

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON MONDAY, SEPTEMBER 9, 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 6:33 P.M. Trustee Mistele.

2. ROLL CALL

Those present at roll call were, Village Clerk Gretchen Boerwinkle, Village Trustees Mark Astrella, Sue Berglund, Michael Mistele, Gayle Neal and Greg Ruffolo, Attorney Michael Durkin, Village Administrator Sean Halloran, Assistant Village Administrator Alex Arteaga, Chief Financial Officer Lora Flori, Director of Community Development Michael Krol, Director of Public Works Rick Valent, Chief Lauren Kaspar, Deputy Chief Ben Kadolph and Deputy Clerk Christine Mardegan.

Attended the meeting remotely: Trustee Umberto Davi

ABSENT: Mayor Frank Trilla, Director of Parks and Recreation Dustin Kleefisch and Deputy Chief Gerard Wodka.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

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

MOTION TO APPROVE - A MOTION TO APPOINT TRUSTEE MICHAEL MISTELE AS TEMPORARY CHAIRMAN IN THE MAYOR'S ABSENCE

Trustee Neal advised that a motion was necessary to appoint Trustee Michael Mistele as Temporary Chairman in the Mayor's absence at tonight's meeting.

MOTION: Made by Trustee Neal and seconded by Trustee Astrella to appoint Trustee Mistele as Temporary Chairman.

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

MOTION DECLARED CARRIED

MOTION TO APPROVE - A MOTION TO ALLOW TRUSTEE UMBERTO DAVI TO ATTEND THE MEETING REMOTELY. (PASS)

Trustee Neal advised that a motion was necessary to allow Trustee Umberto Davi to attend the meeting remotely.

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

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

MOTION DECLARED CARRIED

#### 4. VISITORS' BUSINESS

None present and no written comments were received.

#### 5. OMNIBUS VOTE AGENDA:

Temporary Chairman Mistele 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 August 26, 2024 (APPROVE)
- c. Warrants \$ 561,923.75
- d. RESOLUTION - 24-R-53- A RESOLUTION OF THE VILLAGE OF WILLOWBROOK AUTHORIZING AND APPROVING A FIRST EXTENDED MEMORANDUM OF UNDERSTANDING WITH THE ILLINOIS FRATERNAL ORDER OF POLICE LABOR COUNCIL (ADOPT)
- e. PUBLIC WORKS SNOW PLOWING EQUIPMENT UPGRADES
  - i. MOTION - MOTION - A MOTION FOR A BUDGET AMENDMENT TO THE GENERAL FUND IN THE AMOUNT OF \$32,011.25 FOR THE PURCHASE AND INSTALLATION OF ANTI-ICING AND DE-ICING EQUIPMENT (PASS)
  - ii. ORDINANCE NO. 24-O-23- AN ORDINANCE WAIVING COMPETITIVE BIDDING, APPROVING AND AUTHORIZING THE EXECUTION OF THE PURCHASE OF FOUR (4) PRE-WET LIQUID SYSTEMS THROUGH MONROE TRUCK EQUIPMENT INC. AT A TOTAL COST NOT TO EXCEED \$26,157.00 (PASS)
  - iii. ORDINANCE NO. 24-O-24 - AN ORDINANCE WAIVING COMPETITIVE BIDDING, APPROVING AND AUTHORIZING THE EXECUTION OF THE PURCHASE OF ONE (1) CAMION LIQUID SPRAY SYSTEM AND TWO (2) CAMION STORAGE TANKS THROUGH KAPLAN PAVING, LLC D/B/A KAPLAN LIQUID SOLUTIONS AT A TOTAL COST NOT TO EXCEED \$25,854.25 (PASS)

Temporary Chairman Mistele 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 Ruffolo to approve the Omnibus Vote Agenda as presented.

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

MOTION DECLARED CARRIED

NEW BUSINESS

6. RESOLUTION NO. 24-R-54 - A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF AN AGREEMENT BY AND BETWEEN PROPERTYROOM.COM AND THE VILLAGE OF WILLOWBROOK TO PROVIDE ASSET DISPOSITION SERVICES FOR PROPERTY SCHEDULED FOR DISPOSAL FROM THE WILLOWBROOK POLICE DEPARTMENT (ADOPT)

Deputy Chief Kadolph explained that the Police Department acquires ownership and control over evidence and property in a variety of ways:

- Found Property when the owner cannot be located, or
  - Court order through disposition orders from criminal cases.
  - Evidence remains after no charges are levied and the rightful owner of property cannot not be located, or they do not wish a return of their property.
- Return to the last known owner of property is always attempted unless otherwise ordered by a court order.

Auction services provided by PropertyRoom.com will give the department the ability to post property in our control to be auctioned through their website retaining a portion of the sale for their fees and sending a check directly to the Village with the profits.

The Police department will decide what items will be placed with PropertyRoom.com. Once sold, PropertyRoom.com handles all shipments of property.

PropertyRoom.com is used by law enforcement agencies across the country and is recognized due to the transparency of the system which occurs by removing the sales transaction process from the local police in the auction process.

MOTION: Made by Trustee Astrella and seconded by Trustee Berglund to adopt Resolution No. 24-R-54 as presented.

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

MOTION DECLARED CARRIED

7. ORDINANCE NO. 24-O-25 - AN ORDINANCE OF THE VILLAGE OF WILLOWBROOK WAIVING COMPETITIVE BIDDING, APPROVING AND AUTHORIZING THE EXECUTION OF A CONTRACT WITH NATIONAL WASH AUTHORITY, LLC D/B/A MIDWEST MOBILE WASHERS FOR THE EXTERIOR CLEANING OF TWO (2) 500,000 GALLON WATER TOWERS AND ONE 3,000,000 GALLON STANDPIPE TOWER IN THE VILLAGE OF WILLOWBROOK AT A COST NOT TO EXCEED \$29,240.00 (PASS)

Director Valent outlined the components of the Village's water distribution storage system and the maintenance history and requirements of same. Although the recommended maintenance for interior inspections is every five years, Willowbrook's tanks have not been inspected since they were repainted in 2015-2017. The Village Administrator has approved, under his budget signing authority, to contract for interior inspections at a cost of \$12,450.

Visual inspection of the exterior identified mildew, dirt, and other contaminants on the painted surfaces. In addition to being aesthetically displeasing, this also has a negative effect on the finishes by shortening their life span. Low pressure washing followed by an application of anti-mildew inhibitors will remedy this.

The project timeline, with colder weather months fast approaching, in lieu of the additional time required for the RFP process, staff reached out to three vendors for quotes. Two of the three vendors were non-responsive, leaving the National Wash Authority as the only proposal received. National Wash Authority is highly recommended, has 32 years of experience, and has successfully and safely cleaned over 3,200 water storage structures.

The exterior cleaning of \$29,240 will be funded by the \$25,000 budgeted for FY2024/2025. With the additional interior inspection cost of \$12,450 approved by the Administrator, the total payable for water tower maintenance is \$41,690. Staff will request a budget amendment for the balance of \$16,690 at a future Board meeting.

Trustee Neal asked what the timeline for the project would be. Director Valent replied that the vendor indicates that, weather permitting, one week would be required to clean all three towers with no disruption to water service to residents. The interior inspection would immediately follow the cleaning.

MOTION: Made by Trustee Davi and seconded by Trustee Berglund to pass Ordinance 24-O-25 as presented.

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

MOTION DECLARED CARRIED

8. ORDINANCE NO. 24-O-26 - AN ORDINANCE GRANTING APPROVAL OF A FINAL PLAT OF SUBDIVISION AND GRANTING CERTAIN VARIATIONS FROM THE VILLAGE OF WILLOWBROOK UNIFIED DEVELOPMENT ORDINANCE 6200-6220 CLARENDON HILLS ROAD - CLARENDON COVE SUBDIVISION (PASS)

Director Krol explained that the petitioner is requesting a minor subdivision and two zoning variations. The request is to subdivide two vacant lots located at 6200-6220 Clarendon Hills Road totaling approximately .92 acres, 106' wide and 186' deep, into three lots with a square footage of 13,251 to 13,260, each with 71.25' of frontage on Clarendon Hills Road. The two zoning variations comprise leaving the existing road and sidewalks as is with no changes.

If approved, the petitioner will take ownership of the lots and new home construction will begin in the fall. The water main is located on the east side of Clarendon Hills Road and the Sanitary sewer is located on the west side. All three future homes will be connected to Village utilities as required by the UDO. The three lots will directly access Clarendon Hills Road and there is an existing public sidewalk in front of all three proposed lots.

A public hearing was held on Wednesday, September 4, 2024, before the Plan Commission, which voted unanimously 7-0 in favor of the petition, as proposed, to forward a positive recommendation to the Village Board.

MOTION: Made by Trustee Ruffolo and seconded by Trustee Neal to pass Ordinance 24-O-26 as presented.

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

MOTION DECLARED CARRIED

PRIOR BUSINESS

9. TRUSTEE REPORTS

Trustee Neal had no report.

Trustee Ruffolo had no report.

Trustee Berglund had no report.

Trustee Davi had no report.

Trustee Astrella had no report.

Temporary Chairman Mistele had no report.

10. ATTORNEY'S REPORT

Attorney Durkin had no report.

11. CLERK'S REPORT

Clerk Boerwinkle had no report.

12. ADMINISTRATOR'S REPORT

Administrator Halloran reported that SEASPAR and the Village of Willowbrook will be hosting a wiffleball game at Midway Park on September 14, from 11 AM - 2 PM. The Mayor will be throwing out the first pitch. Administrator Halloran encouraged the Board to attend.

13. MAYOR'S REPORT

Mayor Trilla was not present.

14. EXECUTIVE SESSION

Temporary Chairman Mistele stated there is no need for an Executive Session during tonight's meeting.

15. ADJOURNMENT

MOTION: Made by Trustee Ruffolo and seconded by Trustee Neal to adjourn the Regular Meeting at the hour of 6:54 p.m.

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

MOTION DECLARED CARRIED

PRESENTED, READ, and APPROVED.

September 23, 2024

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Frank A. Trilla, Mayor

Minutes transcribed by Deputy Clerk Christine Mardegan.