

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON MONDAY, MARCH 8, 2021 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 6:30 p.m. by Mayor Frank Trilla.

2. ROLL CALL

Those physically present at roll call were Mayor Frank A. Trilla, Trustees Umberto Davi, Michael Mistele, Gayle Neal, Greg Ruffolo and Deputy Clerk Mardegan.

Present Via conference call, due to the COVID-19 Pandemic, were, Trustee Sue Berglund, Paul Oggerino, Village Clerk Deborah Hahn, Village Attorney Thomas Bastian, Village Administrator Brian Pabst, Assistant Village Administrator Michael Mertens, Director of Finance Carrie Dittman, Chief Robert Schaller, Deputy Chief Lauren Kasper, Building Official Roy Giuntoli and Public Works Foreman Aj Passero.

Absent: None.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Mayor Trilla asked Deputy Clerk Mardegan to lead everyone in saying the Pledge of Allegiance.

4. VISITORS' BUSINESS

Sandra Koutouvidis President of Lake Hinsdale Village Homeowners Association, which is a 22-acre private, residential complex on the NW corner of route 83 and 67<sup>th</sup> street. There are 539 condominiums and townhouses with approximately 850 residents. Residents have concerns about the potential Special Use Permit at Recency Center to construct a drive through at the location on the vacated by Juicy's O's Restaurant. I am requesting on behalf of the residents that the Willowbrook Board does not grant a Special Use Permit to Regency Centers to construct a drive though at this location. Thank you for letting me speak.

Keith Yearman a longtime professor at College of DuPage in Geography spoke about an upcoming 60<sup>th</sup> anniversary of the crash of TWA Flight 529 in what is today Willowbrook. This crash was the deadliest single-aircraft crash in U.S. history to that point. The plane had just departed Midway Airport when it went down. A two-inch bolt snapped, sending the plane into what was then farmland. The failure of that two-inch bolt cost 78 people their lives.

Nearly sixty years have elapsed and there is still no permanent memorial to the victims of this crash. I would like to see a marker installed at or near the crash site. This marker could provide a brief history of the crash, while also listing the victims. I would like to see a formal dedication on the 60<sup>th</sup> anniversary.

The victims deserve this tribute. It is a tragic moment in DuPage County's history that should no longer be ignored. I encourage the Village of Willowbrook to act for this anniversary. Thank you.

5. 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 - Regular Board Meeting - February 22, 2021 (APPROVE)
- c. Warrants - \$414,999.72 (APPROVE)
- d. Monthly Financial Report - February 2021 (APPROVE)
- e. ORDINANCE NO. 21-O-11 - An Ordinance Extending Temporary Executive Powers Pursuant to 65 ILCS 5/11-1-6 (PASS)

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 Ruffolo to approve the Omnibus Vote Agenda.

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

MOTION DECLARED CARRIED

NEW BUSINESS

6. RESOLUTION NO. 21-R-07 - A Resolution Declaring the Lowest Responsible and Responsive Bidder and Approving and Authorizing the Mayor and Village Clerk to Execute an Agreement with NJ Ryan Tree & Landscape, LLC for the 2021/2022 Landscape Maintenance Program (ADOPT)

Public Works Foreman Passero shared, in April 2018, the Village Contracted with Hanson Landscape Design & Installation for landscape maintenance. The Village continued this service agreement for one-year in May of 2020. On January 7, 2021, the Village advertised for bid landscape maintenance services for Fiscal 2021 / 2022 contract period. The Village received three bids as follows:

Bid #1 Serenity Landscape Group*	\$63,150
Bid #2 NJ Ryan Tree & Landscape LLC	\$76,500
Bid #3 Hanson Landscape	\$80,900

Please note that the Bid #1 for Serenity Landscape Group was non-conforming to the bid standards as they supplied numbers for Plant Bed Maintenance on a per occurrence basis vs. the per season basis as required by the specifications. Attached is a copy of the public bid document, summary page from the three bidders and a bid summary.

After consulting with the Village Attorney, staff would recommend that the Village reject Bid #1 from Serenity Landscape Group due to non-conformance with the bid specifications for the Plant Bed Maintenance section. Staff would recommend the Committee consider Bid #2 from NJ Ryan Tree & Landscape LLC as the most responsive and responsible bidder for the 2021 Landscape Maintenance program.

MOTION: Made by Trustee Mistele and seconded by Trustee Ruffolo to adopt Resolution No. 21-R-07 as presented.

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

MOTION DECLARED CARRIED

7. RESOLUTION NO. 21-R-08 - A Resolution Approving and Authoring the Execution pf a Three-Year Contract with Clark Environmental Mosquito Management, Inc. for Mosquito Abatement at a Cost Not-To-Exceed \$26,450.00 Per Year (ADOPT)

Public Works Foreman Passero stated, the three-year contract with Clarke to provide mosquito abatement services for the Village expired after the 2020 season. Therefore, staff has met with representatives from Clarke to discuss the terms of renewal contract provisions and to ensure that the contract price remains competitive with surrounding towns that receive the same or similar services from Clarke. The result is that Clarke has agreed to offer continued services to the Village for a new three (3) year term. We have surveyed other communities to see who they are using and found that the surrounding communities are using Clarke as well.

Trustee Mistele suggested we coordinate our service with surrounding communities.

Trustee Neal added that it would be great if you could notify us so, we can post alerts to the residents through civic alerts and water bills.

Public Works Foreman Passero said that Clarke had their own website.

MOTION: Made by Trustee Mistele and seconded by Trustee Davi to adopt Resolution No. 21-R-08 as presented.

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

MOTION DECLARED CARRIED

8. RESOLUTION NO. 21-R-09 - A Resolution Approving and Authorizing the Mayor to Execute, On Behalf of the Village of Willowbrook, A Four-Year Extension Amendment to the Illinois Elevator Safety Program Agreement (ADOPT)

Building Official Giuntoli explained, this last year the elevator safety board decided to grant a one-year extension for the elevator program that we currently have. This year they sent everyone a new contract to sign for the next calendar year. We have been using Thomas Elevator for many years and would like to continue using their services.

Trustee Mistele asked if you can confirm that it is a four -year agreement.

It is a four-year agreement per the Village Attorney.

MOTION: Made by Trustee Davi and seconded by Trustee Mistele to adopt Resolution No. 21-R-09 as presented.

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

MOTION DECLARED CARRIED

9. RESOLUTION NO. 21-R-10 - A Resolution Approving and Authorizing the Execution of an Intergovernmental Agreement Between the Village of Willowbrook and the Tri-State Fire Protection District for the Installation of Certain Communication Equipment on a Village-Owned Water Tower (ADOPT)

Administrator Pabst explained, in 2015, the Illinois General Assembly adopted Public Act 99-0006 (Act), which significantly amended the Emergency Telephone System Act (50 ILCS 750) (ETSA) and repealed the Wireless Emergency Telephone Safety Act (50 ILCS 751/27), for the purpose of consolidating local 911 systems in preparation for a statewide conversion to a "Next Generation" 911 system (NG911). At the May 26, 2020, Village Board meeting Tri-State presented their concept to improve the communication system. Tri-State has constructed two communication towers and will utilize a tower already in place at Station 124 in Willow Springs

which will carry microwave antennas to provide a redundant ring of connectivity between those stations but lacks the last leg of connectivity to Station 123. The water tower at the Village Municipal Complex was identified as the ideal location to provide point to point microwave connectivity to Station 123. The ambulance crew and engine company that are located at Station 123 at 110 S Madison in Burr Ridge, respond to portions of Willowbrook. Allowing this placement of equipment on the Village water tower will ensure that vital emergency dispatch information will not delay response due to an antiquated network infrastructure. Upon discussion the consensus of the Village Board was to concur with the need and the future utilization of the Village Water tower for these communication devices.

The Village has determined that it is in the best interest of the health, safety, and welfare of Village residents to enter into an intergovernmental agreement with Tri-State, a copy of which is attached hereto as Exhibit "A", for the installation of certain communication equipment owned by Tri-State on the Village-owned water tower located at 7760 Quincy Street, Willowbrook, Illinois. The site plan and equipment description are highlighted in Exhibit "B".

Trustee Mistele asked if the equipment would be spot welded? These tanks have been re-coded. Will the spot welding interfere with the re-coding?

Public Works Foreman Passero stated we have a warranty on the painting, but I do not think there will be much welding. I think the dishes will be attached to the top. I can investigate this matter and get back to you with more details.

Sam Molinaro Fire Chief from Tri-State commented that he does not think they are welding anything. They would be clamping everything on.

Trustee Mistele stated that I am concerned with maintaining the warranty.

MOTION: Made by Trustee Mistele and seconded by Trustee Davi to adopt Resolution No. 21-R-10 as presented.



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

MOTION DECLARED CARRIED

10. RESOLUTION NO. 21-R-11 - A Resolution Approving and Authorizing the Village Administrator to Execute, On Behalf of the Village of Willowbrook, an Agreement with the Intergovernmental Personnel Benefit Cooperative (IPBC) For the Village's Dental insurance Plan (ADOPT)

Director Dittman stated, Willowbrook is a member of the Intergovernmental Personnel Benefit Cooperative (IPBC), which provides health and dental insurance to a pool of municipal members; the Village has only health insurance through IPBC. IPBC recently conducted a dental services Request for Proposal (RFP) and selected Delta Dental as the new dental carrier for IPBC members. The Village has its own individual dental insurance plan through Delta Dental through June 30, 2021.

The IPBC has several Delta Dental plan options that are equivalent to the Village's current dental PPO offering, but at a lower cost to both the Village and its employees.

The Village currently pays 100% of the single dental premium and about 80% of the dependent coverage premium; those percentages would remain the same. The attached exhibits show the current and proposed benefits and cost savings. The estimated annual cost savings to the Village, while offering a slightly better benefit to the employees, is \$11,503. Employees and retirees that are still on the Village's dental plan would also recognize a significant annual savings.

MOTION: Made by Trustee Mistele and seconded by Trustee Berglund to adopt Resolution No. 21-R-11 as presented.

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

MOTION DECLARED CARRIED

11. ORDINANCE NO.20-O-12 - An Ordinance Reserving and Transferring of Volume Cap in Connection with Private Activity Bond Issues and Related Matters (PASS)

Administrator Pabst advised that the Village of Willowbrook became a Home Rule Municipality through public referendum in April 2019. As such the Village of Willowbrook is now annually allocated an amount of private activity bond volume cap, pursuant to Federal Tax Reform Act of 1986, as amended, and the Illinois Private Activity Bond Allocation Act. The Village can utilize the volume cap itself any time during the calendar year 2021 or transfer it to another municipality, generally for value.

Section 146 of the Internal Revenue Code of 1986, as amended, provides that the Village has volume cap equal to \$110.00 per resident of the Village in each calendar year, which volume cap may be reserved and allocated to certain tax-exempt private activity bonds ( $\$110/8,493 = \$934,200$ ).

The Illinois Private Activity Bond Allocation Act, 30 ILCS 345/1 et seq. (State Bar Ed. 2016), as supplemented and amended, provides that a home rule unit of government may transfer its allocation of volume cap to any other home rule unit of government, the State of Illinois, or any agency thereof or any non-home rule unit of government. Private activity bonds (PABs or federally tax-exempt conduit infrastructure bonds) enable the following types of charities and 501(c)(3) organizations to finance their capital infrastructure projects at generally lower interest rates and longer maturities.

Our Village Attorney recommends the Village to reserve all its volume cap allocation for calendar year 2020 to be applied toward the issuance of private activity bonds, as provided in this Ordinance, or to be transferred, as permitted by this Ordinance. To reserve the Village's volume cap allocation, the attached ordinance must be passed and approved prior to May 1, 2021.

Trustee Mistele," asked what this instrument normally is used for?"

Administrator Pabst answered, for charities.

Trustee Mistele do we typically use these?



Attorney Bastian there is not much demand but if we do not reserve it, we lose it for the year.

MOTION: Made by Trustee Ruffolo and seconded by Trustee Neal to pass Ordinance No. 21-R-12 as presented.

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

MOTION DECLARED CARRIED

12. RESOLUTION NO. 21-R-12 - A Resolution to Approve and Authorize the Execution of a Professional Services Agreement By and Between BLA, Inc. and the Village of Willowbrook for Professional Traffic Consulting Services (ADOPT)

Assistant Administrator Mertens explained, the Village of Willowbrook had utilized an outside traffic consultant since 1981 when the Village began contracting with Metro Transportation for traffic engineering consultant services. These services were based on an on-call basis at a time and material rate. In January 2007, Lynn Means joined Metro Transportation and shortly thereafter began performing traffic reviews for the Village.

In January 2011, Sam Schwartz Engineering (SSE) acquired Metro Transportation, with traffic consulting services continuing to be performed under Lynn Means' direction. In April 2015, Lynn Means joined Gewalt Hamilton Associates (GHA) and the traffic engineering consulting services transitioned over from Sam Schwartz Engineering.

Lynn Means has taken a new opportunity with BLA Inc. in February 2021. Due to the on-going projects within the Village of Willowbrook staff believes it would be beneficial for the Village for continuity purposes to continue the long-standing relationship with Lynn Means for performing on-call traffic review services for the Village for the 2021 calendar year.

BLA proposes to provide the requested services on a Time and Materials basis in accordance with the below hourly rates. A 10% municipal discount would be applied to the Senior Transportation

Engineer rate. Senior Transportation Engineer is \$180.00 (\$162.00 Village Rate based on the 10% discount). This fee is valid through December 31, 2021. The previous rate through Gewalt Hamilton Associates was also \$180 per hour with a 10% municipal discount.

Trustee Mistele asked what are the three projects we are working on?

Assistant Administrator Mertens stated, the Willowbrook Bowling Alley, the Panda Express site and Recency Center that is under staff review.

MOTION: Made by Trustee Neal and seconded by Trustee Oggerino to adopt Resolution No. 21-R-12 as presented.

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

#### PRIOR BUSINESS

##### 13. TRUSTEE REPORTS

Trustee Neal had no report.

Trustee Ruffolo had no report.

Trustee Mistele had no report.

Trustee Berglund had no report.

Trustee Davi had no report.

Trustee Oggerino had no report.

##### 14. ATTORNEY'S REPORT

Attorney Bastian had no report.

##### 15. CLERK'S REPORT

Clerk Hahn had no report.

16. ADMINISTRATOR'S REPORT

Administrator Pabst stated there is no need for a closed session this evening.

17. MAYOR'S REPORT

Mayor Trilla have we made an offer for the Assistant Administrator's position.

Administrator Pabst responded that the offer has been accepted and the candidate is going through the drug test and physical.

Trustee Davi asked on the status on the Covid in DuPage County.

Mayor Trilla said seven (7) percent of the County has been vaccinated and the numbers are going down.

18. CLOSED SESSION

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

19. ADJOURNMENT

MOTION: Made by Trustee Mistele and seconded by Trustee Ruffolo to adjourn the Regular Meeting at the hour of 7:11 p.m.

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

MOTION DECLARED CARRIED

PRESENTED, READ, and APPROVED.

\_\_\_\_\_, 2021.

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Frank A. Trilla, Mayor

Minutes transcribed by Deputy Clerk Christine Mardegan.