

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, APRIL 27, 2020 AT THE WILLOWBROOK POLICE DEPARTMENT, 7760 QUINCY STREET, VILLAGE OF WILLOWBROOK, 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

Present Via Conference Call Due to the COVID-19 Pandemic Were Mayor Frank A. Trilla, Trustees Sue Berglund, Umberto Davi, Terrence Kelly, Michael Mistele, Gayle Neal, Paul Oggerino and Clerk Leroy R. Hansen.

ABSENT: None.

Present Via conference call due to COVID-19 Pandemic were Village Attorney Thomas Bastian, Village Administrator Brian Pabst, Assistant Village Administrator Michael Mertens, Director of Finance Carrie Dittman, Chief Robert Schaller, Deputy Chief Lauren Kaspar, Deputy Clerk Christine Mardegan, Building Official Roy Giuntoli, Superintendent of Public Works Joe Coons and Planning Consultant Ann Choi.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Mayor Trilla asked Trustee Davi 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 - Public Hearing Proposed Appropriation Ordinance - April 6, 2020 (APPROVE)
- c. Minutes - Special Meeting of the Mayor and Board of Trustees of the Village of Willowbrook - April 6, 2020 (APPROVE)
- d. Minutes - Special Meeting of the Mayor and Board of Trustees of the Village of Willowbrook - April 13, 2020 (APPROVE)

- e. Minutes - Board Meeting - April 13, 2020 (APPROVE)
- f. Warrants - \$67,232.81 (APPROVE)
- g. ORDINANCE - An Ordinance Extending Temporary Executive Powers Pursuant to 65 ILCS 5/11-1-6 (PASS) - Ordinance No. 20-O-13 (ADOPT)
- h. MOTION - Board Advice and Consent to Mayor's Appointments to fill Vacancies in the Parks & Recreation Commission, Plan Commission, and Board of Police Commissioners (PASS)
- i. RESOLUTION - A Resolution Authorizing the Mayor and Village Clerk to Enter into an Agreement with BKD LLP for Audit Services for the Fiscal Year 2019/20 (ADOPT) - Resolution No. 20-R-20 (ADOPT)
- j. RESOLUTION - A Resolution Accepting a Proposal and Authorizing the Chief of Police to Purchase Three (3) Extended Warranties Through Currie Motors (ADOPT) - Resolution No. 20-R-21 (ADOPT)

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 Berglund, Davi, Kelly, Mistele, Neal and Oggerino. NAYS: None. ABSENT: None.

MOTION DECLARED CARRIED

#### NEW BUSINESS

- 6. MOTION - A Motion to Approve the FY 2020/21 Budget (PASS)

Director of Finance Dittman announced that the final budget incorporates two discretionary items that the Board approved at the April 6 Budget Workshop, along with subsequent budget related discussions including placeholders for possible employee raises. The General Fund balance at April 30, 2021 is slightly over \$4.8 million, which represents 190 operating expense reserve days. The Village will adopt the annual appropriation as required by the State Appropriation Act within the first quarter of the new fiscal year. Also, staff will submit for the GFOA budget award later if the Board desires.

Trustee Oggerino reminded staff that the comparable data from other community's pay grades and salaries is still needed.

Administrator Pabst responded that there will be a detailed discussion at the May 11, 2020 meeting.

Trustee Davi thanked Director Dittman on the Budget presentation and all her effort.

MOTION: Made by Trustee Mistele and seconded by Trustee Davi to approve the motion to approve the Fiscal Year 2020/21 Budget.

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

MOTION DECLARED CARRIED

7. RECEIVE - Receive the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting for the Village's Fiscal Year 2018/19 (RECEIVE)

Administrator Pabst related, in October 2019, the Village submitted its audited financial statements for the year ended April 30, 2019 to the Government Finance Officers Association (GFOA) for consideration of the Certificate of Achievement for Excellence in Financial Reporting (CAFR) Award. Finance Director Dittman submitted eight (8) different drafts before this was approved. There is a tremendous amount of work that goes into preparing for this award. Only five (5) percent that apply in the State of Illinois are given this award. Finance Director Dittman should be commended on her efforts.

Mayor Trilla thanked Finance Director Dittman for all her hard work.

Trustee Mistele added that we have been doing this for thirty-three (33) years and thanked Carrie and the Finance team.

MOTION: Made by Trustee Mistele and seconded by Trustee Berglund to receive the Government Finance Officers Association Award 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 Approving and Authorizing the Mayor and Village Clerk to Execute an Agreement with D. Ryan Tree & Landscaping, LLC. To Conduct the 2020 Village-Wide Spring and Fall Brush Collection Program (ADOPT)

Superintendent of Public Works Coons advised that D. Ryan Tree & Landscape LLC company has done a good job on the program. The Estimate for Spring and Fall brush collection given is the same as  
Last year. The Spring Brush Collection will begin March 25, 2020.

MOTION: Made by Trustee Kelly and seconded by Trustee Davi to adopt the Resolution 20-R-22 as presented.

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

MOTION DECLARED CARRIED

9. RESOLUTION - A Resolution Authorizing the Purchase of Bulk Rock Salt for Use Within the Village of Willowbrook (ADOPT)

Superintendent of Public Works Coons advised that the County of DuPage solicited bids by their Central Management Services (CMS)for untreated rock salt. Compass Minerals was the low bid ~~this~~ again this year.

MOTION: Made by Trustee Berglund and seconded by Trustee Kelly to adopt the resolution 20-R-23 as presented.

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

10. ORDINANCE - An Ordinance to Amend Section 8-3-3 Entitled "Stop Streets" of Chapter 3 Entitled "Through Streets, One-Way Streets, Stop Streets and Truck Routes" of Title 8 Entitled "Traffic Regulations" of the Village Code of the Village of Willowbrook, DuPage County, Illinois (PASS)

Chief Schaller reviewed a request to consider stop signs within

the Stanhope subdivision. Currently the intersection of Canterbury and Windsor have yield signs. The Police Chief finds it beneficial to have the yield signs removed and stop signs installed.

Trustee Berglund asked, "Who made this request Stanhope subdivision one (1) or two (2)?"

Chief Schaller was unsure at this moment and he will investigate the question.

Mayor Trilla asked, "Does the Village normally install H.O.A signs?"

Attorney Bastian responded, "If there is a traffic enforcement agreement with the Association, we will erect the signage and the Association will pay for them. Then adopt an ordinance to codify it."

MOTION: Made by Trustee Berglund and seconded by Trustee Oggerino to adopt the Ordinance 20-0-14 as presented.

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

11. ORDINANCE - An Ordinance Amending Title 3 Entitled "Business Regulations" of the Village Code of Ordinances by Adding Chapter 22 Entitled "Retail Sale of Dogs, Cats, and Rabbits" (PASS)

Assistant Administrator Mertens states the Ordinance proposes a ban on puppy mills, kitten mills and rabbits to restrict the sale of these animals to only animal care facilities, rescue organizations and Humane Societies. It establishes definitions for facilities to sell but does not ban hobby breeders.

Trustee Mistele questioned why is was on the agenda.

Mayor Trilla said that the county suggested to add this ordinance.

MOTION: Made by Trustee Davi and seconded by Trustee Kelly to adopt the Ordinance 20-0-15 as presented.

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

12. ORDINANCE -An Ordinance Amending Special Use Permit No. 77-2 as Approved in Ordinance No. 77-O-14 and as Amended in Ordinance No. 78-O-43,80-O-40, 84-O-12, and 94-O-29 and Granting Certain Variations from the Zoning Ordinance - PC 01: 7000 Kingery - Ducky's Car Wash Addition (PASS)

Planner Choi related that the property consists of a total of 1.47 acres located at the N-W corner of Illinois Route 83 and Plainfield Road. Special use in the B-2 Zoning District including certain variations to allow for the modernization and enlargement of the existing car wash with associated site improvements at the property located at 7000 S. Kingery Highway, Willowbrook, Illinois. The existing car wash has been operating since the mid-1980s. The property owner acquired the property in 2019 and wishes to modernize the existing car wash that is over 30 years old. The property owner requests an amendment to the special use to replace the existing car wash with an automated car wash tunnel that will accommodate a maximum capacity of six cars. The proposed car wash expansion will replace the existing seven parking spaces with two (2) parking spaces and six (6) vacuum stations. The proposed variations will require several due to the unique space of the property. Page five (5) and six (6) lists the variations requested. The Plan Commission discussed the car wash addition petition at the February 5, 2020 regular meeting of the Plan Commission and voted a unanimous vote of 6-0 of the members present to forward a positive recommendation to the Village Board. Their motion included thirteen (13) conditions of approval.

Trustee Davi asked, "Which gas station is this the Shell or the BP?"

Planner Choi responded, "The Shell."

MOTION: Made by Trustee Oggerino and seconded by Trustee Mistele to adopt the Ordinance 20-O-16 as presented.

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

13. TRUSTEE REPORTS

Trustee Neal had no report.

Trustee Kelly had no report.

Trustee Mistele had no report but misses seeing everyone.

Trustee Berglund was not present.

Trustee Davi shared that his dear friend, a retired judge, passed away this morning.

Trustee Oggerino thanked the Mayor for sending the YouTube video on COVID-19.

14. ATTORNEY'S REPORT

Attorney Bastian thanked staff and Trustee Neal for all their hard work with the subpoenas.

Mayor Trilla asked if we will be creating a file system with all the documents.

Attorney Bastian responded that Assistant Administrator Mertens suggested that a library of all related documents be created, once this is complete reports will more efficient.

15. CLERK'S REPORT

Clerk Hansen had no report.

16. ADMINISTRATOR'S REPORT

Administrator Pabst had no report.

17. MAYOR'S REPORT

Mayor Trilla stated that he has been appointed by the DuPage Mayors and Mangers to be a part of the Chicagoland COVID team with Mayor Lightfoot and Sam Skinner. Sam Skinner worked with the Bush administration and Chairman of ComEd. The goals for this team are:

1. Plan policy and economic stimulus
2. Access to mental and emotional health services
3. Marketing and development for the City of Chicago and all the surrounding areas

4. Regional Coordination of all the information

18. CLOSED SESSION

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

19. ADJOURNMENT

MOTION: Made by Trustee Mistele and seconded by Trustee Berglund, to adjourn the Regular Meeting at the hour of 7:12 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.

\_\_\_\_\_, 2020.

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Frank A. Trilla, Mayor

Minutes transcribed by Deputy Clerk Christine Mardegan.