

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON TUESDAY, MAY 27, 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. by 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, 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, Chief Lauren Kaspar, Deputy Chief Ben Kadolph, Deputy Chief Gerard Wodka and Deputy Clerk Christine Mardegan.

ABSENT: None.

PRESENT REMOTELY: Assistant Village Administrator Alex Arteaga

QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

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

4. OATH OF OFFICE - ELECTED OFFICIALS

Clerk Boerwinkle administered the Oath of Office to the following:

Trustee Gregory M. Ruffolo

Patrol Officer Beata Grzymkowska

5. VISITORS' BUSINESS

None presented, 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 May 12, 2025 (APPROVE)
- c. Warrants of \$570,270.62

- d. ORDINANCE NO. 25-O-09- A ORDINANCE OF THE VILLAGE OF WILLOWBROOK AMENDING SECTION 8-7-14 ENTITLED "BICYCLES" OF CHAPTER 7 ENTITLED "CONDITION OF VEHICLES" OF TITLE 8 ENTITLED "TRAFFIC REGULATIONS" OF THE VILLAGE CODE OF ORDINANCES OF THE VILLAGE OF WILLOWBROOK (PASS)
- e. ORDINANCE NO. 25-O-10 - A ORDINANCE AMENDING TITLE 5 ENTITLED "POLICE REGULATIONS" OF THE VILLAGE OF WILLOWBROOK MUNICIPAL CODE BY ADDING THERETO CHAPTER 5 ENTITLED "PUBLIC CAMPING" (PASS)

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

MOTION: Made by Trustee Mistele and seconded by Trustee Ruffolo 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. ORDINANCE NO. 25-O-11 - AN ORDINANCE OF THE VILLAGE OF WILLOWBROOK DETERMINING THE LOWEST RESPONSIBLE BIDDER FOR THE BORSE MEMORIAL PARK PHASE III REHABILITATION PROJECT AND AWARDING A CONTRACT TO LANDWORKS, LTD (PASS) RESOLUTION NO. 25-R-25 - A RESOLUTION BORSE PHADE III Improvements

Director Valent indicated with the near completion of Phase II of the Borse Memorial Community Park project Phase III will begin shortly. Phase III of the project will include:

- Pathway system renovation
- Two (2) new pavilions and restroom buildings - one with concessions stand
- Splash pad
- 2-12-year-old playground
- Renovation of the softball fields
- Renovation of basketball court
- Addition of Veterans Memorial
- Pollinator walk
- New electric outlets throughout the park to accommodate events
- New path lighting
- Various landscape improvements

The project bid was posted on May 8, 2025, with three bids received on May 21, 2025. Two of the three bidders properly acknowledged the required bid documents, while the third bidder's proposal was not accepted. The engineer's estimate for the base bid with no options was \$4,253,083.85.

Landworks was the lowest responsive and responsible bidder at \$4,735,203.62 plus \$361,482.00 in options for a total project cost of \$5,096,685.62. A total of \$6,255,805.00 is budgeted in the FY25/26 CIP for the project, including all components, construction, owner purchases, Memorial Bridge, and engineering. The entire project has a cost overage of \$670,177.28 that will be offset by a \$600,000 OSLAD grant secured by Director Kleefisch.

MOTION: Made by Trustee Mistele and seconded by Trustee Davi to pass Ordinance 25-0-11 as presented.

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

MOTION DECLARED CARRIED

PRIOR BUSINESS

8. 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 but reminded the Board about the ribbon cutting that will take place on Friday, May 30<sup>th</sup> at 5:30 p.m. at Creekside Park.

Trustee Astrella had no report.

9. ATTORNEY'S REPORT

Attorney Durkin had no report but reminded the board that there will be a closed session this evening.

10. CLERK'S REPORT

Clerk Boerwinkle had no report.

11. ADMINISTRATOR'S REPORT

Administrator Halloran also reminded the Board of the ribbon-cutting ceremony for Phase I of Creekside Park on Friday, May 30, at 5:30 p.m.

The second phase will be the construction of the pedestrian bridges over the creek, tentatively scheduled for completion this year.

He also acknowledged that with the addition of the new police officer, the department is fully staffed. Thanks go to Chief Kaspar, Deputy Chief Kadolph and Deputy Chief Wodka.

Next week the Mayor will present the State of the Village at the Chamber of Commerce luncheon. Included in the presentation will be an update on the new software for online building permits which is going live next week. Administrator Halloran asked Director Krol to give a preview and brief presentation on the software to the Board.

Director Krol advised that the software will be going live on Monday, June 2, 2025. In his presentation, Director Krol showed both the applicant side and the Village staff side of the portal. He also demonstrated the use of the software and the various features available. The portal will be linked from various locations on the Village website.

Administrator Halloran thanked Director Krol and his team for their hard work, having spent more than six months on training and implementation. There will be a how-to guide on the website, and staff will work with homeowners' associations on how to use the program to assist their residents.

Mayor Trilla thanked Director Krol and asked if the property owner can get a copy of all the paperwork associated with permit application. Director Krol responded yes, if they have added their contact information in the system.

12. MAYOR'S REPORT

Mayor Trilla had no report.

13. EXECUTIVE SESSION

Mayor Trilla stated there will be an Executive session during tonight's meeting discussing the following:

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

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)(2) - Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.

**14. ADJOURNMENT**

MOTION: Made by Trustee Davi and seconded by Trustee Mistele to adjourn the Regular Meeting and recess to closed session at the hour of 6:53 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.

June 23, 2025

---

Frank A. Trilla, Mayor

Minutes transcribed by Deputy Clerk Christine Mardegan.