

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON MONDAY, NOVEMBER 27, 2023, AT 6:30 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 6:45 P.M. Mayor Trilla.

2. ROLL CALL

Those physically present at roll call were, Mayor Frank 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 Sean Halloran, Assistant to the Village Administrator Alex Arteaga, Director of Community Development Michael Krol, Chief Financial Officer Lora Flori, Director of Parks and Recreation Dustin Kleefisch, Chief Lauren Kaspar, Deputy Chief Gerard Wodka, Deputy Clerk Christine Mardegan and Public Works Foreman AJ Passero.

ABSENT: Deputy Chief Benjamin Kadolph.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Mayor Trills asked Deputy Chief Wodka to lead everyone in saying the Pledge of Allegiance.

4. VISITORS' BUSINESS

No visitors present.

5. 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 - Board of Trustees Regular Meeting November 13, 2023 (APPROVE)
- c. Warrants \$319,459.05
- d. RESOLUTION NO. 23-R-76 - A RESOLUTION OF THE VILLAGE OF WILLOWBROOK SETTING THE 2024 CALENDAR YEAR SCHEDULE OF REGULAR MEETINGS OF THE MAYOR AND BOARD OF TRUSTEES AND THE SCHEDULE OF REGULAR MEETINGS OF COMMISSIONS AND COMMITTEES OF THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS (ADOPT)
- e. RESOLUTION NO. 23-R-77 - A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF A PROFESSIONAL SERVICES AGREEMENT WITH LIVING WATERS CONSULTANTS, INC. ("LWC") TO PROVIDE FINAL ENGINEERING SERVICES TO THE VILLAGE OF WILLOWBROOK FOR THE BORSE PARK STREAM AND POND ENHANCEMENTS (ADOPT)

f. MOTION - A MOTION TO APPROVE AN OFFER OF EMPLOYMENT TO MR. RICHARD VALENT AS DIRECTOR OF PUBLIC WORKS FOR THE VILLAGE OF WILLOWBROOK (PASS)

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

MOTION: Made by Trustee Ruffolo and seconded by Trustee Berglund to approve the Omnibus Vote Agenda as presented.

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

MOTION DECLARED CARRIED

NEW BUSINESS

6. RESOLUTION NO. 23-R-78 - A RESOLUTION OF THE VILLAGE OF WILLOWBROOK APPROVING, RATIFYING AND CONFIRMING A CONTRACT WITH LEVEL UP RETAIL SERVICES FOR THE INSTALLATION OF FITNESS COURT EQUIPMENT AT MIDWAY PARK (ADOPT)

Director Kleefisch noted that on August 14th, the Board approved the installation of the fitness court equipment at Midway Park through a verified vendor of the National Fitness Campaign (No.23-R-41). That vendor was Dynamic Resources Inc., with a proposal in the amount of \$27,000. Dynamic Resources Inc. was unable to meet the scheduling needs of the project timeline.

Staff reached out to the National Fitness Campaign for another verified vendor. The recommended vendor, Level Up Retail Services, confirmed that they would be able to meet the scheduling needs of the Village and agreed to install the equipment. The installation, however, was now classed as a "cold weather" installation and would be an additional \$2,000, for a new total of \$29,000.

The installation of the fitness court was completed on November 10th. Staff is seeking the approval of an amendment to resolution No.23-R-41 to revise the vendor to Level Up Retail Services and an increase in the payment amount to \$29,000.

MOTION: Made by Trustee Mistele and seconded by Trustee Ruffolo to adopt Resolution No. 23-R-78 as presented.

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

MOTION DECLARED CARRIED

7. RESOLUTION NO. 23-R-79 - A RESOLUTION APPROVING A FINAL PLAT OF SUBDIVISION 6031-6037 BENTLEY AVENUE - BENTLEY WOODS SUBDIVISION (ADOPT)

Director Krol stated that on April 10, 2023, the Village Board approved Ordinance 23-0-11 for the preliminary plat of subdivision for Bentley Woods to include a lot line adjustment to re-subdivide two (2) single-family residential vacant parcels into eleven (11) parcels including ten single-family residential buildable lots and one stormwater and wetland easement lot.

Based on the review and approval of Christopher Burke Engineering for the final plat of subdivision, staff recommends adopting the resolution.

Mayor Trilla questioned if there was one lot that was not being built on. Director Krol indicated that one lot, with a single-family home, would be sold separately.

MOTION: Made by Trustee Mistele and seconded by Trustee Davi to adopt Resolution No. 23-R-79 as presented.

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

MOTION DECLARED CARRIED

8. Borse Park Storm Sewer Improvement Project

i. RESOLUTION NO. 23-R-80- A RESOLUTION DECLARING THE LOWEST RESPONSIBLE AND RESPONSIVE BIDDER AND APPROVING AND AUTHORIZING THE MAYOR AND VILLAGE CLERK TO EXECUTE AN AGREEMENT WITH MAURO SEWER CONSTRUCTION, INC. FOR THE BORSE PARK SEWER REPLACEMENT PROJECT (ADOPT)

Foreman Passero asked for Board approval for two contracts for the Borse Park Storm Sewer Improvement project: Mauro Construction Company for the replacement portion and National Power Rodding for the storm sewer lining portion of the project.

The main storm lines consist of two different materials, corrugated metal pipe (CMP) and reinforced concrete pipe (RCP). There is a total of 590' of corrugated metal pipe, of which 205' has deteriorated past the point where it is compatible with the installation of an interior liner. Staff received seven competitive bids for the replacement of the corrugated metal pipe, opened on November 6th. The lowest responsible bid, from Mauro Sewer Construction, was \$68,875.

The remaining 385' feet of corrugated pipe are suitable for lining. Lining the storm sewer line, as opposed to replacing it, requires considerably less excavation and restoration, which in turn lowers the overall cost of the project. Four competitive bids were received for the lining project, opened on November 13th. National Power Rodding bid of \$69,050 was the lowest responsible bid.

Staff budgeted a total of \$184,160 for the storm sewer improvement portion of the Borse Park Improvement Project. For the lining portion, \$108,640 was budgeted. The National Power Rodding bid of \$69,050 will realize savings of \$39,590. For the replacement pipe, \$75,520 was budgeted. The Mauro Construction bid of \$68,875 will result in \$6,645 savings. Total overall savings of \$46,235 will be realized for the storm sewer lining and replacement portions of the project.

MOTION: Made by Trustee Davi and seconded by Trustee Astrella to adopt Resolution No. 23-R-80 as presented.

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

MOTION DECLARED CARRIED

ii.RESOLUTION NO. 23-R-81 - A RESOLUTION DECLARING THE LOWEST RESPONSIBLE AND RESPONSIVE BIDDER AND APPROVING AND AUTHORIZING THE MAYOR AND VILLAGE CLERK TO EXECUTE AN AGREEMENT WITH NATIONAL POWER RODDING CORPORATION FOR THE BORSE PARK STORM SEWER LINING PROJECT (ADOPT)

MOTION: Made by Trustee Neal and seconded by Trustee Mistele to adopt Resolution No. 23-R-81 as presented.

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

MOTION DECLARED CARRIED

9. RESOLUTION NO. 23-R-82 - A RESOLUTION OF THE VILLAGE OF WILLOWBROOK ESTIMATING THE PROPERTY TAXES TO BE LEVIED FOR THE 2023 PROPERTY TAX LEVY (PASS)

Chief Financial Officer Flori explained that, beginning in FY2006, the Board levied Special Recreation Tax as an alternative to funding certain Parks and Recreation expenditures from revenue sources of the General Fund. The Special Recreation Tax Levy funds eligible expenditures to ensure that the Village is compliant with the Americans with Disabilities Act (ADA). The following expenditures are funded by the Special Recreation Tax Levy:

- Village of Willowbrook's current membership in the Gateway Special Recreation Association through August 2024 and its membership in the Southeast Association for Special Parks and Recreation (SEASPAR) beginning in September 2024.
- Expenditures in assisting recreation participants requiring ADA accommodations, such as one-on-one aides.
- Improvement to Village parks and playgrounds to provide better accessibility.

The proposed Special Recreation Tax Levy for 2023 is \$71,133, which is a 2.5% decrease from the prior year's requested tax levy. All property taxes collected are restricted to being used on special recreation activities.

Following the passage of the tax levy estimate, a 20-day waiting period is required per Illinois statute prior to adopting the tax levy. Village staff will present the ordinance to adopt the Special Recreation Tax Levy at the December 18, 2023 Village Board meeting.

MOTION: Made by Trustee Mistele and seconded by Trustee Astrella to adopt Resolution No. 23-R-82 as presented.

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 read a note received from resident Jim Werley praising the traffic light at 67th Street and Clarendon Hills Road. As an avid bike rider, he feels this light was so necessary and noted that the rush hour can now be navigated. Mayor Trilla agreed with the resident.

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.

11. ATTORNEY'S REPORT

Attorney Durkin had no report.

12. CLERK'S REPORT

Clerk Hahn had no report.

13. ADMINISTRATOR'S REPORT

Administrator Halloran shared a milestone for the Finance department. A few years ago, when the Village began working with Lauterbach & Amen, one of the goals was to become a "triple crown community", meaning three certificates of achievement in financial planning had been received from the Government Finance Officers Association (GFOA). Historically the Village has received two awards, the Certificate of Achievement for Excellence in Financial Reporting, and the Distinguished Budget Presentation Award. The third award received, making the Village a triple crown winner, is the Popular Annual Financial Reporting Award.

In 2021, 30 communities in the state of Illinois received this. GFOA will not announce the full release of the 2021-2022 awards until spring of 2024. Congratulations to Chief Financial Officer Flori and her team.

Mayor Trilla also thanked Ms. Flori and her team for all their hard work. He noted that this is another sign that the Village continues to move in the right direction.

14. MAYOR'S REPORT

Mayor Trilla had no report.

15. EXECUTIVE SESSION

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

5 ILCS 120/2(c)(11) - Active Litigation.

5 ILCS 120/2(c)(5) - The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether particular parcel should be acquired.

MOTION: Made by Trustee Davi and seconded by Trustee Mistele to adjourn the Regular Meeting at the hour of 7:07 p.m. and move to Executive Session.

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

MOTION DECLARED CARRIED

16. ADJOURNMENT

Regular meeting adjourned and the Board moved into Executive Session.

PRESENTED, READ, and APPROVED.

_____, 2023.

Frank A. Trilla, Mayor

Minutes transcribed by Deputy Clerk Christine Mardegan.