

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON MONDAY, JUNE 22, 2020, 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 the hour of 6:31 p.m. by Mayor Frank Trilla.

2. ROLL CALL

Those present at roll call were Mayor Frank A. Trilla, Trustees Gayle Neal and Paul Oggerino. Also, present was Chief of Police Robert Schaller and Deputy Clerk Christine Mardegan.

Present Via Conference Call Due to the COVID-19 Pandemic were, Trustees Sue Berglund, Umberto Davi, Terrence Kelly, Michael Mistele and Clerk Leroy R. Hansen.

ABSENT: Village Administrator Brian Pabst.

Also, present Via conference call due to COVID-19 Pandemic were Village Attorney Thomas Bastian, Assistant Village Administrator Michael Mertens, Director of Finance Carrie Dittman, Deputy Chief Lauren Kaspar, Building Official Roy Giuntoli and Superintendent of Public Works Joe Coons.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

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

4. VISITORS' BUSINESS

None presented and no written comments were received.

5. OMNIBUS VOTE AGENDA

- a. Waive Reading of Minutes (APPROVE)
- b. Minutes - Regular Board Meeting - June 8, 2020 (APPROVE)
- c. Warrants - \$ 237,369.93 (APPROVE)
- d. ORDINANCE - An Ordinance Extending Temporary Executive Powers Pursuant to 65 ILCS 5/11-1-6 Ordinance No. 20-O-23 (PASS)

- e. ORDINANCE - An Ordinance of the Village of Willowbrook Declaring Surplus Property and Authorizing the Sale or Disposal of the Same Ordinance No. 20-O-24 (PASS)
- f. RESOLUTION - A Resolution Approving and Authorizing the Mayor to Execute, on Behalf of the Village of Willowbrook, a One-Year Extension Amendment to the Illinois Elevator Safety Program Agreement Resolution No. 20-R-29 (ADOPT)
- g. RESOLUTION - A Resolution Approving and Accepting a Proposal and Authorizing the Mayor and the Village Clerk to Execute and Attest to an Agreement for Storm Sewer Replacement and installation with H&R Constructors, Inc. at a Cost Not-to-Exceed \$14,985.00 Resolution No. 20-R-30 (ADOPT)
- h. RESOLUTION - A Resolution Approving and Authorizing the Village Administrator to Execute a Proposal Submitted by Traffic Control & Protection, Inc. to Provide Traffic Control and Detour Signage at a Cost Not-to-Exceed \$4,300.00 Resolution No. 20-R-31 (ADOPT)
- i. RESOLUTION - A Resolution Approving and Accepting a Proposal and Authorizing the Mayor and the Village Clerk to Execute and Attest to an Agreement for Concrete Saw Cutting with Alliance Concrete Sawing & Drilling IV, LLC at a Cost Not-to-Exceed \$6,240.00 Resolution No. 20-R-32 (ADOPT)
- j. RESOLUTION - A Resolution Approving and Accepting a Proposal and Authorizing the Mayor and the Village Clerk to Execute and Attest to an Agreement for Sidewalk and Curb Replacement with Falcos Landscaping, Inc. at a Cost Not-to-Exceed \$2,500.00 Resolution No. 20-R-33 (ADOPT)
- k. RESOLUTION - A Resolution Approving and Authorizing the Village Administrator to Execute a Proposal Submitted by Welch Bros., Inc. to Provide a 36" Culvert at a Cost Not-to-Exceed \$1,939.20 Resolution No. 20-R-34 (ADOPT)
- l. MOTION - A Motion to Approve Bond Payment Due July 1, 2020 for Special Service Area, Series 2007 Bonds (PASS)

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

Trustee Kelly stated there was an error in the cover sheet for agenda item 5e.

Assistant Administrator Mertens thanked Trustee Kelly and was aware of the error.

MOTION: Made by Trustee Mistele and seconded by Trustee Davi 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. ORDINANCE – An Ordinance Amending Section 3-12-7 Entitled “License Fees:” of Chapter 12 Entitled “Liquor,” of Title 3 Entitled “Business” of the Village Code of Ordinances of the Village of Willowbrook, DuPage County, Illinois (PASS)

As the Village Board members are aware Illinois Governor Pritzker has issued a stay-at-home order with restricted business operations due to the COVID-19 pandemic. He has issued a Phase 5 program, Restore Illinois, to guide the State's businesses and activities through this pandemic. Currently the State is in the Phase 3 Recovery stage. During this stage, the State would allow outdoor dining, limited occupancy for retail, salons, office, and manufacturing to open, however, gatherings are limited to 10 people. Phase 4 opening date has yet to be determined but that stage would allow for internal restaurant openings and gatherings of up to 50 people. We have received a few calls from perspective business owners inquiring on prorating the liquor license fees due to the COVID-19. Currently, our liquor code does not allow any prorating of the fees for the Liquor License. Please see the agenda for the possible fees and classifications. This item was discussed at the Laws & Ordinance Committee on June 8<sup>th</sup>. The staff recommendation is to have a half year proration of License fee. For example, a license obtained in March will pay the full amount, August would pay one half if the ordinance be approved.

Trustee Mistele asked if the fiscal year began May 1<sup>st</sup>, why start the proration in July. Assistant Administrator Mertens stated it would be half of a calendar year.

MOTION: Made by Trustee Davi and seconded by Trustee Oggerino to pass Ordinance No. 20-0-25 as presented.

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

PRIOR BUSINESS

7. TRUSTEE REPORTS

Trustee Neal reported on item 7 in the agenda. The Village of Willowbrook has approved 21 sworn officers on staff with one possible retirement this September. The Village has worked with Administrative Consulting Specialists to apply for a Community Oriented Policing Services grant. We have been advised that the Village of Willowbrook will be awarded a grant for three (3) new officers above the current budget level. The grant would be for \$375,000 in total over the course of the grant term. The grant is not a 75% split on a yearly basis as the Village originally thought when we applied for the grant.

If the grant is accepted by the Village, sworn officer requirements will go from 23 to 26 officers. The COPS grant criteria calls for the grant to be applied to new officer hires that are not currently budgeted. The officers must be on staff for four years total after the award of the grant.

The Village has conducted an online testing for new officers. We had twenty-six (26) applicants take the test. Sixteen (16) applicants passed the first level. The second portion of the testing is from oral interviews that are schedule for July 11, 2020. The Village also, has ten (10) available slots for 2021 academics with the first academy beginning in January 2021.

The Village of Willowbrook will have forty-five (45) days to accept the COPS grant once formally awarded. Staff is seeking further direction from the Village Board on the COPS Grant.

Chief Schaller added by Ordinance we are allowed 23 officers for 2021. There are two open positions currently.

There is a possible officer retiring in September and another officer that has been deployed overseas. This brings us at nineteen (19) officers. There is an issue with field training multiple officers at one time. Ideally four (4) officers would be what we are looking for.

Trustee Neal asked if there is a possibility of an extension.

Chief Schaller stated he did not have the specifics but there is an extension for up to thirty-six (36) months. We are still waiting for the email for the official grant notification.

Mayor Trilla asked, "What is your recommendation?"

Chief Schaller recommends we hire three new additional (3) officers.

Mayor asked if anyone is opposed?

The Board is in consensus.

Attorney Bastian suggested the Board make a motion at the next Village Board Meeting.

Trustee Kelly had no report.

Trustee Mistele had no report but complimented the Mayor on a job well done in protecting Willowbrook in these uncertain times.

Mayor Trilla stated that should be directed to Chief Schaller.

Trustee Berglund had no report.

Trustee Davi had no report.

Trustee Oggerino had no report.

8. ATTORNEY'S REPORT

Attorney Bastian had no report.

9. CLERK'S REPORT

Clerk Hansen had no report.

10. ADMINISTRATOR'S REPORT

- a. Expenditure in Excess of \$5,000: Community Resource Center Architectural Services for Sprinkler System Design and Coordination as well as Dais Design Services (\$5,450.00)

Assistant Village Administrator Mertens updated the Board on an expense item that is over \$5000. Additional services for the agricultural design for the Community Resource Center. There is an additional \$5,450.00. This includes \$2,000.00 for the design of the dais, \$2,500.00 for the fire sprinkler system design and \$950.00 for the coordination of fire system design. We need this so we can apply for the \$225,000 DECO grant.

12. MAYOR'S REPORT

Mayor Trilla thanked the Police Department and Chief Schaller for all their hard work and Trustee Neal for getting the news alerts out in a timely manner.

On another note, it is official that I am the President of the DuPage Mayors and Managers Conference.

Trustee Kelly congratulated Mayor Trilla.

13. CLOSED SESSION

Mayor Trilla advised there was no need for closed session at tonight's meeting.

14. ADJOURNMENT

MOTION: Made by Trustee Kelly and seconded by Trustee Neal, to adjourn the Regular Meeting at the hour of 7:00 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.