

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON MONDAY, MARCH 28, 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 Trilla.

2. ROLL CALL

Those physically present at roll call were, Mayor Frank A. Trilla, Village Clerk Deborah Hahn, Village Trustees Mark Astrella, Sue Berglund, Umberto Davi, Michael Mistele, Gayle Neal, and Greg Ruffolo, Attorney Michael Durkin, Village Administrator Brian Pabst, Assistant Village Administrator Sean Halloran, Director of Community Development Michael Krol, Chief Robert Schaller, Deputy Chief Lauren Kaspar, Deputy Clerk Christine Mardegan, Municipal Services Foreman AJ Passero and Recreational Service Coordinator Carrie Navins.

Present via conference call, due to the COVID-19 pandemic: None.

Absent: None.

A QUORUM WAS DECLARED

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

Mayor Trilla attended the meeting in person.

3. PLEDGE OF ALLEGIANCE

Mayor Trilla asked Director of Community Development Krol to lead everyone in saying the pledge of allegiance.

4. VISITOR'S BUSINESS

None presented and no written comments were received.

6. OMNIBUS VOTE AGENDA

Mayor Trilla read over each item in the Omnibus Vote Agenda for the record.

a. Waive Reading of the Minutes (APPROVE)

b. Minutes - Regular Board Meeting - March 14, 2022 (APPROVE)

- c. Minutes - Special Meeting of Trustees - Budget Workshop #2 - February 17, 2022 (APPROVE)
- d. Warrants - \$359,884.90
- e. ORDINANCE NO. 22-O-12 - AN ORDINANCE RESERVING AND AUTHORIZING THE TRANSFER OF VOLUME CAP IN CONNECTION WITH PRIVATE ACTIVITY BOND ISSUES AND RELATED MATTERS (PASS)
- f. ORDINANCE NO. 22-O-13- AN ORDINANCE AMENDING THE ZONING ORDINANCE AND ZONING MAP OF THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS (PASS)
- g. RESOLUTION NO. 22-R-18 - A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE VILLAGE OF WILLOWBROOK AND THE COUNTY OF DUPAGE FOR MOWING ALONG COUNTY ROADS AND RIGHTS-OF-WAY (ADOPT)

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

MOTION: Made by Trustee Davi and seconded by Trustee Mistele to approve the Omnibus Vote Agenda with correction to the date in item b Regular Board Meeting March 14, 2022.

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

MOTION DECLARED CARRIED

NEW BUSINESS

- 7. RESOLUTION NO.22-R-19-A RESOLUTION DECLARING THE LOWEST RESPONSIBLE AND RESPONSIVE PROPOSAL AND APPROVING AND AUTHORIZING THE MAYOR AND VILLAGE CLERK TO EXECUTE AN AGREEMENT WITH SEMMER LANDSCAPE, LLC FOR THE 2022 VILLAGE LANDSCAPE MAINTENANCE PROGRAM (ADOPT)

Foreman Passero shared, on Monday, March 14<sup>th</sup>, 2022, staff held a public bid opening for the annual landscape maintenance services contract. The legal notice advertising for the bid opening was February 22, 2022. The following bids were received prior to the deadline: Semmer Landscape LLC at \$156,182 and N.J. Ryan Landscape at \$114,400. N.J Ryan Landscaping is the Village's current vendor. Due to staffing issues in 2021, their

quality of work and inconsistent scheduling, their service did not meet the expectations of the Village.

The contract period is from May 1, 2022, thru April 30, 2023. The low bid price received of \$114,400 by N.J Ryan is not being recommended. Semmer Landscape is the next responsible bidder. The company submitted three (3) references which included neighboring villages. They are a large landscape maintenance company based out of Chicago, IL, and familiar with our area.

Trustee Mistele asked if this contract includes snow plowing.

Foreman Passero stated no this is for mowing only.

Mayor Trilla thanked Foreman Passero for letting the Board and me know that the lowest bidder was not acceptable. It is important that we get the best resources to provide superior quality for our residents.

MOTION: Made by Trustee Ruffolo and seconded by Trustee Astrella to adopt the Resolution 22-R-19 as presented.

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

MOTION DECLARED CARRIED

8. ORDINANCE NO. 22-O-14 - AN ORDINANCE OF THE VILLAGE OF WILLOWBROOK DECLARING THE LOWEST RESPONSIBLE BIDDER AND AWARDING A CONTRACT TO D&J LANDSCAPE, INC. FOR THE VILLAGE OF WILLOWBROOK 2022 RIDGEMOOR PARK REDEVELOPMENT PROJECT (PASS)

Recreational Service Coordinator Navins stated that after the design was finalized, the Village released a request for Bid (RFB) in January. On Tuesday, February 8, 2022, Village received five(5) bids for the 2022 Ridgemoor Park project. The contract was awarded to D & J Landscaping for \$336,777.

MOTION: Made by Trustee Davi and seconded by Trustee Astrella to pass Ordinance No. 22-O-14 as presented.

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

MOTION DECLARED CARRIED

9. ORDINANCE NO. 22-O-15 - AN ORDINANCE OF THE VILLAGE OF WILLOWBROOK DECLARING THE LOWEST RESPONSIBLE BIDDER AND AWARDING A CONTRACT TO E.P. DOYLE AND SON, LLC FOR THE VILLAGE OF WILLOWBROOK COMMUNITY RESOURCES CENTER INTERIOR BUILD-OUT PROJECT (PASS)

Administrator Pabst presented that this is an ongoing project that we started four years ago to complete Phase 1 of the Community Resource Center. Since that time, the Board approved a contract with Engineering Solutions Team for Owner's Representative (OR) in relation to the Community Resource Center project. The proposed project delivery method for the Community Resource Center is an Owner's Representative (OR). The OR is a project delivery method that requires a commitment by the Owner's Representative to manage the general contractor with a Guaranteed Maximum Price (GMP). The Village was pleased to receive a bid from E.P. Doyle & Son. They have built several community centers and done a wonderful job. Their bid was lower than anticipated.

Trustee Mistele added that the contract we have between Willowbrook and Doyle, it should be stated that Engineering Solution will be our owner's representative though this project. The contract is about 1.7 million we should consider a contingency in terms of budgeting. There will be things that come up. The contingency will be approximately 12% or \$204,000 that will be over the base.

Administrator Pabst gave an example that we are not sure what the size of the audio visual will be and how much that will cost. The Board will be informed of all changes.

MOTION: Made by Trustee Mistele and seconded by Trustee Ruffolo to pass Ordinance No. 22-O-15 as presented.

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

MOTION DECLARED CARRIED

MOTION: Made by Trustee Davi and seconded by Trustee Neal to amend section 3 of the contract with a contingency of \$204,000 for Ordinance No. 22-O-15.

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

MOTION DECLARED CARRIED

PRIOR BUSINESS

10. TRUSTEE REPORTS

Trustee Neal reminded the Board that the Public Safety Committee normally meets this evening and one of the topics on the agenda was contact from residents living along Midway Drive between Route 83 and Clarendon Hills Road regarding the speed limit. In talking with the Chief and Deputy Chief, we decided to place the speed dolly in that area to collect data regarding the number and speed of vehicles using that route.

Trustee Ruffolo had no report.

Trustee Mistele had no report.

Trustee Berglund had no report.

Trustee Davi and the Trustees appreciate the extra line of communication provided by the administration regarding the Bond and TIF District.

Mayor Trilla agreed with Trustee Davi.

Trustee Astrella mentioned that, regarding the violent incident in Burr Ridge this past week, he spoke with a police Supervisor from Burr Ridge and the school and thanked them regarding the speed and efficiency of the lock down. He offered prayers to the Willowbrook officer who witnessed the suspect's demise. Kudos to Chief Schaller and the Deputy Chief for keeping the dad in me in the loop.

11. ATTORNEY'S REPORT

Attorney Durkin had no report.

12. CLERK'S REPORT

Clerk Hahn had no report.

13. ADMINISTRATOR'S REPORT

Administrator Pabst had no report.

14. MAYOR'S REPORT

Mayor Trilla shared a Hinsdale Suburban Life newspaper article from January 24, 2014, written about eight months after his election. The article highlighted the plans and goals for the Village. Some of the highlights were: maximize sales tax revenue through economic development initiatives, reinvigorate park facilities, improve communications

thought-out the community and development a long-term plan to address village facility space needs.

Additional goals were to bring in more businesses that generate sales tax revenue. The Campus concept for the Village offices had been implemented. We are still a Village without property tax.

After reading the article, Mayor Trilla commented: This retrospective is amazing. The Board and I have taken a vision, not slowed down, and implemented it. This is a great example of local government. We have stayed on target. I am proud of the Board and the job we've all done.

15. EXECUTIVE SESSION

There was no executive session.

16. ADJOURNMENT

MOTION: Made by Trustee Davi and seconded by Trustee Astrella to adjourn the Regular Meeting at the hour of 6:56 p.m. and go into closed session.

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

MOTION DECLARED CARRIED

PRESENTED, READ, and APPROVED.

\_\_\_\_\_, 2022.

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Frank A. Trilla, Mayor

Minutes transcribed by Deputy Clerk Christine Mardegan.