

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON MONDAY, JULY 25, 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 Trilla, Village Clerk Deborah Hahn, Village Trustees Sue Berglund, Umberto Davi, Michael Mistele, Gayle Neal, Greg Ruffolo, Attorney Michael Durkin, Village Administrator Brian Pabst, Assistant Village Administrator Sean Halloran, Assistant to the Village Administrator Alex Arteaga, Chief Financial Officer Rock, Director of Parks and Recreation Dustin Kleefisch, Deputy Chief Lauren Kaspar, Deputy Chief Benjamin Kadolph, Deputy Clerk Christine Mardegan and Municipal Services Foreman AJ Passero.

Present via conference call Director of Community Development Michael Krol.

ABSENT: Trustee Mark Astrella and Chief Robert Schaller.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Mayor Trilla asked Deputy Chief Kaspar lead everyone in saying the Pledge of Allegiance.

4. VISITORS' BUSINESS

None presented and no written comments were received.

OMNIBUS VOTE AGENDA

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

5. OMNIBUS VOTE AGENDA:

- a. Waive Reading of Minutes (APPROVE)
- b. Minutes - Board of Trustees Meeting - July 11, 2022 (APPROVE)
- c. Warrants - \$1,092,483.94

- d. RESOLUTION NO. 22-R-34 - A RESOLUTION APPOINTING ALEX ARTEAGA AS THE VILLAGE OF WILLOWBROOK DELEGATE TO THE INTERGOVERNMENTAL RISK MANAGEMENT AGENCY (ADOPT)
- e. ORDINANCE NO. 22-O-28 - AN ORDINANCE OF THE VILLAGE OF WILLOWBROOK AMENDING TITLE 4 OF THE VILLAGE CODE OF ORDINANCES, ENTITLED "MUNICIPAL SERVICES", BY ADDING THERETO CHAPTER 8, ENTITLED "DEPUTY DIRECTOR OF COMMUNITY DEVELOPMENT" (PASS)
- f. RESOLUTION NO. 22-R-35 - A RESOLUTION TO APPROVE AND AUTHORIZE THE EXECUTION OF AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE VILLAGE OF WILLOWBROOK, ILLINOIS AND DuPAGE METROPOLITAN ENFORCEMENT GROUP (ADOPT)
- g. ORDINANCE NO. 22-O-29 - AN ORDINANCE WAIVING COMPETITIVE BIDDING, APPROVING AND AUTHORIZING THE PURCHASE OF TWO (2) FORD EXPLORERS, WITH TRADE-IN(S) (PASS)
- h. RESOLUTION NO. 22-R-36 - A RESOLUTION APPROVING THE PURCHASE OF FURNITURE FOR THE WILLOWBROOK VILLAGE HALL (ADOPT)
- i. RESOLUTION NO. 22-R-37 - A RESOLUTION OF THE VILLAGE OF WILLOWBROOK APPROVING AND AUTHORIZING THE EXECUTION OF A SETTLEMENT AGREEMENT BY AND BETWEEN THE VILLAGE OF WILLOWBROOK AND COMMONWEALTH EDISON (ADOPT)
- j. ORDINANCE NO. 22-O-30 - AN ORDINANCE OF THE VILLAGE OF WILLOWBROOK DECLARING AND AUTHORIZING THE SALE, DISPOSAL OR TRADE-IN OF SURPLUS PERSONAL PROPERTY OWNED BY THE VILLAGE OF WILLOWBROOK. (PASS)

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

Trustee Berglund asked if we could remove item 5e from the Omnibus Agenda.

MOTION: Made by Trustee Davi and seconded by Trustee Berglund to approve the Omnibus Vote Agenda except for 5e.

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

MOTION DECLARED CARRIED

Assistant Administrator stated that staff believes a Deputy Director position would result in a savings by reducing the building and plan review hours of and eliminating a planner position currently provided by Safebuilt with an overall effect of making the department more efficient.

Trustee Berglund questioned the amount we are paying the consultants versus a new employee at a salary of \$100,000 plus

benefits. Assistant Administrator Halloran explained staff expects to see a \$70,000 savings annually. Trustee Berglund stated that she was not aware of the cost of the consultants.

Assistant Administrator Halloran advised that the planning consultant's cost, depending on the volume of activity, is approximately \$125,000 to \$135,000 annually. The anticipated salary in the new position will be \$115,000 to \$120,000, but would also reduce building plan review, building inspections and mechanical inspections as well. Director Krol is AICP a certified Planner as well as a building mechanical inspector. Existing staff can take on some of these tasks.

Mayor Trilla called for a roll call vote on Omnibus item 5.e., adding a Deputy Director of Community Development.

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

MOTION DECLARED CARRIED

NEW BUSINESS

6. RESOLUTION NO. 22-R-38 - A RESOLUTION TO APPROVE AND AUTHORIZE THE EXECUTION OF A MEMORANDUM OF UNDERSTANDING AND AGREEMENT BETWEEN THE VILLAGE OF WILLOWBROOK AND THE HERITAGE CORRIDOR CONVENTION AND VISITORS' BUREAU FOR ROUTE 66 MONUMENT INSTALLATION AND MAINTENANCE (ADOPT)

Administrator Pabst presented in celebration of the 100th anniversary of Route 66, the State of Illinois, via a DCEO grant, approved monies for the fabrication and delivery of a Route 66 historic sign. The MOU, if approved, would be between the Village and the Heritage Corridor Convention and Visitors' Bureau which serves numerous cities and counties southwest of Chicago. DCEO chose this entity to administer the grant financing the construction and delivery of the Route 66 signage.

As a part of the MOU, the Village would be obligated to provide a minimum of a 4-foot concrete pad for the foundation, built to the manufacturer's specifications. The Village would also be responsible for maintaining the sign, and once received, will be the Village's sole property. The property owner, Dell Rhea Chicken Basket, Anne Marie Lombardi, is very excited and willing to sign an Easement and License Agreement with the Village should her property be chosen.

Although the Board could choose to erect this sign in a park, at Village Hall, etc., staff is of the opinion that the most appropriate location would be at the Dell Rhea Chicken Basket, on

Route 66, located at 645 Joliet Road. We have discussed this opportunity with the owner who is in full support should the Village Board agree with the recommended location. In addition, staff will work with Mike Krol and our zoning attorney Matt Holmes to determine what if any zoning relief pertaining to this signage is necessary. We do not need IDOT approval.

Mayor Trilla stated the sign is perfect for this location because of its historic nature located on Route 66.

MOTION: Made by Trustee Berglund and seconded by Trustee Davi to adopt Resolution 22-R-38 as presented.

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

MOTION DECLARED CARRIED

7. RESOLUTION NO. 22-R-39 - A RESOLUTION APPROVING THE PURCHASE OF PARK BENCHES AT A COST NOT TO EXCEED \$4,500.00 (ADOPT)

Director Kleefisch presented that the Parks and Recreation Department has investigated replacement benches and is proposing the purchase of six (6) P-660 100% recycled plastic benches from Belson Outdoors. These benches are higher quality, have a longer lifespan, and are also capable of being engraved for the purpose of the Village's Memorial Bench program. The typical aluminum bench, or rubber-coated steel bench, has a lifespan of about ten years, these plastic benches have a lifespan of twenty years.

After speaking with the manufacturer, they stated that they have not had to replace a bench because of failure since they were created twenty-five plus years ago. This will create a uniform look and appearance in all of the Village's parks, while also reducing replacement cost and maintenance. Another factor is these will be able to be purchased as engravable personalized messages for memorial benches. Each specific bench costs \$517, mounting brackets are \$54 per bench, and engraving for a memorial bench is \$6 per letter.

Mayor Trilla shared that he has already purchased two benches.

MOTION: Made by Trustee Davi and seconded by Trustee Berglund to adopt Resolution 22-R-39 as presented.

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

MOTION DECLARED CARRIED

8. RESOLUTION NO. 22-R-40 - A RESOLUTION OF THE VILLAGE OF WILLOWBROOK DETERMINING THE LOWEST RESPONSIBLE BIDDER AND AWARDING A CONTRACT TO M&J ASPHALT PAVING COMPANY, INC. FOR THE ROGERS FARM SUBDIVISION - 2022 ROAD PROJECT (ADOPT)

Foreman Passero stated that the 2022 Motor Fuel Tax resurfacing program will consist of the eight roads throughout the Rogers Farm subdivision. Which include the following streets:

Sunset	Tremont Road	Raleigh Road	Rogers Farm
Ridge Road	Wesley Road	Oxford Road	Road
Hill Road	Briar Road		

The total amount budgeted for the MFT project for FY 22-23 is \$565,000. This project includes HMA surface removal, curb and gutter spot repairs, public sidewalk spot repairs, storm basin adjustments, and turf restoration. Sealed bids were opened on June 20th. Six bids were received, and, of those six bids, M&J Asphalt Paving was the lowest responsible bidder at a cost of \$509,686.15

Brother Asphalt	M&J Asphalt	Lindahl Brothers	Schroeder	Chicagoland	K-Five Const.
\$441,328.40	\$509,686.15	\$523,781.15	\$583,084.65	\$615,000.00	\$675,010.30

Brothers Asphalt was the apparent low bidder but, shortly after the bid opening, staff received a call, followed up by a formal letter, from Brothers Asphalt requesting to withdraw their bid due to an error made in the curb and gutter section. Staff is currently working on retaining a portion of their bid bond. Due to the withdrawal of the low bid, staff recommends moving forward with M&J Asphalt.

Trustee Mistele asked where we are at with the bid bond with the Brothers Asphalt Paving.

Attorney Durkin responded we reached a tentative agreement with Brothers and the settlement agreement should be presented to the Board the first meeting in August. The agreement is approximately 50 percent of the bid bond. The bid bond is 5 percent of the bid is approximately \$22,000 and the settlement should be \$11,000.

MOTION: Made by Trustee Ruffolo and seconded by Trustee Mistele to adopt Resolution 22-R-40 as presented.

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

9. RESOLUTION NO. 22-R-41 - A RESOLUTION OF THE VILLAGE OF WILLOWBROOK DETERMINING THE LOWEST RESPONSIBLE BIDDER AND AWARDING A CONTRACT TO M&J ASPHALT PAVING COMPANY, INC. FOR THE 67TH STREET RESURFACING PROJECT (ADOPT)

Foreman Passero shared the 2022 Rebuild Illinois (RBI) road resurfacing program will be 67th Street from Snug Harbor Drive to Route 83. As the Board is aware, staff previewed the project at the January 13, 2021 Capital Improvement Plan workshop and discussed it at Budget Workshop #3 in March 2021.

The total amount budgeted for the RBI resurfacing project FY 22-23 is \$490,000. This project includes two (2) inch HMA surface removal, public sidewalk spot repairs, storm basin adjustments, and turf restoration. This project will also include the complete removal and replacement of all curbs and gutters along 67th Street.

Sealed bids were opened on June 20th. Four bids were received and of those four bids, M&J Asphalt Paving was the lowest bid at a cost of \$576,475.25.

M&J Asphalt	Schroeder Asphalt	Lindahl Brothers	K-Five Construction
\$576,475.25	\$593,290.25	\$598,768.80	\$734,475.00

The lowest responsive bidder for the project arrived at a total project cost higher than the engineer's estimate. Based on the higher-than-expected budget amounts, staff is recommending using monies available in the General Fund balance to cover the overage of \$86,475.25. It is staff's recommendation that the construction contract be awarded to M&J Asphalt Paving Company, Inc. in the amount of \$576,475.25

Trustee Neal asked if there is currently an asphalt strike. Foreman Passero stated there is and that is partially why this cost is higher than expected.

MOTION: Made by Trustee Ruffolo and seconded by Trustee Mistele to adopt Resolution 22-R-41 as presented.

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

10. RESOLUTION NO. 22-R-42 - A RESOLUTION AUTHORIZING THE EXECUTION OF A MEMORANDUM OF UNDERSTANDING BETWEEN THE VILLAGE OF WILLOWBROOK AND THE CITY OF CHICAGO, OFFICE OF PUBLIC SAFETY ADMINISTRATION, TO AUTHORIZE THE VILLAGE TO TRANSMIT ON THE CITY OF CHICAGO PUBLIC SAFETY RADIO FREQUENCIES (ADOPT)

Deputy Kadolph stated, as violent crime has increased in the Chicago region, Willowbrook has not been immune to the spread of these violent offenders. Over the last six months to a year, the Chicago Police Department has coordinated with suburban agencies to saturate the entire region with tactical/special units and detectives to provide extra resources and provided data for days that intelligence predicts will demonstrate an increase in violent crime.

The purpose of this Memorandum of Understanding (MOU) is to establish rules and procedures for Willowbrook Police Department to operate and transmit on the City's public safety radio frequencies.

The programming of the portable radios will be done by DuComm under the approval of the DuPage County ETSB (Emergency Telephone System Board).

The purpose of these saturated patrols is not to deploy outside of our police district but rather to be ready and available to assist agencies when criminal offenders flee jurisdictions into our police district. The oversaturation will provide additional resources that can be coordinated via the Chicago Police Department using their radio frequencies for quick response. The portable radios that are planned to be programmed are the four (4) assigned to the Investigations Division. There is no financial cost to the Village for this programming and MOU.

The question was raised, if the radios are assigned to the investigations team, where does this leave the patrol officers. Deputy Chief Kadolph explained since the current radios are due to be replaced, possibly within the next 60-90 days, it would be a bit of a waste to reprogram the current radios and then have to do it again when the new radios are received. Additionally, the four radios will be assigned to the specific investigators working with the CPD (Chicago Police Department) saturation team and will be able then to coordinate with other uniformed officers as necessary.

MOTION: Made by Trustee Mistele and seconded by Trustee Ruffolo to adopt Resolution 22-R-42 as presented.

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

11. ORDINANCE NO. 22-O-31 - AN ORDINANCE AMENDING SPECIAL USE PERMIT NO. 77-2 AS APPROVED IN ORDINANCE NO. 77-O-14 AND AS AMENDED IN ORDINANCE NOS. 78-O-43, 80-O-40, 84-O-12, 94-O-29, and 20-O-16 AND GRANTING CERTAIN VARIATIONS FROM THE

ZONING ORDINANCE PC 22-03: 7000 SOUTH KINGERY - DUCKY'S CAR
WASH ADDITION (PASS)

Director Krol shared the existing car wash has been operating since the mid-1980s. The property owner acquired the property in 2019 and modernized the car wash with Village Board approval in 2020. The property owner requests an amendment to the special use to relocate and enlarge the dumpster enclosure from near the car wash entrance to the north side of the property, near the car wash exit. The applicant is requesting two (2) variations for the proposed dumpster enclosure location. The car wash will continue to operate from 8:00 A.M. to 7:00 P.M. Monday through Sunday. There is no proposed change to the number of parking spaces, vacuum spaces, gas station pumps, to the car wash, or convenience store itself.

The Plan Commission discussed the dumpster relocation petition at the July 13, 2022 Plan Commission public hearing and voted unanimously 7-0 to forward a positive recommendation to the Village Board. Their motion included all five (5) of the Village staff's recommended conditions of approval.

MOTION: Made by Trustee Mistele and seconded by Trustee Ruffolo to pass Ordinance 22-0-31 as presented.

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

PRIOR BUSINESS

12. TRUSTEE REPORTS

Trustee Neal reminded the Board that the Police Department will be again sponsoring Cop on the Rooftop at Willowbrook Dunkin Donuts on August 19th from 5 a.m. to 12 noon to benefit Special Olympics.

Trustee Ruffolo had no report.

Trustee Mistele had no report.

Trustee Berglund had no report.

Trustee Davi had no report.

Trustee Astrella was not present.

13. ATTORNEY'S REPORT

Attorney Durkin had no report.

14. CLERK'S REPORT

Clerk Hahn had no report.

15. ADMINISTRATOR'S REPORT

Administrator Pabst had no report.

16. MAYOR'S REPORT

Mayor Trilla had no report.

17. EXECUTIVE SESSION

The Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees Authorized by 5 ILCS 120/2(c)(1)

MOTION: Made by Trustee Ruffolo and seconded by Trustee Berglund to adjourn the Regular Meeting and recess to closed session at the hour of 7:00 p.m.

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

MOTION DECLARED CARRIED

18. ADJOURNMENT

Regular meeting adjourned and the Board moved into Closed Session.

PRESENTED, READ, and APPROVED.

_____, 2022.

Frank A. Trilla, Mayor

Minutes transcribed by Deputy Clerk Christine Mardegan.