

MINUTES OF THE COMMITTEE OF THE WHOLE OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, DECEMBER 18, 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, Gregory Ruffolo, Village Attorney Michael Durkin, 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 Financial Officer Lora Flori, Chief Lauren Kaspar, Deputy Clerk Christine Mardegan, Director of Public Works Rick Valent, and Public Works Foreman AJ Passero.

ABSENT: Deputy Chief Benjamin Kadolph, Deputy Chief Gerard Wodka.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Mayor Trilla asked Director Valent to lead everyone in saying the pledge of allegiance.

4. VISITORS' BUSINESS

None present.

5. OMNIBUS VOTE AGENDA

a. WAIVE READING OF THE MINUTES (APPROVE)

b. MINUTES - BOARD OF TRUSTEES COMMITTEE OF THE WHOLE MEETING - NOVEMBER 27, 2023 (APPROVE)

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

MOTION: Made by Trustee Mistele and seconded by Trustee Davi 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

6. ITEMS FOR DISCUSSION:

a. DISCUSSION REGARDING THE ESTABLISHMENT OF A COMMUNITY TREE ORDINANCE

Village Administrator Halloran noted that staff is seeking approval to update the existing community tree ordinance to see designation for the Village as a Tree City, USA.

The changes in the ordinance sought include:

- Provide clear direction to the public via Section 2 - Definitions on what is permitted in the Village.
- Establishment of enforcement of the code via the Director of Public Works.
- Establishment of permit requirements for planting, trimming, or removal of trees in the public right-of-way.
- Establishment of an approved/prohibited species list.
- Establishment of standards for tree planting, tree trimming, and tree removal.

The Trustees raised several questions on whether the Village meets the standards for the designation and why the designation had not been sought before. Administrator Halloran indicated that although the Village's program meets the standards, without the ordinance behind the program, Willowbrook did not qualify as a Tree City, USA.

The Trustees agreed that seeking a Tree City, USA designation was a worthwhile pursuit. Mayor Trilla thanked Administrator Halloran and Mr. Arteaga, in addition to Trustee Neal, for researching the criteria for the designation and bringing it to the Board.

b. EXECUTIVE DRIVE FLOOD CONTROL PROJECT

Director Valent indicated that the objective of the project is the installation of a perforated storm sewer conveyance system to address stormwater retention as well as roadway reconstruction for all of Plaza Court and approximately 1,125 feet of Executive Drive.

Although bids were solicited for installation of both perforated polyvinyl chloride (PVC) and perforated high-density polyethylene (HDPE) the recommendation is to proceed with the project using PVC piping due to the structural strength.

Four bids were received, and all were below the engineer's estimate. The lowest bid for the PVC piping of \$3,865,207.35 was received from United Enterprise, LLC. The second lowest bid, \$3,870,664.50, was received from Martam Construction, Inc., about \$5400 higher. As reference checks were performed, it became clear there were concerns regarding the performance and qualifications of United Enterprise, LLC.

For a project of this magnitude, it is the recommendation of the Director, Public Works staff, and the engineers, to award the bid to the second highest bidder, Martam Construction, Inc., as the lowest responsive and responsible bidder.

Mayor Trilla noted that the Village is currently working with Martam for the utility grading, water lines, and storm lines at Midway Park and questioned whether they were a dependable contractor. Foreman Passero

noted that they have been responsive indeed, completing work ahead of the deadline imposed and that they have been a reliable resource.

Trustee Neal raised questions regarding soil contamination and the acceptance of materials removed. Foreman Passero indicated that the contractor is required to work with the IEPA (Illinois Environmental Protection Agency) to obtain soil samples for testing. In the event something does not meet the criteria, there are procedures in place, including retesting, to pass the set standards.

Trustee Mistele asked which of the multiple plans originally discussed was to be used. Foreman Passero indicated that the final decision was to excavate the roadways 4-6 feet, backfill with crushed stone to allow for stormwater storage under the roadway, raising the roadway by six inches, with the water flowing through the installed PVC piping under roadway.

Trustee Mistele also asked whether the roadways would remain open during construction. Foreman Passero noted that one lane of Executive Drive will remain open at all times on either the north or south side of the street. For Plaza Drive, a temporary roadway will be installed on the east side of the street to allow that portion of the project to be completed all at one time.

A question was raised regarding how long the project would take. Administrator Halloran indicated that the contractor is estimating 6-8 months. The contractor would like to begin in January 2024.

Additional questions were raised regarding the budgeting of the project. Administrator Halloran noted that the entire amount of the project would not be billed at once. Staff has experienced some frustration with Christopher Burke (Christopher B. Burke Engineering) regarding the fluctuating project costs and timelines.

7. ADJOURNMENT

MOTION: Made by Trustee Mistele and seconded by Trustee Berglund to adjourn the Committee of the Whole meeting at the hour of 5:55 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.

Frank A. Trilla, Mayor

Minutes transcribed by Administrative Assistant Jody Wegrzynski.