

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON MONDAY, MARCH 10, 2025, 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, Gayle Neal, and Greg Ruffolo, Village Administrator Sean Halloran, Assistant Village Administrator Alex Arteaga, Director of Community Development Michael Krol, Director of Parks and Recreation Dustin Kleefisch, Director of Public Works Rick Valent, Deputy Chief Gerard Wodka, Deputy Chief Ben Kadolph, and Deputy Clerk Christine Mardegan.

Village Attorney Michael Durkin present by phone, arrived in person at 6:39 p.m.

ABSENT: Village Clerk Gretchen Boerwinkle, Chief Financial Officer Lora Flori, and Chief Lauren Kaspar.

QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

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

4. VISITORS' BUSINESS

None were present and no written comments were received.

5. RECOGNITION - ANNUAL POLICE OFFICERS' AWARD PRESENTATION

Officer Nicholas Cledon

Deputy Wodka introduced Officer Nicholas Cledon to the Board. To be awarded this honor, an officer should be an outstanding police officer who has had an excellent work record over the past year, including good self-initiated field activity, arrests, citations, contacts, etc. This honor shall be awarded to the officer who has made the most significant contribution to the Willowbrook Police Department throughout the year. This award has been given to him by his peers. The Mayor and the Board congratulated Officer Cledon.

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 February 24, 2025 (APPROVE)
- c. Warrants \$ 449,558.04
- d. MOTION - MOTION TO TRANSFER ADDITIONAL SURPLUS FUNDS FROM THE GENERAL FUND TO THE OPPORTUNITY RESERVE FUND (PASS)

MOTION: Made by Trustee Davi and seconded by Trustee Misteale to approve the Omnibus Vote Agenda as presented.

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

MOTION DECLARED CARRIED

#### NEW BUSINESS

7. ORDINANCE NO. 25-O-03 - AN ORDINANCE WAIVING COMPETITIVE BIDDING, APPROVING AND AUTHORIZING THE PURCHASE OF TRAFFIC CONTROL SIGNAGE FROM HIGH STAR TRAFFIC FOR THE CURRENT FISCAL YEAR (PASS)

Director Valent shared High Star Traffic was formed by rebranding three of the premier, founder-led traffic companies in the traffic control industry. The merger allowed the expansion of the services and essentially a single stop for equipment rentals, traffic control services, and signage.

Before the merger staff would request competitive pricing from these companies for services and commodities each company offered.

Some of High Star Traffic's recent projects for the Village have been the rental of message boards for Light Up the Night, the newly designed street name signs, and traffic control services for water and storm sewer maintenance repairs.

To comply with the Village's procurement policies and procedures when exceeding \$20,000 with a single vendor, staff is requesting approval of the \$2,444.45 quote and for a waiver of competitive bidding for future purchases in FY24/25.

MOTION: Made by Trustee Mistle and seconded by Trustee Berglund to pass Ordinance 25-O-03 as presented.

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

MOTION DECLARED CARRIED

8. RESOLUTION NO. 25-R-10- A RESOLUTION AUTHORIZING THE EXECUTION OF A GRANT AGREEMENT WITH THE ILLINOIS DEPARTMENT OF NATURAL RESOURCES FOR THE BORSE MEMORIAL COMMUNITY PARK RENOVATION PROJECT, PHASE THREE, 208 MIDWAY DRIVE, WILLOWBROOK, ILLINOIS (ADOPT)

Director Kleefisch presented the OSLAD grant agreement with Illinois Department of Natural Resources (IDNR) for the Borse Memorial Community project renovation Phase III. He explained the requirements of the grant including a 24-month completion requirement and reimbursement process. Requirements also include competitive bidding, best practice construction practices to be utilized, defining the scope of award activity, and reimbursement of expenditures.

Trustee Berglund asked if we had received the money. Director Kleefisch responded this was a reimbursement grant and that will receive the money when the project is completed.

MOTION: Made by Trustee Davi and seconded by Trustee Mistele to adopt Resolution 25-R-10 as presented.

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

MOTION DECLARED CARRIED

9. BUSINESS DISTRICT FLOCK LPR CAMERAS

- a. RESOLUTION NO. 25-R-11- A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION AND ACCEPTANCE OF A FIRST AMENDMENT TO NON-EXCLUSIVE LICENSE AGREEMENT WITH WILLOWBROOK TOWN CENTER, LLC (ADOPT)

Deputy Chief Wodka reported on the installation of Flock LPR cameras in the business district in an agreement with Willowbrook Town Center, with a total cost of \$30,800 over five years, year one \$6,800.00 and \$6000.00 annual cost after year one.

MOTION: Made by Trustee Ruffolo and seconded by Trustee Mistele to adopt Resolution 25-R-11 as presented.

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

MOTION DECLARED CARRIED

- b. RESOLUTION NO. 25-R-12 - A RESOLUTION TO APPROVE AND AUTHORIZE THE EXECUTION OF A PROFESSIONAL SERVICES AGREEMENT BY AND BETWEEN FLOCK GROUP, INC. AND THE VILLAGE OF WILLOWBROOK FOR THE INSTALLATION AND MAINTENANCE OF ADDITIONAL AUTOMATIC LICENSE PLATE READERS (ADOPT)

MOTION: Made by Trustee Mistele and seconded by Trustee Ruffolo to adopt Resolution 25-R-12 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 commented that she was glad more camera systems were going up around the community. They are an asset. Many residents have commented as well, and they feel better with the cameras in place.

Trustee Ruffolo had no report.

Trustee Mistele had no report.

Trustee Berglund had no report.

Trustee Davi had no report but stated the Zoom audio is clear tonight.

Trustee Astrella had no report.

11. ATTORNEY'S REPORT

Attorney Durkin had no report.

12. CLERK'S REPORT

Clerk Boerwinkle was not present. She is attending the Special Olympics in Italy.

13. ADMINISTRATOR'S REPORT

Administrator Halloran had no report.

14. MAYOR'S REPORT

Mayor Trilla has no report but is continuing to monitor pending legislation in Springfield.

15. EXECUTIVE SESSION

Mayor Trilla stated there is no need for an Executive session during tonight's meeting.

16. ADJOURNMENT

MOTION: Made by Trustee Mistele and seconded by Trustee Davi to adjourn the Regular Meeting at the hour of 6:45 p.m.

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

PRESENTED, READ, and APPROVED.

April 15, 2025

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Frank A. Trilla, Mayor

Minutes transcribed by Deputy Clerk Christine Mardegan.