

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON MONDAY, NOVEMBER 24, 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 6:31 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 Thomas Halleran, Village Administrator Sean Halloran, Assistant Village Administrator Alex Arteaga, Director of Community Development Michael Krol, Director of Public Works Rick Valent, Chief Lauren Kaspar, and Deputy Clerk Christine Mardegan.

ABSENT: Attorney Michael Durkin, Director of Parks and Recreation Dustin Kleefisch, Chief Financial Officer Amy Curtin, Deputy Chief Ben Kadolph, and Deputy Chief Gerard Wodka.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Mayor Trilla asked Attorney Halleran to lead everyone in saying the Pledge of Allegiance.

4. VISITORS' BUSINESS

None present.

5. 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 November 10, 2025 (APPROVE)
- c. Minutes - Board of Trustees Special Meeting November 13, 2025 (APPROVE)
- d. Warrants of \$ 401,038.37
- e. RESOLUTION NO. 25-R-62 - A RESOLUTION OF THE VILLAGE OF WILLOWBROOK SETTING THE 2026 CALENDAR YEAR SCHEDULE OF REGULAR MEETINGS OF THE MAYOR AND BOARD OF TRUSTEES AND THE SCHEDULE OF REGULAR MEETINGS OF COMMISSIONS AND COMMITTEES OF THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS (ADOPT)

- f. ORDINANCE NO. 25-O-28 - AN ORDINANCE PROVIDING FOR THE LEVY OF TAXES FOR THE FISCAL YEAR COMMENCING ON MAY 1, 2025 AND ENDING APRIL 30, 2026, OF THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS (PASS)
- g. RESOLUTION NO. 25-R-63 - A RESOLUTION OF THE VILLAGE OF WILLOWBROOK APPROVING AND AUTHORIZING THE EXECUTION OF AN AGREEMENT BY AND BETWEEN THE MUNICIPAL GIS PARTNERS, INCORPORATED AND THE VILLAGE OF WILLOWBROOK FOR SUPPORT SERVICES IN CONNECTION WITH THE VILLAGE'S GEOGRAPHICAL INFORMATION SYSTEM ("GIS") AT A COST NOT TO EXCEED \$49,942.56. (ADOPT)

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 Davi 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

- 6. ORDINANCE NO. 25-O-29 - AN ORDINANCE TO ESTABLISH ADMINISTRATIVE PROCEDURES TO DETERMINE ELIGIBILITY UNDER THE PUBLIC SAFETY EMPLOYEE BENEFITS ACT IN THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS (PASS)

Chief Kaspar thanked the Mayor and the Board and explained that this is a unique ordinance as it re-establishes an ordinance previously passed but inadvertently not codified at the time.

The Public Safety Employee Benefits Act (PSEBA) provides municipal-paid health insurance to a public safety officer who is "catastrophically injured" in the line of duty until the officer reaches Medicare eligibility age. The officer's spouse and dependent children, until they reach the age of majority, are also entitled to coverage under the Act. In the early 2000s, an unsuccessful attempt was made to better define the term "catastrophically injured" as it relates to PSEBA.

In 2017, the Illinois Appellate Court concluded that a non-home rule municipality has the authority to enact an ordinance establishing administrative procedures to determine disabled firefighters' and police officers' eligibility for PSEBA benefits. Allowing the local jurisdiction to determine eligibility is preferable to relying on the

courts and is in the best interest of both the municipality and its residents.

On February 26, 2018, the Village Board was presented with Ordinance 18-O-07, which established administrative procedures for determining eligibility under the PSEBA. Following its passage, a codification issue occurred due to a vendor transition, and the ordinance was inadvertently overwritten during the adoption of the Administrative Adjudication ordinance in December 2023.

Today's ordinance reinstates the administrative procedures for determining PSEBA eligibility that were previously approved on February 26, 2018 (Ordinance 18-O-07) but never codified.

MOTION: Made by Trustee Davi and seconded by Trustee Mistele to pass Ordinance 25-O-29 as presented.

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

MOTION DECLARED CARRIED

7. RESOLUTION NO. 25-R-64 - A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF A FIRST AMENDMENT TO AN AGREEMENT WITH HOUSEAL LAVIGNE ASSOCIATES, LLC FOR UPDATES TO THE VILLAGE OF WILLOWBROOK'S UNIFIED DEVELOPMENT ORDINANCE FOR MIXED - USE DISTRICT STANDARDS (ADOPT)

Director Krol explained that the purpose of this resolution is to authorize the drafting of a full set of Mixed-Use District regulations to be included in the Unified Development Ordinance (UDO). The scope of work includes:

- Establishing the district and its standards
- Developing use-specific and general development standards
- Creating the associated sign standards

Houseal Lavigne will prepare the draft amendments, meet with staff to refine the documents, and present the proposed regulations to the Committee of the Whole. The anticipated timeline is a January-February 2026 presentation, with adoption expected in March 2026.

MOTION: Made by Trustee Mistele and seconded by Trustee Ruffolo to adopt Resolution 25-R-64 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-65 - A RESOLUTION AUTHORIZING THE EXECUTION OF A PURCHASE AND SALE AGREEMENT (708 69th Street) (ADOPT)

Administrator Halloran stated that staff is requesting approval to purchase the property located at 708 69th Street. This acquisition was identified in the Village's Stormwater Master Plan. The parcel, directly across from Willow Pond, is currently impaired and bringing it into Village ownership will allow for significant stormwater improvements in the Willow Manor area.

Administrator Halloran explained that the preliminary plan, details of which will be presented to the Board in January once more information is available, includes the installation of underground stormwater storage and additional parking, as the Willow Pond Park area is without adequate parking. The January presentation will outline the key acquisition funds needed to address stormwater issues.

Trustee Mistele asked if the property was appraised. Administrator Halloran stated no, it was negotiated by staff.

MOTION: Made by Trustee Davi and seconded by Trustee Astrella to adopt Resolution 25-R-65 as presented.

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

MOTION DECLARED CARRIED

PRIOR BUSINESS

9. TRUSTEE REPORTS

Trustee Neal had no report but wished everyone a Happy Thanksgiving.

Trustee Ruffolo had no report.

Trustee Mistele commended the Police Department for their 11th CALEA certification, the eleventh time since 1991; a major accomplishment over the past 35 years.

Trustee Berglund had no report but wished everyone a Happy Thanksgiving.

Trustee Davi had no report.

Trustee Astrella had no report but wished all a Happy Thanksgiving.

10. ATTORNEY'S REPORT

Attorney Durkin had no report and wished everyone a Happy Thanksgiving.

11. CLERK'S REPORT

Clerk Boerwinkle had no report.

12. ADMINISTRATOR'S REPORT

Administrator Halloran provided several updates. First, he reminded the Board that with the cancellation of the Light up the Night event due the Borse Park construction, the Winter Lights Walk at Willow Pond will begin December 6th running through January 4th with 3 special events scheduled on December 6, 13 and 19 to include appearances by Elsa, horse-drawn carriage rides, and visits from Santa and Mrs. Claus. Willow Pond will be decorated with a variety of themed displays and special lighting features such as Santa and other illuminated elements throughout the park.

Administrator Halloran asked Chief Kaspar to share the CALEA results. Chief Kaspar advised that Willowbrook Police Department was accredited for the 11th time in Jacksonville, Florida on November 15. Trustees Mistele and Ruffolo were also in attendance. The agency was first accredited in 1991 and was the 201st police agency nationwide to achieve accreditation. Only 7% of law enforcement agencies in the nation receive accreditation status. The department also received Meritorious Status in recognition of maintaining accreditation for over 15 years.

13. MAYOR'S REPORT

Mayor Trilla had no formal report but noted that he had been observing the work being done at Borse Park and was highly impressed and excited to see the physical results of the planning that had been done. The Mayor also expressed his thanks and gratitude to the Trustees, Clerk, the Police Department, Village staff and all Village employees for their hard work and all they can accomplish.

14. EXECUTIVE SESSION

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

15. ADJOURNMENT

MOTION: Made by Trustee Davi and seconded by Trustee Mistele to adjourn the Regular Meeting at the hour of 6:49 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.

December 15, 2025

Frank A. Trilla, Mayor

Minutes transcribed by Deputy Clerk Christine Mardegan.