

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, AUGUST 23 2021, AT 6:30 P.M. AT THE WILLOWBROOK POLICE DEPARTMENT TRAINING ROOM, 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: 910 8080 9069

Written Public Comments Can Be Submitted By 5:15 P.M. on August 23, 2021, 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 - Regular Board Meeting - August 9, 2021](#)
(APPROVE)
 - c. [Warrants - \\$349,867.73](#) (APPROVE)
 - d. [Motion To Approve Expenditure For The DuPage County Children's Center For Fiscal Year 2021/2022](#)

NEW BUSINESS

6. [DISCUSSION - Discuss Gateway Signage Types and Locations](#) (RECEIVE)

PRIOR BUSINESS

7. TRUSTEE REPORTS
8. ATTORNEY'S REPORT
9. CLERK'S REPORT
10. ADMINISTRATOR'S REPORT
11. MAYOR'S REPORT
12. ADJOURNMENT

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, AUGUST 9, 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, Village Clerk Deborah Hahn, Trustees Sue Berglund, Umberto Davi, Michael Mistele, Gayle Neal, Paul Oggerino, Greg Ruffolo, Village Administrator Brian Pabst, Assistant Village Administrator Sean Halloran and Deputy Christine Mardegan.

Present via conference call, due to the COVID-19 Pandemic, was, Village Attorney Thomas Bastian, Chief Robert Schaller, Building Official Roy Giuntoli, and Municipal Service Foreman AJ Passero.

Absent: Director of Finance Carrie Dittman and Deputy Chief Lauren Kasper.

A QUORUM WAS DECLARED

Mayor Trilla called for a motion to take a 20-minute recess due to an active tornado warning.

MOTION: Made by Trustee Oggerino and seconded by Trustee Davi to adjourn at 6:32 p.m.

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

MOTION DECLARED CARRIED AND MEETING ADJOURNED UNTIL 6:51 P.M.

Meeting called to order again at 6:51 p.m.

3. PLEDGE OF ALLEGIANCE

Mayor Trilla lead everyone in saying the Pledge of Allegiance.

4. VISITORS' BUSINESS

None presented, and no written comments were received.

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 - July 26, 2021 (APPROVE)
- c. Warrants - \$ 145,295.41 (APPROVE)
- d. July Monthly Financial Report
- e. ORDINANCE NO. 21-O-37 - An Ordinance Extending Temporary Executive Powers Pursuant to 65 ILCS 5/11-1-6. (PASS)
- f. ORDINANCE NO. 21-O-38 - An Ordinance Amending Section 5-1-14, Entitled "Lateral Hiring Of Police Officers," Of Chapter 1, Entitled "Police Department" Of Title 5, Entitled "Police Regulations," Of The Willowbrook Municipal Code (PASS)
- g. RESOLUTIONS RELATED TO REDGRAVE, LLP
 - i. Resolution No. 21-R-54 - A Resolution Approving A Legal Services Engagement Agreement With Redgrave, LLP To Provide Legal Counsel And Advice To The Village Regarding Data Security Incident Remediation. (ADOPT)
 - ii. Resolution No. 21-R- 55 - A Resolution Approving And Authorizing The Transfer Of Certain Legal Representation Files To The Law Firm Of Redgrave, LLP (ADOPT)

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 Davi to approve the Omnibus Vote Agenda.

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

MOTION DECLARED CARRIED

NEW BUSINESS

- 6. ORDINANCE NO. 21-O-39 - An Ordinance Waiving Competitive Bidding, Approving And Authorizing The Purchase Of One (1) 2020 Dodge Durango Police Patrol Package Vehicle, Including Upfitting, From The John Jones Automotive Group At A Cost Not To Exceed \$41,099.65. (PASS)

Police Chief Schaller noted that during discussions with Village staff and Elected Officials, it was determined that there was a need for an additional covert police vehicle that would be utilized by the investigative division. This vehicle will serve a specific purpose in an undercover/interdiction capacity. To offset this nonbudgeted purchase, the department will be selling at auction two current police vehicles which have reached end of use.

MOTION: Made by Trustee Ruffolo seconded by Trustee Berglund to pass Ordinance No. 21-O-39 as presented.

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

MOTION DECLARED CARRIED

7. RESOLUTION NO. 21-R-56- A Resolution Of The Village Of Willowbrook Accepting, Approving And Authorizing The Village Mayor To Execute An Agreement With Houseal Lavigne Associates, LLC For Services In Connection With The Preparation Of The Willowbrook Zoning, Subdivision And Development Code Update. (ADOPT)

After the Mayor read the Resolution, Assistant Village Administrator Halloran explained that the update to the zoning code had deemed a priority. To that end, an RFP for the project was released. Four bids were received, of which three firms were interviewed. Houseal Lavigne had a great deal of experience with similar projects. The project is expected to take approximately 12 months to complete and the firm will work with the Board and Village staff.

Mayor Trilla asked if this would remain strictly within the Board and staff, or how the process would work.

Assistant Administrator Halloran clarified that a steering committee composed of two Board members, the Plan Commissioner and three staff members would meet regularly with the consultant, updating the full Board approximately every other month.

MOTION: Made by Trustee Mistele and seconded by Trustee Berglund to adopt Resolution No. 21-R-56 as presented.

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

MOTION DECLARED CARRIED

8. ORDINANCE NO. 21-O-40- An Ordinance Of The Village Of Willowbrook Amending Section 4-1-4 Entitled "Duties", Of Chapter 1 Entitled "Department Of Municipal Services", Of Title 4 Entitled "Municipal Services", Of The Village Code Of Ordinances Of The Village Of Willowbrook, DuPage County, Illinois. (PASS)

The Mayor read the Ordinance and asked for Building Official Giuntoli's presentation.

Mr. Giuntoli clarified that letter "l" had been added to the current ordinance, 4-1-4, to define a position to review Special Event applications presented to the Village. Trustee Davi added that a \$50.00 application fee had also been added to apply for a special event. Additionally, the updated ordinance allows for any changes to the application process to be approved by the Village Administrator.

Trustee Berglund asked if the new process would apply to the TWA Memorial event or if the group would need to reapply.

Mr. Giuntoli replied no. Trustee Davi added that the change only applies to applications for entertainment special events.

Trustee Davi also added that both items 7 and 8 had been discussed by the Laws and Ordinances committee and a consensus was reached.

MOTION: Made by Trustee Davi and seconded by Trustee Ruffolo to pass Ordinance No. 21-O-40 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-57 - A Resolution Of The Village Of Willowbrook Ratifying, Approving And Accepting A Proposal From Sikich, LLP To Provide Professional It Support Services To The Village Of Willowbrook (ADOPT)

Mayor Trilla read the agenda item and invited the Village Administrator to offer his presentation.

Village Administrator Pabst added that Sikich had provided several previous emergency services a contract was needed to be executed with them to bridge the time between the current contract and the next entity being brought in to handle these services.

MOTION: Made by Trustee Mistele and seconded by Trustee Berglund to adopt Resolution No. 21-R-57 as presented.

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

MOTION DECLARED CARRIED

10. DISCUSSION - DISCUSS GATEWAY SIGNAGE TYPES AND LOCATIONS
(RECEIVE)

The Mayor read the agenda item and asked Assistant Village Administrator for his remarks.

Assistant Village Administrator Halloran asked if the discussion could be postponed as it entailed a 20-25 minute discussion.

Mayor Trilla asked for objections. There being none the meeting moved on to the next order of business.

PRIOR BUSINESS

11. 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.

12. ATTORNEY'S REPORT

Attorney Bastian had no report.

13. CLERK'S REPORT

Clerk Hahn had no report.

14. ADMINISTRATOR'S REPORT

Administrator Pabst reminded those who had not filled out the form provided by Sikich to please do so. There are three elected officials who have not completed the survey.

15. MAYOR'S REPORT

Mayor Trilla shared information about an upcoming celebration of the 20th anniversary of the events of 9/11 to include flags at the police department. Working in conjunction with the Kiwanis Club, the Mayor would provide additional details as available.

The Mayor also asked for a moment of silence in particular for the recent death of a Chicago police officer. He felt the Board and Village would want to do this in honor of those people who had fallen in the line of duty.

A MOMENT OF SILENCE WAS RECOGNIZED

16. ADJOURNMENT

The Mayor entertained a motion for adjournment.

MOTION: Made by Trustee Mistele and seconded by Trustee Ruffoloto adjourn the Regular Meeting at the hour of 7:05 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.

Frank A. Trilla, Mayor

Minutes transcribed by Deputy Clerk Christine Mardegan.

WARRANTS

August 23, 2021

GENERAL CORPORATE FUND	-----	\$152,058.54
WATER FUND	-----	\$189,713.10
SSA ONE BOND & INTEREST FUND	-----	\$0.00
MOTOR FUEL TAX FUND	-----	0.00
WATER CAPITAL IMPORVEMENTS FUND	-----	\$0.00
POLICE PENSION FUND	-----	\$0.00
CAPITAL PROJECT FUND	-----	0.00
DEBT SERVICE FUND	-----	\$0.00
LAND ACQUISITION, FACILITY EXPANSION & RENOVATION FUND-----		\$8,096.09
RT 83/PLAINFIELD RD BUSINESS DIST TAX	-----	\$0.00
TOTAL WARRANTS	-----	\$349,867.73

Carrie Dittman, Director of Finance

CD

APPROVED:

Frank A. Trilla, Mayor

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CHECK DISBURSEMENT REPORT FOR VILLAGE OF WILLOWBROOK
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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 01 GENERAL FUND							
08/17/2021	APCH	97456	U.S. POSTMASTER	POSTAGE & METER RENT	710-311	35	394.32
08/24/2021	APCH	97457	3 CORNERS DG INC	SUMMER PROGRAM MATERIALS & SERVICES	575-119	20	50.00
08/24/2021	APCH	97458*#	ACCESS ONE, INC.	PHONE - TELEPHONES	455-201	10	58.30
				PHONE - TELEPHONES	455-201	10	449.04
				PHONE - TELEPHONES	455-201	10	49.30
				PHONE - TELEPHONES	455-201	10	49.30
				INTERNET/WEBSITE HOSTING	460-225	10	400.00
				PHONE - TELEPHONES	455-201	20	92.33
				PHONE - TELEPHONES	455-201	20	92.33
				PHONE - TELEPHONES	630-201	30	365.51
				INTERNET/WEBSITE HOSTING	640-225	30	400.00
				TELEPHONES	710-201	35	92.33
				CHECK APCHK 97458 TOTAL FOR FUND 01:			2,048.44
08/24/2021	APCH	97459	ACCOUNTEMPS	CONSULTING FEES - CLERICAL	471-253	10	825.00
				CONSULTING FEES - CLERICAL	471-253	10	502.50
				CHECK APCHK 97459 TOTAL FOR FUND 01:			1,327.50
08/24/2021	APCH	97462	AMERICAN RED CROSS	FEES/DUES/SUBSCRIPTIONS	630-307	30	28.80
08/24/2021	APCH	97463	AMERICAN TRAFFIC SOLUTIONS	RED LIGHT - CAMERA FEES	630-247	30	22,475.00
				RED LIGHT - MISC FEE	630-249	30	1,387.50
				CHECK APCHK 97463 TOTAL FOR FUND 01:			23,862.50
08/24/2021	APCH	97464	ANNETTE BURMAN	STREET & ROW MAINTENANCE	750-328	35	75.00
08/24/2021	APCH	97465	APPLIED COMMUNICATIONS GROUP	FEES/DUES/SUBSCRIPTIONS	630-307	30	420.00
08/24/2021	APCH	97467	BLACK GOLD SEPTIC	MAINTENANCE - GARAGE	725-413	35	425.00
08/24/2021	APCH	97468	BUTTREY RENTAL SERVICE, INC.	OPERATING SUPPLIES & EQUIPMENT	710-401	35	421.98
				EQUIPMENT RENTAL	750-290	35	518.00
				CHECK APCHK 97468 TOTAL FOR FUND 01:			939.98
08/24/2021	APCH	97469	CHOICE OFFICE EQUIP & SUPPLIES IN	COPY SERVICE	455-315	10	430.99
08/24/2021	APCH	97470#	CHRISTOPHER B. BURKE	FEES - ENGINEERING	720-245	35	686.52
				FEES - ENGINEERING	720-245	35	410.00
				FEES - ENGINEERING	720-245	35	926.10
				FEES - ENGINEERING	720-245	35	494.23

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Fund: 01 GENERAL FUND							
				FEES - ENGINEERING	720-245	35	2,100.00
				PRINTING & PUBLISHING	810-302	40	614.55
				PLAN REVIEW - CIVIL ENGINEER-REIMB	820-254	40	445.00
				PLAN REVIEW - CIVIL ENGINEER-REIMB	820-254	40	220.00
				PLAN REVIEW - CIVIL ENGINEER	820-254	40	660.00
				PLAN REVIEW - CIVIL ENGINEER	820-254	40	184.00
				PLAN REVIEW - CIVIL ENGINEER-REIMB	820-254	40	480.00
				PLAN REVIEW - CIVIL ENGINEER-REIMB	820-254	40	412.50
				PLAN REVIEW - CIVIL ENGINEER-REIMB	820-254	40	222.50
				PLAN REVIEW - CIVIL ENGINEER-REIMB	820-254	40	165.00
				CHECK APCHK 97470 TOTAL FOR FUND 01:			8,020.40
08/24/2021	APCH	97471	CHRISTOPHER B. BURKE	PLAN REVIEW - CIVIL ENGINEER-REIMB	820-254	40	535.00
08/24/2021	APCH	97472	CINTAS CORPORATION NO 2	MAINTENANCE - PW BUILDING	725-418	35	81.18
				MAINTENANCE - PW BUILDING	725-418	35	33.14
				CHECK APCHK 97472 TOTAL FOR FUND 01:			114.32
08/24/2021	APCH	97473	CITY WIDE OF ILLINOIS	MAINTENANCE - BUILDING	630-228	30	188.43
08/24/2021	APCH	97474*#	COMED	ENERGY/COMED (835 MIDWAY)	466-240	10	486.15
				RED LIGHT - COM ED	630-248	30	40.96
				RED LIGHT - COM ED	630-248	30	41.15
				RED LIGHT - COM ED	630-248	30	32.20
				ENERGY - STREET LIGHTS	745-207	35	334.95
				ENERGY - STREET LIGHTS	745-207	35	38.01
				ENERGY - STREET LIGHTS	745-207	35	493.67
				CHECK APCHK 97474 TOTAL FOR FUND 01:			1,467.09
08/24/2021	APCH	97477	EVT TECH	NEW VEHICLES	680-625	30	5,989.90
08/24/2021	APCH	97478	EWS WELDING SUPPLY, INC	MAINTENANCE - BUILDING	466-228	10	44.92
08/24/2021	APCH	97479	FALCO'S LANDSCAPING INC	STREET & ROW MAINTENANCE	750-328	35	3,900.00
				STREET & ROW MAINTENANCE	750-328	35	3,100.00
				STREET & ROW MAINTENANCE	750-328	35	3,550.00
				STORM WATER IMPROVEMENTS MAINTENANCE	750-381	35	4,760.00
				CHECK APCHK 97479 TOTAL FOR FUND 01:			15,310.00
08/24/2021	APCH	97480*#	FLEETPRIDE TRUCK & TRAILER PARTS	VEHICLES - NEW & OTHER	765-625	35	353.48
08/24/2021	APCH	97481	FOSTER & FOSTER, INC.	FINANCIAL SERVICES	620-252	25	3,090.00

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Fund: 01 GENERAL FUND							
08/24/2021	APCH	97482#	FOX TOWN PLUMBING INC	MAINTENANCE - BUILDING	466-228	10	1,188.00
				STORM WATER IMPROVEMENTS MAINTENANCE	750-381	35	294.99
				CHECK APCHK 97482 TOTAL FOR FUND 01:			<u>1,482.99</u>
08/24/2021	APCH	97483*#	GBJ SALES, LLC	MAINTENANCE SUPPLIES	570-331	20	414.75
				OPERATING EQUIPMENT	755-401	35	518.50
				CHECK APCHK 97483 TOTAL FOR FUND 01:			<u>933.25</u>
08/24/2021	APCH	97484*#	H AND R CONSTRUCTION INC.	STREET & ROW MAINTENANCE	750-328	35	3,315.00
				STORM WATER IMPROVEMENTS MAINTENANCE	750-381	35	4,500.00
				STORM WATER IMPROVEMENTS MAINTENANCE	750-381	35	3,200.00
				STORM WATER IMPROVEMENTS MAINTENANCE	750-381	35	4,200.00
				CHECK APCHK 97484 TOTAL FOR FUND 01:			<u>15,215.00</u>
08/24/2021	APCH	97486*#	HOME DEPOT CREDIT SERVICES	MAINTENANCE - VEHICLES	735-409	35	48.91
				STREET & ROW MAINTENANCE	750-328	35	39.92
				CHECK APCHK 97486 TOTAL FOR FUND 01:			<u>88.83</u>
08/24/2021	APCH	97487	ILLINOIS DEPT. OF TRANSPORTATION	ENERGY - STREET LIGHTS	745-207	35	1,708.14
08/24/2021	APCH	97488*#	INDUSTRIAL ELECTRICAL SUPPLY	MAINTENANCE - BUILDING	466-228	10	473.00
08/24/2021	APCH	97489	IRINA BURLACU	PARK PERMIT FEES	310-814	00	100.00
08/24/2021	APCH	97490	IVANA STOJANOVSKA	PARK PERMIT FEES	310-814	00	100.00
08/24/2021	APCH	97491	JAMES J. BENES AND ASSOC., INC.	PLAN REVIEW - TRAFFIC CONSULTANT	520-258	15	500.52
08/24/2021	APCH	97492	JSN CONTRACTORS SUPPLY	STREET & ROW MAINTENANCE	750-328	35	80.40
08/24/2021	APCH	97493	JUSTIN FRAIT	SUMMER PROGRAM MATERIALS & SERVICES	575-119	20	225.00
08/24/2021	APCH	97494	KAREN GRANT	SUMMER PROGRAM MATERIALS & SERVICES	575-119	20	50.00
08/24/2021	APCH	97496	KING CAR WASH	FUEL/MILEAGE/WASH	630-303	30	325.00
08/24/2021	APCH	97497#	KONICA MINOLTA BUSINESS SOLUTION	COPY SERVICE	630-315	30	251.63
				COPY SERVICE	630-315	30	58.02
				COPY SERVICE	810-315	40	536.27
				CHECK APCHK 97497 TOTAL FOR FUND 01:			<u>845.92</u>
08/24/2021	APCH	97498	LARRY DENZ	SUMMER PROGRAM MATERIALS & SERVICES	575-119	20	76.00

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Fund: 01 GENERAL FUND							
08/24/2021	APCH	97499	MARCUS WINDSON	PARK PERMIT FEES	310-814	00	200.00
08/24/2021	APCH	97500	MARK CAPOSIENO	SUMMER PROGRAM MATERIALS & SERVICES	575-119	20	152.00
08/24/2021	APCH	97501	MEL KREJCI	SUMMER PROGRAM MATERIALS & SERVICES	575-119	20	60.00
08/24/2021	APCH	97503*#	MID AMERICAN WATER	STORM WATER IMPROVEMENTS MAINTENANCE	750-381	35	1,083.25
				STORM WATER IMPROVEMENTS MAINTENANCE	750-381	35	1,841.75
				CHECK APCHK 97503 TOTAL FOR FUND 01:			2,925.00
08/24/2021	APCH	97504	MR. & MRS. KORINEK	STREET & ROW MAINTENANCE	750-328	35	310.50
08/24/2021	APCH	97507	NICHOLAS KUHLMAN	SUMMER PROGRAM MATERIALS & SERVICES	575-119	20	50.00
08/24/2021	APCH	97508	ORKIN EXTERMINATING	FEES/DUES/SUBSCRIPTIONS	630-307	30	96.63
08/24/2021	APCH	97509	PAMELA ROHRBACHER	SUMMER PROGRAM MATERIALS & SERVICES	575-119	20	175.00
08/24/2021	APCH	97510	PAPA PASSEROS INC	SUMMER PROGRAM MATERIALS & SERVICES	575-119	20	50.00
08/24/2021	APCH	97511	PHIL MRZLAK	SUMMER PROGRAM MATERIALS & SERVICES	575-119	20	175.00
08/24/2021	APCH	97512*#	PURE PRAIRIE ORGANICS	LANDSCAPE - VILLAGE HALL	466-293	10	16.45
				CONTRACTED MAINTENANCE & LANDSCAPING	570-281	20	2,151.21
				ROUTE 83 BEAUTIFICATION	755-281	35	1,463.06
				CHECK APCHK 97512 TOTAL FOR FUND 01:			3,630.72
08/24/2021	APCH	97513#	RAGS ELECTRIC, INC	CONTRACTED MAINTENANCE & LANDSCAPING	570-281	20	1,663.00
				MAINTENANCE - STREET LIGHTS	745-223	35	715.50
				MAINTENANCE - STREET LIGHTS	745-223	35	151.80
				CHECK APCHK 97513 TOTAL FOR FUND 01:			2,530.30
08/24/2021	APCH	97514	RICK ROCK	SUMMER PROGRAM MATERIALS & SERVICES	575-119	20	228.00
08/24/2021	APCH	97515*#	SIKICH LLP	CONSULTING SERVICES - IT	460-306	10	2,808.75
				CONSULTING - IT/GRANT	640-306	30	405.00
				CHECK APCHK 97515 TOTAL FOR FUND 01:			3,213.75
08/24/2021	APCH	97516	SUSANA RUANO	SUMMER PROGRAM MATERIALS & SERVICES	575-119	20	50.00
08/24/2021	APCH	97517	T.P.I.	PLAN REVIEW - BUILDING CODE-REIMB	820-258	40	5,277.50
				PLAN REVIEW - BUILDING CODE-REIMB	820-258	40	9,513.00
				PART TIME - INSPECTOR-REIMB	830-109	40	4,074.00
				PLUMBING INSPECTION-REIMB	830-115	40	700.00

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Fund: 01 GENERAL FUND							
CHECK APCHK 97517 TOTAL FOR FUND 01:							19,564.50
08/24/2021	APCH	97518*#	TAMELING GRADING	BALLFIELD MAINTENANCE	570-280	20	450.00
				CONTRACTED MAINTENANCE & LANDSCAPING	570-281	20	1,730.00
				STREET & ROW MAINTENANCE	750-328	35	1,958.50
				CHECK APCHK 97518 TOTAL FOR FUND 01:			4,138.50
08/24/2021	APCH	97519*#	TAMELING INDUSTRIES	CONTRACTED MAINTENANCE & LANDSCAPING	570-281	20	603.74
				STREET & ROW MAINTENANCE	750-328	35	366.30
				CHECK APCHK 97519 TOTAL FOR FUND 01:			970.04
08/24/2021	APCH	97520	THOMAS J BRESCIA	FEES - FIELD COURT ATTORNEY	630-241	30	1,850.00
08/24/2021	APCH	97521	THOMPSON ELEV. INSPECT. SERVICE	ELEVATOR INSPECTION-REIMB	830-117	40	100.00
				ELEVATOR INSPECTION-REIMB	830-117	40	344.00
				ELEVATOR INSPECTION-REIMB	830-117	40	100.00
				ELEVATOR INSPECTION-REIMB	830-117	40	143.00
				CHECK APCHK 97521 TOTAL FOR FUND 01:			687.00
08/24/2021	APCH	97522	THOMSON REUTERS - WEST	FEES/DUES/SUBSCRIPTIONS	630-307	30	185.57
08/24/2021	APCH	97523	TRAFFIC CONTROL & PROTECTIONS	ROAD SIGNS	755-333	35	239.70
08/24/2021	APCH	97524	ULINE	OPERATING EQUIPMENT	755-401	35	1,766.73
08/24/2021	APCH	97525	UNDERGROUND PIPE & VALVE, CO.	STORM WATER IMPROVEMENTS MAINTENANCE	750-381	35	570.00
08/24/2021	APCH	97526*#	VERIZON WIRELESS	PHONE - TELEPHONES	410-201	05	42.46
				PHONE - TELEPHONES	455-201	10	84.92
				PHONE - TELEPHONES	630-201	30	827.36
				TELEPHONES	710-201	35	84.92
				TELEPHONES	810-201	40	42.46
				CHECK APCHK 97526 TOTAL FOR FUND 01:			1,082.12
08/24/2021	APCH	97527#	WAREHOUSE DIRECT	OFFICE SUPPLIES	455-301	10	23.80
				COMMISSARY PROVISION	455-355	10	18.69
				OPERATING EQUIPMENT	630-401	30	86.55
				OPERATING EQUIPMENT	630-401	30	385.82
				CHECK APCHK 97527 TOTAL FOR FUND 01:			514.86
08/24/2021	APCH	97528	WBK ENGINEERING LLC	PLAN REVIEW - PLANNER	520-257	15	14,411.39

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 01 GENERAL FUND							
08/24/2021	APCH	97529	WESTERN FIRST AID & SAFETY	OPERATING EQUIPMENT	630-401	30	47.71
08/24/2021	APCH	97530*#	WESTOWN AUTO SUPPLY COMPANY	MAINTENANCE - VEHICLES	735-409	35	20.38
				VEHICLES - NEW & OTHER	765-625	35	204.62
				VEHICLES - NEW & OTHER	765-625	35	68.40
				CHECK APCHK 97530 TOTAL FOR FUND 01:			293.40
08/24/2021	APCH	97531	WEX HEALTH, INC	HEALTH/DENTAL/LIFE INSURANCE	455-141	10	50.00
08/24/2021	APCH	97532	WILD GOOSE CHASE INC	CONTRACTED MAINTENANCE & LANDSCAPING	570-281	20	960.00
08/24/2021	APCH	97533	WILLOWBROOK FORD INC.	MAINTENANCE - VEHICLES	630-409	30	100.00
08/24/2021	APCH	97534#	WLBK BURR RIDGE CHAMBER OF COM	SCHOOLS/CONFERENCES/TRAVEL	410-304	05	460.00
				CHAMBER DIRECTORY	435-319	53	3,000.00
				CHECK APCHK 97534 TOTAL FOR FUND 01:			3,460.00
				Total for fund 01 GENERAL FUND			152,058.54

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 02 WATER FUND							
08/24/2021	APCH	217 (E)	DUPAGE WATER COMMISSION	PURCHASE OF WATER	420-575	50	162,558.76
08/24/2021	APCH	97458*#	ACCESS ONE, INC.	PHONE - TELEPHONES	401-201	50	92.53
				PHONE - TELEPHONES	401-201	50	92.33
				CHECK APCHK 97458 TOTAL FOR FUND 02:			184.86
08/24/2021	APCH	97460	ACI PAYMENTS, INC	FEES DUES SUBSCRIPTIONS	401-307	50	29.25
08/24/2021	APCH	97461	ALARM DETECTION SYSTEMS INC	EDP LICENSES	417-263	50	354.75
				EDP LICENSES	417-263	50	245.28
				EDP LICENSES	417-263	50	211.17
				CHECK APCHK 97461 TOTAL FOR FUND 02:			811.20
08/24/2021	APCH	97466	BACKFLOW SOLUTIONS, INC.	FEES DUES SUBSCRIPTIONS	401-307	50	495.00
08/24/2021	APCH	97474*#	COMED	ENERGY - ELECTRIC PUMP	420-206	50	800.41
08/24/2021	APCH	97476	ETP LABS INC	SAMPLING ANALYSIS	420-362	50	100.00
08/24/2021	APCH	97480*#	FLEETPRIDE TRUCK & TRAILER PARTS	VEHICLES - NEW & OTHER	440-626	50	353.48
08/24/2021	APCH	97483*#	GBJ SALES, LLC	MATERIAL & SUPPLIES - DISTRIBUTION	430-476	50	739.20
08/24/2021	APCH	97484*#	H AND R CONSTRUCTION INC.	WATER DISTRIBUTION REPAIRS/MAINTENANC	430-277	50	4,410.00
				WATER DISTRIBUTION REPAIRS/MAINTENANC	430-277	50	4,425.00
				WATER DISTRIBUTION REPAIRS/MAINTENANC	430-277	50	4,830.00
				CHECK APCHK 97484 TOTAL FOR FUND 02:			13,665.00
08/24/2021	APCH	97485	HBK WATER METER SERVICE	NEW METERING EQUIPMENT	435-461	50	1,652.80
08/24/2021	APCH	97486*#	HOME DEPOT CREDIT SERVICES	REPAIRS & MAINTENANCE-STANDPIPE/PUMPH	425-485	50	354.82
08/24/2021	APCH	97488*#	INDUSTRIAL ELECTRICAL SUPPLY	MATERIAL & SUPPLIES - DISTRIBUTION	430-476	50	69.55
08/24/2021	APCH	97495	KEVRON PRINTING & DESIGN INC	PRINTING & PUBLISHING	401-302	50	321.00
08/24/2021	APCH	97502	METROPOLITAN INDUSTRIES INC	EDP EQUIPMENT/SOFTWARE	417-212	50	138.00
08/24/2021	APCH	97503*#	MID AMERICAN WATER	MATERIAL & SUPPLIES - DISTRIBUTION	430-476	50	1,037.50
				MATERIAL & SUPPLIES - DISTRIBUTION	430-476	50	500.00
				CHECK APCHK 97503 TOTAL FOR FUND 02:			1,537.50

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 02 WATER FUND							
08/24/2021	APCH	97505	MRO SYSTEMS LLC	MATERIAL & SUPPLIES - DISTRIBUTION	430-476	50	1,344.15
08/24/2021	APCH	97512*#	PURE PRAIRIE ORGANICS	LANDSCAPING - OTHER	430-299	50	184.08
08/24/2021	APCH	97515*#	SIKICH LLP	IT CONSULTING	417-306	50	202.50
08/24/2021	APCH	97518*#	TAMELING GRADING	WATER DISTRIBUTION REPAIRS/MAINTENANC	430-277	50	2,314.50
08/24/2021	APCH	97519*#	TAMELING INDUSTRIES	WATER DISTRIBUTION REPAIRS/MAINTENANC	430-277	50	183.15
				WATER DISTRIBUTION REPAIRS/MAINTENANC	430-277	50	715.67
				WATER DISTRIBUTION REPAIRS/MAINTENANC	430-277	50	600.28
				CHECK APCHK 97519 TOTAL FOR FUND 02:			<u>1,499.10</u>
08/24/2021	APCH	97526*#	VERIZON WIRELESS	PHONE - TELEPHONES	401-201	50	84.92
08/24/2021	APCH	97530*#	WESTOWN AUTO SUPPLY COMPANY	VEHICLES - NEW & OTHER	440-626	50	68.39
				VEHICLES - NEW & OTHER	440-626	50	204.63
				CHECK APCHK 97530 TOTAL FOR FUND 02:			<u>273.02</u>
				Total for fund 02 WATER FUND			189,713.10

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 14 LAND ACQUISITION, FACILITY, EXPANSION &							
08/24/2021	APCH	97475	ENGINEERING SOLUTIONS TEAM	ENGINEERING	920-245	75	4,829.84
08/24/2021	APCH	97506	MTZ ARCHITECTS, INC.	ENGINEERING	920-245	75	416.25
				ARCHTIECTURAL FEES	920-246	75	2,850.00
				CHECK APCHK 97506 TOTAL FOR FUND 14:			<u>3,266.25</u>
				Total for fund 14 LAND ACQUISITION, FACILITY, E			8,096.09
			TOTAL - ALL FUNDS				349,867.73

'*'-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:**

MOTION TO APPROVE EXPENDITURE FOR THE DUPAGE COUNTY CHILDREN'S CENTER FOR FISCAL YEAR 2021/2022

AGENDA NO. 5.d.

AGENDA DATE: _08/23/21

STAFF REVIEW: Robert Schaller, Chief of Police

SIGNATURE: 

LEGAL REVIEW: N/A

SIGNATURE: _____

RECOMMENDED BY: Brian Pabst, Village Administrator

SIGNATURE: 

REVIEWED & APPROVED BY BOPC: YES ☒ NO ☐ N/A ☐

ITEM HISTORY (PREVIOUS VILLAGE BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, OTHER HISTORY)

The Willowbrook Police Department has been a contributing member of the DuPage County Children's Center since 1987. The police department has used the services of the Children's Center on numerous occasions and has had successful results.

The DuPage County Children's Advocacy Center is a specialized unit of the DuPage County State's Attorney's Office. Consisting of a Director, a Deputy Chief of Investigations, criminal investigators, child protective investigators on special assignment from DCFS, case managers and a division assistant. The Children's Center investigates and processes all cases of child sexual and severe physical abuse in the County and works with children who witness violent crimes. The Children's Center relies on funding from federal, state, county, local and private sources to provide services.

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

The Public Safety Committee recommends the President and Board of Trustees approve the expenditure of \$3,000.00 for the Village of Willowbrook's continued participation with the DuPage County Children's Center.

ACTION PROPOSED:

Approve Motion



DUPAGE COUNTY CHILDREN'S CENTER

INVOICE

INVOICE # WL022
DATE: JULY 20, 2021

422 N. County Farm Road, Wheaton, Illinois 60187
Phone: (630) 407-2750 Fax: (630) 407-2751

TO Chief Robert Schaller
Willowbrook Police Department
7760 Quincy Street
Willowbrook, IL 60527

From: Patrick Dempsey, Director
DuPage County Children's Center

Please Mail to: Mary Olmstead
Division Assistant
Email: Mary.Olmstead@dupageco.org

ITEM	PERIOD	PAYMENT TERMS	DUE DATE
MUNICIPAL CONTRIBUTION	July 1, 2021 - June 30, 2022	Due on receipt	September 15, 2021

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
1	MUNICIPAL CONTRIBUTION FOR THE DUPAGE COUNTY CHILDREN'S CENTER	\$3,000.00	\$3,000.00
SUBTOTAL			\$3,000.00
SALES TAX			n/a
TOTAL			\$3,000.00

Make all checks payable to DuPage County Children's Center
THANK YOU FOR YOUR CONTINUING COMMITMENT TO THE CHILDREN OF DUPAGE COUNTY!

VILLAGE OF WILLOWBROOK

BOARD MEETING

AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE:

DISCUSS GATEWAY SIGNAGE TYPES AND LOCATIONS

AGENDA NO. 6

AGENDA DATE: 08/23/21

STAFF REVIEW: Sean Halloran, Asst. Village Administrator.

SIGNATURE: 

LEGAL REVIEW: Thomas Bastian, Village Attorney

SIGNATURE: 

RECOMMENDED BY: Brian Pabst, Village Administrator

SIGNATURE: REVIEWED & APPROVED BY COMMITTEE: YES ☐ NO ☐ N/A ☒

ITEM HISTORY (PREVIOUS VILLAGE BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, OTHER PERTINENT HISTORY)

At the July 12, 2021 Board of Trustees meeting, the Board approved a contract with Parvin Clauss Sign Company to develop gateway signage. This direction from the Board was based on the budget workshop meeting, where the Board gave direction to staff regarding the location and design of the gateway signage.

In June 2021, the Village released a Request for Proposals (RFP) for municipal gateway signage. This RFP included design, build, and installation services, requiring the awarded vendor to have experience with the Illinois Department of Transportation (IDOT). On June 28, 2021, the Village received one (1) proposal from Parvin Clauss Sign Company Inc.

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

The Village Board budgeted \$150,000 for two gateway signs on Route 83 and multiple entry signs at Village parks. Staff is seeking approval from the Board of Trustees to build and install nine (9) gateway signs throughout the Village. There are two types of signs that staff is seeking approval for:

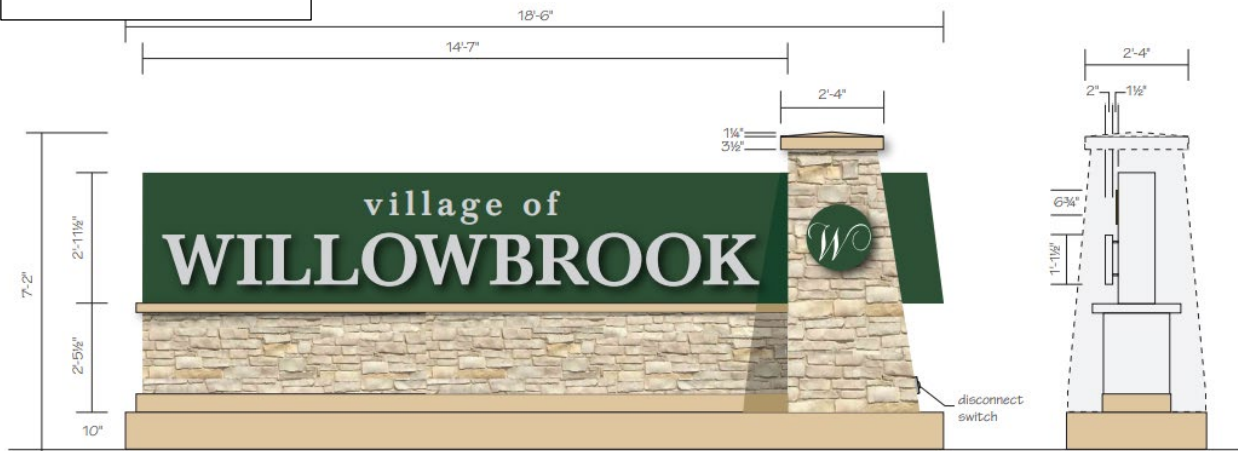
- 6 Monument Gateway Signs at the following locations (Attachment 1):
 - Southbound Route 83
 - Northbound Route 83
 - 75th and Sheridan Drive
 - 63rd and Bentley Avenue
 - Garfield Avenue and Plainfield Road
 - Executive Drive and Madison Street
- 3 Secondary Gateway Signs at the following locations (Attachment 2):
 - 58th Place and Clarendon Hills Road
 - 79th and Clarendon Hills Road
 - 64th and Madison Street

In the attached documents, staff is showing three options for each type of sign (Monument and Secondary). If approved by the Board, staff will work with representatives from Parvin Clauss Sign Company and IDOT for approval of installation.

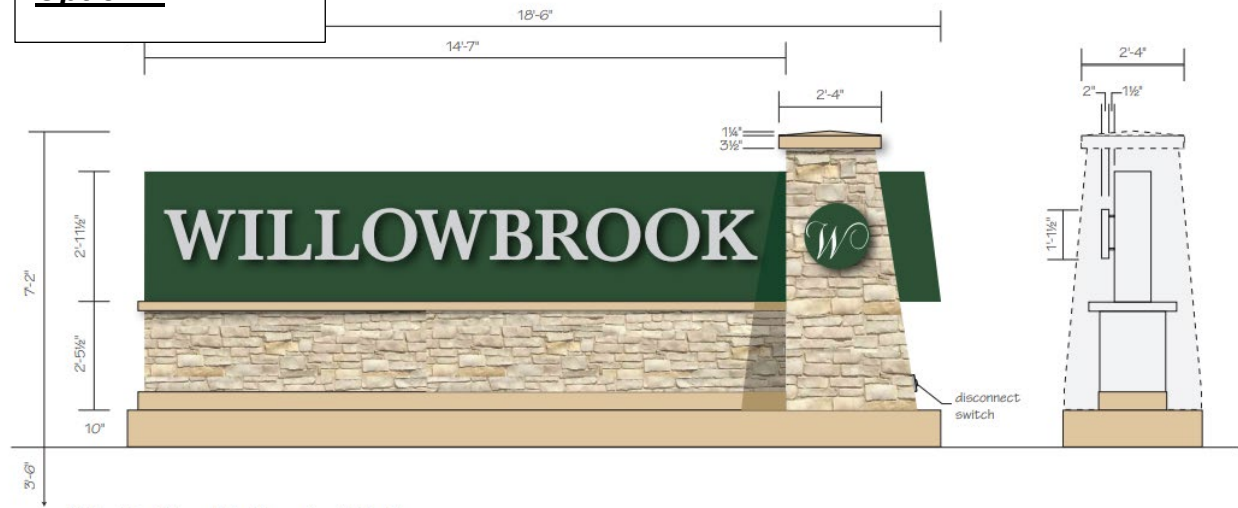
ACTION PROPOSED: None

ATTACHMENT 1 – MONUMENT GATEWAY SIGNS

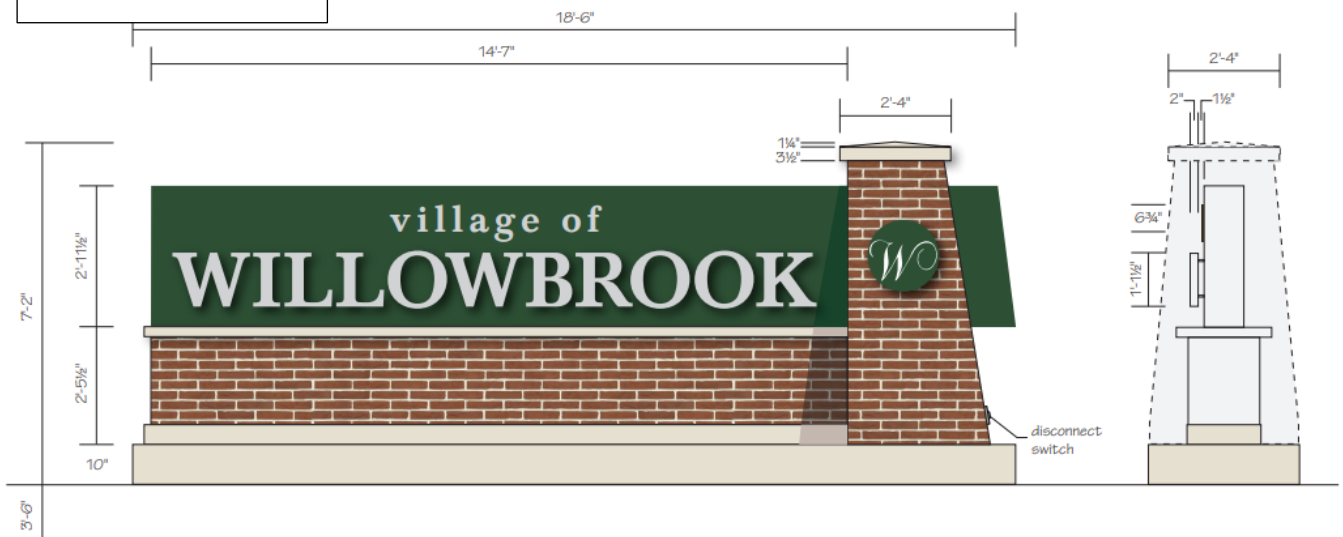
Option 1



Option 2



Option 3



ATTACHMENT 2 – SECONDARY GATEWAY SIGNS

