

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 ZOOMCONFERENCE 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 Kaspar.

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.

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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)

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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. 21-0-39 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

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8. ORDINANCE NO. 21-0-40- 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. 21-0-40 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.

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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.

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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 Ruffolo to 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.