

MINUTES OF THE COMMITTEE OF THE WHOLE OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, OCTOBER 23, 2023 AT 5:30 P.M. AT THE COMMUNITY RESOURCE CENTER, 825 MIDWAY DRIVE, WILLOWBROOK, DUPAGE COUNTY, ILLINOIS.

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 Trilla, Village Clerk Deborah Hahn, Trustees Mark Astrella, Sue Berglund, Umberto Davi, Michael Mistele, Gayle Neal, Village Administrator Sean Halloran, Assistant to the Village Administrator Alex Arteaga, Director of Community Development Michael Krol, Director of Parks and Recreation Dustin Kleefisch, Chief Lauren Kaspar, Deputy Chief Benjamin Kadolph, Deputy Clerk Christine Mardegan, and Public Works Foreman AJ Passero.

ABSENT: Chief Financial Officer Lora Flori.

PRESENT VIA ZOOM: Village Attorney Thomas Bastian

PRESENT VIA ZOOM: Trustee Gregory Ruffolo

a. MOTION – Motion to Allow Trustee Ruffolo to Attend the Meeting Remotely. (PASS)

MOTION: Made by Trustee Neal and seconded by Trustee Davi to allow Trustee Ruffolo to attend remotely.

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

MOTION DECLARED CARRIED

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

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

4. VISITORS' BUSINESS

None present.

5. ITEMS FOR DISCUSSION:

a. PRESENTATION - CITIZEN SURVEY RESULTS PRESENTATION

Assistant to the Administrator Arteaga presented the details of the 2023 survey results.

b. DISCUSSION - ADDITIONAL PUBLIC WORKS MAINTENANCE VEHICLE PURCHASE

Foreman Passero provided information on the need for an additional vehicle for facilities and street maintenance. Staff is proposing the purchase of a Bobcat Tool Cat, a versatile, four-season vehicle. Staff proposes purchasing the vehicle, four attachments and a 60-month, 2,000-hour extended warranty. He outlined the various uses and benefits of the vehicle and the selected attachments, and the versatility of the vehicle.

If the Board provides positive feedback, staff will request a budget amendment at a future Board of Trustees meeting. As of right now, the cost is \$103,192.01 and includes the four attachments as well as the extended warranty. This machine was publicly bid out through Sourcewell.

After a few questions, the Board was unanimously in favor of the purchase.

c. PRESENTATION - SNOWPLOW OPERATIONS MANUAL

Foreman Passero indicated that, as part of the 2023-2024 Strategics Initiatives, staff was tasked with updating the Snowplow Operations Manual. The major changes with this update are the addition of a fifth snowplowing route, and contracting with NJ Ryan who can provide additional equipment and provide a full fleet of snowplowing equipment.

The purpose of this Manual is to provide a guide to the Board and to residents of snow plowing operations policy within the Village, including updated plow routes, a list of all village-owned equipment as well as contractor equipment, the costs associated with the contractor's equipment, updated repair contractors, and an updated set of expectations regarding snow plowing operations from the Public Works staff and contractors.

The Manual also includes an updated route map outlining the specific streets within the Village's responsibility.

Mayor Trilla thanked Foreman Passero and added he feels this is a great idea and is glad it is being made public information. It will help the residents appreciate the amount of effort being put into the snow plowing operations in the Village.

d. DISCUSSION - A MEMORANDUM OF UNDERSTANDING BETWEEN THE VILLAGE OF WILLOWBROOK AND THE ILLINOIS FRATERNAL ORDER OF POLICE (FOP) LABOR COUNCIL FOR A RETIREMENT HEALTH SAVINGS PLAN

Chief Kaspar explained that per the terms of the current collective bargaining agreement with the sworn officers and sergeants, passed in October of 2022 and valid through April 30, 2026, there is a requirement to establish payroll deductions for a Retirement Health Savings Plan upon designation by the union.

In July 2023, the union advised the Village that it has designated a plan through the National Public Pension Fund Association (NPPFA), and that the terms are to be set forth in a memorandum of understanding establishing the plan and outlining the contributions. The Village will not be required to contribute to the Plan, nor be responsible for any costs associated with the plan, save the initial startup and enrollment fee to establish the plan.

Chief Kaspar outlined the specifics of the Memorandum of Understanding and the Village's responsibilities and obligations, reinforcing that there is no financial responsibility for the plan to the Village.

e. DISCUSSION - PAID LEAVE AMENDMENT

Administrator Halloran reviewed the background and history of the Illinois Paid Leave for All Works Act ("Act"), the effective date, application, and exceptions. He also noted that, as a Home Rule community, the Village has the ability to exclude itself, as a municipal employer, from the Act.

What is being asked of the Board is, within the next month or so, to approve an ordinance that will preempt the Village from the Act, and to approve the existing Employee Handbook, approved in March 2022, as an ordinance. These actions would not make any change to any existing employee benefits, union or non-union.

Attorney Bastian added that there are a lot of questions regarding this bill. The Village is in a good position as there is already a plan in place that is better than the state statute.

Staff is asking for a consensus from the Board to take the following actions prior to January 1, 2024:

- The Village Board will approve an ordinance that will preempt itself as a municipality from the state's Paid Leave Act.
- The Village Board will approve the Employee Handbook as an ordinance.

After several questions and comments by the Mayor and Trustees, Attorney Bastian reiterated that the Village does have the option to opt out as the program in place for paid leave in the Village is better than what is being legislated.

As a final note, Administrator Halloran provided an update on the permitting issues at the 77 Lake Hinsdale Drive project. Staff, the engineers and representatives of the Lake Hinsdale HOA met to address the situation. The permit was approved and issued within a couple of weeks.

Administrator Halloran also provided an update on the status of the Panda Express project. The deadline to meet the last six conditions for the permit is November 10, 2023. There are still outstanding items as of today. If all items are not received by the deadline, the application and permitting process would need to begin again, including going before the Plan Commission again.

ADJOURNMENT

MOTION: Made by Trustee Mistele and seconded by Trustee Berglund to adjourn the Committee of the Whole meeting at the hour of 6:16 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.

\_\_\_\_\_, 2023.

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Frank A. Trilla, Mayor

Minutes transcribed by Deputy Clerk Christine Mardegan.