

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON MONDAY, MARCH 25, 2024, 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 6:30 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, Village Administrator Sean Halloran, Assistant to the Village Administrator Alex Arteaga, Director of Community Development Michael Krol, Director of Parks and Recreation Dustin Kleefisch, Director of Public Works Rick Valent, Chief Lauren Kaspar, Deputy Chief Ben Kadolph, Deputy Chief Gerard Wodka, and Deputy Clerk Christine Mardegan.

Present via conference call was Attorney Thomas Bastian.

ABSENT: Attorney Michael Durkin and Chief Financial Officer Lora Flori.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Mayor Trilla asked Trustee Astrella to lead everyone in saying the Pledge of Allegiance.

4. VISITORS' BUSINESS.

Ms. Roxanne Gardner of Properties Solutions Group representing Willowbrook Plaza LLC spoke. She indicated there is an ordinance before the board regarding a façade modification for the shopping center at 75<sup>th</sup> Street and Route 83. She thanked the Board for considering the modification.

Omar Fakhouri a tenet of Willowbrook Plaza spoke, noting there are two agenda items on the agenda, the first regarding the façade and the second regarding additional signage. The Plan Commission provided positive feedback at their meeting, but the principals are available at this meeting if there are any additional questions.

5. PRESENTATION OF MERITORIOUS SERVICE AWARDS

- |                            |                               |
|----------------------------|-------------------------------|
| a. Sergeant Darren Biggs   | e. Sergeant Joseph Lavalley   |
| b. Officer Nicholas Cledon | f. Officer Claire Manley      |
| c. Officer Peter Delgado   | g. Officer Aaron Porter       |
| d. Officer Richard Foytik  | h. Officer Matthew Vanderjack |

Chief Kaspar began her presentation with a review of the eligibility requirements for the Meritorious Service Award plus honorarium:

Any Willowbrook employee during his/her regular course of employment shall be eligible if, in attempting to save the life of another or prevent serious injuries to another, exhibits superior efforts in a range which exceeds the common standards of performance expected of his/her profession.

The Chief then related the incident that warranted this award to the police personnel at this meeting:

On February 28th, 2024, Willowbrook officers responded to the report of a suicidal subject. Upon arrival, the subject was not in the location initially believed to be, at which time the officers showcased their commitment to ensuring the safety and well-being of an individual in distress, by conducting a swift and methodical search. Officers located the subject in the 12th floor stairwell of a high-rise building, elevated 15 feet from the ground. The subject was visibly upset and threatening to cause themselves harm by jumping. Officers courageously positioned themselves on the landing and exhibited patience, empathy, and professionalism during the two-hour dialogue with the subject. The efforts to establish trust and rapport, despite the challenging circumstances, reflect the high standards of these officers. All officers involved should be commended for the exemplary service and dedication exhibited during the incident. Their actions not only saved a life but also exemplified the values of compassion, professionalism, and selflessness that define the Willowbrook Police Department.

The Mayor and the Trustees thanked the sergeants and officers for everything they do to keep Willowbrook safe. Mayor Trilla shared his appreciation and love to the department for creating a family feeling at the Village and Police Department.

6. 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 March 11, 2024 (APPROVE)
- c. Minutes - Board of Trustees Special Meeting Budget Workshop #3 March 13, 2024 (APPROVE)
- d. Warrants \$ 649,884.99
- e. ORDINANCE NO. 24-O-05- AN ORDINANCE AMENDING THE ZONING ORDINANCE AND ZONING MAP OF THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS (PASS)

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

MOTION: Made by Trustee Davi and seconded by Trustee Mistele 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

7. RESOLUTION NO. 24-R-20 - A RESOLUTION APPROVING AND AUTHORIZING THE MAYOR TO EXECUTE A PROFESSIONAL COLLECTION SERVICES AGREEMENT WITH MUNICIPAL COLLECTION SERVICES, LLC (ADOPT)

Mr. Arteaga explained that this agenda item is pertaining to an agreement with Municipal Collection Services (MCS). Currently the Village does not have any agreement with any collection agency. The previous collection contract was in September 2020. Pricing and quotes were received from five collection services firms: MCS Collection Services, Municipal Collections Services, LLC, First Credit Services, Credit Collection Partners, and PayCourt.

After conducting an analysis of the responsive and responsible firms, staff is recommending the Village enter into a 3-year agreement with Municipal Collection Services (MCS). MCS has extensive municipal experience and can integrate with the DACRA Adjudication software portal seamlessly, thereby saving administrative staff time.

MOTION: Made by Trustee Mistele and seconded by Trustee Ruffolo to adopt Resolution 24-R-20 as presented.

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

MOTION DECLARED CARRIED

8. ORDINANCE NO. 24-O-06 - AN ORDINANCE GRANTING APPROVAL OF A PRELIMINARY PLAT OF SUBDIVISION AND GRANTING CERTAIN VARIATIONS FROM THE VILLAGE OF WILLOWBROOK UNIFIED DEVELOPMENT ORDINANCE 6134 BENTLEY AVENUE - SYRUX SUBDIVISION (PASS)

Director Krol explained the variations requested for the property located at 6134 Bentley Avenue. The first is a request to subdivide one of the parcels from one lot to two lots. The second related request is to increase the maximum depth to width request of the subdivided lots and to eliminate or waive the sidewalk requirement.

The Community Development Department staff have no objection to the proposed preliminary subdivision and two (2) zoning variances as proposed since the lot and dwelling were legally established prior to annexation to the Village of Willowbrook. A public hearing was held on Wednesday, March 6, 2024, before the Plan Commission, which voted unanimously 6-0 in favor of the proposed petition, and to forward a positive recommendation to the Village Board.

MOTION: Made by Trustee Mistele and seconded by Trustee Berglund to pass Ordinance No. 24-O-06 as presented.

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

MOTION DECLARED CARRIED

9. ORDINANCE NO. 24-O-07 - AN ORDINANCE AMENDING A SPECIAL USE PERMIT AS APPROVED BY ORDINANCE NO. 89-O-52 900 75TH WILLOWBROOK PLAZA 2 - FORMERLY KNOWN AS WINGREN PLAZA (PASS)

Director Krol shared that this ordinance is requesting an amendment to the Special Use Permit granted by Ordinance 89-O-52 to permit a façade upgrade and to increase the façade elevation of the property at 900 75th Street in the Willowbrook Plaza 2 shopping center.

In 2022, when a special use amendment was passed, 22-O-22, to establish a 3900 square foot adult-use cannabis dispensary, no exterior changes were proposed at that time.

The proposed façade change complies with all UDO regulations. The purpose of the amendment is due to the proposed exterior façade change of the originally approved elevation plan associated with Ordinance 89-O-52. The concern is that approving the façade change to one tenant, will set a future precedent for other businesses, not just in Willowbrook Plaza 2 shopping center, but all Willowbrook shopping centers, to allow future façade changes to match a corporate color or create unique facades varying from the existing shopping center look.

A public hearing was held on Wednesday, March 6, 2024 before the Plan Commission, which voted 5-1 in favor of the proposed petition, and to forward a positive recommendation to the Village Board.

Trustee Neal asked if this project is approved, is there a timeline in which it would be completed. Director Krol indicated approximately six to eight weeks. The facility is planning on opening in May.

Trustee Mistele commented that he is glad to see this space occupied.

Administrator Halloran wanted to clarify that this would only change one business. The question may arise when another business comes in wanting to make similar changes, what is the liability, and what decisions the board will have to make. This is a subjective matter of who defines what is good or acceptable. The Board will need to decide as they see fit. Administrator Halloran asked Attorney Bastian to add to the conversation. Attorney Bastian noted it will be decided on a case-by-case basis as there is no precedent set.

MOTION: Made by Trustee Mistele and seconded by Trustee Davi to pass Ordinance 24-O-07 as presented.

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

MOTION DECLARED CARRIED

10. ORDINANCE NO. 24-O-08 - AN ORDINANCE GRANTING A CERTAIN SIGN VARIATION FROM THE WILLOWBROOK UNIFIED DEVELOPMENT ORDINANCE 900 75TH WILLOWBROOK PLAZA 2 - FORMERLY KNOWN AS WINGREN PLAZA (PASS)

Director Krol stated that the business owner of Mint Cannabis has requested a sign variance allowing a secondary wall sign to match the business' primary wall sign.

Public Hearing Case 24-03, consideration of a sign variance, was held on Wednesday, March 6, 2024, before the Plan Commission, which voted 5-1 in

favor of the proposed petition to forward a positive recommendation to the Village Board.

MOTION: Made by Trustee Mistele and seconded by Trustee Berglund to pass Ordinance 24-O-08 as presented.

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

MOTION DECLARED CARRIED

11. ORDINANCE NO. 24-O-09 - AN ORDINANCE AMENDING CERTAIN PROVISIONS OF TITLE 5, ENTITLED "POLICE REGULATIONS" OF THE WILLOWBROOK MUNICIPAL CODE (PASS)

Chief Kaspar advised the Board that, in September 2020, an ordinance was passed allowing the lateral transfer of police officers, an additional tool to deal with ongoing recruitment and retention issues. As staff progressed through the last few hiring pools of both initial eligibility and lateral applicants, several problems arose surrounding educational requirements.

Staff approached the Board of Police Commission (BOPC) with a possible solution to attract more candidates by updating the educational language for consistency with modern degrees offered by accredited colleges or universities. The previous language was restrictive and required a bachelor's degree from an accredited college/university, or an associate's degree in criminal justice or law enforcement from an accredited college/university. This language eliminated candidates who were working towards a bachelor's degree or had achieved an associate's degree in any discipline other than law enforcement or criminal justice.

The new language proposed is as follows:

Possess an associate's degree or completed at least sixty (60) semester hours or at least ninety (90) quarter hours of credit from an accredited college/university.

This language is more consistent with other agencies in the surrounding area and does not eliminate the college requirements for entry-level candidates. There were no changes made to the military exemptions for the higher education requirement. Other changes to the eligibility criteria were made to be consistent with state statute requirements on citizenship.

Additionally, staff is suggesting changes to 5-1-14, Lateral Hiring of Officers, to aid in maintaining a constant candidate pool for lateral hires. With these changes, the same testing company, National Testing Network, will be utilized to conduct written exams and rank candidates. This will provide more integrity to the current lateral application process and provide better record keeping, while attracting more candidates. Open continuous posting of lateral hire application through National Testing Network will cost \$500 annually, however advertisement costs should be reduced by at least that amount by maintaining a continuous list of candidates.

Trustee Berglund asked about exceptions for the officers with military service. Chief Kaspar stated that there are still the same exceptions.

Trustee Mistele asked regarding the eligibility list and the lateral transfer program, when a candidate is selected off that list, when are the physical/physiological studies done. Chief Kaspar indicated that due to employment laws and ADA requirements, a background investigation and a polygraph examination are conducted, then a conditional offer of employment can be made, and then finally the medical/physiological testing would come into play.

MOTION: Made by Trustee Ruffolo and seconded by Trustee Berglund to pass Ordinance 24-O-09 as presented.

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

MOTION DECLARED CARRIED

PRIOR BUSINESS

12. TRUSTEE REPORTS

Trustee Neal has no report.

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.

13. ATTORNEY'S REPORT

Attorney Durkin had no report.

14. CLERK'S REPORT

Clerk Hahn had no report.

15. ADMINISTRATOR'S REPORT

Administrator Halloran thanked Director Kleefisch for a successful You Got Egged event this past Saturday. Several emails were received stating what a great event it was.

He also provided an update on the two water main breaks that occurred today and noted that updates were provided on the website with the use of a QR code to link to additional information.

16. MAYOR'S REPORT

Mayor Trilla had no report.

17. EXECUTIVE SESSION

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

18. ADJOURNMENT

MOTION: Made by Trustee Ruffolo and seconded by Trustee Mistele to adjourn the Regular Meeting and recess to closed session at the hour of 7:06 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.  
April 8, 2024

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Frank A. Trilla, Mayor

Minutes transcribed by Deputy Clerk Christine Mardegan.