Between the Village of Willowbrook and the County of DuPage to Provide Mowing Services along County Roads and Rights-of-Ways - Resolution No. 17-R-17 (ADOPT)
- g. Resolution - A Resolution Authorizing the Mayor and Village Clerk to Enter into an Agreement with BKD LLP for Audit Services for Fiscal Year 2016/17 - Resolution No. 17-R-18 (ADOPT)
- h. Resolution - A Resolution Terminating the Agreement Between Azavar Technologies and the Village of Willowbrook to Provide Municipal Utility Tax Audits - Resolution No. 17-R-19 (ADOPT)
- i. Proclamation - A Proclamation Recognizing the Week of May 7 Through May 13, 2017 as Municipal Clerks Week in the Village of Willowbrook (APPROVE)
- j. Proclamation - A Proclamation Declaring April 4, 2017 as National Service Recognition Day Within the Village of Willowbrook (APPROVE)

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

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

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

MOTION DECLARED CARRIED

#### NEW BUSINESS

##### 6. DELINQUENT WATER BILLS

Administrator Halik advised that there were eight (8) delinquent water bills. Staff requested authorization to proceed in accordance with past practices, which was granted.

7. ORDINANCE - AN ORDINANCE GRANTING A TIME EXTENSION IN WHICH TO OBTAIN IDOT APPROVAL OF A PROPERTY LEASE AGREEMENT AS REQUIRED BY SECTION ELEVEN OF ORDINANCE NO. 16-O-48 - A SPECIAL USE FOR A PLANNED UNIT DEVELOPMENT, INCLUDING APPROVAL OF PRELIMINARY AND FINAL PLAT OF PUD, GRANTING CERTAIN WAIVERS FROM THE ZONING ORDINANCE, GRANTING CERTAIN VARIATIONS FROM THE SUBDIVISION REGULATIONS, GRANTING APPROVAL OF A PRELIMINARY AND FINAL PLAT OF SUBDIVISION, AND RELATED MATTERS - PC 15-08: 820 PLAINFIELD ROAD - PETE'S FRESH MARKET

Administrator Halik reminded the Board that an ordinance had been passed on December 19, 2016 approving the zoning for the Pete's Fresh Market development. As part of the project, a portion of land owned by the State of Illinois needed to be leased in order to construct a northern access drive to the property. The process to obtain the lease had not been finalized by IDOT at the time. A condition was added to the ordinance that required that the lease be fully executed prior to March 31, 2017 or the ordinance would become nullified.

Administrator Halik related that on March 22<sup>nd</sup>, he received a request from Pete's Fresh Market to extend the deadline. Administrator Halik advised that he contacted a representative from IDOT and confirmed that the lease process is proceeding but is not yet completed. The representative suggested that a 60-day extension be approved for the lease agreement to be fully executed.

Administrator Halik stated that this ordinance will extend the deadline date from March 31, 2017 to May 31, 2017.

MOTION: Made by Trustee Davi and seconded by Trustee Kelly to pass Ordinance No. 17-O-08 as presented.

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

MOTION DECLARED CARRIED

8. RESOLUTION - A RESOLUTION AUTHORIZING THE MAYOR AND VILLAGE CLERK TO EXECUTE A CERTAIN CONTRACT - WILLOW POND PARK IMPROVEMENT PROJECT - CLAUSS BROTHERS, INC.

Administrator Halik advised that Clauss Brothers, Inc. provided the lowest qualified bid for the Willow Pond Park Improvement project. The bid opening was held on March 3, 2015; however, the State of Illinois suspended the OSLAD grant on March 10, 2015. The grant was released on August 15, 2016.

Administrator Halik related that work should begin in late April with completion by August 2017.

MOTION: Made by Trustee Oggerino and seconded by Trustee Davi to adopt Resolution No. 17-R-20 as presented.

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

MOTION DECLARED CARRIED

PRIOR BUSINESS

9. COMMITTEE REPORTS

Trustee Neal had no report.

Trustee Kelly had no report.

Trustee Mistele had no report.

Trustee Berglund had no report.

Trustee Davi had no report.

Trustee Oggerino had no report.

10. ATTORNEY'S REPORT

Attorney Bastian had no report.

11. CLERK'S REPORT

Clerk Hansen had no report.

12. ADMINISTRATOR'S REPORT

Administrator Halik distributed a thank you letter from the Illinois Public Works Mutual Aid Network for the Village's assistance with damage clean up after the Naplate tornado.

Director Dittman related that a change was made to the pay schedule for paychecks to be issued in arrears for all employees effective March 31, 2017.

13. MAYOR'S REPORT

Mayor Trilla had no report.

14. CLOSED SESSION

Mayor Trilla stated that there was no need for Closed Session during tonight's meeting.

15. ADJOURNMENT

MOTION: Made by Trustee Mistele and seconded by Trustee Berglund, to adjourn the Regular Meeting at the hour of 6:43 p.m.

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

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED.

April 10, 2017.

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Mayor

Minutes transcribed by Deputy Clerk Cindy Stuchl.