

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON DAY, JULY 8, 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 Trustees Mark Astrella, Sue Berglund, Umberto Davi, Michael Mistele and Gayle Neal, Attorney Michael Durkin, Village Administrator Sean Halloran, Chief Financial Officer Lora Flori, Director of Community Development Michael Krol, Director of Parks and Recreation Dustin Kleefisch, Director of Public Works Rick Valent, and Deputy Chief Gerard Wodka.

PRESENT VIA ZOOM: Trustee Greg Ruffolo

ABSENT: Village Clerk Deborah Hahn, Deputy Clerk Christine Mardegan, Assistant Village Administrator Alex Arteaga, Chief Lauren Kaspar, and Deputy Chief Ben Kadolph.

A QUORUM WAS DECLARED

MOTION TO APPROVE - A MOTION TO ALLOW TRUSTEE GREG RUFFOLO TO ATTEND THE MEETING REMOTELY. (PASS)

Trustee Neal advised that a motion was necessary to allow Trustee Greg Ruffolo to attend the meeting remotely.

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

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

MOTION DECLARED CARRIED

3. PLEDGE OF ALLEGIANCE

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

4. VISITORS' BUSINESS

None 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 June 24, 2024 (APPROVE)
- c. Warrants \$220,060.18
- d. ORDINANCE NO. 24-O-15 - AN ORDINANCE OF THE VILLAGE OF WILLOWBROOK WAIVING COMPETITIVE BIDDING, APPROVING AND AUTHORIZING THE EXECUTION OF A CONTRACT WITH K-FIVE CONSTRUCTION CORPORATION FOR THE REMOVAL AND REPLACEMENT OF FOUR (4) SPEED TABLES ON MIDWAY DRIVE AND ELEANOR PLACE IN THE VILLAGE OF WILLOWBROOK (ADOPT)
- e. ORDINANCE NO. 24-O-16 - AN ORDINANCE OF THE VILLAGE OF WILLOWBROOK AMENDING SECTION 4-4-4 ENTITLED "RESERVATION OF PARK OR PORTION THEREOF: PERMIT REQUIRED" OF CHAPTER 4 ENTITLED "PARKS" OF TITLE 4 ENTITLED "MUNICIPAL SERVICES" OF THE VILLAGE CODE OF ORDINANCES OF THE VILLAGE OF WILLOWBROOK (PASS)
- f. ORDINANCE NO. 24-O-17 - 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)
- g. ORDINANCE NO. 24-O-18 - AN ORDINANCE PROPOSING THE EXPANSION OF THE BOUNDARIES OF THE ROUTE 83/PLAINFIELD ROAD BUSINESS DISTRICT IN THE VILLAGE OF WILLOWBROOK AND THE SCHEDULING OF A RELATED PUBLIC HEARING (PASS)

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

MOTION: Made by Trustee Berglund 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

6. VILLAGE THIRD-PARTY ENGINEERING SERVICES CONTRACTS

a. RESOLUTION NO. 24-R-34 - A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF AN AGREEMENT AND FIRST AMENDMENT TO GENERAL CONDITIONS FOR PROFESSIONAL ENGINEERING SERVICES FOR THE VILLAGE OF WILLOWBROOK BY AND BETWEEN CHRISTOPHER B. BURKE ENGINEERING, LTD. AND THE VILLAGE OF WILLOWBROOK (ADOPT)

Director Valent outlined the process followed to review the Request for Qualifications for Engineering Services received by the Village including the engineering disciplines required and the interview process.

Of the three firms selected who encompass the required disciplines, the terms of the agreements are five years with an option to renew for two additional one-year terms. The hourly rates for 2024 have been provided as set rates, or not-to-exceed increases for the coming years.

At this evening's meeting, staff is asking the Board to approve two of the three contracts. The contract for Trotter, Inc. was not available for this evening and will be presented at the July 22nd meeting.

MOTION: Made by Trustee Mistele and seconded by Trustee Davi to adopt Resolution 24-R-34 as presented.

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

MOTION DECLARED CARRIED

b. RESOLUTION NO. 24-R-35 - A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF AN AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES FOR THE VILLAGE OF WILLOWBROOK BY AND BETWEEN KLUBER, INC. AND THE VILLAGE OF WILLOWBROOK (ADOPT)

MOTION: Made by Trustee Mistele and seconded by Trustee Berglund to adopt Resolution 24-R-35 as presented.

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

MOTION DECLARED CARRIED

PRIOR BUSINESS

7. TRUSTEE REPORTS

Trustee Neal had 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.

8. ATTORNEY'S REPORT

Attorney Durkin noted that there will be an executive session.

9. CLERK'S REPORT

Clerk Hahn was not present.

10. ADMINISTRATOR'S REPORT

Administrator Halloran turned the floor over to Director Kleefisch for his comments. Director Kleefisch shared exciting news regarding the BRW (Burr Ridge/Willowbrook Softball) Blast travel teams. The Blast 13U-KK (age 13 and under) team won their conference division and are ranked number 1 nationally by the USSSA (United States Specialty Sports Association). Additionally, the Blast 12U-AT (age 12 and under) team won a tournament, and the 10U-Sully (age 10 and under) team won a tournament, and the teams are all now nationally ranked. Very successful and very happy with their successes. The BRW teams are doing well and enjoying the use of Willowbrook's fields. Congratulations to those young players and their coaches.

Administrator Halloran noted that Executive Drive opened for the first time today since January. The project was completed a month ahead of schedule. Congratulations to Director Valent and his team, thank you to Christopher Burke (Christopher B. Burke Engineering Ltd.), and Martam Construction. Only some signage and landscaping remain to be completed.

11. MAYOR'S REPORT

Mayor Trilla had no report.

12. EXECUTIVE SESSION

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.

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

MOTION: Made by Trustee Davi and seconded by Trustee Ruffolo to adjourn the Regular Meeting at the hour of 6:44 p.m. and move into closed session.

13. ADJOURNMENT

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

MOTION DECLARED CARRIED
PRESENTED, READ, and APPROVED.

July 22, 2024

Frank A. Trilla, Mayor

Minutes transcribed by Administrative Assistant Jody Wegrzynski.