

MINUTES OF THE SPECIAL MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, JULY 25, 2022, AT 5:30 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 5:30 p.m. by Mayor Frank Trilla.

2. ROLL CALL

Those physically present at roll call were Mayor Frank A. Trilla, Village Clerk Deborah Hahn, Trustees Sue Berglund, Umberto Davi, Michael Mistele, Gayle Neal and Gregory Ruffolo, Village Administrator Brian Pabst, Assistant Village Administrator Sean Halloran, Assistant to the Village Administrator Alex Arteaga, Chief Financial Officer Michael Rock, Director of Parks and Recreation Dustin Kleefisch, Deputy Clerk Christine Mardegan, Deputy Chief Lauren Kaspar, Deputy Chief Benjamin Kadolph, and Municipal Services Foreman AJ Passero.

Present via conference call, due to the COVID-19 pandemic, were none.

Absent: Trustee Mark Astrella, Chief Robert Schaller, and Director of Community Development Michael Krol.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Mayor Trilla asked Trustee Berglund to lead everyone in saying the pledge of allegiance.

4. VISITOR'S BUSINESS

None present and no written comments were received.

5. PRESENTATION - PRESENTATION OF THE PAVEMENT ASSESSMENT PLAN BY THE CHICAGO METROPOLITAN AGENCY FOR PLANNING (CMAP)

Assistant Administrator Halloran introduced the pavement assessment plan. It was a project offered by the Chicago Metropolitan Agency for Planning (CMAP) last summer to include an assessment and evaluation of all Village roads. The project is useful in planning future CIP (Capital Improvement Program) projects.

The presentation was turned over to Joe Stefanski of Applied Research Associates, Inc. (ARA) to present the results of the Village of Willowbrook Pavement Management System Implementation report. ARA was selected by CMAP to collect the data.

Mr. Stefanski provided background of the project. He provided an explanation of what a Pavement Management System is; an objective, data-driven approach to help communities make decisions and support those decisions on what modifications need to be made to help keep pavement in good condition.

He covered the following points in his presentation:

- Data Collection
Conduct pavement distress survey using ARA' Laser Crack Measurement System (LCMS) to identify issues including the location and severity: automated crack measurement, automated roughness measurement, pictures of the right-of-way and surroundings taken every 20 feet, linearly referenced and associated with GPS coordinates
- PCI (Pavement Condition Rating) Survey
 - Provided examples of local roads, rated on a scale of zero to 100:
 - 90-100 Good, new pavement
 - 80-89 and 70-79 Satisfactory, use of crack sealant, light patching
 - 60-69 and 50-59 Fair, need to proactively treat with surface treatments.
 - 40-49 and 30-39 Poor, loss of structural integrity, in need of major rehabilitation
 - 20-29 Very poor
 - Pavement condition data and mapping provided to the Village along with spreadsheet data
 - Village specific results
 - Average PCI of 77 - highest condition in the satisfactory range, with almost one-third of the network in fair condition
 - Network mileage of 22.79 miles
 - Pavement Management Software (PAVER)
 - Nationally recognized software
 - Conducts data analysis and provides formatted reports
 - CMAP is offering the Village a one-year license for the software
 - Software also provides future prediction models, budgeting tools, treatment option matrix, make localized maintenance recommendations
 - Recommendations
 - Pavement preservation
 - Update PMS regularly

- o Include structural analysis as part of PMS
- o Perform routine pavement condition inspections (3-5 years)

Mayor Trilla thanked Mr. Stefanski and ARA for provided the report; it is of great value to the Village.

Trustee Neal commended the Village and administration for getting involved in this. Trustee Mistele felt this report would integrate well with the allocation of the MFT (Motor Fuel Tax) funds and prioritize the repairs. Mayor Trilla indicated this is a much deeper look into the issue than had previously been performed.

6. PRESENTATION - PARKS AND RECREATION DEPARTMENT NEW SPECIAL EVENT CONCEPTS FOR 2022

Mayor Trilla called on Parks and Recreation Director Kleefisch to lead the discussion.

Director Kleefisch indicated increase momentum for the parks and recreation department, and to engage the community, he is proposing several non-budgeted, fee-based special events, with several being family oriented. Discussions have already been held with Chief Schaller and the Deputy Chiefs regarding logistics. Sponsorship will be an important part of the planning, in part for community engagement and to bring in additional resources

Director Kleefisch listed the suggested events:

- Watermelons on Water, on national Watermelon Day on August 3
Responding to a question regarding previous events in Westmont, Director Kleefisch provided additional information. The question was also raised whether this would be restricted to Willowbrook residents only. The Director indicated that this would be an important consideration and will be made easier after the implementation of ActiveNet (activity registration software) which allows for restrictions such as residency to be put in place.
- Pumpkin Flotilla, October 14
- Mug Run, October 22
- Light up the Night, November 5
- Giving Tree and Food Drive, November 14 to December 16
- Elf Tryouts, December 9
- Santa Sleigh, week of December 19-22
- New Year's Eve Baby Bash, December 30
- Nerf Wars, year-round event

Director Kleefisch indicated he was looking for feedback from the Board and to confirm that the Parks and Recreation department was moving in a direction consistent with the Board's wishes.

Trustee Neal requested the total for all programs and asked if additional expenses such as salaries for the police, police overtime, and Public Works setup and cleanup had been included in the figures, as these could be a considerable additional cost factor.

Director Kleefisch indicated he would complete a tally of costs and get back to the Board. He also indicated that personnel costs were only included in some of the programs.

Additional Trustee comments were made on the benefit to the Village of the programs and particularly like the idea that there were more family-friendly and child-oriented programs being added. All also agreed that Trustee Neal's comments on the additional costs bore consideration.

Mayor Trilla was also very enthusiastic and appreciated the innovation of the plans and agreed with Trustee Neal that the personnel costs must be factored in. He also felt it was important to focus on sponsorship for the programs and marketing the events to allow for the greatest participation.

7. ADJOURNMENT

MOTION: Made by Trustee Ruffolo and seconded by Trustee Mistele to adjourn the Regular Meeting at the hour of 6:12 p.m.

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

MOTION DECLARED CARRIED

PRESENTED, READ, and APPROVED.

_____, 2022.

Frank A. Trilla, Mayor

Minutes transcribed by Deputy Clerk Christine Mardegan.