

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON MONDAY, OCTOBER 14, 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 Gretchen Boerwinkle, Village Trustees Mark Astrella, Sue Berglund, Umberto Davi, Michael Mistele, Gayle Neal and Greg Ruffolo, Village Attorney Michael Durkin, Village Administrator Sean Halloran, Assistant Village Administrator Alex Arteaga, Chief Financial Officer Lora Flori, Director of Parks and Recreation Dustin Kleefisch, Director of Public Works Rick Valent, Chief Lauren Kaspar, Deputy Chief Gerard Wodka, and Deputy Clerk Christine Mardegan.

ABSENT: Director of Community Development Michael Krol and Deputy Chief Benjamin Kadolph.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

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

4. OATH OF OFFICE - OFFICER PIERRE SMITH

Clerk Boerwinkle administered the Oath of Office to Officer Pierre Smith. Officer Smith introduced his family and friends. The Mayor and the Board offered their congratulations and welcomed them to the Village.

5. VISITORS' BUSINESS

None present and no written comments were received.

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 September 23, 2024 (APPROVE)
- c. Warrants \$ 1,925,837.36
- d. MOTION - MOTION - A MOTION FOR A BUDGET AMENDMENT TO THE COMMUNITY DEVELOPMENT SPECIAL PROJECTS BUDGET FOR THE IMPLEMENTATION AND FIRST YEAR OF SERVICE FOR ONLINE PERMIT SOFTWARE LAMA BY THE DAVENPORT GROUP USA, LTD. (PASS)

- e. PROCLAMATION - PROCLAIMING OCTOBER 2024 AS ARTS DUPAGE MONTH IN THE VILLAGE OF WILLOWBROOK (RECEIVE)
- f. RESOLUTION NO. 24-R-58 - A RESOLUTION CREATING SET HOURS FOR HALLOWEEN 2024 TRICK-OR-TREATING IN THE VILLAGE OF WILLOWBROOK (ADOPT)

Mayor Trilla 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-59 - A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF AN AGREEMENT BY AND BETWEEN CHICAGO DRONE LIGHT SHOWS, INC. AND THE VILLAGE OF WILLOWBROOK TO PROVIDE A HOLIDAY THEMED DRONE LIGHT SHOW FOR THE VILLAGE OF WILLOWBROOK LIGHT UP THE NIGHT EVENT FOR A TOTAL COST NOT TO EXCEED \$20,000.00 (ADOPT)

Director Kleefisch stated that the drone show is the main attraction at the Village's largest event of the year, Light up the Night. There are 150 drones programmed to provide a thematic display and show for 10 minutes. Chicago Drone Light Shows, Inc. is the only local vendor for such a service, as other vendors, being national companies, require additional cost for staff lodging, shipping, and per diem for their staff members. The fees have increased since last year.

Trustee Berglund asked what the fee was last year. Director Kleefisch stated \$15,000. Trustee Davi asked if the issues with timing will be corrected this year. Director Kleefisch stated that it will be corrected. Trustee Mistele asked for the date and time of the event. Director Kleefisch advised the Light Up The Night event is scheduled for Saturday, December 7 from 5:30 p.m. to 8:00 p.m.

MOTION: Made by Trustee Mistele and seconded by Trustee Davi to adopt Resolution 24-R-59 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-28 - AN ORDINANCE OF THE VILLAGE OF WILLOWBROOK WAIVING COMPETITIVE BIDDING, APPROVING AND AUTHORIZING THE EXECUTION OF A CONTRACT WITH BRIGHTER ELECTRIC, INC. FOR THE ELECTRICAL IMPROVEMENTS AT FARMINGDALE TERRACE PARK, CREEKSIDER PARK, AND ROUTE 83/KINGERY HIGHWAY VILLAGE OF WILLOWBROOK MONUMENT SIGN (PASS)

Director Valent advised, as part of ongoing improvements within the Village, a few electrical projects have been identified:

- Creekside Park - Install electrical receptacle at the monument sign for holiday lighting and other electrical needs.
- Farmingdale Terrace Park - Install electrical receptacle at the monument sign and in the gazebo for holiday lighting and other electrical needs, as well as additional evening security. A vandal-resistant LED light will also be installed in the gazebo.
- Route 83/Kingery Hwy. - Install electric service to illuminate the north gateway Village of Willowbrook monument sign to provide motorists with an enhanced view when entering the community.

Staff obtained pricing from Brighter Electric, a local Willowbrook electrical contractor, who has completed several repairs and projects within the Village's facilities, parks, and public lighted areas.

In the past, Brighter Electric has been the lowest responsive and responsible bidder. It is staff's recommendation that the proposed work be awarded to Brighter without seeking additional proposals. Total project cost is \$23,370.

MOTION: Made by Trustee Mistele and seconded by Trustee Ruffolo to pass Ordinance 24-0-28 as presented.

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

MOTION DECLARED CARRIED

9. RESOLUTION NO. 24-R-60 - A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF AN AGREEMENT AND FIRST AMENDMENT TO GENERAL CONDITIONS FOR PROFESSIONAL ENGINEERING SERVICES FOR THE CREATION OF A WATER DISTRIBUTION SYSTEM MODEL AND MASTER PLAN BY AND BETWEEN CHRISTOPHER B. BURKE ENGINEERING, LTD. AND THE VILLAGE OF WILLOWBROOK (ADOPT)

Director Valent explained to the Board that as part of the Village's ongoing vision for long term capital planning, staff recognizes the need for hydraulic modeling of the water distribution system to create an analysis of existing conditions, future capital improvements, and emergency system failure conditions.

This process is referred to within municipal and public works services as a water master plan. The process will follow the Environmental Protection Agency's (EPA) America's Water Infrastructure Act designed to improve drinking water and water quality, deepen infrastructure investments, enhance public health and quality of life, increase jobs, and bolster the

economy. The master plan will essentially be a planning roadmap for staff and be a living document that should be updated periodically or as major changes in the system occur.

With their historical knowledge of the Village's water system, Christopher B. Burke Engineering, Ltd. (CBBEL) has submitted a proposal for professional engineering services identifying six tasks to create the hydraulic model and master plan.

The proposed timeline is 6-8 months, beginning in November 2024. The benchmarks will include a water model update in February/March 2025, a draft report and modeling scenarios in April/May 2025, with project finalization by Summer 2025. Staff is seeking the Village Board's approval of an agreement with CBBEL for professional engineering services to create a Water Model and Master Plan at a cost of \$46,300.

MOTION: Made by Trustee Davi and seconded by Trustee Astrella to adopt Resolution 24-R-60 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 reported that she received several compliments from the residents at Lake Hinsdale Village on the cleaning of the Route 83 water tower and thanked the Mayor and Administrator Halloran.

Trustee Ruffolo had no report.

Trustee Mistele had no report.

Trustee Berglund shared that several weeks ago she received a call from the Clarendon Hills Historical Society about TWA Flight 529 memorial memorabilia they had available. Trustee Berglund asked the Board to consider accepting a donation of memorabilia items and how best to display it.

Trustee Davi had no report.

Trustee Astrella had no report.

11. ATTORNEY'S REPORT

Attorney Durkin had no report.

12. CLERK'S REPORT

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Clerk Boerwinkle had no report.

13. ADMINISTRATOR'S REPORT

Administrator Halloran had no report.

14. MAYOR'S REPORT

Mayor Trilla had no report.

15. EXECUTIVE SESSION

Mayor Trillas stated there is no need for an Executive Session during tonight's meeting.

16. ADJOURNMENT

MOTION: Made by Trustee Ruffolo and seconded by Trustee Berglund to adjourn the Regular Meeting at the hour of 6:48 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.

October 28 _____, 2024

Frank A. Trilla, Mayor

Minutes transcribed by Deputy Clerk Christine Mardegan.