

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.

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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. 22-0-03 - 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 22-0-03 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.