

MINUTES OF THE MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON MONDAY, JANUARY 24, 2022, 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 A. Trilla.

2. ROLL CALL

Those physically present at roll call were Village Clerk Debbie Hanh, Village Trustees Mark Astrella, Michael Mistele, Gayle Neal and Gregory Ruffolo, Village Administrator Brian Pabst, Assistant Village Administrator Sean Halloran, Interim Chief Financial Officer Nathan Gaskill, Deputy Clerk Christine Mardegan, Village Planner Karen Stonehouse and Municipal Services Foreman AJ Passero.

Present Via conference call, due to COVID-19 Pandemic were Mayor Frank A. Trilla, Village Attorney Thomas Bastian, Village Trustees Sue Berglund and Umberto Davi, Chief Robert Schaller and Deputy Chief Lauren Kaspar.

Absent: None.

A QUORUM WAS DECLARED

3. MOTION - Motion to Allow Mayor Trilla to Attend the Meeting Remotely.

Trustee Neal asked the Board to Allow Mayor Trilla to attend the meeting remotely.

MOTION: Made by Trustee Neal and seconded by Trustee Ruffolo to allow Mayor Trilla, Trustee Sue Berglund and Trustee Umberto Davi to attend the meeting remotely.

ROLL CALL VOTE: AYES: Trustees Astrella, Berglund, Mistele, Neal, and Ruffolo. NAYS: None. ABSTAINED: Trustee Davi.

MOTION DECLARED CARRIED

4. PLEDGE OF ALLEGIANCE

Mayor Trilla asked Administrator Pabst to lead everyone in saying the Pledge of Allegiance.

5. VISITORS' BUSINESS

None presented and no written comments were received.

6. MOTION - BOARD ADVICE AND CONSENT TO VILLAGE ADMINISTRATOR'S RECOMMENDATION TO THE HIRING OF A DIRECTOR OF COMMUNITY DEVELOPMENT (PASS)

Assistant Administrator Halloran shared that staff addressed the Board with the consolidation of the Building, Zoning and Planning and Economic department and to create the Community Development Department. This position will handle some of the planning and building as we continue to outsource the building department functions and positions. The Police Department, Village Administrator and the Mayor interviewed four candidates. We are recommending Michael Krol from Glendale Heights. We are excited to have him on board.

MOTION: Made by Trustee Ruffolo and seconded by Trustee Berglund to allow the Village to hire Michal Krol for the Community Development Director.

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

7. 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 - January 10, 2022 (APPROVE)

c. Warrants - \$689,582.04

- d. RESOLUTION NO. 22-R-03 - A RESOLUTION PURSUANT TO TITLE 5, CHAPTER 1, SECTION 5-1-14 OF THE VILLAGE CODE TO DEVIATE FROM THE POLICE DEPARTMENT HIRING ROTATION PROCESS AND EFFECT THE ORIGINAL APPOINTMENT OF ONE (1) LATERAL POLICE CANDIDATE FOR THE RANK OF PATROL OFFICER (ADOPT)
- e. MOTION TO APPROVE THE CALENDAR YEAR 2022 PAYMENT TO THE INTERGOVERNMENTAL RISK MANAGEMENT AGENCY (IRMA) (PASS)

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 Astrella to approve the Omnibus Vote Agenda.

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

MOTION DECLARED CARRIED

NEW BUSINESS

- 8. INFORMATION - AVAILABILITY OF THE REVISED ELIGIBILITY STUDY AND REPORT AND THE REVISED REDEVELOPMENT PLAN AND PROJECT FOR THE WILLOWBROOK REDEVELOPMENT CORRIDOR TIF DISTRICT.

Administrator Pabst advised that this is the first step in the TIFF district for us to go through the legal motion before submittal. Staff is announcing the availability of the revised Eligibility Study and Report and the revised Redevelopment Plan and Project for the Willowbrook Redevelopment Corridor TIF District. The changes were made in response to public input received previously, and include minor technical changes, like correcting the date of adoption of the Village's Comprehensive Plan, removing a reference to a casino use, along with substantial changes, like removing the Village's use of eminent domain against residential properties and including more right of-ways in the TIF District boundaries. The revised Eligibility Study and Redevelopment Plan and Project are available at the Village Clerk's office and online for public review.

9. ORDINANCE NO. 22-0-02 - AN ORDINANCE GRANTING A SPECIAL USE PERMIT FOR AN ADULT-USE CANNABIS DISPENSING ORGANIZATION IN TENANT SPACE 900 IN THE WILLOWBROOK PLAZA SHOPPING CENTER (PREVIOUSLY WINGREN PLAZA) (PASS)

Administrator Pabst shared that on December 21, 2021 staff received an application for a special use permit to establish an adult-use cannabis dispensing organization in tenant space 900 of the Willowbrook plaza Shopping Center. One concern was the availability of parking spaces. After a study conducted on January 20 thru January 22, 2022, the outcome was that there were 100 parking spaces open at any given time. Another concern was the crime that this establishment may bring to the Village. The Chief of Police conducted a study, and the outcome was crime does not increase due to the presence of high-resolution cameras that are outside and inside the building as per requirements. The cameras are hooked up to the State Police and there is a security guard on the property. Crime has not been an issue at dispensaries in surrounding towns.

Planner Stonehouse presented the following:

- The Village Board is being asked to approve an Ordinance granting a special use permit for a proposed Adult-use Cannabis Dispensing Organization in the B-2 zoning district.
- The location is 900 75<sup>th</sup> Street, in Willowbrook Plaza, AKA Wingren Plaza. It is at the corner of 75<sup>th</sup> Street and IL Route 83.
- It is a vacant retail space, about 3900 square feet.
- The Cannabis Regulation and Tax Act was enacted by the State of Illinois to regulate all cannabis-related businesses, including cultivation, transport, and retail sales. This double-sided printout lists rules just for Dispensing Organizations, from licensing to detailed operational requirements.
- The Plan Commission held a public hearing on January 12 to hear testimony from interested parties, and unanimously voted to forward the case to the Village Board with a recommendation for approval.

- Three conditions were included in the recommendation.
  - The special use shall comply with all statutory requirements of the Cannabis Regulation and Tax Act and that the operator of the cannabis business establishment shall provide a copy of the State-approved license and application materials to the Planning and Development Department.
  - A separate sign permit shall be obtained for the proposed building signage, pursuant to the Village Code.
  - The special use permit shall be null and void if construction for the proposed use is not commenced within eighteen (18) months of the date of any approval of the special use by the Village Board.
- Village Staff recommend passage of the Ordinance approving this special use.

Planner Stonehouse and Mayor Trilla asked for questions.

Trustee Neal asked about overall lighting in the Wingren Plaza area. Is the lighting for the entire center or just the dispensary area?

Omar Fakhouri, CEO of Mint, the dispensary owner, thanked the Village for the opportunity to be involved with the Village. The lighting, both on the exterior and interior, must be sufficient for the camera to visibly see someone's face. The lighting is evaluated by the State of Illinois regulators.

Trustee Neal asked for confirmation that the lighting would be on the dispensary end of the center.

Mr. Fakhouri clarified that the enhanced lighting would be wherever the cameras are located on the exterior of the building.

Administrator Pabst clarified that additional lighting is not a requirement of the zoning ordinance.

Trustee Davi commented that he has never seen the parking lot full.

MOTION: Made by Trustee Mistele and seconded by Trustee Ruffolo to pass Ordinance 22-0-02 as presented.

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

MOTION DECLARED CARRIED

#### 10. RESOLUTIONS RELATED TO HEALTH INSURANCE

a. RESOLUTION NO. 22-R-04 - A RESOLUTION DIRECTING THE VILLAGE ADMINISTRATOR TO PROVIDE AND SERVE WRITTEN NOTICE TO THE CHAIRMAN OF THE INTERGOVERNMENTAL PERSONNEL BENEFITS COOPERATIVE ("IPBC") AND THE MEMBERS OF THE SOUTH CENTRAL DUPAGE COUNTY BENEFIT POOL ("SCDCBP") OF THE VILLAGE'S INTENTION TO WITHDRAW FROM IBPC MEMBERSHIP (ADOPT)

Assistant Administrator Halloran reminded the Board that the Village has been looking into healthcare options since last July. The Board has given staff their full support to explore other options. While staff has received more communication from IPBC regarding the benefits provided in the PPO options, staff has researched alternatives to IPBC, including going on its own with a health insurance broker and joining another co-op for health insurance. At the November 8, 2021 Committee of the Whole meeting, staff provided information about the Government Insurance Network (GIN). GIN is a co-op that was founded in 2018 by the Village of Westmont, City of Elmhurst, Village of Frankfort, Village of Lemont, Village of New Lenox, Village of Romeoville and Village of Shorewood. Four of the founding members were a part of IPBC prior to creating GIN. The Government Insurance Network offers six plans for all members:

- 2 HMO plans
- 2 PPO plans
- 2 HSA plans

After the information was presented by staff and representatives from GIN, the Board provided positive feedback regarding the costs, additional benefits and outsourced benefit consultant. The direction from the Trustees included moving forward with GIN by the end of February and to continue to research alternatives.

Please keep in mind that Snyder Insurance and IPBC can offer several different types of PPO's or HMO's based on the direction provided by the Board. The determining factor to move forward with GIN besides the flexibility and costs is the outsourced benefit consultant that is paid through the premium. In the fiscal year 2021-2022, the contact for benefit-related questions from staff was the Finance Director. If approved, all employees and retirees would contact GIN directly for any benefit-related issues or questions. While Snyder Insurance has a similar model, GIN uses a combination of brokers and other municipalities to deliver high-quality services. This option provides stability and expertise to a technical and sensitive issue relating to internal services.

If the Board was interested in joining GIN, the Village would have to terminate the agreement with IPBC. Following the termination of the agreement with IPBC, the Board would have to approve an Intergovernmental Agreement (IGA) with GIN to join their co-op. The earliest start date for GIN is July 1, 2022.

Trustee Neal commented that this is a huge improvement for the employees. GIN is forward thinking.

Assistant Administrator Halloran added there is an employee portal to help with finding doctors and employees can get all the information they need.

Trustee Davi questioned if anything is different from the past information on healthcare.

Assistant Administrator Halloran explained that the information is the same but tonight we are looking for the Boards approval. We learned that IPBC has been trying to contact the Village for 5-7 years that they offer 300 plans. We were never aware of this communication.

Trustee Neal noted that the GIN benefits can be used in all 50 states which is a great improvement.

MOTION: Made by Trustee Davi and seconded by Trustee Astrella to adopt Resolution 22-R-04 as presented.

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

MOTION DECLARED CARRIED

b. RESOLUTION NO. 22-R-05- A RESOLUTION TO APPROVE AND AUTHORIZE THE EXECUTION OF AN ADOPTION AGREEMENT BETWEEN GOVERNMENTAL INSURANCE NETWORK ("GIN") AND THE VILLAGE OF WILLOWBROOK, ILLINOIS AND TO ACKNOWLEDGE THE GIN INTERGOVERNMENTAL AGREEMENT AND GIN BY-LAWS (ADOPT)

MOTION: Made by Trustee Neal and seconded by Trustee Ruffolo to adopt Resolution 22-R-05 as presented.

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

MOTION DECLARED CARRIED

11. RESOLUTION NO. 22-R-06 - A RESOLUTION APPROVING AN INCREASE IN HOURLY BILLING RATES OF VILLAGE ATTORNEYS STORINO, RAMELLO & DURKIN (ADOPT)

Administrator Pabst explained that the Village has been hiring different attorneys for different projects. The current Village Attorney has been paid \$190.00 per hour for many years and we feel it is only fair to raise the rate for Storino, Ramello & Durkin to \$220 an hour.

MOTION: Made by Trustee Ruffolo and seconded by Trustee Mistele to adopt Resolution 22-R-06 as presented.

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

MOTION DECLARED CARRIED

12. RESOLUTION NO. 22-R-07 - A RESOLUTION OF THE VILLAGE OF WILLOWBROOK ACCEPTING, APPROVING AND AUTHORIZING THE VILLAGE MAYOR TO EXECUTE AN AGREEMENT WITH ENGINEERING SOLUTIONS TEAM CO. TO PROVIDE AND PREPARE CONTRACT BIDDING DOCUMENTS, GENERAL CONDITIONS AND BID FORMS FOR THE VILLAGE OF WILLOWBROOK COMMUNITY RESOURCE CENTER (ADOPT)

Assistant Administrator Halloran explained this is an amendment to the contract that was approved by the Board in December 2021 the previous contract value was \$98,000. Staff is asking the Board to approve additional costs of \$16,000 for Engineering Solutions assistance with revisions to the bid documents.

MOTION: Made by Trustee Mistele and seconded by Trustee Davi to adopt Resolution 22-R-07 as presented.

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

MOTION DECLARED CARRIED

PRIOR BUSINESS

13. TRUSTEE REPORTS

Trustee Neal reported that there has been some progress with the LPR (license plate reader) camera system and asked Chief Schaller for additional information.

Chief Schaller added that the Village's providers of red-light camera technology, ATS and Flock Safety have formed a partnership. This will add the benefit of software coordination which would allow our red-light cameras to read license plates. Working with the providers as well as IDOT, this process is at a beginning stage.

Trustee Neal commented that there is recent information regarding another possibility to add additional Flock LPR through a special IDOT permit along with other caveats and restrictions. She extended her thanks to State Senator Curran and his office helped us negotiate the permit process.

Trustee Ruffolo had no report.

Trustee Mistele had no report.

Trustee Berglund had no report.

Trustee Davi had no report.

Trustee Astrella had no report.

14. ATTORNEY'S REPORT

Attorney Bastian thanked the Board for the increase for the hourly rate. It has been an honor to represent the Village since 2013. Thank you on behalf of the firm.

15. CLERK'S REPORT

Clerk Hahn had no report.

**16. ADMINISTRATOR'S REPORT**

Administrator Pabst shared that Roy Giuntoli gave his two weeks' notice that he will moving on to a new position with the Village of Woodridge. Administer Pabst asked Assistant Administer Halloran to update the Board on the gateway signage.

Assistant Administer Halloran reported that of the five smaller, gateway pillar signs we have gotten approval for three. With the other two, there are some issues with IDOT, but we are working through them.

**16. MAYOR'S REPORT**

Mayor Trilla had no report.

**17. CLOSED SESSION**

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

**18. 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, Astrella, Berglund, Davi, Mistele, Neal and Ruffolo. NAYS: None. ABSENT: None.

MOTION DECLARED CARRIED

PRESENTED, READ, and APPROVED.

February 14, 2022.

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Frank A. Trilla, Mayor