

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, FEBRUARY 28, 2022, FOLLOWING THE COMMITTEE OF THE WHOLE MEETING, OR AT 6:30 P.M. 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: 824 6587 4639

Written Public Comments Can Be Submitted By 6:15 P.M. on February 28, 2022, to shalloran@willowbrook.il.us

1. CALL TO ORDER
2. ROLL CALL
3. MOTION – MOTION TO ALLOW MAYOR TRILLA TO ATTEND THE MEETING REMOTELY. (PASS)
4. PLEDGE OF ALLEGIANCE
5. VISITORS' BUSINESS - Public Comment is Limited to Three Minutes Per Person
6. OFFICIAL APPOINTMENTS TO RANK OF SERGEANT
 - a. OFFICIAL APPOINTMENT TO RANK OF SERGEANT – JOSEPH LAVALLE
7. OMNIBUS VOTE AGENDA:
 - a. Waive Reading of Minutes (APPROVE)
 - b. [Minutes – Regular Board Meeting – February 14, 2022](#) (APPROVE)
 - c. [Warrants – \\$260,696.56](#)

- d. ORDINANCE NO. - AN ORDINANCE AMENDING CHAPTER 7 ENTITLED "VILLAGE ADMINISTRATOR" OF TITLE 1 ENTITLED "ADMINISTRATIVE" OF THE VILLAGE CODE OF ORDINANCES FOR THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS BY ADDING THERETO SECTION 1-7-6 AND SECTION 1-7-7 (PASS)

NEW BUSINESS

8. RECEIVE - 2021 OFFICER RECOGNITION PRESENTATION TO RECOGNIZE THE 2021 OFFICER OF THE YEAR AND OTHER DEPARTMENTAL AWARDS AND ANNIVERSARIES FOR THE WILLOWBROOK POLICE DEPARTMENT.
9. ORDINANCE NO. - AN ORDINANCE WAIVING COMPETITIVE BIDDING, APPROVING AND AUTHORIZING THE EXECUTION OF A CONTRACT WITH PARVIN-CLAUSS SIGN COMPANY FOR THE FABRICATION AND INSTALLATION OF VILLAGE SIGNS AT AN ESTIMATED TOTAL COST NOT TO EXCEED \$226,520.00 (PASS)

PRIOR BUSINESS

10. TRUSTEE REPORTS
11. ATTORNEY'S REPORT
12. CLERK'S REPORT
13. ADMINISTRATOR'S REPORT
14. MAYOR'S REPORT
15. EXECUTIVE SESSION
16. ADJOURNMENT

MINUTES OF THE MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON MONDAY, FEBRUARY 14, 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 Hahn, Trustees Mark Astrella, Sue Berglund, Umberto Davi, Michael Mistele, Gayle Neal and Gregory Ruffolo, Village Attorney Michael Durkin, Village Administrator Brian Pabst, Assistant Village Administrator Sean Halloran, Chief Financial Officer Michael Rock, Chief Robert Schaller, Deputy Chief Lauren Kaspar Deputy Clerk Christine Mardegan, Municipal Services Foreman AJ Passero and Director of Community Development Michael Krol.

Present Via conference call Mayor Frank A. Trilla.

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 Davi to allow Mayor Trilla to attend the meeting remotely.

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

MOTION DECLARED CARRIED

4. PLEDGE OF ALLEGIANCE

Mayor Trilla asked Trustee Astrella to lead everyone in saying the Pledge of Allegiance.

5. VISITORS' BUSINESS

None presented and no written comments were received.

6. RESOLUTION NO. 22-R- 08 - A RESOLUTION CONFIRMING THE
APPOINTMENT OF NICHOLAS AZZO TO THE VILLAGE OF WILLOWBROOK
BOARD OF POLICE COMMISSIONERS (ADOPT)

Mayor Trilla asked Clerk Hahn to swear in Nicholas Azzo as the new Board of Police Commissioner. Mayor Trilla welcomed Nicholas to the Board of Commission.

Mayor Trilla thanked Nicholas Azzo for accepting this appointment.

MOTION: Made by Trustee Berglund and seconded by Trustee Ruffolo to adopt Resolution 22-R-08 as presented.

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 24, 2022 (APPROVE)
- c. Minutes - Special Meeting of the Mayor and Board of Trustees for Budget Workshop #1 - January 13, 2022 (APPROVE)
- d. Warrants - \$608,829.90
- e. RESOLUTION NO. 22-R-09 - A RESOLUTION AUTHORIZING AND DIRECTING THE BOARD OF POLICE COMMISSIONERS (BOPC) OF THE VILLAGE OF WILLOWBROOK TO EFFECT THE ORIGINAL APPOINTMENT OF ONE (1) CANDIDATE TO FILL A VACANCY IN THE RANK OF SERGEANT WITHIN THE VILLAGE POLICE DEPARTMENT (ADOPT)

- f. MOTION - MAYOR'S APPOINTMENT OF VILLAGE OF WILLOWBROOK TRUSTEE GAYLE NEAL TO THE POSITION OF DEPUTY LIQUOR COMMISSIONER OF THE VILLAGE OF WILLOWBROOK (PASS)
- g. RESOLUTION NO. 22-R- 10 - A RESOLUTION AUTHORIZING THE CHIEF OF POLICE TO EXECUTE A CHICAGO FIELD DIVISION TASK FORCE AGREEMENT BETWEEN THE UNITED STATES DEPARTMENT OF JUSTICE DRUG ENFORCEMENT ADMINISTRATION AND THE VILLAGE OF WILLOWBROOK (ADOPT)

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

Trustee Mistele asked if we could remove item #7.f. from the Omnibus Agenda.

MOTION: Made by Trustee Davi and seconded by Trustee Mistele to approve the Omnibus Vote Agenda with the exception on item #7.f.

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

MOTION DECLARED CARRIED

Trustee Mistele recommended that item 7.f. be tabled until the Budget Workshop on Thursday. The question is should there continue to be a Deputy Liquor Commissioner when it is the Board which decides on whether to issue a liquor license or not. Trustee Mistele did not feel it a necessary expense to support a Deputy Liquor Commissioner. He is asking the Board to think about this during the budgeting process.

Trustee Davi commented that this item is on the agenda, and we cannot just get rid of it.

Mayor Trilla added that the Deputy Liquor Commissioner position removes the Mayor from any accusations that would have to do with raising funds for re-election or other personal uses. The Mayor indicated that his family has a liquor license and he did not want a conflict of interest. The Deputy Liquor Commissioner position is an appointment and I have already signed the document and approved the position. I am open to any comments.

Trustee Davi said it is a motion and it is in the agenda it must be honored. I think it needs to go to a vote. I agree with the Mayor.

Trustee Mistele added that this did not have to be on the agenda, but it did bring to my attention that we are spending \$6000 a year for nothing. At this level we have been issuing liquor licenses, identify liquor license at the Board level for years. There is no activity of the Liquor Commissioner which is an office defined by state law as the Mayor. There is no need for a Deputy Liquor commissioner in Willowbrook. The recommendation is to table this until our next meeting. We are home rule now. I saw a way to save the Village \$6000.

Mayor Trilla added that the \$6000 is not a part of the budget but rather part of his salary.

Trustee Davi thanked the Mayor for the clarification.

Trustee Berglund asked if Mayor Napoli started this Liquor Commission.

Mayor Trilla said he was unsure.

Trustee Neal stated that in the August 23rd or 26th, 2013 minutes the current Mayor was installed as Liquor Commissioner, and this position was voted on. In the minutes there is an explanation of this position and how it would be help this way. It comes from the Mayor salary of \$25,000 of which he takes \$6,000 from his salary to designate that to the Liquor Commissioner. There was no mention of Mayor Napoli. Mayor Trilla was the Mayor currently in 2013. This is transparent.

MOTION: Made by Trustee Davi and seconded by Trustee Ruffolo to approve Trustee Gayle Neal to the Position of Deputy Liquor Commissioner of the Village of Willowbrook.

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

***Berglund abstained.

MOTION DECLARED CARRIED

NEW BUSINESS

8. ORDINANCE NO. 22-O-03 - AN ORDINANCE OF THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS CALLING FOR A PUBLIC HEARING AND A JOINT REVIEW BOARD MEETING TO CONSIDER THE DESIGNATION OF A REDEVELOPMENT PROJECT AREA AND THE APPROVAL OF A REDEVELOPMENT PLAN AND PROJECT (REDEVELOPMENT CORRIDOR TAX INCREMENT FINANCING DISTRICT) (PASS)

Administrator Pabst stated in our ongoing efforts to establish a TIF district we had a Public Hearing on December 20th at which time we received input on recommendation. The next components in establishing the district are: (1) establish the composition of the JRB (Joint Review Board), (2) set an initial meeting date for the JRB on March 8, 2022, and (3) set the date of the Board's public hearing on April 11, 2022. Nothing in the ordinance obligates the Village to approve the TIF District. Please note that that none of the actions described above authorizes the creation of the TIF District. The Village Board will make the final decision after the Public Hearing in April.

MOTION: Made by Trustee Davi and seconded by Trustee Astrella to pass Ordinance 22-O-03 as presented.

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

MOTION DECLARED CARRIED

9. RESOLUTIONS RELATED TO DOCUMENT SCANNING SERVICES

- a. RESOLUTION NO. 22-R-11 - A RESOLUTION OF THE VILLAGE OF WILLOWBROOK ACCEPTING, APPROVING AND AUTHORIZING THE VILLAGE ADMINISTRATOR TO EXECUTE AN AGREEMENT WITH DATAMATION IMAGING SERVICES CORPORATION TO PROVIDE IMAGING AND METADATA SERVICES TO THE VILLAGE OF WILLOWBROOK AT A COST NOT TO EXCEED \$23,000.00 (ADOPT)

Assistant Administrator Halloran presented that staff discussed this project at the last Budget Workshop. This consists of taking the Village's existing scanned files from 1960 to the present to transfer the files to a new system called Laserfiche. The Village has been with Datamation for the last 7-8 years. Staff has had issues with searching files and finding old files. This is the first phase of the project. The next phase would be scanning documents into Laserfiche.

MOTION: Made by Trustee Ruffolo and seconded by Trustee Astrella to adopt Resolution 22-R-11 as presented.

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

MOTION DECLARED CARRIED

- b. RESOLUTION NO. 22-R-12 - A RESOLUTION OF THE VILLAGE OF WILLOWBROOK ACCEPTING AND APPROVING A PROPOSAL FROM TKB ASSOCIATES, INC. TO PROVIDE LASERFICHE CLOUD SERVICES AND LICENSING TO THE VILLAGE OF WILLOWBROOK AT A COST NOT TO EXCEED \$7,400.00 (ADOPT)

MOTION: Made by Trustee Davi and seconded by Trustee to adopt Resolution 22-R-12 as presented.

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

MOTION DECLARED CARRIED

10. DISCUSSION VILLAGE HALL AND PARK SIGNAGE

Assistant Administrator Halloran presented a slide show of the new signs. Staff is asking for feedback to update the existing Village Hall signage and all the Park signage. I believe that sign was on the Village Hall when you first moved in. Is that Correct AJ? Yes, that sign was supposed to be temporary for 30 days. We need to update that sign; we have one option to make sure it is consistent with the Gateway Signs. We have received a permit from IDOT to proceed with the sign. The goal is to get all the signs installed by the end of April except for one. We want to get feedback from the Board before we continue. This sign will include an electronic sign message. It is seven to eight feet tall and thirteen feet wide.

Trustee Berglund asked, "What is the problem with the sign located on southbound Route 83?"

Assistant Administrator Halloran stated that we are working with Regency Center but they have not given us the clearance to add the sign.

Trustee Berglund said what about by TGM? Assistant Administrator Halloran responded that there is a gas pipeline at that location.

Trustee Mistele asked if these are in addition to the monument signs? That identify the entrances to the Village. Assistant Administrator Halloran yes, that is correct.

Trustee Mistele commented that if the first dimension is 12 inches off the ground, it should be doubled to two feet due to snow, grass and planting. What is the price on the rest of these signs?

Assistant Administrator Halloran responded the Village Hall sign is \$7,500, Parks & Recreational are \$6,500 and the total is about \$130,000.

Mayor Trilla asked would we ever consider putting it on the corner by Midway and Quincy? It is the northeast corner by the Community Resource Center.

Foreman Passero stated that it is not possible due the high-pressure gas line.

After discussion, Mayor Trilla asked if we could talk with the person designing the signs. Assistant Administrator Halloran stated that we can discuss this at the next meeting.

11. RESOLUTION NO. 22-R-13 - A RESOLUTION WAIVING COMPETITIVE BIDDING, APPROVING AND AUTHORIZING THE PURCHASE OF ONE (1) USED 2021 INTERNATIONAL CV515 4X4 DUMP TRUCK, AND RELATED ACCESSORIES, FROM ABER'S TRUCK CENTER AT A COST NOT TO EXCEED \$129,770.00 (ADOPT)

Foreman Passero shared the FY 21-22 Budget for the Public Works Department includes the purchase of one (1) heavy-duty dump truck. Staff requests to purchase one (1) International CV515 duty dump truck. This 2021 unit will replace a 2004 International 7400. This vehicle has already been outfitted with the latest snow-fighting equipment. Over the past several years the cost for maintenance and repairs on the 2004 unit has gone up tremendously. It has surpassed its useful life expectancy and needs replacement. The vehicle is red in color, comes with an 11 foot stainless-steel dump body, 10 foot HD Western plow and stainless-steel salt spreader. This vehicle also comes with a 5-year 100,000-mile extended warranty on the motor and chassis which has been included in the price not to exceed \$129,770.

To obtain replacement vehicles, the Village has historically utilized the Suburban Purchasing Cooperative (SPC), which is a joint purchasing program for local governments. The vehicles available for purchase within this program were obtained through a competitive bidding process of three area dealerships. Through this program, the Village could obtain this one (1) vehicle at a set price. Historically, the Village has also made an effort to

offer this business to our nearest International dealership, if possible. However, staff was notified of a 2021 CV515 with 893 miles from Aber's Truck Center in Ashland, Ohio for \$129,770. The total amount budgeted for this dump truck with a snow fighter package was \$174,378. Aber's Truck Center offered Willowbrook a used demo unit 2021 CV515 snow fighter dump truck for \$44,678 under our current budget. This truck is fully outfitted to fit the needs of the Public Works department and is road ready. This vehicle will come with a five (5) year warranty. The resolution attached is for the purchase of the fully outfitted dump truck with an extended warranty for a total price of \$129,770.

Mayor Trilla asked what will we do with the old truck? Foreman Passero stated we will sell it at auction.

MOTION: Made by Trustee Ruffolo and seconded by Trustee Berglund to adopt Resolution 22-R-13 as presented.

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

MOTION DECLARED CARRIED

PRIOR BUSINESS

12. 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 Astrella had no report.

13. ATTORNEY'S REPORT

Attorney Durkin had no report.

14. CLERK'S REPORT

Clerk Hahn had no report.

15. ADMINISTRATOR'S REPORT

Administrator Pabst welcomed Mike Krol as the new Director of Community Development and Chief Financial Officer Mike Rock.

16. MAYOR'S REPORT

Mayor Trilla welcomed Mike to his new position. I am looking forward to working with such an energetic person.

17. CLOSED SESSION

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

18. ADJOURNMENT

MOTION: Made by Trustee Berglund and seconded by Trustee Astrella adjourn the Regular Meeting at the hour of 7:10 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.

_____, 2022.

Frank A. Trilla, Mayor

Minutes transcribed by Deputy Clerk Christine Mardegan.

W A R R A N T S

February 28, 2022

GENERAL CORPORATE FUND	-----	\$191,878.66
WATER FUND	-----	\$35,035.90
WATER CAPITAL IMPORVEMENTS FUND	-----	\$19,782.00
LAND ACQUISITION, FACILITY EXPANSION & RENOVATION FUND	-----	\$14,000.00
TOTAL WARRANTS	-----	\$260,696.56

Michael Rock, Director of Finance

APPROVED:
Frank A. Trilla, Mayor

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 01 GENERAL FUND							
02/17/2022	APCH	98241	HENDERSON PRODUCTS INC	MAINTENANCE - VEHICLES	735-409	35	305.19
02/17/2022	APCH	98242	Rosie's Gaming, LLC	Did not open due to covid	210-101	00	1,250.00
02/24/2022	APCH	98244	ALAN F. FRIEDMAN, PHD	EXAMS - PSYCHOLOGICAL	440-544	07	725.00
02/24/2022	APCH	98245	AMERICAN TRAFFIC SOLUTIONS	RED LIGHT - CAMERA FEES	630-247	30	22,475.00
				RED LIGHT - MISC FEE	630-249	30	2,970.00
				CHECK APCHK 98245 TOTAL FOR FUND 01:			25,445.00
02/24/2022	APCH	98246	ARTISTIC ENGRAVING	OPERATING EQUIPMENT	630-401	30	668.75
02/24/2022	APCH	98248#	AT & T MOBILITY II LLC	PHONE - TELEPHONES	455-201	10	44.20
				TELEPHONES	810-201	40	47.82
				CHECK APCHK 98248 TOTAL FOR FUND 01:			92.02
02/24/2022	APCH	98249	BLACK GOLD SEPTIC	MAINTENANCE - PW BUILDING	725-418	35	425.00
02/24/2022	APCH	98250	BRIAN DILLON	UNIFORMS	630-345	30	64.64
02/24/2022	APCH	98251	BS & A SOFTWARE	EDP PERSONNEL TRAINING	515-305	15	1,000.00
02/24/2022	APCH	98253	CHRISTOPHER B. BURKE	FEES - ENGINEERING	720-245	35	3,328.00
				FEES - ENGINEERING	720-245	35	13,000.00
				CHECK APCHK 98253 TOTAL FOR FUND 01:			16,328.00
02/24/2022	APCH	98254	CITY WIDE OF ILLINOIS	MAINTENANCE - BUILDING	630-228	30	207.97
				MAINTENANCE - BUILDING	630-228	30	69.60
				CHECK APCHK 98254 TOTAL FOR FUND 01:			277.57
02/24/2022	APCH	98255#	COMCAST CABLE	INTERNET/WEBSITE HOSTING	460-225	10	226.82
				INTERNET/WEBSITE HOSTING	460-225	10	226.82
				INTERNET/WEBSITE HOSTING	460-225	10	230.54
				INTERNET/WEBSITE HOSTING	715-225	35	108.35
				INTERNET/WEBSITE HOSTING	715-225	35	118.35
				INTERNET/WEBSITE HOSTING	715-225	35	121.85
				CHECK APCHK 98255 TOTAL FOR FUND 01:			1,032.73
02/24/2022	APCH	98256*#	COMED	RED LIGHT - COM ED	630-248	30	92.07
				RED LIGHT - COM ED	630-248	30	550.55
				RED LIGHT - COM ED	630-248	30	38.78

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 01 GENERAL FUND							
				ENERGY - STREET LIGHTS	745-207	35	111.57
				ENERGY - STREET LIGHTS	745-207	35	518.40
				MAINTENANCE - TRAFFIC SIGNALS	745-224	35	76.02
				CHECK APCHK 98256 TOTAL FOR FUND 01:			1,387.39
02/24/2022	APCH	98257	COMPASS MINERALS AMERICA	SALT	755-331	35	17,135.47
				SALT	755-331	35	16,858.81
				CHECK APCHK 98257 TOTAL FOR FUND 01:			33,994.28
02/24/2022	APCH	98258	ELROD FRIEDMAN LLP	FEES - SPECIAL ATTORNEY	470-241	10	1,162.50
02/24/2022	APCH	98261	EVT TECH	MAINTENANCE - VEHICLES	630-409	30	3,944.70
02/24/2022	APCH	98262	EWS WELDING SUPPLY, INC	MAINTENANCE - BUILDING	466-228	10	92.74
02/24/2022	APCH	98263	FIRESTONE TIRE & SERVICE	MAINTENANCE - VEHICLES	630-409	30	1,480.44
02/24/2022	APCH	98264	FULTON SIREN SERVICES	MAINTENANCE - BUILDING	630-228	30	1,022.47
02/24/2022	APCH	98267	HEARTLAND BUSINESS SYSTEMS, LLC	PHONE - TELEPHONES	455-201	10	202.50
02/24/2022	APCH	98268*#	HOME DEPOT CREDIT SERVICES	MAINTENANCE - BUILDING	466-228	10	45.44
				MAINTENANCE - BUILDING	466-228	10	139.96
				FURNITURE & OFFICE EQUIPMENT	710-405	35	99.97
				MAINTENANCE - PW BUILDING	725-418	35	109.00
				MAINTENANCE - VEHICLES	735-409	35	35.94
				MAINTENANCE - EQUIPMENT	740-411	35	1,068.00
				MAINTENANCE - EQUIPMENT	740-411	35	1,126.91
				CHECK APCHK 98268 TOTAL FOR FUND 01:			2,625.22
02/24/2022	APCH	98269	ILLINOIS DEPT. OF TRANSPORTATION	ENERGY - STREET LIGHTS	745-207	35	1,708.14
02/24/2022	APCH	98270	JULIE, INC.	J.U.L.I.E.	755-332	35	1,789.32
02/24/2022	APCH	98272	KANE, MCKENNA & ASSOCIATES, INC.	CONSULTING	455-306	10	11,910.03
02/24/2022	APCH	98276	NCPERS GROUP LIFE INSURANCE	EMP DED - SUPPLEMENTAL LIFE INSURANC	210-213	00	80.00
02/24/2022	APCH	98277	NICHOLAS VOLEK	UNIFORMS	630-345	30	118.79
02/24/2022	APCH	98279	OCCUPATIONAL HEALTH CENTERS	EXAMS - PHYSICAL	440-543	07	269.00
02/24/2022	APCH	98280	ORBIS SOLUTIONS	EDP EQUIPMENT/SOFTWARE	417-212	05	3,055.00
02/24/2022	APCH	98281	P.F. PETTIBONE & CO.	OPERATING EQUIPMENT	630-401	30	67.00
02/24/2022	APCH	98282	PIRTEK	MAINTENANCE - VEHICLES	735-409	35	250.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 01 GENERAL FUND							
02/24/2022	APCH	98283	RAGS ELECTRIC, INC	MAINTENANCE - STREET LIGHTS	745-223	35	9,469.60
				MAINTENANCE - STREET LIGHTS	745-223	35	266.00
				CHECK APCHK 98283 TOTAL FOR FUND 01:			9,735.60
02/24/2022	APCH	98284	RATHS, RATHS & JOHNSON, INC.	PLAN REVIEW - CIVIL ENGINEER	820-254	40	255.00
02/24/2022	APCH	98285	REDGRAVE, LLP	CRISIS MANAGEMENT	475-367	10	440.00
02/24/2022	APCH	98286	ROBERT HALF	CONSULTING FEES - CLERICAL	471-253	10	791.34
02/24/2022	APCH	98287	RUTLEDGE PRINTING CO.	PRINTING & PUBLISHING	630-302	30	221.49
				PRINTING & PUBLISHING	630-302	30	194.79
				FEES/DUES/SUBSCRIPTIONS	630-307	30	97.40
				CHECK APCHK 98287 TOTAL FOR FUND 01:			513.68
02/24/2022	APCH	98288	SECRETARY OF STATE	MAINTENANCE - VEHICLES	630-409	30	155.00
02/24/2022	APCH	98292	THOMPSON ELEV. INSPECT. SERVICE	ELEVATOR INSPECTION-REIMB	830-117	40	215.00
				ELEVATOR INSPECTION-REIMB	830-117	40	215.00
				CHECK APCHK 98292 TOTAL FOR FUND 01:			430.00
02/24/2022	APCH	98294#	WAREHOUSE DIRECT	MAINTENANCE - BUILDING	466-228	10	39.96
				MAINTENANCE - BUILDING	466-228	10	59.32
				OFFICE SUPPLIES	630-301	30	56.28
				CHECK APCHK 98294 TOTAL FOR FUND 01:			155.56
02/24/2022	APCH	98295	WESTERN FIRST AID & SAFETY	OPERATING EQUIPMENT	630-401	30	72.94
02/28/2022	APCH	239(E)*#	INTERGOVERNMENTAL PERSONNEL	EMP DED PAY- INSURANCE	210-204	00	16,950.21
				LIFE INSURANCE - ELECTED OFFICIALS	410-141	05	76.80
				LIFE INSURANCE - COMMISSIONERS	435-148	07	17.40
				HEALTH/DENTAL/LIFE INSURANCE	455-141	10	3,089.14
				HEALTH/DENTAL/LIFE INSURANCE	455-141	10	231.80
				HEALTH/DENTAL/LIFE INSURANCE	510-141	15	600.67
				LIFE INSURANCE - PLAN COMMISSION	510-340	15	75.60
				HEALTH/DENTAL/LIFE INSURANCE	610-141	25	7,240.83
				HEALTH/DENTAL/LIFE INSURANCE	630-141	30	33,059.44
				HEALTH/DENTAL/LIFE INSURANCE	710-141	35	3,383.18
				HEALTH/DENTAL/LIFE INSURANCE	810-141	40	1,831.05
				CHECK APCHK 239(E) TOTAL FOR FUND 01:			66,556.12
				Total for fund 01 GENERAL FUND			191,878.66

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 02 WATER FUND							
02/24/2022	APCH	98243	ACLARA	EDP SOFTWARE	417-212	50	5,593.00
02/24/2022	APCH	98247	ASSOCIATED TECHNICAL SERV. LTD.	LEAK SURVEYS	430-276	50	635.00
				LEAK SURVEYS	430-276	50	735.00
				LEAK SURVEYS	430-276	50	628.00
				CHECK APCHK 98247 TOTAL FOR FUND 02:			1,998.00
02/24/2022	APCH	98252	CARRINGTON CLUB HOA	WATER USAGE	310-712	00	2,497.89
02/24/2022	APCH	98256*#	COMED	ENERGY - ELECTRIC PUMP	420-206	50	1,756.77
02/24/2022	APCH	98260	ETP LABS INC	SAMPLING ANALYSIS	420-362	50	150.00
02/24/2022	APCH	98265	GRIT PIPE SOLUTIONS LLC	WATER DISTRIBUTION REPAIRS/MAINTENANC	430-277	50	1,375.00
02/24/2022	APCH	98266	HACH CHEMICAL COMPANY	METERS FLOW TESTING	435-278	50	3,000.00
02/24/2022	APCH	98268*#	HOME DEPOT CREDIT SERVICES	WELLHOUSE REPAIRS & MAINTENANCE - L.H	425-473	50	81.92
				OPERATING EQUIPMENT	430-401	50	174.78
				CHECK APCHK 98268 TOTAL FOR FUND 02:			256.70
02/24/2022	APCH	98271	K FIVE CONSTRUCTION	MATERIAL & SUPPLIES - DISTRIBUTION	430-476	50	362.50
02/24/2022	APCH	98273	LA FASTENERS INC	MATERIAL & SUPPLIES - DISTRIBUTION	430-476	50	3.34
02/24/2022	APCH	98274	MID AMERICAN WATER	MATERIAL & SUPPLIES - DISTRIBUTION	430-476	50	6,860.00
				MATERIAL & SUPPLIES - DISTRIBUTION	430-476	50	1,691.13
				MATERIAL & SUPPLIES - DISTRIBUTION	430-476	50	390.00
				MATERIAL & SUPPLIES - DISTRIBUTION	430-476	50	2,093.33
				CHECK APCHK 98274 TOTAL FOR FUND 02:			11,034.46
02/24/2022	APCH	98275	MRO SYSTEMS LLC	MATERIAL & SUPPLIES - DISTRIBUTION	430-476	50	525.43
02/24/2022	APCH	98290	SUE AMES	WATER USAGE	310-712	00	554.58
02/24/2022	APCH	98291	TEMPERATURE ENGINEERNG INC	WELLHOUSE REPAIRS & MAIN - WB EXEC PL	425-474	50	175.00
02/24/2022	APCH	98293	ULINE	FURNITURE & OFFICE EQUIPMENT	401-405	50	500.00
				MATERIALS & SUPPLIES- STANDPIPE/PUMPH	425-475	50	1,803.01
				CHECK APCHK 98293 TOTAL FOR FUND 02:			2,303.01
02/28/2022	APCH	239 (E) *#	INTERGOVERNMENTAL PERSONNEL	HEALTH/DENTAL/LIFE INSURANCE	401-141	50	3,450.22
				Total for fund 02 WATER FUND			35,035.90

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 09 WATER CAPITAL IMPROVEMENTS FUND							
02/24/2022	APCH	98278	NOVOTNY ENGINEERING	WATER SYSTEM IMPROVEMENTS	440-600	65	6,084.25
				WATER SYSTEM IMPROVEMENTS	440-600	65	12,297.75
				CHECK APCHK 98278 TOTAL FOR FUND 09:			18,382.00
02/24/2022	APCH	98289	SEECO ENVIRONMENTAL SERVICES, IN	WATER SYSTEM IMPROVEMENTS	440-600	65	1,400.00
				Total for fund 09 WATER CAPITAL IMPROVEMENTS FU			19,782.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 14 LAND ACQUISITION, FACILITY, EXPANSION &							
02/24/2022	APCH	98259	ENGINEERING SOLUTIONS TEAM	ENGINEERING	920-245	75	14,000.00
				Total for fund 14 LAND ACQUISITION, FACILITY, E			14,000.00
TOTAL - ALL FUNDS							260,696.56

'*'-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:**

AN ORDINANCE AMENDING CHAPTER 7 ENTITLED “VILLAGE ADMINISTRATOR” OF TITLE 1 ENTITLED “ADMINISTRATIVE” OF THE VILLAGE CODE OF ORDINANCES FOR THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS BY ADDING THERETO SECTION 1-7-6 AND SECTION 1-7-7

AGENDA NO. 7.d.**AGENDA DATE:** 02/28/22**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 COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS, ETC.)**

In the fall of 2021, staff outlined several changes to the Parks and Recreation division, including the hiring of a Recreational Services Coordinator, transferring the Active Adults Program (aka Senior Club) from the Burr Ridge Park District to the Village, and updating the Burr Ridge Park District agreement. As part of these changes, the Parks and Recreation division will see an increased level of activity with regard to events for Community Events, Special Events, and the Active Adults Program. These events vary in costs due to the difference in each event. As of right now, staff does not have the authority to levy these types of fees. Moving forward, staff is asking the Board to update the code by inserting the following language:

“The Village Administrator, after consulting with the Recreation Services Coordinator for the Village, is authorized and directed to establish fees and deposits for the use of Village park lands, outdoor facilities including, but not limited to, fees, costs and charges, associated group activities, trips, and all other parks and recreation sponsored activities.”

The intent of this language is to charge the costs of the event plus staff time and any other direct or indirect costs into the fee.

While staff continues to evaluate existing service levels, it has been apparent there is a gap within the hiring authority for the Village Administrator. To provide clarity and transparency for staff and the Board of Trustees, staff is recommending the following language to define the Village Administrator’s role:

“Except as otherwise may be provided by the Village Code of Ordinances, such as employees and officers that are appointed by the Mayor with the advice and consent of the Village Board of Trustees, and except for the appointment and removal of the Village Police Chief and Deputy Police Chief(s), and those Village employees and officers where appointment and discharge is under the jurisdiction of the Village Board of Police Commissioners, the Village Administrator shall be responsible for and have the authority to recruit, interview, employ, promote, discipline or terminate all other Village employees. All such hirings and appointments made by the Village Administrator shall be based upon the merit and qualifications of such officers and employees, without regard to political belief or affiliation. Any authorized discharge of an employee or officer by the Village Administrator shall be reported to the Village Board of Trustees at or prior to the next regularly scheduled meeting of the Mayor and Board of Trustees.”

ACTION PROPOSED: Pass the Ordinance

ORDINANCE NO. 22-O-_____

AN ORDINANCE AMENDING CHAPTER 7 ENTITLED “VILLAGE ADMINISTRATOR” OF TITLE 1 ENTITLED “ADMINISTRATIVE” OF THE VILLAGE CODE OF ORDINANCES FOR THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS BY ADDING THERETO SECTION 1-7-6 AND SECTION 1-7-7

BE IT ORDAINED by the Mayor and Board of Trustees of the Village of Willowbrook, DuPage County, Illinois, as follows:

SECTION 1: Chapter 7 entitled “Village Administrator” of Title 1 entitled “Administrative”, as amended, is hereby further amended by adding thereto Section 1-7-6 entitled “Fees: Parks and Recreation”, to read as follows:

“1-7-6 Fees: Parks and Recreation.

The Village Administrator, after consulting with the Recreation Services Coordinator for the Village, is authorized and directed to establish fees and deposits for the use of Village park lands, outdoor facilities including, but not limited to, fees, costs and charges, associated group activities, trips, and all other parks and recreation sponsored activities.”

SECTION 2: Chapter 7 entitled “Village Administrator” of Title 1 entitled “Administrative”, as amended, is hereby further amended by adding thereto Section 1-7-7 entitled “Appointment and Removal of Employees and Officers”, to read as follows:

“1-7-7: Appointment, Promotion, and Discharge of Village Employees and Officers.

Except as otherwise may be provided by the Village Code of Ordinances, such as employees and officers that are appointed by the Mayor with the advice and consent of the Village Board of Trustees, and except for the appointment and removal of the Village Police Chief and Deputy Police Chief(s), and those Village employees and officers where appointment and discharge is under the jurisdiction of the Village Board of Police Commissioners, the Village Administrator shall be responsible for and have the authority to recruit, interview, employ, promote, discipline or terminate all other Village employees. All such hirings and appointments made by the Village Administrator shall be based upon the merit and qualifications of such officers and employees, without regard to political belief or affiliation. Any authorized discharge of an employee or officer by the Village Administrator shall be reported to the Village Board of Trustees at or prior to the next regularly scheduled meeting of the Mayor and Board of Trustees.”

SECTION 3: Any ordinance or portion of any ordinance in conflict with the provisions of this Ordinance is hereby repealed solely to the extent of said conflict.

PASSED and APPROVED this 28th day of February, 2022 by a ROLL CALL VOTE as follows:

AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

APPROVED:

Frank A. Trilla, Mayor

ATTEST:

Deborah A. Hahn, Village Clerk

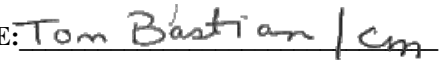
VILLAGE OF WILLOWBROOK

BOARD MEETING

AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE:

RECEIVE – 2021 OFFICER RECOGNITION PRESENTATION TO RECOGNIZE THE 2021 OFFICER OF THE YEAR AND OTHER DEPARTMENTAL AWARDS AND ANNIVERSARIES FOR THE WILLOWBROOK POLICE DEPARTMENT.

AGENDA NO. 8.**AGENDA DATE:** 02/28/2022**STAFF REVIEW:** Robert Schaller, Chief of Police**SIGNATURE:****LEGAL REVIEW:** Tom Bastian, Village Attorney**SIGNATURE:****RECOMMENDED BY VILLAGE ADMIN.:** Brian Pabst, V.A. **SIGNATURE:****REVIEWED & APPROVED BY COMMITTEE:** YES ☒ X _____ N/A _____**ITEM HISTORY (PREVIOUS VILLAGE BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, OTHER PERTINENT HISTORY)**

On July 8, 2019, the Public Safety Committee approved establishing an annual awards program in which recipients would be recognized annually at a Village Board meeting for the Officer of the Year along with any letters of recognition, employment, meritorious service, or other awards given to officers during the prior year to be formally recognized.

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

To be awarded this honor, an officer should be an outstanding police officer who has had an excellent work record over the past year, including good self-initiated field activity, arrests, citations, contacts, etc. This honor shall be awarded to the officer who has made the most significant contribution to the Willowbrook Police Department throughout the year, and who, through their dedication and consistent high quality of work, is admired by his/her peers. The officer should also exhibit stellar professionalism, compassion, and understanding during their interactions with offenders and the community.

Selection Process: The following procedure will be utilized to select the Officer of the Year:

- a. Only one (1) Officer of the Year may be selected.
- b. Each January all officers will be requested to nominate one of their peers in an anonymous ballot style voting. The officer receiving the most nominations will be the recipient of the Officer of the Year Award.
- c. In the event of a tie, the Willowbrook Public Safety Committee will be asked to provide the tie breaking vote.

ACTION PROPOSED:

RECEIVE THE PRESENTATION



2021 OFFICER RECOGNITION



WILLOWBROOK POLICE DEPARTMENT

2022 UPCOMING ANNIVERSARIES



Officer Alex Erdmann
5 Years – August 2022



Deputy Chief Lauren Kaspar
15 Years – June 2022

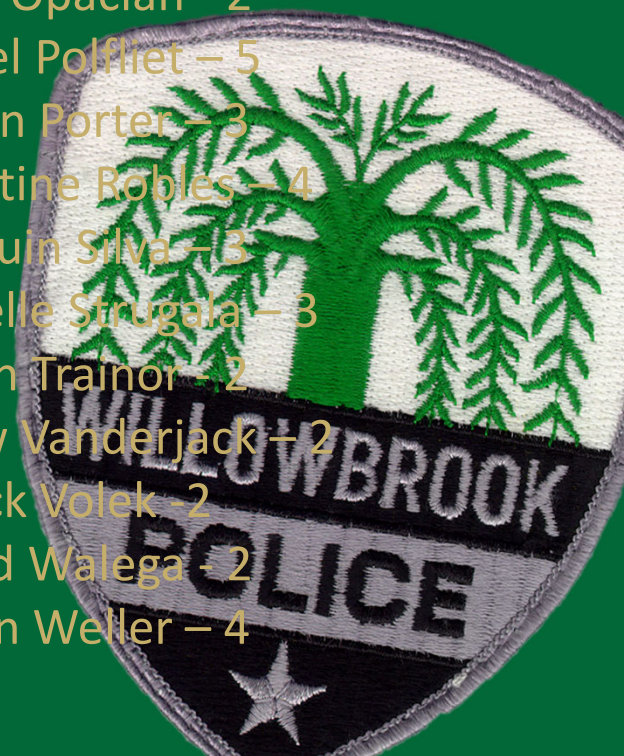


WILLOWBROOK POLICE DEPARTMENT

2021 LETTERS OF RECOGNITION

Sergeant Darren Biggs – 2
Officer Hristo Bojilov - 5
Officer Jose Chavez-Jimenez – 1
Ret. Sergeant Handzik - 2
Detective Blake Huntley – 2
Officer Brendan Johnson - 3
Ret. Sergeant Timothy Kobler – 2
Sergeant Joseph Lavalley – 4
Officer Jose Lopez – 1
Officer James Martino – 3

Officer Piotr Opacian - 2
Officer Daniel Polfliet – 5
Officer Aaron Porter – 3
Detective Christine Robles – 4
Officer Joaquin Silva – 3
Sergeant Michelle Strugala – 3
Officer Dylan Trainor - 2
Officer Matthew Vanderjack – 2
Officer Nick Volek - 2
Officer David Walega - 2
Officer Bryan Weller – 4



2021 OFFICER RECOGNITION



WILLOWBROOK POLICE DEPARTMENT

MERITORIOUS SERVICE AWARD

The Village of Willowbrook's Personnel Manual allows for village personnel to be awarded a meritorious service award in the following circumstances:

Any Willowbrook employee during his/her regular course of employment shall be eligible if, in attempting to save the life of another or prevent serious injuries to another, exhibits superior efforts in a range which exceeds the common standards of performance expected of his/her profession.

2021 OFFICER RECOGNITION





WILLOWBROOK POLICE DEPARTMENT

2021 MERITORIOUS SERVICE AWARDS

Officer Jose Lopez
Officer Brendan Johnson
Sergeant Darren Biggs
Ret. Sergeant Timothy Kobler
Ret. Sergeant John Handzik

2021 OFFICER RECOGNITION





WILLOWBROOK POLICE DEPARTMENT

OFFICER OF THE YEAR

To be awarded this honor, an officer should be an outstanding police officer who has had an excellent work record over the past year, including good self-initiated field activity, arrests, citations, contacts, etc. This honor shall be awarded to the officer who has made the most significant contribution to the Willowbrook Police Department throughout the year, and who, through their dedication and consistent high quality of work, is admired by his/her peers. The officer should also exhibit stellar professionalism, compassion, and understanding during their interactions with offenders and the community.

2021 OFFICER RECOGNITION





WILLOWBROOK POLICE DEPARTMENT

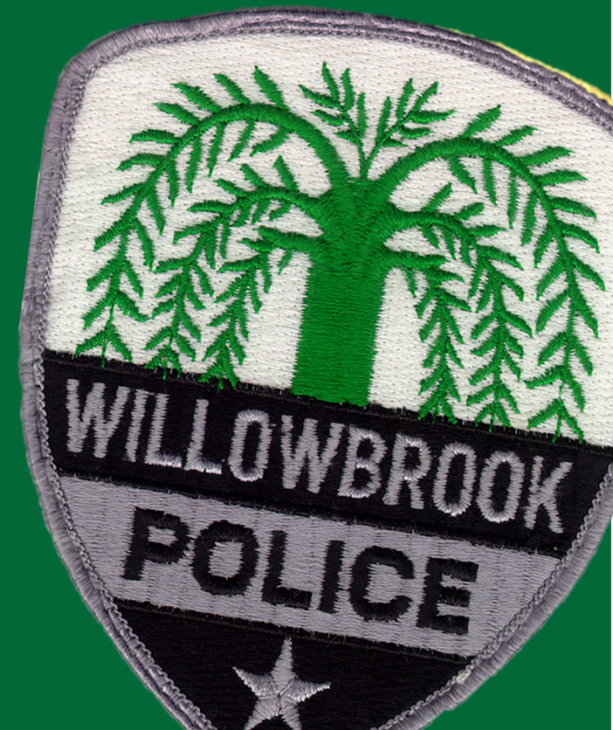
***37 arrests**

***24 DUIs**

***3 Letters of Recognition**



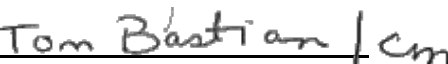
**Officer of the Year
Aaron Porter #520**



2021 OFFICER RECOGNITION

VILLAGE OF WILLOWBROOK**BOARD MEETING****AGENDA ITEM - HISTORY/COMMENTARY****ITEM TITLE:**

AN ORDINANCE WAIVING COMPETITIVE BIDDING, APPROVING AND AUTHORIZING THE EXECUTION OF A CONTRACT WITH PARVIN-CLAUSS SIGN COMPANY FOR THE FABRICATION AND INSTALLATION OF VILLAGE SIGNS AT AN ESTIMATED TOTAL COST NOT TO EXCEED \$226,520.00

AGENDA NO. 9.**AGENDA DATE:** 02/28/22**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.)

At the February 14, 2022 Board of Trustees meeting, staff presented options for one Village Hall sign and sixteen (16) park signs. The initial estimate was projected to be \$160,000, which was based on 10 park signs. After a further examination of all park signs within the Village, the estimated amount has increased from \$160,000 to \$226,000 based on the six additional park signs throughout the Village. The increase is due to 3 park signs at Creekside Park, 2 signs at Prairie Trail Park, 2 signs at Ridgemoor Park, 2 signs at Tony & Florence Borse Memorial Community Park, and 2 signs at Willow Pond.

While this cost was not in the approved 2021-2022 budget, there was an estimated amount that was listed in the 2021-2022 projection. If the Board approves of these signs, the estimated surplus for the 21-22 budget will go from \$3,588,394 to \$3,442,394.

After having a positive relationship with Parvin Clauss, staff has begun working with the contractor to build new signage within the Village. A key benefit of choosing Parvin Clauss to design these signs is experience and consistency with the gateway signs.

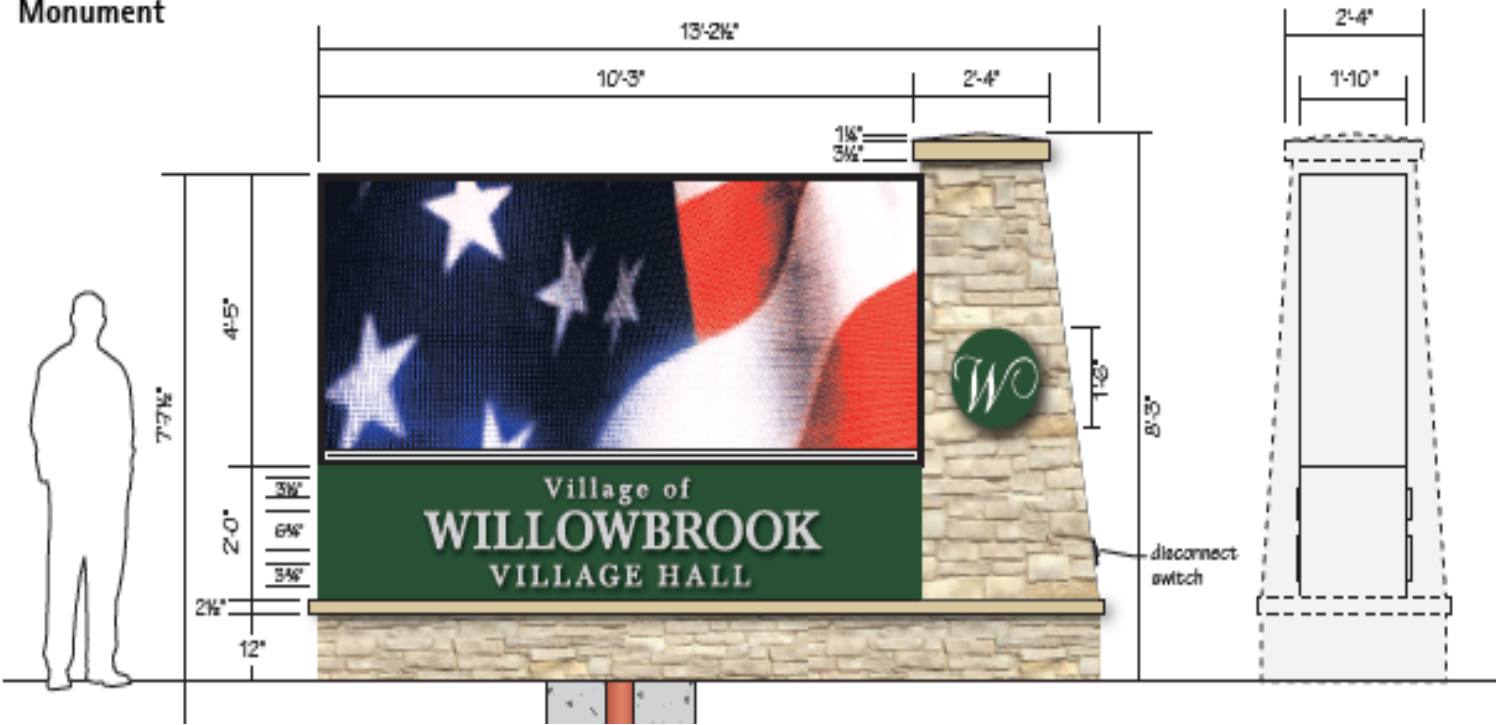
Moving forward, staff is seeking approval from the Board of Trustees to build and install seventeen (17) signs throughout the Village. There are two types of signs that staff is seeking approval for:

- 1 Entry Sign at Village Hall on Midway
- 16 Park Signs at all Village Parks

ACTION PROPOSED: Pass the Ordinance.

ATTACHMENT 1 – VILLAGE HALL SIGN

Monument



ATTACHMENT 2 – PARK SIGNS



Qty. 3



Qty. 1



Qty. 1



Qty. 1



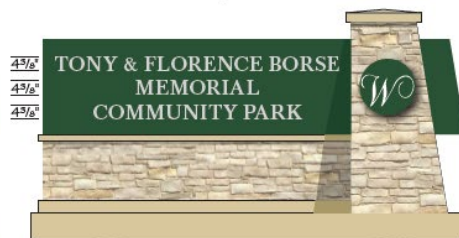
Qty. 2



Qty. 2



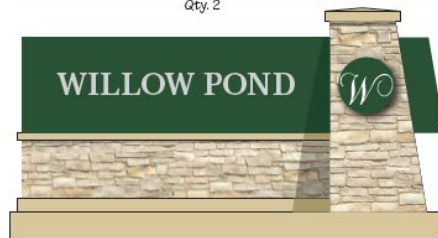
Qty. 1



Qty. 2



Qty. 1



Qty. 2

ORDINANCE NO. 22-O-_____

**AN ORDINANCE WAIVING COMPETITIVE BIDDING, APPROVING AND
AUTHORIZING THE EXECUTION OF A CONTRACT WITH
PARVIN-CLAUSS SIGN COMPANY FOR THE FABRICATION AND INSTALLATION
OF VILLAGE SIGNS AT AN ESTIMATED TOTAL COST NOT TO EXCEED
\$226,520.00**

WHEREAS, the Village of Willowbrook (the “Village”) solicited proposals from the Parvin-Clauss Sign Company for the fabrication and installation of signs for the Village at an estimated total cost not to exceed Two Hundred Twenty-Six Thousand Five Hundred Twenty and 00/100 Dollars (\$226,520.00).

WHEREAS, the Village previously approved the design of the monument signs submitted by Parvin-Clauss Sign Company; and

WHEREAS, the corporate authorities of the Village of Willowbrook have determined that it is in the best interest of the Village that competitive bidding be waived for the fabrication and installation of sixteen (16) Parks signs and one (1) sign for Village Hall for the Village.

NOW THEREFORE BE IT ORDAINED by the Mayor and Board of Trustees of the Village of Willowbrook, DuPage County, Illinois, as follows:

SECTION 1: The competitive bidding process for the fabrication and installation of signs for the Village be and is hereby waived.

SECTION 2: The Village Mayor of the Village of Willowbrook be and is hereby authorized and directed to execute, on behalf of the Village, a proposal for the installation of sixteen (16) Parks signs and one (1) sign for Village Hall from Parvin-Clauss Sign Company at an estimated total cost not to exceed Two Hundred Twenty-Six Thousand Five Hundred Twenty and 00/100 Dollars (\$226,520.00). A copy of said proposal is attached hereto as Exhibit “A” and made a part hereof.

SECTION 3: The Village Mayor be and is hereby authorized and directed to execute, on

behalf of the Village, that certain Contract for the fabrication and installation of sixteen (16) Parks signs and one (1) sign for Village Hall, attached hereto as Exhibit “B” and made a part hereof, which Contract and Proposal are hereby approved. Said Proposal is further adopted and incorporated into the Contract for installation attached hereto as Exhibit “B”.

SECTION 4: This ordinance shall be in full force and effect from and after its passage and approval, in the manner provided by law.

PASSED and APPROVED this 28th day of February, 2022 by a ROLL CALL VOTE as follows:

AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

APPROVED:

Frank A. Trilla, Mayor

ATTEST:

Deborah A. Hahn, Village Clerk

EXHIBIT “A”

PARVIN-CLAUSS PROPOSAL



ISSUE PO TO

Parvin-Clauss Sign Co.,Inc.
165 Tubeway Drive
Carol Stream, IL 60188
630-510-2020
36-3322946

PROPOSAL

ESTIMATE NUMBER: 8681 REVISION: A
DATE: 2/23/2022
Valid for 60 Days

BILL TO

Village of Willowbrook
835 Midway Dr.
Willowbrook, IL 60527 US

SHIP TO

Village of Willowbrook
835 Midway Dr.
Willowbrook, IL 60527 US

CUST. NO.	TERMS	SALESPERSON	FOB
002460	50% Deposit Required, Net 10 upon completion	House Account	Carol Stream, IL

DESCRIPTION	QUANTITY QUOTED	UOM	UNIT PRICE	TOTAL PRICE
PPCABDFILLEXTROUT (16) S/F Non-Illuminated Cabinets Furnish and install (16) 6'-0" OAH x 11'-4" wide x 2'-7 1/2" deep monument signs, each including a 2'-5 1/2" x 11'-0" x 8 1/2" single face HDU panels with attached 1/2" thick painted FCO acrylic graphics, faux stone base and pier with faux limestone sills and cap, with (1) 17" diameter x 6mm ACM panel with applied digitally printed vinyl graphic, mounted on a steel supports set in an augered and poured concrete foundations. Reference: Parvin-Clauss drawing WIL8681 pages 1 and 2, revision 2.22.22	1	EA	\$226,158.00	\$226,158.00

SUBTOTAL: \$226,158.00

TOTAL ESTIMATED TAXES: \$0.00

TOTAL FOR PROPOSAL: \$226,158.00

**ISSUE PO TO**

Parvin-Clauss Sign Co.,Inc.
165 Tubeway Drive
Carol Stream, IL 60188
630-510-2020
36-3322946

PROPOSAL

ESTIMATE NUMBER: 8681 REVISION: A
DATE: 2/23/2022
Valid for 60 Days

BILL TO

Village of Willowbrook
835 Midway Dr.
Willowbrook, IL 60527 US

SHIP TO

Village of Willowbrook
835 Midway Dr.
Willowbrook, IL 60527 US

CUST. NO.	TERMS	SALESPERSON	FOB
002460	50% Deposit Required, Net 10 upon completion	House Account	Carol Stream, IL

Please review this proposal and any accompanying design sketches if for size dimensions, colors, copy and quality, and bring any required changes to our attention. Please note that significant changes may result in revision of quoted price and timeline. To proceed, please endorse below and return along with a signed copy of the design sketch (if applicable) to signify acceptance of this proposal and its related terms and conditions. Production will not be scheduled until both documents have been received and permits have been approved (if applicable), thus authorizing us to proceed with fabrication as described above.

Pricing shown does not include:

Any engineering required by the local municipality.

Any insurance required in addition to our standard insurance coverages. If additional insurance coverage is required, it will be added to the price of this quote plus 10%. This includes, but is not limited to requests for special endorsements, primary, non-contributory umbrella coverage, waivers of subrogation, performance and payment bonds.

Applicable sign permits. If permits are required by the municipality prior to installation, the charges for permits and procurement will be added to the final invoice as a separate cost.

Freight Charges are calculated FOB Carol Stream, IL.

This Agreement assumes that installation will involve normal access to the sign(s) location, good soil and wall conditions.

In the event of subsurface obstacles or obstructions in or behind walls, the parties agree to adjust the extra installation costs based on Seller's additional cost.

Parvin-Clauss Sign Co., Inc. is not responsible for damage to private utilities, including but not limited to: underground sprinkler systems, property lighting unless marked properly in advance by owner.

Customer shall bring electrical feed wires of suitable capacity and approved type to the location of Display prior to installation and shall pay for all electrical energy used by the display and be responsible for the supply thereof.

Should this order be canceled for any reason, buyer agrees to pay seller for any time and materials incurred to date including, but not limited to: design sketches, permit municipality fees and procurement, site surveys/checkouts, etc.

Thank you for the opportunity to present this quotation for your signage needs. Our services are customized to meet the goals, guidelines and deadlines of your sign project. At Parvin-Clauss Sign Company, your image is our priority, and commitment to quality is our promise. If you have any questions regarding this proposal, please do not hesitate to call or e-mail your sales contact(s).



ISSUE PO TO

Parvin-Clauss Sign Co.,Inc.
165 Tubeway Drive
Carol Stream, IL 60188
630-510-2020
36-3322946

PROPOSAL

ESTIMATE NUMBER: 8681 REVISION: A
DATE: 2/23/2022
Valid for 60 Days

BILL TO

Village of Willowbrook
835 Midway Dr.
Willowbrook, IL 60527 US

SHIP TO

Village of Willowbrook
835 Midway Dr.
Willowbrook, IL 60527 US

CUST. NO.	TERMS	SALESPERSON	FOB
002460	50% Deposit Required, Net 10 upon completion	House Account	Carol Stream, IL

TERMS AND CONDITIONS

This proposal is made for specially constructed equipment and when accepted is not subject to cancellation. Seller shall not be responsible for errors in plans, designs, specifications, and drawings furnished by Buyer or for defects caused thereby.

Warranty: This agreement carries a 1 year warranty on parts and labor, except for standard manufactured lamps. The display is warranted to be free from functional defects in materials and workmanship at the time of original delivery. The foregoing warranties shall not apply if the equipment has been repaired, other than by Seller or a service facility designated by the Seller, or altered by anyone other than Seller, or if the equipment has been subject to abuse, misuse, negligence, accident, vandalism, acts of God or natural disasters beyond Seller's reasonable control. Seller shall not be liable for any damages or losses other than the replacement of such defective work or material. Whenever there are any circumstances on which a claim might be based, Seller must be informed immediately or the provisions of this warranty may be voided.

Title: Title to all materials and property covered by this agreement shall remain in Seller and shall not be deemed to constitute a part of the realty to which it may be attached until the purchase price is paid in full. Seller is given an express security interest in said material and property both erected and unerected notwithstanding the manner in which such personal property shall be annexed or attached to the realty. In the event of default by Buyer, including, but not limited to, payment of any amounts due and payable, Seller may at once (and without process of law) take possession of and remove, as and when it sees fit and wherever found, all materials used or intended for use in this construction of said equipment and any and all property called for in this contract without being deemed guilty of trespass.

Damage: Should any loss, damage or injury result to said display, from any cause whatsoever, while in possession of Buyer or his agents, such loss, damage or injury shall not relieve the Buyer from the obligation to pay for the same according to the terms of this agreement.

Default: Seller and Buyer mutually recognize that Display is not an article of general trade or utility but is designed and is to be constructed, installed and maintained at the request and for the special distinctive uses and purposes of Buyer, that Display is of no value to Seller except as so used, and that is a material consideration to Seller. If during the term of this agreement bankruptcy, reorganization or insolvency proceedings are commenced by or against Buyer, or if Buyer makes an assignment for the benefit of creditors, or if Buyer discontinues business in the premises where Display is located, Seller may at his option declare the entire unpaid balance immediately due and payable. In the event Seller may employ an attorney to recover Display or collect any sums due under this Agreement, Buyer agrees to pay in addition to all sums found due from Seller, a reasonable attorney's fee, and all costs of suit, collection costs and all other expenses incurred in enforcing this Agreement. All overdue payments under this Agreement which are in arrears more than ten days following due date under (b) herein, shall bear interest at the rate of 18% per annum accumulated monthly provided that such delinquent charges shall be at least \$1 per month.

Authority of Agent: It is understood and agreed that this agreement contains the entire contract between the parties and that no representative of Seller has authority to change or modify any terms or representations herein stated. This agreement shall not be considered as executed until signed by or on behalf of Buyer and approved by an executive officer of Seller.

Delivery: The construction and installation of the display shall be subject to delay by strikes, fires, unforeseen commercial delays or acts of God, or regulations or restrictions of the government or public authorities or other accidental forces, conditions or circumstances beyond control of Seller.

Inspection: Buyer shall inspect the display immediately upon installation, and shall notify Seller in writing of any defects or variances therein. In the absence of any such written notification within five (5) days after installation, the display shall be deemed in all respects approved and satisfactory to Buyer.

Permits and Licenses: Seller shall assist Buyer in obtaining all original permits and licenses from public authorities for the installation of the display. Buyer shall obtain the necessary permits from the owner of the premises and others, whose permission is required for the installation of the display and is responsible that such permission is not revoked. Revocation of any permit required for the installation and maintenance of display shall not relieve buyer from the payment of all sums due in accordance with the terms of this agreement. Buyer agrees to obtain all necessary permission for use of all registered trademarks or copyrights used on the display, and agrees to indemnify Seller against any claims in connection therewith.

Service Wiring: Cost of Electricity: Reinforcement of Building: Physical Conditions: Buyer shall bring feed wires of suitable capacity and approved



ISSUE PO TO

Parvin-Clauss Sign Co.,Inc.
165 Tubeway Drive
Carol Stream, IL 60188
630-510-2020
36-3322946

PROPOSAL

ESTIMATE NUMBER: 8681 REVISION: A
DATE: 2/23/2022
Valid for 60 Days

BILL TO

Village of Willowbrook
835 Midway Dr.
Willowbrook, IL 60527 US

SHIP TO

Village of Willowbrook
835 Midway Dr.
Willowbrook, IL 60527 US

CUST. NO.	TERMS	SALESPERSON	FOB
002460	50% Deposit Required, Net 10 upon completion	House Account	Carol Stream, IL

type to the location of Display prior to installation and shall pay for all electrical energy used by the display and be responsible le for the supply thereof. Buyer shall provide for necessary reinforcements to the building on which Display is installed. Buyer shall pay for costs of relocating power lines, or other obstacles to comply with laws of Federal, State or Municipal Agencies. **This Agreement assumes that installation will involve normal access, soil, and wall conditions. In the event of subsurface obstacles or obstructions in or behind walls, the parties agree to adjust the extra installation costs based on Seller's additional cost.**

X _____

EXHIBIT “B”

PARVIN-CLAUSS CONTRACT

C O N T R A C T

THIS CONTRACT ENTERED INTO THIS _____ day of March, 2022 between Parvin-Clauss Sign Company, Inc. (“Contractor”) and the Village of Willowbrook, a municipal corporation of the State of Illinois (“Village”), in consideration of the following and other valuable consideration the sufficiency of which is hereby acknowledged, the Village and Contractor agree as follows:

1. The Village of Willowbrook has found it to be in the best interests of the Village to enter into an agreement with Contractor for the fabrication and installation of Village Signage.
2. Contractor has submitted proposals to the Village for the fabrication and installation of Village Signage. Such proposals, including all terms, conditions, requirements and specifications contained therein are incorporated into this agreement as “Exhibit A” and expressly made a part of this agreement as if each term, condition and requirement of said proposal was repeated herein verbatim. In the event any inconsistent terms are contained in this agreement and in “Exhibit A,” the more restrictive terms shall control.
3. Contractor agrees to complete such work in a good and workmanlike manner in accordance with the plans and specifications attached hereto.
4. The Contractor certifies that the Contractor is not delinquent in the payment of taxes to the Illinois Department of Revenue in accordance with 65 ILCS 5/11-42.1-1.
5. Contractor certifies that it is not barred from bidding on state, municipal or other contracts by reason of Sections 33E-3 (bid rigging) or 33E-4 (bid totaling) of the Criminal Code of 1961 (720 ILCS 5/33E-3 and 5/33E-4), and further certifies that it is not barred from bidding on State, municipal and other contracts by reason of conviction of State laws regarding bid rigging or bid rotation.

6. The Village of Willowbrook agrees to pay Contractor for the fabrication and installation of the signs for work completed in a good and workmanlike manner in an amount expected not to exceed Two Hundred Twenty-Six Thousand Five Hundred Twenty and 00/100^{ths} Dollars (\$226,520.00). Payment shall be in accord with the provisions of each proposal, attached hereto as Exhibit "A".

7. At the time of execution of the Agreement, the Contractor shall furnish, at Contractor's expense, bonds payable to the Village in the form of bonds set forth herein, secured by a surety company acceptable to the Village, as follows:

A. Faithful performance bond in an amount equal to one hundred percent (100%) of the total contract price, conditioned upon the faithful performance of all covenants and stipulations under the Contract and holding good for a period of one (1) year after the date when final payment becomes due, except as otherwise provided by law or regulation or by the Contract Documents to protect the Owner against the results of defective materials, workmanship, and equipment during that time.

B. Labor and material bond in an amount equal to one hundred percent (100%) of the total Contract Price for the payment of all persons, companies, or corporations who perform labor upon or furnish material to be used in the Work under this Contract.

8. Contractor agrees that not less than the prevailing wage as determined by the Illinois Department of Labor, shall be paid to all laborers, workers and mechanics performing work under this Contract in accordance with the Illinois Prevailing Wage Act and Contractor agrees to comply with all other provisions of the Illinois Prevailing Wage Act (820 ILCS 130/0.01 *et seq.*) as amended. If the Department of Labor revises the wage rates, the revised rate as provided by the

Illinois Department of Labor shall apply to this Agreement and Contractor will not be allowed additional compensation on account of said revisions.

Contractor shall make and keep, for a period of not less than five (5) years, records of all laborers, mechanics, and other workers employed by them on the project; the records shall include each worker's name, address, telephone number when available, social security number, classification or classifications, the hourly wages paid in each period, the number of hours worked each day, and the starting and ending times of work each day.

Contractor shall submit monthly, in person, by mail, or electronically a certified payroll to the Village of Willowbrook. The certified payroll shall consist of a complete copy of the records. The certified payroll shall be accompanied by a statement signed by Contractor that:

- A. such records are true and accurate;
- B. the hourly rate paid to each worker is not less than the general prevailing rate of hourly wages required; and
- C. Contractor is aware that filing a certified payroll that he or she knows to be false is a Class B misdemeanor.

Upon seven (7) business days' notice, Contractor shall make available for inspection the records to the Village of Willowbrook, its officers and agents, and to the Director of Labor and his deputies and agents at all reasonable hours at a location within this State. Contractor and each subcontractor shall permit his/her employees to be interviewed on the job, during working hours, by compliance investigators of the Department or the Department of Labor. (See Attached for Certified Payroll Form).

9. Contractor agrees that it has and will comply with all laws relating to the employment preference to veterans in accordance with the Veterans Preference Act (330 ILCS 55/0.01 *et seq.*).

10. Contractor agrees that it has and will comply with all laws relating to the employment of Illinois workers in accordance with the Employment of Illinois Workers on Public Works Act (30 ILCS 570/1 *et seq.*).

11. Contractor agrees that it, pursuant to 30 ILCS 580/1 *et seq.* (“Drug-Free Workplace Act”), will provide a drug-free workplace by:

A. Publishing a statement:

- (1) Notifying employees that the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance including cannabis, is prohibited in the workplace.
- (2) Specifying the actions that will be taken against employees for violations of such prohibition; and
- (3) Notifying the employee that, as a condition of employment on this Agreement, the employee will:
 - (a) Abide by the terms of the statement; and
 - (b) Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction.

B. Establishing a drug-free awareness program to inform employees about:

- (1) The dangers of drug abuse in the workplace;
- (2) Contractor’s policy of maintaining a drug-free workplace;
- (3) Any available drug counseling, rehabilitation, and employee assistance program; and

(4) The penalties that may be imposed upon employees for drug violations.

C. Making it a requirement to give a copy of the statement required by Subsection A to each employee engaged in the performance of the Agreement and to post the statement in a prominent place in the workplace.

D. Notifying the Village of Willowbrook, within ten (10) days after receiving notice under Subparagraph 11(A) 3 (b) from an employee, or otherwise receiving actual notice of such conviction.

E. Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program by any employee who is convicted, as required by 30 ILCS 580/5.

F. Assisting employees in selecting a course of action in the event drug counseling treatment and rehabilitation is required and indicating that a trained referral team is in place.

G. Making a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

12. The Contractor certifies that if the Contractor is not a party to a collective bargaining agreement in effect, Contractor is in compliance with the Substance Abuse Prevention on Public Works Projects Act (820 ILCS 265/1, *et seq.*) and if Contractor is a party to a collective bargaining agreement, that agreement deals with the subject matter of the Substance Abuse Prevention on Public Works Projects Act or has in place and is enforcing a written program which meets or exceeds the program requirements of the Substance Abuse Prevention on Public Works Projects Act.

13. Contractor agrees that it has and will have in place and will enforce a written sexual harassment policy in compliance with 775 ILCS 5/2-105(A)(4).

14. During the performance of this contract, the Contractor agrees as follows:

A. That it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, marital status, national origin or ancestry, citizenship status, age, physical or mental disability unrelated to ability, sexual orientation, military status or an unfavorable discharge from military service; and, further, that he or she will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any underutilization.

B. That, if he or she hires additional employees in order to perform this contract or any portion of this contract, he or she will determine the availability (in accordance with the Department's Rules and Regulations) of minorities and women in the areas from which he or she may reasonably recruit and he or she will hire for each job classification for which employees are hired in a way that minorities and women are not underutilized.

C. That, in all solicitations or advertisements for employees placed by him or her or on his or her behalf, he or she will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, sexual orientation, marital status, national origin or ancestry, citizenship status, age, physical or mental disability unrelated to ability, sexual orientation, military status or an unfavorable discharge from military service.

D. That he or she will send to each labor organization or representative of workers with which he or she has or is bound by a collective bargaining or other agreement or understanding, a notice advising the labor organization or representative of the contractor's obligations under the Act and the Department's Rules and Regulations. If any labor organization or representative fails or refuses to cooperate with the contractor in his or her efforts to comply with the Act and Rules and

Regulations, the contractor will promptly notify the Department and the contracting agency and will recruit employees from other sources when necessary to fulfill its obligations under the contract.

E. That he or she will submit reports as required by the Department's Rules and Regulations, furnish all relevant information as may from time to time be requested by the Department or the contracting agency, and in all respects comply with the Act and the Department's Rules and Regulations.

F. That he or she will permit access to all relevant books, records, accounts and work sites by personnel of the contracting agency and the Department for purposes of investigation to ascertain compliance with the Act and the Department's Rules and Regulations.

G. That he or she will include verbatim or by reference the provisions of this clause in every subcontract that may be awarded under which any portion of the contract obligations are undertaken or assumed, so that the provisions will be binding upon the subcontractor. In the same manner as with other provisions of this contract, the contractor will be liable for compliance with applicable provisions of this clause by subcontractors; and further it will promptly notify the contracting agency and the Department in the event any subcontractor fails or refuses to comply with the provisions. In addition, the contractor will not utilize any subcontractor declared by the Illinois Human Rights Commission to be ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.

In the event of the contractor's non-compliance with the provisions of this Equal Employment Opportunity Clause, the Act or the Rules and Regulations of the Department, the contractor may be declared ineligible for future contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations, and the contract may be cancelled or

voided in whole or in part, and other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation.

15. During the performance of its Agreement with the Village of Willowbrook, Contractor:

Will not maintain or provide for its employees any segregated facilities at any of its establishments, and not permit its employees to perform their services at any location, under its control, where segregated facilities' means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, creed, color, or national origin because of habit, local custom, or otherwise. Contractor (except where it has obtained identical certifications from proposed Subcontractors and material suppliers for specific time periods), obtain certifications in compliance with this subparagraph from proposed subcontractors or material suppliers prior to the award of a subcontract or the consummation of material supply agreements, exceeding \$10,000.00 which are not exempt from the provisions of the Equal Opportunity clause, and that Contractor will retain such certifications in its files.

16. Contractor agrees to assume all risk of loss and to indemnify and hold harmless the Village of Willowbrook, its officers, agents and employees from any and all liabilities, claims, suits, injuries, losses, damages, fines or judgments, including litigation costs and attorneys' fees, arising out of the work performed by Contractor including, to the extent allowed by law, those liabilities, injuries, claims, suits, losses, damages, fines or judgments, including litigation costs and attorneys'

fees arising out of, or alleged to arise out of, the intentional, willful, wanton or negligent acts of Contractor, its employees, agents, assigns and/or subcontractors.

17. The Contractor represents and warrants to the Village that neither it nor any of its principals, shareholders, members, partners, or affiliates, as applicable, is a person or entity named as a Specially Designated National and Blocked Person (as defined in Presidential Executive Order 13224) and that it is not acting, directly or indirectly, for or on behalf of a Specially Designated National and Blocked Person. The Contractor further represents and warrants to the Village that the Contractor and its principals, shareholders, members, partners, or affiliates, as applicable, are not, directly or indirectly, engaged in, and are not facilitating, the transactions contemplated by this Agreement on behalf of any person or entity named as a Specially Designated National and Blocked Person. The Contractor hereby agrees to defend, indemnify and hold harmless the Village, the Corporate Authorities, and all Village elected or appointed officials, officers, employees, agents, representatives, engineers, and attorneys, from and against any and all claims, damages, losses, risks, liabilities, and expenses (including reasonable attorneys' fees and costs) arising from and related to any breach of the foregoing representations and warranties.

18. Insurance requirements shall be as follows:

A. Contractor shall procure and maintain for the duration of the Contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the Work by the contractor, its agents, representatives, employees or subcontractors.

B. Coverage shall be at least as broad as:

(1) Insurance Services Office Commercial General Liability Occurrence form CG 0001 (Ed. 11/85); and

- (2) Insurance Services Office form number CA0001 (Ed. 1/87) covering Automobile Liability, symbol 01 “any auto” and endorsement CA0029 (Ed. 12/88) changes in Business Auto and Truckers coverage forms – Insured Contract; and
- (3) Worker’s Compensation as required by the Labor Code of the State of Illinois and Employers’ Liability Insurance.

C. Contractor shall maintain limits no less than:

- (1) Commercial General Liability: \$2,000,000 combined single limit per occurrence for bodily injury, personal injury, and property damage.
- (2) Automobile Liability: \$1,000,000 combined single limit per accident for bodily injury and property damage.
- (3) Worker’s Compensation and Employers’ Liability: Worker’s Compensation limits as required by the Labor Code of the State of Illinois and Employers’ Liability limits of \$1,000,000 per accident.

D. The policies are to contain, or be endorsed to contain the following provisions:

- (1) Commercial General Liability and Automobile Liability Coverages:
 - (a) The Village, its officials and employees are to be covered as additional insureds as respects liability arising out of activities performed by or on behalf of the Contractor, as well as materials, and equipment procured, owned, leased, hired or borrowed by the Contractor. The coverage shall contain no special limits on the scope of the protection afforded to the Village and its officials.
 - (b) The Contractor’s insurance coverage shall be primary insurance as respects the Village, its officials and employees. Any insurance or self-insurance

maintained by the Village, its officials or employees shall be excess of Contractor's insurance and shall not contribute with it.

(c) Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the Village, its officials or employees.

(d) Coverage shall state that the Contractor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

(2) Worker's Compensation and Employers' Liability Coverage:

The insurer shall agree to waive all rights of subrogation against the Village, its officials, employees or volunteers for losses arising from work performed by the Contractor for the Village.

(3) All Coverages:

Each insurance policy required by this clause shall be endorsed to state that the coverage shall not be suspended, voided, canceled, reduced in coverage or in limits except after thirty (30) day's prior written notice by certified mail, return receipt requested, has been given to the Village.

19. Contractor shall at all times observe and comply with all laws, ordinances, and regulations of the federal, state, local and Village government which may in any manner affect the performance of this Contract.

20. No member of the governing body of the Village of Willowbrook or other unit of government and no other officer, employee, or agent of the Village of Willowbrook or other unit of government who exercises any functions or responsibilities in connection with the carrying out of

this project to which this Contract pertains, shall have personal interest, direct or indirect, in the Contract.

Additionally, the Contractor certifies that no officer or employee of the Village of Willowbrook has solicited any gratuity, discount, entertainment, hospitality, loan, forbearance, or other tangible or intangible item having monetary value including, but not limited to, cash, food and drink, and honoraria for speaking engagements related to or attributable to the government employment or the official position of the employee or officer from the contractor in violation of Chapter 12 of the Village Code of Ordinances of the Village of Willowbrook, adopted by the Village pursuant to the requirements of Article 10 of the State Officials and Employees Ethics Act.

Finally, The Contractor certifies that the Contractor has not given to any officer or employee of the Village of Willowbrook any gratuity, discount entertainment, hospitality, loan, forbearance, or other tangible or intangible item having monetary value including, but not limited to, cash, food and drink, and honoraria for speaking engagements related to or attributable to the government employment or the official position of the employee or officer from the contractor in violation of Chapter 12 of the Village Code of Ordinances of the Village of Willowbrook adopted by the Village pursuant to the requirements of Article 10 of the State Officials and Employees Ethics Act.

21. In the event that Contractor shall fail to perform such work within a reasonable time after being assigned such work or shall fail to complete such work in a good and workmanlike manner, the Village of Willowbrook may terminate this Contract by written notice to Contractor, effective immediately upon mailing.

22. All change orders increasing the cost of the contract by Five Thousand Dollars (\$5,000.00) or less must be approved, in writing, by the Village Administrator. All change orders

increasing the cost of the contract by Five Thousand Dollars (\$5,000.00) or more must be approved by official action of the Village Board of the Village of Willowbrook.

Additionally, no change order which authorizes or necessitates any increase in the contract price that is fifty percent (50%) or more of the original contract price or that authorizes or necessitates any increase in the price of a subcontract under the contract that is fifty percent (50%) or more of the original subcontract price shall be issued, unless the portion of the contract that is covered by the change order is resubmitted for bidding in the same manner for which the original contract was bid, or unless competitive bidding was waived for the original portion of the contract that is covered by the change order. Bidding for the portion of the contract covered by the change order shall be subject to any requirements to employ females and minorities on the project that existed at the bidding for the original contract, together with any later requirements imposed by law.

23. Notice as provided for herein shall be transmitted to the Village of Willowbrook, Village Administrator, 835 Midway Drive, Willowbrook, Illinois 60527, Attn: Village Administrator, or to Parvin-Clauss Sign Company, Inc., Attn: Robert A. Clauss, 165 Tubeway Drive, Carol Stream, Illinois 60188, as may be applicable by first class prepaid mail. Any notice to Contractor shall be deemed received when mailed.

24. Contractor agrees to maintain all records and documents for projects of the Public Body in compliance with the Freedom of Information Act, 5 ILCS 140/1 *et seq.* In addition, Contractor shall produce within three (3) days, without cost to the Public Body, records which are responsive to a request received by the Public Body under the Freedom of Information Act so that the Public Body may provide records to those requesting them within the required five (5) business day period. If additional time is necessary to compile records in response to a request, then Contractor shall so notify the Public Body within three (3) days in order for the Village shall

request an extension so as to comply with the Act. In the event that the Village is found to have not complied with the Freedom of Information Act based upon Contractor's failure to produce documents or otherwise appropriately respond to a request under the Act, then Contractor shall indemnify and hold the Village harmless, and pay all amounts determined to be due including but not limited to fines, costs, attorneys' fees and penalties.

25. Time is of the essence of this Contract.

This Contract is made and executed in duplicate in Willowbrook, DuPage County, Illinois the day and year first above written.

Contractor:

PARVIN-CLAUSS SIGN COMPANY, INC.

By: _____
Robert A. Clauss, President
and its duly authorized agent

ATTEST:

Title:

VILLAGE OF WILLOWBROOK

By: _____
Frank A. Trilla, Mayor

ATTEST:

Deborah A. Hahn,
Village Clerk

INSTRUCTIONS FOR CERTIFIED PAYROLL FORM

PLEASE NOTE: THE SUBMISSION OF FALSIFIED PAYROLL RECORDS IS A CRIMINAL OFFENSE.

1. For all public works projects, Payroll Certifications and Accompanying Affidavit must be filed with the Village of Willowbrook on a monthly basis under the Illinois Prevailing Wage Act (820 ILCS 130/5).
2. The information must be provided for **each payroll period**. Please note the starting and ending dates of each payroll period in the space provided.
3. If you are a contractor or subcontractor working for the Village of Willowbrook on more than one project, please fill out a form for each project.
4. For each project you worked on for the Village of Willowbrook, you must identify the names of employees that worked on the project and their classifications. You must record the number of hours they worked each day of the pay period, along with the total hourly wages paid during that pay period, including the hourly fringe benefits paid.
5. Please note that pertinent information is required on the second sheet. The Subcontractor information, if applicable, is very important; however, it is **ABSOLUTELY IMPERATIVE** that the **AFFIDAVIT** information be completed in its **ENTIRETY** including **SIGNATURE**. If additional forms are needed and copies are made, please be sure to also duplicate the second sheet. A second sheet **MUST** accompany every certified transcript of payroll form showing that you are swearing that the information on each sheet is accurate.
6. Fringe Benefits **MUST** be paid if required for the work classification, regardless of your union or non-union status.
7. If a fringe benefit is paid into a fund, place the letter "F" behind the rate; if the benefit is included on the employee's payroll check, place the letter "E" behind the rate; credit will be given for health insurance paid, payments made into an ERISA approved pension plan, required vacation and/or training (registration in a BAT-approved program).
8. The items requested under the heading, "Contract Information," help to correctly identify the project. If a Contract or Project Number is not known, please do your best to secure the information. The information requested for "Project" and "Project Location" should **always** be completed.
9. You are invited to visit Illinois Department of Labor's web site at www.state.il.us/agency/idol for more detailed information regarding application of the Prevailing Wage Act.

AFFIDAVIT**SUBCONTRACTORS****Monthly Statement of Compliance****Date:** _____

I, _____ (name
signatory party), _____ (title),

do hereby state: that I pay or supervise the payment
of the persons employed on the public works project
_____ (name

of project); that during the payroll period commencing
on the _____ day of _____, _____ (year), and
ending on the _____ day of _____, _____ (year),

all persons employed on said project have been
paid the full wages earned, that no rebates
have been or will be made either directly or indirectly
to or on behalf of said _____

(name of contractor or subcontractor) from the full
wages earned by any person, and that no
deductions have been made either directly or
indirectly from the full wages earned by any
persons, other than permissible deductions as
defined by Federal and/or State law. I further certify
that this payroll is correct and complete; that the wage
rates contained therein are not less than the actual
rates herein stated and that the classification set forth
for each laborers or mechanic conform to the work
he/she performed.

Signature: _____

**Attach explanation of monies paid, copy of contract
or billing, or other pertinent information.**

Company Name: _____

Contact Person: _____

Address: _____

City, State, Zip: _____

Telephone Number: _____

Company Name: _____

Contact Person: _____

Address: _____

City, State, Zip: _____

Telephone Number: _____

Company Name: _____

Contact Person: _____

Address: _____

City, State, Zip: _____

Telephone Number: _____

Company Name: _____

Contact Person: _____

Address: _____

City, State, Zip: _____

Telephone Number: _____

Certified Transcript of Payroll

**** Please Note: The submission of falsified payroll records is a criminal offense. ****

Contractor and/or Subcontractor	Contract Information	
Contact Person: _____	Contract Number: _____	Pay Period Starting Date: _____
Company Name: _____	Project Number: _____	Pay Period Ending Date: _____
Address: _____	Project: _____	Date Submitted to City: _____
City, State, Zip: _____	Project Location: _____	
Telephone: _____		

Report Hours for Each Day, Including Overtime Hours. List Hourly Prevailing Wage Rate and Hourly Fringe Benefits Allotments.

Employee Name, Address, SSN & Telephone Number	Classification	PW Hours Worked Each Day during Pay Period																	Total Hrs	Total OT Hrs	Hrly Rate	OT Rate	Total Wages Paid	Hourly Fringe Benefit			
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17						Pens	Hea & Welf	Vac	Train

EXHIBIT “A”

PARVIN-CLAUSS SIGN COMPANY, INC. PROPOSALS



(16) Single Face Park Monuments - 18 Sq. Ft.

- Sign panel:** 8 1/2" deep foamcraft HDP - painted MAP 55690 Forest Green, satin finish
- Park Name Letters:** 1/2" thk. acrylic painted MAP 41342 Brushed Aluminum - Stud Mounted
- See page 2 for Park Name Layouts
- Base and piers:** Foamcraft faux stone to resemble Halquist Ledge collection veneer
- "Auburn Ledge"
 - faux limestone caps and base (Master Wall 613 "Boca Raton")
- W disk:** 17" x 17" x 1/4" thick ACM panel with full-color digitally-printed high performance vinyl graphics applied, mounted flush to pier
- Foundation:** (2) 3" (3 1/2" O.D.) Sch. 40 Steel Pipes set into (2) 1'-6" diameter x 3'-6" deep concrete foundations



Auburn Ledge

PROJECT:



835 Midway Drive
Willowbrook, IL 60527

CUSTOMER APPROVAL:

DATE

AUTHORIZED SIGNATURE

REPRESENTATIVE

House / KZ

DRAWN BY

Bill Marlow

DATE

12.09.21

SCALE

3/4" = 1'

SHEET NO.

1 of 2

ESTIMATE / JOB NUMBER

8681

FILE NAME

WIL8681

REVISIONS:

¹ 12.14.21 - copy

² 1.25.22

³ 2.22.22 - Qty.

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⁸





Qty. 3



Qty. 1



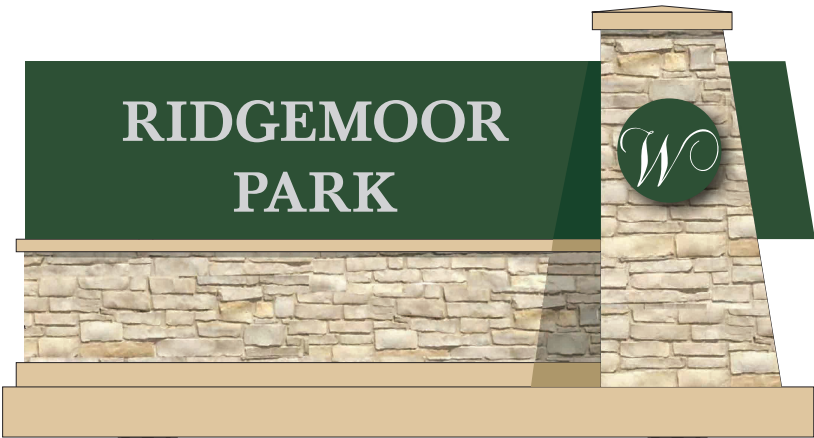
Qty. 1



Qty. 1



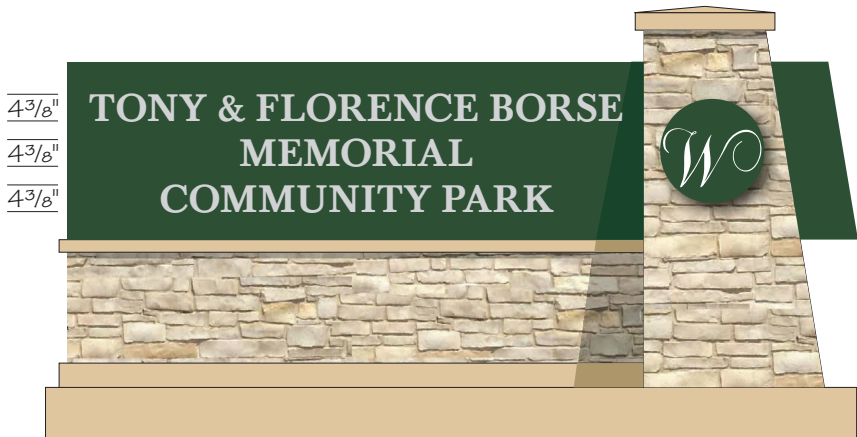
Qty. 2



Qty. 2



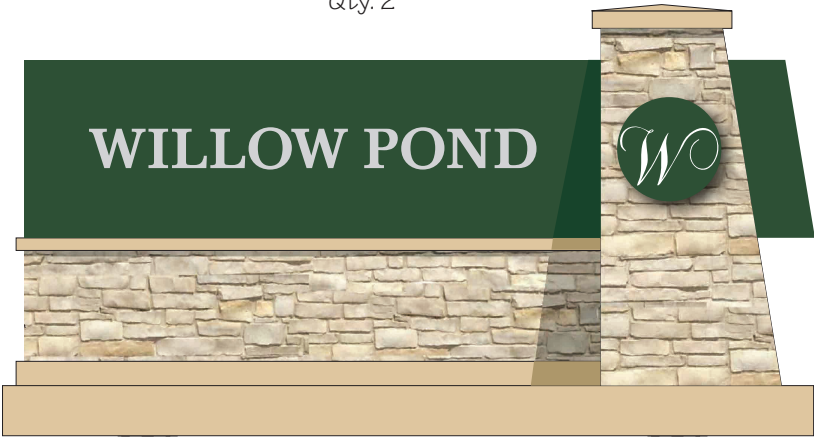
Qty. 1



Qty. 2



Qty. 1



Qty. 2

PROJECT:



835 Midway Drive
Willowbrook, IL 60527

CUSTOMER APPROVAL:

DATE

AUTHORIZED SIGNATURE

REPRESENTATIVE

House / KZ

DRAWN BY

Bill Marlow

DATE

12.09.21

SCALE

3/8" = 1'

SHEET NO.

2 of 2

ESTIMATE / JOB NUMBER

8681

FILE NAME

WIL8681

REVISIONS:

¹ 12.14.21 - copy

² 1.25.22 - copy

³ 2.22.22 - Qty.

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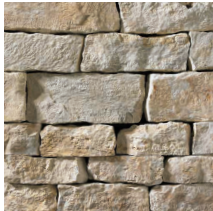


Monument



(1) 6'-5" x 10'-3" Double Face Monument - 66 SF

- Upper Cabinet:** 1'-10" deep fabricated aluminum painted MAP 55690 Forest Green, satin finish
- Graphics:** Routed & Push-thru 3/4" White Acrylic w/ 3M 7725-120 Satin Aluminum Vinyl Applied to Letter Faces
- Illumination:** White LEDs w/ 12V 60W 120/277V Power Supplies
- EMC Unit:** WatchFire 10mm RGB LED - Broadband Comm.
- Power:** (2) 20Amp @ 120Volts Electrical Circuits Run to Site by Others
- Base and pier:** Foamcraft faux stone to resemble Halquist Ledge collection veneer
- "Auburn Ledge"
 - faux limestone caps and base (Master Wall 613 "Boca Raton")
- W disk:** (2) 18" x 18" x 1/4" thick ACM panel with full-color digitally-printed high performance vinyl graphics applied, mounted flush to pier
- Foundation:** (1) 5" (5.625" O.D.) Sch. 40 Steel Pipe set into (1) 2'-6" dia. x 6'-0" deep concrete foundation



Auburn Ledge



Design ■ Fabrication ■ Installation ■ Maintenance

165TubewayDrive■CarolStream■Illinois60188
Tel/630-510-2020 ■ Fax/630-510-2074
e-mail/signs@parvinclauss.com
www.parvinclauss.com

PROJECT:



835 Midway Drive
Willowbrook, IL 60527

CUSTOMER APPROVAL:

DATE

AUTHORIZED SIGNATURE

REPRESENTATIVE

House / KZ

DRAWN BY

Bill Marlow

DATE

12.09.21

SCALE

1/2" = 1'

SHEET NO.

1 of 2

ESTIMATE / JOB NUMBER

8680

FILE NAME

WIL8680

REVISIONS:

1	
2	
3	
4	
5	
6	
7	
8	

This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code and/or other applicable local codes. This includes proper grounding and bonding of the sign.



This sign is built to UL Standards for operation in North America.

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