

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON MONDAY, OCTOBER 13, 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, Assistant Village Administrator Alex Arteaga, Director of Community Development Michael Krol, Director of Parks and Recreation Dustin Kleefisch, Director of Public Works Rick Valent, Chief Lauren Kaspar, and Deputy Clerk Christine Mardegan.

ABSENT: Chief Financial Officer Lora Flori, Deputy Chief Ben Kadolph, and Deputy Chief Gerard Wodka.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Mayor Trilla asked Mr. Arteaga to lead everyone in saying the Pledge of Allegiance.

4. OATH OF OFFICE - PATROL OFFICER JOSHUA PATTON

Clerk Boerwinkle administered the Oath of Office to Patrol Officer Joshua Patton

Chief Kaspar explained that Officer Patton is a lateral hire from the Orland Hills Police Department with over 6 years of full-time law enforcement experience, and several additional years in other law enforcement capacities.

5. VISITORS' BUSINESS

Caryn and Bobby Verduin shared with the Mayor and the Board that Bobby was asked to join the team from Beardstown, Illinois at the Special Olympics North America Softball Championship in Oklahoma City this past September. This was a major accomplishment for Bobby, and a dream come true. Bobby hit a grand slam, and the team ended up winning the championship, outscoring their opponents 137 to 40 runs. Mayor Trilla

and the Board thanked Bobby and his mother for coming to the meeting to share such wonderful news.

Resident Marcin Raksk also attended the meeting and asked to speak. After the Board meeting on September 22 where he asked for another hearing for the citation he had received and was told to approach DuPage County, DuPage County sent him back to the Village. He is now requesting that the case be reopened as he has additional evidence to present. Attorney Durkin said he would be more than happy to discuss this matter with Mr. Raksk after the meeting.

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 22, 2025 (APPROVE)
- c. Warrants of \$ 1,443,040.39
- d. PROCLAMATION - PROCLAIMING OCTOBER 2025 AS ARTS DUPAGE MONTH IN WILLOWBROOK (RECEIVE)
- e. RESOLUTION NO. 25-R-48 - A RESOLUTION CREATING SET HOURS FOR HALLOWEEN 2025 TRICK-OR-TREATING IN THE VILLAGE OF WILLOWBROOK (ADOPT)
- f. MOTION - A MOTION TO AMEND THE FY2025-2026 GENERAL FUND FOR THE FUNDING OF THE CONSTRUCTION AND CONSTRUCTION ENGINEERING OF THE 2025 ROAD MAINTENANCE PROGRAM (PASS)
- g. RESOLUTION NO. 25-R-49 - A RESOLUTION AUTHORIZING THE EXECUTION OF A CHANGE ORDER TO THE PROFESSIONAL SERVICES AGREEMENT WITH TETRA TECH, INC. FOR ENVIRONMENTAL SITE ASSESSMENTS (735 Plainfield Road) (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 Berglund 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. 25-R-50- A RESOLUTION TO APPROVE AND AUTHORIZE THE EXECUTION OF A PROFESSIONAL SERVICES AGREEMENT BY AND BETWEEN MALLON AND ASSOCIATES, INC. AND THE VILLAGE OF WILLOWBROOK TO PROVIDE PROFESSIONAL DEVELOPMENT AND BROKERAGE SERVICES TO THE VILLAGE (ADOPT)

Administrator Halloran explained that the purpose of this resolution is to renew a 3-year agreement for professional economic development and brokerage services with Mallon and Associates, Inc., continuing the partnership that supports Willowbrook's retail recruitment and redevelopment efforts. Some of the key accomplishments of the past contract were:

- Binny's Redevelopment: Relocation and expansion in the former Bed Bath & Beyond space
- New Ace Hardware: Reuse of former Binny's site on Route 83, opening soon.
- 735 Plainfield Road: Active recruitment for the first new sales-tax use in over a decade

The next phase of the contract will include the implementation of a comprehensive recruitment of new retail and restaurant businesses, and advanced redevelopment of key commercial parcels.

MOTION: Made by Trustee Ruffolo and seconded by Trustee Mistele to adopt Resolution 25-R-50 as presented.

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

MOTION DECLARED CARRIED

8. RESOLUTION NO. 25-R-51 - A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF A FIRST AMENDMENT TO THE AGREEMENT BETWEEN THE VILLAGE OF WILLOWBROOK AND THE WILLOWBROOK ECONOMIC DEVELOPMENT PARTNERSHIP (ADOPT)

Administrator Halloran explained the purpose of this resolution is to extend and update the partnership agreement with the Willowbrook Economic Development Partnership (WEDP) through October 25, 2028. The continued collaboration will focus on business retention, redevelopment, and recruitment efforts within the Village.

The WEDP was established in 2022 as a public-private initiative designed to enhance economic development in the Village. Since its inception, WEDP has successfully supported several major projects, including:

- **Binny's Beverage Depot** - Relocation and Expansion
- **Crave Cookies** - Recruitment
- **Willowbrook Ford/Kia** - Expansion
- **Ace Hardware** - New Store Opening
- **735 Plainfield Road** - Redevelopment

This First Amendment updates the funding schedule to extend through October 25, 2028. The next annual funding term is set at \$273,836 for October 26, 2025 through October 25, 2026, with future years to be determined by the Village Board on an annual basis

Funding for this continued partnership will be drawn from the remaining proceeds of the 2022 Bond issues, which were designated exclusively for economic development initiatives

MOTION: Made by Trustee Mistele and seconded by Trustee Astrella to adopt Resolution 25-R-51 as presented.

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

MOTION DECLARED CARRIED

9. RESOLUTION NO. 25-R-52 - A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF AN AGREEMENT BY AND BETWEEN SB FRIEDMAN DEVELOPMENT ADVISORS, LLC AND THE VILLAGE OF WILLOWBROOK (ADOPT)

Administrator Halloran indicated that the resolution is for an agreement with SB Friedman Development Advisors to prepare the formal eligibility study for the 2025 amendment and expansion of the Route 83 and Plainfield Road Business District. This initiative builds on the 2024 Business District expansion and supports the Village's ongoing efforts to encourage sales tax-generating redevelopment. SB Friedman will conduct the formal eligibility analysis, refine the proposed district boundaries, and present findings during the required public hearing process.

Here are the key Outcomes:

- Establish updated Business District boundaries compliant with Illinois law.

- Support continued reinvestment and redevelopment along Route 83 and Plainfield Road.
- Strengthen recruitment efforts for new retail and restaurant tenants in alignment with the Village's Comprehensive Plan.

MOTION: Made by Trustee Davi and seconded by Trustee Mistele to adopt Resolution 25-R-52 as presented.

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

MOTION DECLARED CARRIED

10. RESOLUTION NO. 25-R- 53 - A RESOLUTION APPROVING A PLAT OF VACATION FOR THE REDUCTION OF A STORM WATER DETENTION EASEMENT AT 6141 BENTLEY AVENUE, WILLOWBROOK, DUPAGE COUNTY, ILLINOIS (ADOPT)

Director Krol explained that the applicant and property owner of the subject property has requested review and approval of a Plat of Vacation to reduce the stormwater detention easement by approximately 604 square feet. A building permit application was submitted for the construction of a patio and pergola addition behind the existing residence. During the plan review, it was noted that the proposed improvements encroach on the existing detention easement. Further review revealed that a portion of a previously permitted addition, constructed in 2001, was also built within the same detention easement.

The property owner has expressed interest in vacating a portion of the easement to accommodate the proposed patio and pergola and to reduce the easement area so that the existing house would no longer encroach within it. The proposed plat and revised site plan have been reviewed and approved by Christopher B. Burke Engineering Ltd. (CBBEL).

Trustee Neal asked if any other homes in this area were also constructed within the easement. Director Krol stated that would only be discovered during a plan review for renovation or new construction.

Mayor Trilla asked if this went to plan review. Director Krol said it went through a plan review but does not require the Plan Commission to approve it. Mayor Trilla asked Director Krol if he supports the vacation. Director Krol stated that he did.

MOTION: Made by Trustee Ruffolo and seconded by Trustee Davi to adopt Resolution 25-R-53 as presented.

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

MOTION DECLARED CARRIED

11. RESOLUTION NO. 25-R-54 - A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF A FIRST AMENDMENT TO AN AGREEMENT WITH N.J. RYAN TREE & LANDSCAPE, LLC TO PROVIDE SNOW REMOVAL AND SALTING SERVICES (ICE CONTROL) FOR THE 2025/2026 WINTER SEASON IN THE VILLAGE OF WILLOWBROOK (ADOPT)

Director Valent explained that the Village entered a three-year contract with N.J. Ryan on October 24, 2022, which expired in April 2025. N.J. Ryan has served as the Village's snow removal contractor for the past eight (8) seasons.

Staff has been very pleased with the quality of service provided by N.J. Ryan, and they have consistently met performance expectations, responded promptly to call-ins, and demonstrated that they have the staffing and equipment necessary to meet the Village's needs.

Recent staffing changes within the Public Works Department have prompted an evaluation of these services, identifying a need for additional contractual assistance. To allow more time to properly assess the impact of this change, staff is requesting an extension of the expired contract. Continuing N.J. Ryan's services will allow the Village to maintain service quality while completing this evaluation. N.J. Ryan is not requesting a rate increase and has agreed to honor FY24/25 contract pricing for FY25/26.

Mayor Trilla asked if the department has considered having contractors handle the snow plowing and salting service in its entirety. Director Valent responded that for this season Village staff will be the initial responders to a snow or ice event.

Trustee Mistele asked if Ryan was the only snowplowing company used by the Village. Director Valent stated that they are currently the only provider under contract. The Village also reserves the right to call on two other contractors to assist N.J. Ryan if needed.

MOTION: Made by Trustee Mistele and seconded by Trustee Davi to adopt Resolution 25-R-54 as presented.

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

MOTION DECLARED CARRIED

12. ORDINANCE NO. 25-O-25 - AN ORDINANCE WAIVING COMPETITIVE BIDDING, APPROVING AND AUTHORIZING AN AGREEMENT BETWEEN THE VILLAGE OF WILLOWBROOK AND WATERLY, LLC FOR THE PURCHASE OF THE WATERLY CORE SOFTWARE (PASS)

Director Valent stated that Waterly is a specialized digital platform designed to replace traditional paper log sheets for water utility operations. It streamlines daily inspections, readings, and operational rounds, delivering real-time data and significant efficiency gains.

Operators enter readings in real time using a phone, tablet, or computer directly, eliminating the need for clipboards, manual data re-entry, or the risk of lost information.

Waterly is designed specifically for water systems, allowing staff to enter information by site and upload them securely to a cloud-based database. Each data entry is time-stamped and linked to the employee who entered it. The software includes alerts to identify potential issues that can be addressed promptly. Waterly is a comprehensive compliance and operations management tool. The software not only improves data management but also enhances accountability and supports the Village's commitment to protecting public health through proactive oversight.

Trustee Mistele asked for confirmation of the first-year cost of \$5448.00 and the ongoing annual fee. Director Valent indicated that yes, the first-year cost includes one-time fees which would not be paid in subsequent years.

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

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

MOTION DECLARED CARRIED

PRIOR BUSINESS

13. TRUSTEE REPORTS

Trustee Neal wanted to thank the Public Works staff and the Village administration for their efforts during a recent water main break, which affected not only water service, but fire hydrants and electrical service in the area. Kudos to the staff, vendors and even the police department who responded after hours.

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.

14. ATTORNEY'S REPORT

Attorney Durkin had no report.

15. CLERK'S REPORT

Clerk Boerwinkle had no report.

16. ADMINISTRATOR'S REPORT

Administrator Halloran did not have a report but asked Director Kleefisch for his update. Director Kleefisch invited the Board to attend the Boo Bash at the Pond, to be held on Sunday, October 26, 2025, at Willow Pond from 4:00 p.m. to 7:00 p.m. Recreational Coordinator Rachel Buster has been working diligently on this event, which has generated significant interest. According to Facebook, 312 people have shown interest so far. The Pumpkin Flotilla will be the finale of the event.

17. MAYOR'S REPORT

Mayor Trilla had no report. He asked for an update on the completion date for the bridge over the creek. Director Valent replied that it was expected to be in place before Thanksgiving, within the next couple of weeks.

18. EXECUTIVE SESSION

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

19. 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 7:03 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 27, 2025

---

Frank A. Trilla, Mayor

Minutes transcribed by Deputy Clerk Christine Mardegan.