

A G E N D A

REGULAR MEETING OF THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON MONDAY, AUGUST 22 2011, AT 6:30 P.M. AT THE VILLAGE HALL, 7760 QUINCY STREET, IN THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. OMNIBUS VOTE AGENDA
 - a. Waive Reading of Minutes (APPROVE)
 - b. Minutes - Regular Board Meeting - August 8, 2011 - (APPROVE)
 - c. Warrants - \$169,737.40 - August 22, 2011 - (APPROVE)
 - d. Motion to Approve - 2011 MFT Roadway Maintenance Program: Payout #1 - Partial Payment, James D, Fiala Paving Co. (APPROVE)
 - e. Resolution - School's Open Week (ADOPT)

NEW BUSINESS

5. VISITOR'S BUSINESS - Public comment is limited to three minutes per person on open session agenda discussion items only
6. DELINQUENT WATER BILLS
7. PROCLAMATION - A PROCLAMATION RECOGNIZING SERGEANT ARTHUR P. SVEHLA FOR 25 YEARS OF SERVICE WITH THE VILLAGE OF WILLOWBROOK
8. PROCLAMATION - A PROCLAMATION RECOGNIZING OFFICER JOHN P. SKIBA FOR 20 YEARS OF SERVICE WITH THE VILLAGE OF WILLOWBROOK
9. RECOGNITION - WILLOWBROOK POLICE CADET AWARDS
10. ORDINANCE - AN ORDINANCE AMENDING SECTION 1-5-4 OF THE WILLOWBROOK MUNICIPAL CODE ALLOWING THE PRESIDENT TO BE REFERRED TO AS MAYOR

PRIOR BUSINESS

11. COMMITTEE REPORTS

12. ATTORNEY'S REPORT
13. CLERK'S REPORT
14. ADMINISTRATOR'S REPORT
15. PRESIDENT'S REPORT
16. EXECUTIVE SESSION
 - A. REVIEW 2011 MINUTES - Pursuant to 5ILCS 120/2(c)(21) Regarding the Minutes of Executive Session Meetings That Were Lawfully Closed Under the Open Meetings Act
 - B. DISCUSSION - Pursuant to 5ILCS 120/2(c)(21) Regarding the Destruction of Audio or Video Recordings of Closed Meetings Under the Open Meetings Act For the Purpose of a Semi-Annual Review of Said Recordings As Mandated by 5ILCS 120/2.06(3)(c)(1)
 - C. DISCUSSION - Pursuant to 5ILCS 120/2(c)(21) Regarding Previously Approved Minutes of Meetings That Were Lawfully Closed Under the Open Meetings Act For the Purpose of a Semi-Annual Review of Said Minutes As Mandated by 5ILCS 120/2.06(d), For Purposes of Possible Release
17. RESOLUTION - A RESOLUTION AUTHORIZING THE DESTRUCTION OF AUDIO OR VIDEO RECORDINGS OF CLOSED MEETINGS
18. RESOLUTION - A RESOLUTION MAKING A DETERMINATION RELATIVE TO THE RELEASE OF EXECUTIVE SESSION MINUTES PURSUANT TO THE ILLINOIS OPEN MEETINGS ACT
19. ADJOURNMENT

MINUTES OF THE REGULAR MEETING OF THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, AUGUST 8, 2011 AT THE VILLAGE HALL, 7760 QUINCY STREET, IN THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS.

1. CALL TO ORDER

The meeting was called to order at the hour of 6:30 p.m. by Village President Robert Napoli.

2. ROLL CALL

Those present at roll call were President Robert Napoli, Clerk Leroy Hansen, Trustees Dennis Baker, Terrence Kelly, Michael Mistele, Sue Berglund, Umberto Davi and Frank Trilla.

ABSENT: None.

Also present were Village Administrator Timothy Halik, Village Attorney William Hennessy, Chief Mark Shelton, Deputy Chief Paul Oggerino, Management Analyst Garrett Hummel and Planning Consultant JoEllen Charlton.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

President Napoli asked Trustee Kelly to lead everyone in saying the Pledge of Allegiance.

President Napoli asked that the families and loved ones of the 30 US Soldiers who were recently killed in Afghanistan be kept in your thoughts and prayers.

4. OMNIBUS VOTE AGENDA

- a. Waive Reading of Minutes (Approve)
- b. Minutes - Regular Board Meeting - July 25, 2011 (APPROVE)
- c. Minutes - Regular Budget Workshop Meeting - March 21, 2011 (APPROVE)
- d. Warrants - \$150,717.91 - August 8, 2011 (APPROVE)
- e. Monthly Financial Report - July 31, 2011 (APPROVE)
- f. Proclamation - A Proclamation Designating September 17 through 23, 2011 as Constitution Week in the Village of Willowbrook - (ADOPT)

President Napoli asked the Board if there was any item to be removed from the Omnibus Vote Agenda.

MOTION: Made by Trustee Davi, seconded by Trustee Baker approve the Omnibus Vote Agenda, as presented.

ROLL CALL VOTE: AYES: Trustees Baker, Kelly, Mistele, Berglund, Davi and Trilla. Nays: None. ABSENT: None.

MOTION DECLARED CARRIED

NEW BUSINESS

5. VISITORS' BUSINESS (Public comment is limited to three minutes per person on open session agenda discussion items only)

None presented.

6. RESOLUTION - A RESOLUTION AUTHORIZING THE VILLAGE PRESIDENT AND VILLAGE CLERK TO EXECUTE AN AMENDMENT TO THE EMPLOYMENT AGREEMENT BETWEEN THE VILLAGE OF WILLOWBROOK AND MARK SHELTON AS ITS CHIEF OF POLICE

Administrator Halik advised that with the recent Board action to reduce the number of police commanders within the Willowbrook Police Department, it is necessary to amend the current Employment Agreement between the Village of Willowbrook and Chief Mark Shelton to reflect those changes in the department.

Chief Shelton's current agreement contains language that would allow him to revert back to his previous rank of commander should he ever be terminated by the Village as Chief of Police. Since there is no longer the rank of commander to revert back to, the amendment to the agreement serves to revise the reversion to the rank of sergeant, rather than commander.

Chief Shelton has reviewed the amendment to the agreement and has signed accepting the changes. The passage of the Resolution will incorporate the change.

MOTION: Made by Trustee Mistele, seconded by Trustee Baker to adopt Resolution No. 11-R-29, as presented.

PREVIOUS ROLL CALL VOTE: AYES: Trustees Baker, Kelly, Mistele, Berglund, Davi and Trilla. Nays: None. ABSENT: None.

MOTION DECLARED CARRIED

7. RESOLUTION - A RESOLUTION AUTHORIZING THE VILLAGE PRESIDENT AND VILLAGE CLERK TO ENTER INTO AN AGREEMENT FOR SCAVENGER SERVICES WITH REPUBLIC SERVICES INC.

Management Analyst Hummel advised that the Village entered into an agreement four (4) years ago with Republic Services, formerly ARC Disposal, to provide scavenger services to approximately 1,300 single-family residents using a toter-based collection system. Within the village's current contract, which expires at the end of the year, there is a revision for a contract extension of up to four (4) years.

During the past 2-months, Staff has been meeting with Republic Services regarding the extension proposal. Some of the highlights from this contract are:

- Average price increase per year - 2.8%. The average increase with other communities was between 4%-6%.
- New Senior Discount Rate - 10% off Regular 35-gallon Toter rate. This will attempt to lessen the cost burden for seniors 65 or older who do not produce as much garbage.
- Inclusion of a Fuel Adjustment Surcharge to allow Republic to request a price increase if diesel fuel prices were to exceed a specific threshold for a specific amount of time.
- Change of Law Stipulation - This law is a protection for refuse companies to allow the contractor to meet with the Village and attempt to discuss rates in the event a law is passed that greatly affects the contractor's ability to conduct business.

Republic Services has demonstrated their ability to satisfy the Village's scavenger needs with quick and reliable services. Analyst Hummel advised that Mr. Rich Vandermullen from Republic Services was present to answer any questions the Board may have regarding the contract extension agreement.

Trustee Mistele commented that this item was reviewed at the Committee level and he believes that Willowbrook as a whole is satisfied by the services received.

Trustee Trilla asked what triggers a gas price increase. Analyst Hummel advised that the first year it is \$4.25 and goes up from there.

MOTION: Made by Trustee Mistele, seconded by Trustee Davi to adopt Resolution No. 11-R-30, as presented.

PREVIOUS ROLL CALL VOTE: AYES: Trustees Baker, Kelly, Mistele, Berglund, Davi and Trilla. Nays: None. ABSENT: None.

MOTION DECLARED CARRIED

8. ORDINANCE - AN ORDINANCE AMENDING SPECIAL USE PERMIT NO. 06-27 AS APPROVED IN ORDINANCE NUMBERS 06-O-27 AND 07-O-10 AND AMENDED IN ORDINANCES 07-O-22 AND 09-O-29 APPROVING A MINOR CHANGE TO MODIFY THE PORTILLO'S DRIVE-THRU WILLOWBROOK TOWN CENTER

Planner Charlton advised the Ordinance is a minor change to the PUD for the Willowbrook Town Center. It is a minor change and did not require it to go to Plan Commission for review or recommendation.

The existing drive-thru location generates considerable congestion when cars attempt to park between Portillo's and Staples. The minor change proposes the relocation of the drive-thru traffic to be parallel (north and south) to Route 83 in an attempt to alleviate traffic back-ups.

There is no net change in parking and will not conflict with existing businesses. The menu board will be relocated and directional signage will be posted near the current entrance to continue down to the main drive isle to assist in the re-directing of traffic.

Trustee Berglund asked if the exit will remain the same. Planner Charlton advised yes, it will remain the same.

President Napoli asked if Portillo's will have personnel out assisting drivers of the change in the drive-thru. The answer was yes they will until people get use to the new location of the drive-thru.

Trustee Trilla asked if the cars will just stack up in front of different stores. Mr. Rich Posey, representative of Portillo's advised they believe the new drive-thru will spread out traffic and disperse it more evenly.

Trustee Trilla was concerned that the north out lot stores will become affected by the change. Ms. Charlton advised that the traffic flow was moved down a few aisles to relieve congestion.

MOTION: Made by Trustee Baker, seconded by Trustee Kelly to approve Ordinance No. 11-O-12, as presented.

PREVIOUS ROLL CALL VOTE: AYES: Trustees Baker, Kelly, Mistele, Berglund, Davi and Trilla. Nays: None. ABSENT: None.

MOTION DECLARED CARRIED

OLD BUSINESS

9. COMMITTEE REPORTS

Trustee Baker advised that Analyst Hummel has been working on his previous suggestion to have all village employees and Board members certified or recertified in the use of the Automated External Defibrillators (AED)'s and CPR. Additional information will be presented at the next regular board meeting.

Trustee Kelly had no report.

Trustee Mistele had no report.

Trustee Berglund had no report.

Trustee Davi advised that the police pension board met earlier in the day. The Pension Board approved military buy-back time for Commander Bozek and Officer Polfliet as well as approving the three retirement pensions for Commanders Bozek, Finlon and Kurinec. The Pension Board thanked them for their service with the Village of Willowbrook. Trustee Davi advised that he was elected as President of the Pension Board and thanked the Village Board for their support.

Trustee Trilla had no report.

10. ATTORNEY'S REPORT

Attorney Hennessy had no report.

11. CLERK'S REPORT

Clerk Hansen had no report.

12. ADMINISTRATOR'S REPORT

Administrator Halik advised that Chief Shelton would like to speak on an incident that occurred in the village on August 1, 2011.

Chief Shelton stated that at approximately 3:00 p.m. on Monday, August 1, 2011, a subject entered Dominick's located at 6300 Kingery and stole an elderly senior citizen's purse. A Willowbrook resident observed this take place and attempted to aid the senior citizen. The suspect pepper sprayed the individual and fled. The resident pursued the suspect and another Willowbrook resident pushed his cart toward the suspect, who then pepper sprayed the second witness. They pursued the suspect into the parking lot of Willowbrook Square where he was subsequently placed under arrest by police. The suspect had in his possession a knife and the pepper spray. He was charged with felony theft of a senior's property and had an extensive criminal history with over 40 arrests.

President Napoli asked Chief Shelton to extend the Board's congratulation to the police department.

13. PRESIDENT'S REPORT

President Napoli had no report.

14. EXECUTIVE SESSION

- a. To Discuss the Minutes of Meetings that were Lawfully Closed Under the Open Meetings Act for the Purpose of a Semi-Annual Review of Said Minutes as Mandated by 5 ILCS 120/2.06(d)
- b. To Discuss the Destruction of Audio or Video Recordings of Closed Meetings Under the Open Meetings Act for the Purpose of a Semi-Annual Review of Said Recordings as Mandated by 5 ILCS 120/2.06(3)(c)(1)
- c. Consideration of the Purchase or Lease of Real Property Pursuant to Chapter 5 ILCS 120/2(c)(5)
- d. Consideration of the Appointment, Employment, Performance and Compensation of an Occupant of a Village Office Pursuant to 5 ILCS 120/2(c)(1)

ADJOURN INTO EXECUTIVE SESSION

MOTION: Made by Trustee Davi, seconded by Trustee Baker to adjourn into Executive Session at the hour of 7:00 p.m.

PREVIOUS ROLL CALL VOTE: AYES: Trustees Baker, Kelly, Mistele, Berglund, Davi and Trilla. Nays: None. ABSENT: None.

MOTION DECLARED CARRIED

The Board reconvened the Regular Meeting at the hour of 7:37 p.m.

15. RESOLUTION - A RESOLUTION MAKING A DETERMINATION RELATIVE TO THE RELEASE OF EXECUTIVE SESSION MINUTES PURSUANT TO THE ILLINOIS OPEN MEETINGS ACT

President Napoli advised that this item will be deferred to a future date.

16. RESOLUTION - A RESOLUTION AUTHORIZING THE DESTRUCTION OF AUDIO OR VIDEO RECORDINGS OF CLOSED MEETINGS

MOTION: Made by Trustee Davi, seconded by Trustee Baker to approve Resolution 11-R-32.

ROLL CALL VOTE: AYES: Trustees Baker, Kelly, Berglund, Davi and Trilla. Nays: Mistele. ABSENT: None.

MOTION DECLARED CARRIED

*** Resolution 11-R-32 was nullified in compliance with the Open Meetings Act.**

17. ADJOURNMENT

MOTION: Made by Trustee Davi, seconded by Trustee Baker to adjourn the meeting at the hour of 7:44 p.m.

ROLL CALL VOTE: AYES: Trustees Baker, Kelly, Mistele, Berglund, Davi and Trilla. Nays: None. ABSENT: None.

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED.

_____, 2011.

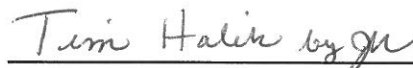
Village President

Minutes transcribed by Debbie Hahn.

WARRANTS

August 22, 2011

GENERAL CORPORATE FUND	-----	\$70,106.93
WATER FUND	-----	99,630.47
TOTAL WARRANTS	-----	\$169,737.40



Tim Halik, Village Administrator

APPROVED:

Robert A. Napoli, Village President

VILLAGE OF WILLOWBROOK

RUN DATE: 08/17/11

BILLS PAID REPORT FOR AUGUST, 2011

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GENERAL CORPORATE FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
ACCURINT (21)	08/23 CK# 78153	\$106.75
1009686/JUL 11 FEES-DUES-SUBSCRIPTIONS 01-451-307	01-30-630-307	106.75
ACE STORE NO. 11 (17)	08/23 CK# 78154	\$173.93
317753/3 STREET & ROW MAINTENANCE 01-535-328	01-35-750-328	43.95
317819/3 PARK LANDSCAPE SUPPLIES 01-610-341	01-20-565-341	81.92
410934/4 PARK LANDSCAPE SUPPLIES 01-610-341	01-20-565-341	32.16
410938/4 BUILDING MAINTENANCE SUPPLIES 01-405-351	01-10-466-351	8.25
410943/4 BUILDING MAINTENANCE SUPPLIES 01-405-351	01-10-466-351	7.65
AFLAC (46)	08/23 CK# 78155	\$1,869.60
934375/AUG 11 EMP DED PAY - AFLAC/ACCIDENT 01-210-217	01-210-217	384.16
934375/AUG 11 EMP DED PAY - AFLAC/OTHER INS 01-210-218	01-210-218	1,485.44
AL WARREN OIL CO (2205)	08/23 CK# 78156	\$195.95
10677273 MAINTENANCE - GAS TANKS AND PUMPS 01-510-412	01-35-725-412	195.95
ALICE COPELAND (1466)	08/23 CK# 78157	\$100.00
PERMIT 24 PARK PERMIT FEES 01-310-814	01-310-814	100.00
ALICE COPELAND (1506)	08/23 CK# 78158	\$50.00
7/29/11 SUMMER RECREATION FEES 01-310-815	01-310-815	50.00
ALL AMERICAN PAPER COMPANY (68)	08/23 CK# 78159	\$304.55
71652 MAINTENANCE - PW BUILDING	01-35-725-418	304.55
ALL WAYS AUTO TRANSPORT (1862)	08/23 CK# 78160	\$50.00
WL 72654 TRAFFIC FINES 01-310-502	01-310-502	50.00
AMERICAN VIDEO SERVICES-SOUND MEMORIES (102)	08/23 CK# 78161	\$399.00
8/18/11 CHILDRENS SPECIAL EVENTS 01-625-150	01-20-585-150	399.00
ANDERSON LANDSCAPE SUPPLY (2410)	08/23 CK# 78162	\$370.00
V43421 PARK LANDSCAPE SUPPLIES 01-610-341	01-20-565-341	370.00
ANNETTE GARCIA (1862)	08/23 CK# 78163	\$25.00
WL 72198 TRAFFIC FINES 01-310-502	01-310-502	25.00
AT & T LONG DISTANCE (66)	08/23 CK# 78164	\$83.86
854192715/AUG11 PHONE - TELEPHONES 01-420-201	01-10-455-201	83.86
AT & T (67)	08/23 CK# 78165	\$79.12
325-2761JUL11 PHONE - TELEPHONES 01-451-201	01-30-630-201	39.56
325-2776JUL11 PHONE - TELEPHONES 01-451-201	01-30-630-201	39.56
AT & T U-VERSE (SM) (2342)	08/23 CK# 78166	\$7.44
105661049 JUL11 MAINTENANCE - PW BUILDING	01-35-725-418	7.44
AUSTIN HIGHLAND DEVELOPERS (237)	08/23 CK# 78167	\$1,001.00
PERMIT 11-147 BUILDING PERMITS 01-310-401	01-310-401	1,001.00
AZAVAR AUDIT SOLUTIONS INC (158)	08/23 CK# 78168	\$470.30
7881/AUG 11 UTILITY TAX 01-310-205	01-310-205	470.30
BUTTREY RENTAL SERVICE, INC. (265)	08/23 CK# 78169	\$64.67
134359 PARK LANDSCAPE SUPPLIES 01-610-341	01-20-565-341	64.67
CAR REFLECTIONS (296)	08/23 CK# 78170	\$40.00
12304 ACCREDITATION 01-451-202	01-30-630-202	40.00
COCA-COLA REFRESHMENTS USA INC (2260)	08/23 CK# 78171	\$96.65
6408299405 COMMISSARY PROVISION 01-420-355	01-10-455-355	96.65
COMMONWEALTH EDISON (370)	08/23 CK# 78172	\$60.23
0423085170JUL11 RED LIGHT - COM ED	01-30-630-248	60.23

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VILLAGE OF WILLOWBROOK
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GENERAL CORPORATE FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
DUPAGE COUNTY TREASURER (497)	08/23 CK# 78173	\$250.00
9189/JUL11 EDP-SOFTWARE 01-457-212	01-30-640-212	250.00
DUPAGE COUNTY E.T.S.B. 911 (513)	08/23 CK# 78174	\$468.37
77/JULY 11 PHONE - TELEPHONES 01-451-201	01-30-630-201	468.37
FIRESTONE TIRE & SERVICE (603)	08/23 CK# 78177	\$832.00
172023 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	-24.00
174073 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	856.00
FOSTER'S TRUCK REPAIR (628)	08/23 CK# 78178	\$30.00
24978 MAINTENANCE - VEHICLES 01-520-409	01-35-735-409	30.00
GAME TIME, INC. (654)	08/23 CK# 78179	\$1,986.40
799748 PARK LANDSCAPE SUPPLIES 01-610-341	01-20-565-341	1,986.40
GORDON FLESCH (695)	08/23 CK# 78180	\$32.31
1BG097 COPY SERVICE 01-420-315	01-10-455-315	32.31
GOVT FINANCE OFCRS ASSN (705)	08/23 CK# 78181	\$280.00
BUDGET AWD11 FEES DUES SUBSCRIPTIONS 01-25-610-307	01-25-610-307	280.00
W.W. GRAINGER (1999)	08/23 CK# 78182	\$101.60
9600518543 OPERATING SUPPLIES & EQUIPMENT 01-503-401	01-35-715-401	62.50
9602298953 OPERATING SUPPLIES & EQUIPMENT 01-503-401	01-35-715-401	39.10
I.M.R.F. PENSION FUND (917)	08/23 CK# 78183	\$2,627.33
AUGUST 2011 SLEP PENSION 01-420-155	01-10-455-155	2,627.33
ILL. MUNICIPAL LEAGUE (895)	08/23 CK# 78184	\$150.00
NAPOLI 2011 SCHOOLS-CONFERENCE TRAVEL 01-05-410-304	01-05-410-304	150.00
ILLINOIS PAPER COMPANY (898)	08/23 CK# 78185	\$554.19
598466 OFFICE SUPPLIES 01-420-301	01-10-455-301	51.99
897769 OFFICE SUPPLIES 01-420-301	01-10-455-301	502.20
JAMIE CEDERSTRAND (1466)	08/23 CK# 78186	\$200.00
PERMIT 30 PARK PERMIT FEES 01-310-814	01-310-814	200.00
JEAN LYALL (1466)	08/23 CK# 78187	\$200.00
PERMIT 36 PARK PERMIT FEES 01-310-814	01-310-814	200.00
KING CAR WASH (1057)	08/23 CK# 78188	\$461.50
60/JUL 11 GAS-OIL-WASH-MILEAGE 01-451-303	01-30-630-303	461.50
LASERCRAFT INC (2300)	08/23 CK# 78189	\$22,475.00
346/JULY 11 RED LIGHT CAMERA FEES 01-30-630-247	01-30-630-247	22,475.00
MARQUARDT & BELMONTE P.C. (2259)	08/23 CK# 78190	\$442.50
4297/JUL 11 RED LIGHT ADJUDICATOR 01-30-630-246	01-30-630-246	442.50
MARTIN BABYAR (1466)	08/23 CK# 78191	\$255.00
PERMIT 35 PARK PERMIT FEES 01-310-814	01-310-814	255.00
MIDCO (1268)	08/23 CK# 78192	\$68.00
249736 PHONE - TELEPHONES 01-420-201	01-10-455-201	68.00
MILEX LIMO (1862)	08/23 CK# 78193	\$100.00
2841100107395 RED LIGHT FINES 01-310-503	01-310-503	100.00
NEXTEL COMMUNICATION (1357)	08/23 CK# 78194	\$161.81
952377363006JL1 DRUG FORFEITURE EXP. - STATE 01-465-348	01-30-650-348	161.81
NICOR GAS (1370)	08/23 CK# 78195	\$728.17
39303229304JL11 NICOR GAS	01-35-725-415	526.28
95476110002AG11 NICOR GAS 01-405-235	01-10-466-235	201.89

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GENERAL CORPORATE FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
ORKIN EXTERMINATING (1439)	08/23 CK# 78196	\$70.53
D2604360 AUG 11 MAINTENANCE - BUILDING 01-405-228	01-10-466-228	70.53
PAK MAIL CENTER (1459)	08/23 CK# 78197	\$66.00
125 ACCREDITATION 01-451-202	01-30-630-202	66.00
PCS INTERNATIONAL (2201)	08/23 CK# 78198	\$839.32
126782 7/15-8/1 E.D.P. SOFTWARE 01-25-615-212	01-25-615-212	180.00
126787 MAINTENANCE - RADIO EQUIPMENT 01-451-421	01-30-630-421	659.32
PETTY CASH C/O TIM HALIK (1492)	08/23 CK# 78199	\$277.74
8/16/11 SCHOOLS-CONFERENCE TRAVEL 01-05-410-304	01-05-410-304	18.57
8/16/11 SCHOOLS CONFERENCE TRAVEL 01-15-510-304	01-15-510-304	30.00
8/16/11 SCHOOLS-CONFERENCES-TRAVEL 01-601-304	01-20-550-304	17.93
8/16/11 ACCREDITATION 01-451-202	01-30-630-202	198.94
8/16/11 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	12.30
PHILLIP'S FLOWERS (1498)	08/23 CK# 78200	\$120.95
768067 PUBLIC RELATIONS 01-435-365	01-10-475-365	120.95
PIECZYNSKI LINDA S. (1503)	08/23 CK# 78201	\$1,122.00
5232/JUL 11 FEES - SPECIAL ATTORNEY 01-451-241	01-30-630-241	1,122.00
PRO-TEK LOCK AND SAFE (1547)	08/23 CK# 78202	\$348.00
77726 MAINTENANCE - BUILDING 01-405-228	01-10-466-228	348.00
PUBLIC SAFETY DIRECT INC (2309)	08/23 CK# 78203	\$95.00
22163 OPERATING EQUIPMENT 01-451-401	01-30-630-401	95.00
RAGS ELECTRIC, INC (1585)	08/23 CK# 78204	\$543.45
7560 MAINTENANCE - BUILDING 01-405-228	01-10-466-228	339.08
7600 MAINTENANCE - BUILDING 01-405-228	01-10-466-228	204.37
RUTLEDGE PRINTING CO. (1648)	08/23 CK# 78205	\$62.55
109913 OFFICE SUPPLIES 01-551-301	01-40-810-301	62.55
RYDIN DECAL (1652)	08/23 CK# 78206	\$256.64
265680 OFFICE SUPPLIES 01-420-301	01-10-455-301	256.64
LAURIE SCHMITZ (1680)	08/23 CK# 78207	\$368.86
UNFRMS 11 UNIFORMS 01-451-345	01-30-630-345	368.86
SCOTT CONTRACTING INC (1682)	08/23 CK# 78208	\$720.00
2047 STORM WATER IMPROVEMENTS MAT 01-535-381	01-35-750-381	720.00
SHEILA PEREZ (1466)	08/23 CK# 78209	\$200.00
PERMIT 25 PARK PERMIT FEES 01-310-814	01-310-814	200.00
SHELTON MARK (1709)	08/23 CK# 78210	\$291.98
CALEA RE-ACCDTN ACCREDITATION 01-451-202	01-30-630-202	291.98
SHERRI UHLEN (1466)	08/23 CK# 78211	\$200.00
PERMIT 27 PARK PERMIT FEES 01-310-814	01-310-814	200.00
SIKICH LLP (1722)	08/23 CK# 78212	\$10,570.80
130783 EMP HNBK CONSULTING FEES	01-10-471-253	2,790.00
7/7 - 7/28/11 FINANCIAL SERVICES 01-25-620-252	01-25-620-252	7,780.80
MICHELLE STRUGALA (1786)	08/23 CK# 78214	\$68.95
11 UNFRMS UNIFORMS 01-451-345	01-30-630-345	68.95
T.P.I. (1886)	08/23 CK# 78216	\$1,527.15
5097/JUL 11 REIMB.	01-40-820-258	696.15
5097/JUL 11 PART TIME INSPECTOR 01-565-109	01-40-830-109	651.00
5097/JUL 11 REIMB.	01-40-830-115	180.00

RUN DATE: 08/17/11

VILLAGE OF WILLOWBROOK
BILLS PAID REPORT FOR AUGUST, 2011

PAGE: 4

RUN TIME: 11:31AM

GENERAL CORPORATE FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
TAMELING GRADING (1836)	08/23 CK# 78217	\$2,160.00
TG5 / JULY 11 LANDSCAPE MAINTENANCE SERVICES 01-610-342	01-20-565-342	880.00
TG5 / JULY 11 STREET & ROW MAINTENANCE 01-535-328	01-35-750-328	1,280.00
TAMELING INDUSTRIES (1844)	08/23 CK# 78218	\$88.00
74317 PARK LANDSCAPE SUPPLIES 01-610-341	01-20-565-341	88.00
TESTING SERVICE CORPORATION (1848)	08/23 CK# 78219	\$5,949.61
84564 FEES - ENGINEERING 01-505-245	01-35-720-245	5,949.61
THOMPSON ELEV. INSPECT. SERVICE (1873)	08/23 CK# 78220	\$2,365.00
11-2476 REIMB.	01-40-830-117	2,279.00
11-2679 ELEVATOR INSPECTION 01-565-117	01-40-830-117	86.00
TOM & JERRY'S SHELL SERVICES (1883)	08/23 CK# 78221	\$1,567.54
26840 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	4.39
44492 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	130.46
44503 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	240.00
44549 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	20.40
44572 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	691.41
44633 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	25.45
44634 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	45.85
44636 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	25.45
44659 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	20.40
44680 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	25.45
44682 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	263.29
44689 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	45.85
44702 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	29.14
TREE TOWNS (1894)	08/23 CK# 78222	\$30.00
163460 PRINTING & PUBLISH 01-420-302	01-10-455-302	30.00
UNIFIRST (1926)	08/23 CK# 78223	\$217.38
0610616505 MAINTENANCE - BUILDING 01-405-228	01-10-466-228	166.95
0610616624 MAINTENANCE - PW BUILDING	01-35-725-418	50.43
WAREHOUSE DIRECT (2002)	08/23 CK# 78224	\$345.22
1214855-0 OFFICE SUPPLIES 01-451-301	01-30-630-301	106.18
1219414-0 OFFICE SUPPLIES 01-451-301	01-30-630-301	74.92
1224414-0 OFFICE SUPPLIES 01-451-301	01-30-630-301	91.62
1226376-0 OFFICE SUPPLIES 01-451-301	01-30-630-301	72.50
WILD GOOSE CHASE INC (2047)	08/23 CK# 78225	\$1,050.00
15821 LANDSCAPE MAINTENANCE SERVICES 01-610-342	01-20-565-342	1,050.00
WILLOWBROOK FORD INC. (2056)	08/23 CK# 78226	\$632.03
6095163/1 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	177.53
8010636/1 MAINTENANCE - VEHICLES 01-451-409	01-30-630-409	454.50
TOTAL GENERAL CORPORATE FUND		\$70,106.93

RUN DATE: 08/17/11

VILLAGE OF WILLOWBROOK
BILLS PAID REPORT FOR AUGUST, 2011

PAGE: 5

RUN TIME: 11:31AM

WATER FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
COMMONWEALTH EDISON (370)	08/23 CK# 78172	\$662.70
4651111049AUG11 ENERGY - ELECTRIC PUMP 02-420-206	02-50-420-206	304.17
5071072051AUG11 ENERGY - ELECTRIC PUMP 02-420-206	02-50-420-206	358.53
DUPAGE WATER COMMISSION (521)	08/23 CK# 78175	\$91,405.47
9261/JUL 11 PURCHASE OF WATER 02-420-575	02-50-420-575	91,405.47
ENVIRO TEST INC (555)	08/23 CK# 78176	\$87.50
11-128467JUN11 SAMPLING ANALYSIS 02-420-362	02-50-420-362	87.50
SPRING-GREEN (1755)	08/23 CK# 78213	\$39.00
7114335 LANDSCAPING-STANDPIPE 02-420-297	02-50-420-297	39.00
SUNSET SEWER & WATER (2276)	08/23 CK# 78215	\$7,054.80
2011-160 WATER DISTRIBUTION REPAIR-MAINTENAN	02-50-430-277	1,942.20
2011-163 DISTRIBUTION SYSTEM REPLACEMENT 02-440-694	02-50-440-694	5,112.60
TAMELING GRADING (1836)	08/23 CK# 78217	\$381.00
TG5 / JULY 11 WATER DISTRIBUTION REPAIR-MAINTENAN	02-50-430-277	381.00
TOTAL WATER FUND		\$99,630.47

RUN DATE: 08/17/11

VILLAGE OF WILLOWBROOK
BILLS PAID REPORT FOR AUGUST, 2011

PAGE: 6

RUN TIME: 11:31AM

SUMMARY ALL FUNDS

BANK ACCOUNT	DESCRIPTION	AMOUNT	
01-110-105	GENERAL CORPORATE FUND-CHECKING - 0010330283	70,106.93	*
02-110-105	WATER FUND-CHECKING 0010330283	99,630.47	*
TOTAL ALL FUNDS		169,737.40	**

VILLAGE OF WILLOWBROOK

BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE: MOTION TO APPROVE – 2011 MFT ROADWAY MAINTENANCE PROGRAM: PAYOUT #1 – PARTIAL PAYMENT, JAMES D. FIALA PAVING CO.	AGENDA NO. 4d AGENDA DATE: 8/22/11
---	---

STAFF REVIEW: Tim Halik, Village Administrator	SIGNATURE: <u>Tim Halik</u>
LEGAL REVIEW: N/A	SIGNATURE: <u>N/A</u>
RECOMMENDED BY VILLAGE ADMIN.:	SIGNATURE: <u>Tim Halik</u>
REVIEWED & APPROVED BY COMMITTEE: YES ☐ NO ☐ N/A ☒	

ITEM HISTORY (PREVIOUS VILLAGE BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, OTHER HISTORY)

At its regular meeting on May 9, 2011, the Village Board approved a contract with James D. Fiala Paving Company to complete the 2011 MFT Roadway Maintenance Program. This year's program consisted of re-paving 2.03 miles of streets in 15 separate locations throughout the Village. After IDOT approval was received and all required paperwork, insurance and bond certificates were submitted, a notice to proceed with the project was issued by the Village and the work commenced.

ITEM COMMENTARY (BACKGROUND, DISCUSSION, RECOMMENDATIONS, ETC.)

Given the work is now completed, the contractor has submitted a request for partial payment. The request was forwarded to the Village Engineering Consultant for review and approval. A copy of their written recommendation to authorize Payment #1 – Partial Payment is attached. The following is a breakdown of the project costs to date:

TOTAL INVOICED AMOUNT:	\$267,524.49 (Contract Amount: \$269,317.75)
Less 5% Retainage:	\$13,376.22
Payout #1 Request: \$254,148.27	

Staff would recommend that the Village President and Board of Trustees authorize Payout #1 – Partial Payment to James D. Fiala Paving Company in the amount of \$254,148.27. The Village has confirmed material quantities used, the contractor has submitted a partial waiver of lien, and an executed prevailing wage certification was received. The authorized payment amount would be expended from the following fund:

FUND	ACCOUNT	DESCRIPTION	UNEXPENDED
MFT	04-56-430-684	Street Maintenance Contract	\$325,000.00

Once IDOT has approved the final project paperwork, the retainage amount will be released.

ACTION PROPOSED:

Approve motion.



CHRISTOPHER B. BURKE ENGINEERING, LTD.

9575 West Higgins Road Suite 600 Rosemont, Illinois 60018 TEL (847) 823-0500 FAX(847) 823-0520

August 10, 2011

Village of Willowbrook
7760 Quincy Street
Willowbrook, Illinois 60527

Attention: Tim Halik

Subject: 2011 MFT – Pay Request # 1
(CBBEL Project No. 90-144 H124)

Dear Tim:

As requested we have reviewed Pay Request #1 dated August 9, 2011 (Invoice No. 3110401) from James D. Fiala Paving Co for the work performed. Work included milling, patching, resurfacing, striping, curb replacement and sidewalk replacement.

Total Completed	\$267,524.49
Retainage 5%	\$13,376.22
Pay Request #1	\$254,148.27

We have verified the quantity and therefore, it is our opinion that it would be appropriate for the Village to pay the invoice in the amount of \$254,148.27 which includes 5% retainage of the work performed.

If you have any questions or would like to further discuss this letter, please do not hesitate to contact me.

Sincerely,

Martin Bojovic, PE, CFM
Municipal Engineer

JAMES D. FIALA
PAVING COMPANY, INC.

500 E. Frontage Rd. N, Bolingbrook, IL 60440
Phone: (630) 783-8311 Fax: (630) 783-8320

Letter of Transmittal

TO: Village of Willowbrook
7760 Quincy Street
Willowbrook, IL 60527-5594



Attention: Tim Halik

Date:	August 9, 2011	Job No:	31104
Job Name:	Village of Willowbrook		
Job Location:	2011 Road Project		
Section #	11-00000-01-GM		
Re:	Invoice & Waiver		

WE ARE SENDING YOU: ☒ Attached ☐ Under separate cover via ☐ via Delivery

☐ Shop Drawings ☐ Prints ☐ Plans ☐ Samples
☐ Copy of letter ☐ Specifications
☐ Change Order ☒ Other, See Below

Item No.	Date	No.	Description
1	8/9/2011	1	Estimate No. 1
2	8/9/2011	1	Waiver of Lien To Date

THESE ARE TRANSMITTED as checked below:

☐ For Approval ☐ Reviewed
☐ For your use ☐ Rejected
☒ As Requested ☐ For Payment Processing
☐ For Review & Comment ☐ For Execution & Return
☐ For Bids Due ☐ Prints Returned After Loan to Us

REMARKS:

COPY TO: FILE Signed Barbara Olaska

JAMES D. FIALA PAVING CO., INC
500 EAST FRONTAGE RD N
BOLINGBROOK, IL 60440
630-783-8311

Invoice 3110401

Page No. -1-

Pay
Application Date Terms Contract

1	09 AUG 2011	DUE UPON RECEIP	
---	-------------	-----------------	--

Contract Location

Customer 1235

VILLAGE OF WILLOWBROOK
7760 QUINCY STREET
WILLOWBROOK, IL 60527

Job Cost Project # 31104

VILLAGE OF WILLOWBROOK

2011 ROAD PROJECT

WILLOWBROOK, IL 60527

Bid Item	Description	UCM	Estimated Quantity	Previous Quantity	Current Quantity	To Date Quantity	Unit Price	Current Amount	To Date Amount
110	BIT MAT PRIME COAT	GAL	3400.0000	0.0000	3400.0000	3400.0000	0.0100	34.00	34.00
120	HMA SC "D" N50	TON	3100.0000	0.0000	3004.8100	3004.8100	62.0000	186,298.22	186,298.22
130	PCC SDWLK 5" SPL	SF	500.0000	0.0000	1230.0000	1230.0000	6.0000	7,380.00	7,380.00
140	PCC SDWLK 7" SPL	SF	200.0000	0.0000	600.0000	600.0000	7.0000	4,200.00	4,200.00
150	DET WARNINGS	SF	200.0000	0.0000	96.0000	96.0000	30.0000	2,880.00	2,880.00
160	HMA SRF REM 1 1/2 SP SY	SY	15000.0000	0.0000	14844.0000	14844.0000	1.7500	25,977.00	25,977.00
170	SDWLK REM	SF	700.0000	0.0000	1830.0000	1830.0000	1.4000	2,562.00	2,562.00
180	THPL PVT MK L&S	SF	65.0000	0.0000	64.6000	64.6000	4.9500	319.77	319.77
190	THPL PVT MK LN 6"	FT	74.0000	0.0000	238.0000	238.0000	2.2500	535.50	535.50
200	THPL PVT MK LN 12"	FT	75.0000	0.0000	72.0000	72.0000	4.5000	324.00	324.00
210	THPL PVT MK LN 24"	FT	202.0000	0.0000	240.0000	240.0000	9.0000	2,160.00	2,160.00
220	CL D PATCH 6" SPL	SY	1000.0000	0.0000	570.0000	570.0000	32.0000	18,240.00	18,240.00
230	COMB CC&G REPL	FT	185.0000	0.0000	639.0000	639.0000	26.0000	16,614.00	16,614.00

Total 267,524.49 267,524.49

Total Base Contract

267,524.49 267,524.49

Total Contract And Change Orders

267,524.49 267,524.49

JAMES D. FIALA PAVING CO., INC
500 EAST FRONTAGE RD N
BOLINGBROOK, IL 60440
630-783-8311

Invoice 3110401

Page No. -2-

Pay			
Application	Date	Terms	Contract
1	09 AUG 2011	DUE UPON RECEIP	

Contract Location

Customer 1235

VILLAGE OF WILLOWBROOK
7760 QUINCY STREET
WILLOWBROOK, IL 60527

Job Cost Project # 31104
VILLAGE OF WILLOWBROOK
2011 ROAD PROJECT
WILLOWBROOK, IL 60527

Bid Item	Description	UOM	Estimated Quantity	Previous Quantity	Current Quantity	To Date Quantity	Unit Price	Current Amount	To Date Amount
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Billing Summary For Contract 31104

	Current	To Date
Complete To Date	267,524.49	267,524.49
Materials On Hand	0.00	0.00
Sales Tax	0.00	0.00
Less Retainage @ 5.0000 %	13,376.22	13,376.22
Balance	254,148.27	254,148.27
Less Previous Payments		0.00
Total Amount Due	254,148.27	254,148.27

WAIVER OF LIEN TO DATE

STATE OF ILLINOIS
COUNTY OF WILL

} SS

Gty # _____
Loan # _____

TO WHOM IT MAY CONCERN:

WHEREAS the undersigned has been employed by Village of Willowbrook
to furnish Labor, Equipment & Material
for the premises known as 2011 Road Project
of which Village of Willowbrook is the owner.

The undersigned, for and in consideration of Two Hundred Fifty-Four Thousand One-Hundred Forty-Eight and 27/100
(\$254,148.27) Dollars, and other good and valuable consideration, the receipt whereof is hereby acknowledged, do(es) hereby
waive and release any and all lien or claim of, or right to, lien, under the Statutes of the State of Illinois, relating to mechanics' liens, with respect to and on
said above described premises, and the improvements thereon, and on the material, fixtures, apparatus or machinery furnished, and on the moneys, funds or
other considerations due or to become due from the owner, on account of labor, services, material, fixtures, apparatus or machinery, furnished to this
date by the undersigned for the above-described premises.

Given under our hand...and seal...this 9th day of August 2011

Signature and Seal Barbara Olaska

NOTE: All waivers must be for the full amount paid. If waiver is for a corporation, corporate name should be used, corporate seal affixed and title of officer
signing waiver should be set forth: if waiver is for a partnership, the partnership name should be used, partner should sign and designate himself
as partner.

CONTRACTOR'S AFFIDAVIT

STATE OF ILLINOIS
COUNTY OF WILL

} SS

TO WHOM IT MAY CONCERN:

THE undersigned, being duly sworn on oath, deposes and says that (s)he is Barbara Olaska, Secretary
of the James D. Fiala Paving Company, Inc.
who is the contractor for the 2011 Road Project work on
the building located at Various Locations
owned by Village of Willowbrook. That the total amount of the
contract including extras is \$269,317.75 on which he has received payment of \$0.00 prior to this payment. That all
waivers are true, correct and genuine and delivered unconditionally and that there is no claim either legal or equitable to defeat the validity of said waivers.
That the following are the names of all parties who have furnished material or labor, or both, for said work and all parties having contracts or sub contracts for
specific portions of said work or for material entering into the construction thereof and the amount due or to become due to each,
and that the items mentioned include all labor and material required to complete said work according to plans and specifications:

Names	What For	Contract Price	Amount Paid	This Payment	Balance Due
James D. Fiala Paving Company, Inc.	Labor, Equip & Mtl	\$232,342.48	\$0.00	\$219,021.76	\$13,320.72
Lomar Construction, Inc.	Concrete	\$33,636.00	\$0.00	\$31,954.20	\$1,681.80
Mark-It Striping	Striping	\$3,339.27	\$0.00	\$3,172.31	\$166.96
ALL LABOR AND MATERIAL FROM FULLY PAID STOCK, DELIVERED IN OUR TRUCKS, CONSTRUCTED WITH OUR EQUIPMENT & LABOR.					
TOTAL LABOR AND MATERIAL NECESSARY TO COMPLETE:		\$269,317.75	\$0.00	\$254,148.27	\$15,169.48

Signed this 9th day of August 2011

Subscribed and sworn to before me this 9th day of August 2011
OFFICIAL SEAL
CHERYL PASOWICZ
NOTARY PUBLIC - STATE OF ILLINOIS
MY COMMISSION EXPIRES: 10/23/12

Notary Public

VILLAGE OF WILLOWBROOK

BOARD MEETING

AGENDA ITEM - HISTORY/COMMENTARY

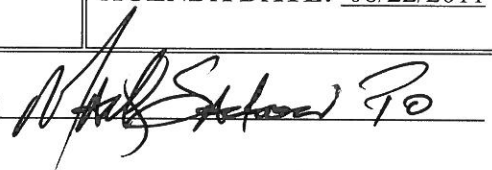
ITEM TITLE:

A RESOLUTION PROCLAIMING AUGUST 22 – SEPTEMBER 9, 2011
AS "SCHOOL'S OPEN SAFETY WEEKS"

AGENDA NO. 4e

AGENDA DATE: 08/22/2011

STAFF REVIEW: Mark Shelton

SIGNATURE: 

LEGAL REVIEW: N/A

RECOMMENDED BY VILLAGE ADMIN.:

SIGNATURE: 

REVIEWED & APPROVED BY COMMITTEE: YES ☒ N/A ☐

ITEM HISTORY (PREVIOUS VILLAGE BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, OTHER PERTINENT HISTORY)

As you are aware, school will be opening in the next few weeks. The AAA-Chicago Motor Club has again provided information for police agencies and the public to remind motorists of the need for additional caution when driving in the area of schools.

A new school year is about to get under way. Many younger children are walking to and from school each day for the first time. Motorists should be especially aware of children at school crossings and bus stops.

ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS, ETC.)

The Village Staff recommends the Village of Willowbrook adopt a Resolution proclaiming the weeks of August 22 – September 9, 2011 as "School's Open Safety Week(s)".

ACTION PROPOSED:

Adopt Resolution.

RESOLUTION NO. 11-R-_____

A RESOLUTION PROCLAIMING AUGUST 22 - SEPTEMBER 9, 2011
AS "SCHOOL'S OPEN SAFETY WEEK"

WHEREAS, a new school year is under way, and members of the School Safety Patrol again will be at busy intersections helping fellow students cross safely; and

WHEREAS, for seventy-eight years the School Safety Patrol, originating with the AAA-Chicago Motor Club, has been responsible for guiding countless school children and saving lives; and,

WHEREAS, many younger children are walking to and from school for the first time, frequently by themselves; and

WHEREAS, motorists should obey all traffic signals and signs, be especially aware of children at school crossings and bus stops and acknowledge Patrol members at their posts, guiding students safely across streets;

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Willowbrook that we do hereby proclaim the weeks of August 22nd - September 9th, 2011, as "School's Open Safety Weeks" in the Village of Willowbrook to help prevent school children from becoming victims of traffic accidents.

ADOPTED and APPROVED this 22nd day of August, 2011.

Village President

ATTEST:

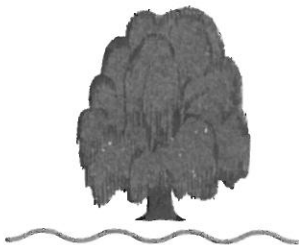
Village Clerk

ROLL CALL VOTE: AYES: _____

 NAYS: _____

 ABSTENTIONS: _____

 ABSENT: _____



Village of Willowbrook

7760 Quincy Street
Willowbrook, IL 60527-5594

Phone: (630) 323-8215 • Fax: (630) 323-0787 • www.willowbrookil.org

July 27, 2011

Village President

Robert A. Napoli

Mr. Michael Klicpera
6544 Tennessee Ave
Willowbrook IL 60527

Village Clerk

Leroy R. Hansen

Re: Account No. 352980.001
Delinquent Water Bill

Dear Mr. Klicpera:

Please be advised that your water bill is now delinquent in the amount of \$101.18. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before August 22, 2011, will result in the immediate termination of your water service.

Should your water service be terminated, Section 6-8-8 of the Village Code provides that a \$70.00 non-refundable reinstatement fee be charged. Said \$70.00 reinstatement fee shall be paid in addition to all delinquent bills and all penalties thereon before water service will be reinstated.

If you have any questions concerning your water bill, or if you wish to arrange a hearing before the President and Board of Trustees to contest the termination of your water service, please contact me at the Village of Willowbrook by writing to 7760 Quincy Street, Willowbrook, IL 60527 or call 920-2238 not later than five (5) days prior to the scheduled termination date.

If you do not satisfy the bill or contact me, your water service will be automatically terminated.

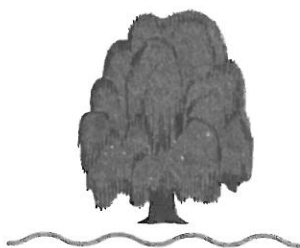
Sincerely,

Timothy J. Halik
Director of Municipal Services

TJH:pkp



"A Place of American History"



Village of Willowbrook

7760 Quincy Street
Willowbrook, IL 60527-5594

Phone: (630) 323-8215 • Fax: (630) 323-0787 • www.willowbrookil.org

July 27, 2011

Village President

Robert A. Napoli

Ms. Janis Liggons
38 Kyle Ct
Willowbrook IL 60527

Village Clerk

Leroy R. Hansen

Re: Account No. 350530.009
Delinquent Water Bill

Dear Ms. Liggons:

Please be advised that your water bill is now delinquent in the amount of \$117.54. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before August 22, 2011, will result in the immediate termination of your water service.

Should your water service be terminated, Section 6-8-8 of the Village Code provides that a \$70.00 non-refundable reinstatement fee be charged. Said \$70.00 reinstatement fee shall be paid in addition to all delinquent bills and all penalties thereon before water service will be reinstated.

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If you do not satisfy the bill or contact me, your water service will be automatically terminated.

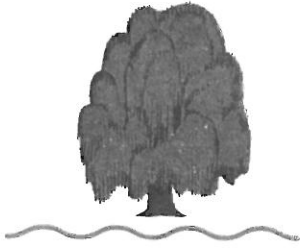
Sincerely,

Timothy J. Halik
Director of Municipal Services

TJH:pkp



"A Place of American History"



Village of Willowbrook

7760 Quincy Street
Willowbrook, IL 60527-5594

Phone: (630) 323-8215 • Fax: (630) 323-0787 • www.willowbrookil.org

July 27, 2011

Village President

Robert A. Napoli

Village Clerk

Leroy R. Hansen

Mr. Kevin Mc Carthy
5918 Clarendon Hills Rd
Willowbrook IL 60527

Re: Account No. 352300.005
Delinquent Water Bill

Dear Mr. Mc Carthy:

Please be advised that your water bill is now delinquent in the amount of \$253.78. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before August 22, 2011, will result in the immediate termination of your water service.

Should your water service be terminated, Section 6-8-8 of the Village Code provides that a \$70.00 non-refundable reinstatement fee be charged. Said \$70.00 reinstatement fee shall be paid in addition to all delinquent bills and all penalties thereon before water service will be reinstated.

If you have any questions concerning your water bill, or if you wish to arrange a hearing before the President and Board of Trustees to contest the termination of your water service, please contact me at the Village of Willowbrook by writing to 7760 Quincy Street, Willowbrook, IL 60527 or call 920-2238 not later than five (5) days prior to the scheduled termination date.

If you do not satisfy the bill or contact me, your water service will be automatically terminated.

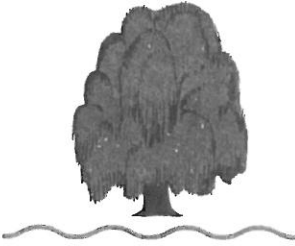
Sincerely,

Timothy J. Halik
Director of Municipal Services

TJH:pkp



"A Place of American History"



Village of Willowbrook

7760 Quincy Street
Willowbrook, IL 60527-5594

Phone: (630) 323-8215 • Fax: (630) 323-0787 • www.willowbrookil.org

July 27, 2011

Village President

Robert A. Napoli

Ms. Joanne Ruzgis
6255 Squire Ln
Willowbrook IL 60527

Village Clerk

Leroy R. Hansen

Re: Account No. 352125.000
Delinquent Water Bill

Dear Ms. Ruzgis:

Please be advised that your water bill is now delinquent in the amount of \$129.56. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before August 22, 2011, will result in the immediate termination of your water service.

Should your water service be terminated, Section 6-8-8 of the Village Code provides that a \$70.00 non-refundable reinstatement fee be charged. Said \$70.00 reinstatement fee shall be paid in addition to all delinquent bills and all penalties thereon before water service will be reinstated.

If you have any questions concerning your water bill, or if you wish to arrange a hearing before the President and Board of Trustees to contest the termination of your water service, please contact me at the Village of Willowbrook by writing to 7760 Quincy Street, Willowbrook, IL 60527 or call 920-2238 not later than five (5) days prior to the scheduled termination date.

If you do not satisfy the bill or contact me, your water service will be automatically terminated.

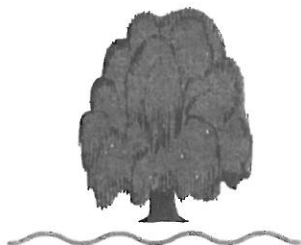
Sincerely,

Timothy J. Halik
Director of Municipal Services

TJH:pkp



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7760 Quincy Street
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Phone: (630) 323-8215 • Fax: (630) 323-0787 • www.willowbrookil.org

July 27, 2011

Village President

Robert A. Napoli

Village Clerk

Leroy R. Hansen

Mr. Kevin Vahey
6420 Western Ave
Willowbrook IL 60527

Re: Account No. 352725.002
Delinquent Water Bill

Dear Mr. Vahey:

Please be advised that your water bill is now delinquent in the amount of \$95.51. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before August 22, 2011, will result in the immediate termination of your water service.

Should your water service be terminated, Section 6-8-8 of the Village Code provides that a \$70.00 non-refundable reinstatement fee be charged. Said \$70.00 reinstatement fee shall be paid in addition to all delinquent bills and all penalties thereon before water service will be reinstated.

If you have any questions concerning your water bill, or if you wish to arrange a hearing before the President and Board of Trustees to contest the termination of your water service, please contact me at the Village of Willowbrook by writing to 7760 Quincy Street, Willowbrook, IL 60527 or call 920-2238 not later than five (5) days prior to the scheduled termination date.

If you do not satisfy the bill or contact me, your water service will be automatically terminated.

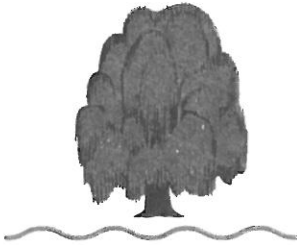
Sincerely,

Timothy J. Halik
Director of Municipal Services

TJH:pkp



"A Place of American History"



Village of Willowbrook

7760 Quincy Street
Willowbrook, IL 60527-5594

Phone: (630) 323-8215 • Fax: (630) 323-0787 • www.willowbrookil.org

July 27, 2011

Village President

Robert A. Napoli

Village Clerk

Leroy R. Hansen

Worldwide Transmission Group
585 Executive Dr
Willowbrook IL 60527

Re: Account No. 410210.004
Delinquent Water Bill

Dear Owner/Manager:

Please be advised that your water bill is now delinquent in the amount of \$706.28. This amount now includes a \$25.00 fee pursuant to Section 6-8-5 of the Village of Willowbrook Code. This \$25.00 is added to all accounts delinquent 45 or more days after the billing date. This amount also includes all other penalties pursuant to Section 6-8-5 of the Village Code. Your failure to satisfy the total amount of this delinquency on or before August 22, 2011, will result in the immediate termination of your water service.

Should your water service be terminated, Section 6-8-8 of the Village Code provides that a \$70.00 non-refundable reinstatement fee be charged. Said \$70.00 reinstatement fee shall be paid in addition to all delinquent bills and all penalties thereon before water service will be reinstated.

If you have any questions concerning your water bill, or if you wish to arrange a hearing before the President and Board of Trustees to contest the termination of your water service, please contact me at the Village of Willowbrook by writing to 7760 Quincy Street, Willowbrook, IL 60527 or call 920-2238 not later than five (5) days prior to the scheduled termination date.

If you do not satisfy the bill or contact me, your water service will be automatically terminated. We received your application for Direct Debit but must have a voided check with this request. Pam Phillips has called and stopped by the office to explain that Direct Debit cannot start until we have the VOIDED check.

Sincerely,

Timothy J. Halik
Director of Municipal Services

TJH:pkp



"A Place of American History"

Village of Willowbrook

7

Proclamation

WHEREAS, on January 3, 1991, the Village of Willowbrook first employed John P. Skiba in the capacity of Patrol Officer; and

WHEREAS, John P. Skiba has received numerous letters of commendation for his assistance to residents, citizens and various outside agencies during the performance of his duties within the Willowbrook community; and

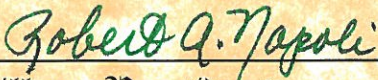
WHEREAS, On May 20, 2007 dispatch received a call of a suspicious vehicle traveling through Willowbrook Apartments, with the hood up and striking vehicles in the lot. A heavily damaged vehicle was located. The victim of this accident advised that his vehicle was struck by a black Pontiac Grand Prix that was driving without lights. After the accident, the driver of the Grand Prix backed up and fled into the apartment complex striking additional vehicles. Officers and several Darien units tended to the injured subjects from the vehicle on Plainfield Rd. Officer Skiba located the Grand Prix parked in the 7300 block of Tennessee Drive. There was no driver located in the area, however, several witnesses stated a male Hispanic was observed running S/B from the vehicle. K-9 Officers responded and began a canine track. A police canine tracked to the door of 7404 Tennessee Drive and the offender was located at that address. Witnesses positively identified the subject as the driver. The driver was highly intoxicated, unlicensed and uninsured.

WHEREAS, On January 31, 2007, officers were dispatched to the Dominick's Store at 63rd and Route 83 for a suspicious person call that was possibly involved in a shoplifting. While en route, it was reported that the subject fled from security people and was last seen northbound toward the bank property on the northwest corner of 63rd and Route 83. Officer Skiba was successful in locating a set of footprints in the freshly fallen snow. A full description of the suspect was obtained from the witnesses. Officers were able to track the subject into the Knoll's Condominium Complex along Knoll Valley Drive. This track led to the 6100 building where a previous complaint of a vagrant had been reported. Upon investigating further, the subject was located in a utility room where he was taken into custody. This individual was also wanted for failure to appear on a burglary charge in DuPage County; and

WHEREAS, On November 14th, 2010 Officer Skiba initiated a traffic stop on a 2005 Dodge Dakota Pick-up truck occupied by Matthew and Michelle Novak. Officer Skiba approached the driver of the vehicle and observed that Matthew Novak appeared nervous while being questioned by Officer Skiba. Officer Skiba further discovered that Matthew had a prior arrest for narcotics. Officer Skiba contacted Officer Gaddis, advised him of his observations and requested that Officer Gaddis and K9 Icha investigate the vehicle. A search of the interior of the vehicle resulted in the discovery of a purse containing over four hundred pills later identified as Hydrocodone by the DuPage County Crime Lab.

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Willowbrook, DuPage County, Illinois that we hereby recognize and commend John P. Skiba in this his 20th year of service to the Village of Willowbrook. On behalf of the citizens of the Village of Willowbrook, we wish to thank John P. Skiba for his unselfish commitment in making the community of Willowbrook a nicer place to live and work.

Proclaimed this 22nd day of August, 2011.


Village President


Village Clerk

Village of Willowbrook

8

Proclamation

WHEREAS, on July 7, 1986, the Village of Willowbrook first employed Arthur P. Svehla in the capacity of Patrol Officer. On May 11, 2009, he was promoted to the rank of Sergeant. Arthur P. Svehla currently serves as Patrol Sergeant; and

WHEREAS, Arthur P. Svehla has received numerous letters of commendation for his assistance to residents, citizens and various outside agencies during the performance of his duties within the Willowbrook community; and

WHEREAS, On April 19, 2006 at 12:23 p.m., Officer Svehla and other Willowbrook officers were dispatched to a domestic disturbance at 312 Sheridan Drive involving a man with a knife. The situation escalated with the subject threatening to take his own life. The subject was threatening suicide and had barricaded himself within his residence. In relation to the location of the residence to Gower West Elementary School and Hinsdale South High School, safety of the students was a priority. Neighboring police departments were called to assist with traffic and perimeter security. FIAT SWAT was activated, along with an ILEAS activation. After 3½ hours of negotiation, the subject surrendered himself without further incident.

WHEREAS, On August 18, 2010, Sergeant Svehla was on patrol when Southwest Central Dispatch advised a Dodge pickup truck was just stolen from the Jewel Express in Westmont. Sergeant Svehla went to the area where the stolen vehicle's direction of travel was last reported. Sergeant Svehla observed the vehicle and made a traffic stop on the vehicle at the 6900 block of Route 83. Upon speaking with the driver, he admitted to stealing the vehicle. Sergeant Svehla took the subject into custody and recovered the vehicle.

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Willowbrook, DuPage County, Illinois that we hereby recognize and commend Arthur P. Svehla in this his 25th year of service to the Village of Willowbrook. On behalf of the citizens of the Village of Willowbrook, we wish to thank Arthur P. Svehla for his unselfish commitment in making the community of Willowbrook a nicer place to live and work.

Proclaimed this 22nd day of August, 2011.


Village President


Village Clerk

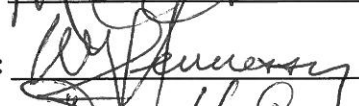
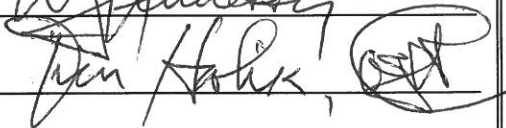
VILLAGE OF WILLOWBROOK

BOARD MEETING

AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE:

RECOGNITION – WILLOWBROOK POLICE CADET AWARDS

AGENDA NO. 9**AGENDA DATE:** 08/22/11**STAFF REVIEW:****SIGNATURE:** **LEGAL REVIEW:****SIGNATURE:** **RECOMMENDED BY VILLAGE ADMIN.:****SIGNATURE:** **REVIEWED & APPROVED BY COMMITTEE:** YES ☐ NO ☒ N/A ☐**ITEM HISTORY (PREVIOUS VILLAGE BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, OTHER PERTINENT HISTORY)**

The 2011 State of Illinois Law Enforcement Explorer Conference was held on August 8-12, 2011. After a year of extensive training, eight Willowbrook Police Cadets and two advisors traveled to Springfield, IL to participate in this competition. The Cadets were Captain Tori Sargis, Sergeant Joel Gonzalez, Sergeant Lee Smith, Corporal Caitlin Bills, Corporal Jamie Kroll, Claire Manley, Dave Kavanaugh, and Tyler Dudek.

The conference had individual competitions in physical agility and written police testing for cadets to participate in. The Willowbrook team competed in events randomly selected by the Conference Committee which included crime prevention, bomb scene search, building search, surveillance, hostage negotiations, felony arrest, traffic stops, FATS (Firearms Training Simulator), traffic accident investigation, domestic response, crime scene search, and Hogan's Alley. There were approximately 27 teams competing with over 300 participants.

As a result of these competitions, the Willowbrook Cadets received a 1st place trophy in Hostage Negotiations, a 2nd place trophy in Hogan's Alley, 3rd place trophies in Felony Suspect Arrest and Crime Scene Response and a 4th place trophy in Surveillance. These trophies are on display in the police department.

The Willowbrook Police Department is extremely proud of these young individuals and congratulates each of them for their hard work and determination!

A special thank you is extended to advisors Detective Michelle Strugala, Officer Dan Polfliet, Officer Nick Volek, Officer Lauren Kaspar and Secretary Laurie Schmitz for their time and dedication to the Cadet Program throughout the year.

ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS, ETC.)

NONE.

ACTION PROPOSED:

NONE

VILLAGE OF WILLOWBROOK

BOARD MEETING

AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE:

An Ordinance amending Section 1-5-4 of the Willowbrook Municipal Code allowing the President to be referred to as Mayor

AGENDA NO. 10

AGENDA DATE: 8/22/11

STAFF REVIEW: Tim Halik, Village Administrator

SIGNATURE: _____

LEGAL REVIEW: Wm. J. Hennessy, Village Attorney

SIGNATURE: _____

RECOMMENDED BY: Tim Halik, Village Adm.

SIGNATURE: _____

REVIEWED & APPROVED BY COMMITTEE:

YES ☐

NO ☒

N/A ☐

ITEM HISTORY (PREVIOUS VILLAGE BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, OTHER PERTINENT HISTORY)

Since its 1960 incorporation, Willowbrook, like most Illinois municipal corporations, has operated under a Trustee-Village form of government with a President as its Chief Executive Officer, all per the Illinois Municipal Code statute. That statute was amended in 1976 to allow the person elected President of a Village to be referred to as Mayor or President. See the Illinois Municipal Code Section 65 ILCS 5/1-1-2.1 attached hereto. However, the Willowbrook Municipal Code of 1973, at Section 1-5-4, does not reflect the 1976 Amendment to the Illinois Municipal Code. See the Willowbrook Municipal Code Section 1-5-4 attached hereto. The purpose of this Ordinance is to conform the referenced Willowbrook Municipal Code Section to the referenced Illinois Municipal Code Section. The effect of the proposed amendment would be to allow the present and future presidents of the Village the elective choice to be referred to as the Village Mayor.

ITEM COMMENTARY (BACKGROUND, DISCUSSION, RECOMMENDATIONS, ETC.)

The duties of the Village President today require much more proactive, hands-on involvement in the affairs and activity of Village government than was the case a half-century ago. No longer can the Village President confine himself or herself to just the ceremonial functions of the office leaving the actual functions of the government to the permanent staff. Recent experience has shown that the President must play an involved role as the Village's chief executive officer in the day to day management of the municipal corporation. To reflect the essential role played by the Office of the President today in the Village's actual governance, it is requested that the Board allow the Village President the elective choice to be referred to as the Village Mayor.

ACTION PROPOSED:

Pass the Ordinance.

(65 ILCS 5/1-1-2.1) (from Ch. 24, par.
1-1-2.1)

Sec. 1-1-2.1. The president of a village or incorporated town may be referred to as mayor or president of such village or incorporated town.
(Source: P.A. 76-1911.)

1-5-3: **MEETINGS:**

- (A) Open Meetings Act: All meetings of the village's corporate authorities shall be conducted in conformance with the requirements of the "open meetings act", 5 Illinois Compiled Statutes 120/1 et seq.
- (B) Attendance By Means Other Than Physical Presence: In accordance with section 7 of the "open meetings act", 5 Illinois Compiled Statutes 120/7, a member of the village's corporate authorities may attend a meeting of that public body by means of a telephone conference if a majority of the body's quorum allows attendance by such other means for the reason that the member is prevented from physically attending because of: 1) personal illness or disability; 2) employment purposes or the business of the village; or 3) a family or other emergency.
- (C) Notice: If a member of the village's corporate authorities wishes to attend a meeting of that public body by means of a telephone conference, the member must so notify the village's clerk or deputy clerk before the day of the meeting of the specific reason why the member is physically prevented from attending unless such advance notice is impractical. (Ord. 10-O-22, 10-25-2010)

1-5-4: **PRESIDENT OF THE BOARD:** There shall be elected a president of the village, who shall hold his office for four (4) years, and until his successor is elected and qualified, said president to perform the duties as outlined by the ordinances of the village or by statute. (1973 Code)

The village president is hereby authorized to sign on behalf of the village any and all appeal bonds in such amounts and on such terms as may be fixed by the court, and applications for any appeals which the village may have taken or may take in the future and in respect to all proceedings requesting annexation of territory to the village pursuant to ordinance of the village passed in accordance with and pursuant to 65 Illinois Compiled Statutes 5/7-1-2 et seq.

The village president is hereby authorized to sign on behalf of the village a petition requesting a change of venue on any case in which the village is a party and in which the village cannot reasonably expect a fair and impartial trial.

The provisions hereof shall apply to all court proceedings heretofore instituted and hereafter instituted and any and all actions taken by the

village president on behalf of the village with respect to requests for change of venue and appeals are hereby ratified and confirmed in all respects. (Ord. 62-O-17, 8-25-1972)

1-5-5: **TEMPORARY CHAIRMAN:** The corporate authorities may elect one of their members to serve as a temporary chairman in the event the president is absent from any future meeting of the board. The corporate authorities may also elect one of their members to serve as an alternate temporary chairman in the event that the president and the temporary chairman are both absent from any future meeting of the board. In either event, both the temporary chairman and the alternate temporary chairman shall have only the powers of a presiding officer and a right to vote only in the capacity as trustee on any ordinance, resolution or motion. (Ord. 10-O-15, 7-26-2010)

ORDINANCE NO. 11-0-__

**ORDINANCE AMENDING SECTION 1-5-4 OF TITLE 1, CHAPTER 5 OF
THE WILLOWBROOK MUNICIPAL CODE ALLOWING THE PERSON
ELECTED TO THE OFFICE OF VILLAGE PRESIDENT THE ELECTIVE
CHOICE OF BEING REFERRED TO AS THE MAYOR OF THE VILLAGE
OF WILLOWBROOK RATHER THAN THE PRESIDENT OF THE
VILLAGE OF WILLOWBROOK**

BE IT ORDAINED by the President and the Board of Trustees of the Village of Willowbrook, Du Page County, Illinois, as follows:

SECTION ONE: That the text of Section 1-5-4 of Title 1, Chapter 5 of the Willowbrook Municipal Code be and is hereby amended by the addition of the following underlined text at the places therein indicated:

1-5-4:

PRESIDENT OF THE BOARD: there shall be elected a President of the Village, who shall hold his or her office for four (4) years, and until his or her successor is elected and qualified, said President to perform the duties as outlined by the ordinances of the Village or by Statute. (1973 Code)

After his or her election to the Office of Village President, and as permitted by the Illinois Municipal Code at 65 ILCS 5/1-1-2.1, the person so elected may, at that person's choosing, be referred to as the Mayor of the Village of Willowbrook rather than the President of the Village of Willowbrook. If any person so elects, that person may sign any official documents as either Village President or Village Mayor. Moreover, all other correspondence and documents to be signed by such person may be signed as Village Mayor. Whenever the term "Village President"

is used in this Code, it shall be deemed to refer to the person holding the Office of Village President regardless of whether that person has chosen to be called Village President or Village Mayor.

The Village President is hereby authorized to sign on behalf of the Village any and all appeal bonds in such amounts and on such terms as may be fixed by the court, and applications for any appeals which the Village may have taken or may take in the future and in respect to all proceedings requesting annexation of territory to the Village pursuant to ordinance of the Village passed in accordance with and pursuant to 65 Illinois Compiled Statutes 5/7-1-2 et seq.

The Village President is hereby authorized to sign on behalf of the Village a petition requesting a change of venue on any case in which the Village is a party and in which the Village cannot reasonably expect a fair and impartial trial.

The provisions hereof shall apply to all court proceedings heretofore instituted and hereafter instituted any and all actions taken by the Village President on behalf of the Village with respect to requests to change of venue and appeals are hereby ratified and confirmed in all respects.

(Ord. 62-O-17, 8-25-1972)

SECTION TWO: That all ordinances and resolutions, or parts thereof, in conflict with the provisions of this Ordinance are, to the extent of such conflict, expressly repealed.

SECTION THREE: That the Ordinance shall be in full force and effect from and after its passage and approval as provided by law.

PASSED and **APPROVED** this 22nd day of August, 2011.

APPROVED:

Village President

ATTEST

Village Clerk

ROLL CALL VOTE:

AYES: _____

NAYES: _____

ABSTENTIONS: _____

ABSENT: _____

VILLAGE OF WILLOWBROOK

BOARD MEETING

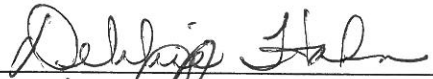
AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE: A RESOLUTION AUTHORIZING THE DESTRUCTION OF AUDIO OR VIDEO RECORDINGS OF CLOSED MEETINGS

AGENDA NO. 17

AGENDA DATE: 8/22/11

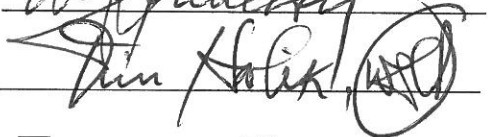
STAFF REVIEW: Debbie Hahn

SIGNATURE: 

LEGAL REVIEW: William Hennessy

SIGNATURE: 

RECOMMENDED BY VILLAGE ADMIN.:

SIGNATURE: 

REVIEWED & APPROVED BY COMMITTEE: YES ☐ NO ☐ N/A ☒

ITEM HISTORY (PREVIOUS VILLAGE BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, OTHER PERTINENT HISTORY)

Effective January 2004, the Illinois Open Meetings Act, Illinois Compiled Statutes required governmental bodies to audio or video record closed meetings. The Illinois Open Meetings Act permits the destruction of verbatim records of closed meetings without notification to or the approval of a records commission or the State Archivist under the Local Records Act or the State Records Act not less than 18 months after the completion of the meeting recorded. The destruction of these verbatim records are allowed after: 1) It (governmental body) approves the destruction of a particular recording; and 2) It (governmental body) approves written minutes of the closed meeting.

ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS, ETC.)

The Village Administrator, Village Attorney and Deputy Clerk have reviewed the list of verbatim record by tape to be destroyed of the closed meetings itemized in the Resolution. It was determined that at least 18 months have passed since the completion of each of the closed meetings and the governmental body has approved the written minutes for each of the meetings set forth in Section Two of the Resolution. The Village Staff and Village Attorney recommend the adoption of the Resolution authorizing the destruction of the verbatim record of the closed meetings pursuant to the Illinois Open Meetings Act as listed in Section Two of the Resolution.

ACTION PROPOSED: ADOPT THE RESOLUTION.

RESOLUTION NO. 11-R-_____

A RESOLUTION AUTHORIZING THE DESTRUCTION OF
AUDIO OR VIDEO RECORDINGS OF CLOSED MEETINGS

WHEREAS, the Open Meetings Act requires governmental bodies to audio or video record their closed meetings; and

WHEREAS, this governmental body has complied with that requirement; and

WHEREAS, the Open Meetings Act permits governmental bodies to destroy the verbatim record of closed meetings without notification to or the approval of a records commission or the State Archivist under the Local Records Act or the State Records Act not less than eighteen (18) months after the completion of the meeting recorded, but only after:

1. It approves the destruction of a particular recording; and

2. It approves written minutes of the closed meeting; and

WHEREAS, for the verbatim record by audio tape of the meeting(s) set forth in Section Two of this Resolution, at least eighteen (18) months have passed since the completion of each of those meetings, and this governmental body has approved written minutes for each of the meetings set forth in Section Two; and

WHEREAS, this governmental body may order the destruction of the verbatim record even if it continues to

withhold the approved minutes of the closed meeting until some later period of time;

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Willowbrook, DuPage County, Illinois, as follows:

SECTION ONE: The Whereas clauses set forth above are incorporated herein by reference as if set out in full.

SECTION TWO: The President and Board of Trustees of the Village of Willowbrook hereby orders the destruction of the verbatim record being an audio tape of the following closed meetings:

2009

January 12
February 9
February 23
March 9
April 13
May 26
June 8
June 22
July 13
July 27
August 10
September 14
November 9
November 19
November 23
December 14
December 21

2010

February 8

SECTION THREE: That all other prior Resolutions of the Village of Willowbrook in conflict with the provisions of this Resolution are hereby repealed.

SECTION FOUR: This Resolution shall be in full force and effect from and after its adoption and approval.

ADOPTED AND APPROVED this 22nd day of August, 2011.

APPROVED:

Village President

ATTEST:

Village Clerk

ROLL CALL VOTE: AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

VILLAGE OF WILLOWBROOK

BOARD MEETING

AGENDA ITEM - HISTORY/COMMENTARY

ITEM TITLE: A RESOLUTION MAKING A DETERMINATION
RELATIVE TO THE RELEASE OF EXECUTIVE SESSION MINUTES
PURSUANT TO THE ILLINOIS OPEN MEETINGS ACT

AGENDA NO. 18

AGENDA DATE: 8/22/11

STAFF REVIEW: Debbie Hahn

SIGNATURE:

LEGAL REVIEW: William Hennessy

SIGNATURE:

RECOMMENDED BY VILLAGE ADMIN.:

SIGNATURE:

REVIEWED & APPROVED BY COMMITTEE: YES ☐ NO ☐ N/A ☒

ITEM HISTORY (PREVIOUS VILLAGE BOARD REVIEWS, ACTIONS RELATED TO THIS ITEM, OTHER PERTINENT HISTORY)

In compliance with the Illinois Open Meetings Act, Illinois Compiled Statutes requires that minutes of meetings closed to the public shall be available only after the public body determines that it is no longer necessary to protect the public interest or the privacy of an individual by keeping them confidential. Each public body shall review closed session minutes no less than semi-annually.

ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS, ETC.)

The Village Attorney and Deputy Clerk have reviewed the closed session minutes itemized on Schedules A & B of the Resolution. The Village Staff and Village Attorney recommend the adoption of the Resolution making a determination relative to the release of the closed session minutes pursuant to the Illinois Open Meetings Act as listed on the attached Schedules A & B.

ACTION PROPOSED: ADOPT THE RESOLUTION.

RESOLUTION NO. 11-R-_____

A RESOLUTION MAKING A DETERMINATION RELATIVE
TO THE RELEASE OF EXECUTIVE SESSION MINUTES
PURSUANT TO THE ILLINOIS OPEN MEETINGS ACT

WHEREAS, the President and Board of Trustees of the Village of Willowbrook have met from time to time in executive session for the purposes authorized by the Illinois Open Meetings Act; and

WHEREAS, as required by the Act, the Village Clerk has kept written minutes of all such executive sessions; and

WHEREAS, pursuant to the requirements of the Open Meetings Act, the President and Board of Trustees have met in executive session to review all executive session minutes; and

WHEREAS, they have determined that a need for confidentiality still exists as to the executive session minutes from the meetings set forth on Schedule "A" attached hereto; and

WHEREAS, they have further determined that the minutes of the meetings listed on Schedule "B" attached hereto no longer require confidential treatment and should be made available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Willowbrook, DuPage County, Illinois, as follows:

SECTION ONE: The Executive Session minutes from those meetings set forth on Schedule "B" attached hereto are hereby released for public inspection.

SECTION TWO: The Village Clerk is hereby authorized and directed to make said minutes available for inspection and copying in accordance with the standing procedures of the Clerk's office.

SECTION THREE: This Resolution shall be in full force and effect from and after its adoption and approval.

ADOPTED and APPROVED this 22nd day of August, 2011.

APPROVED:

Village President

ATTEST:

Village Clerk

ROLL CALL VOTE: AYES: _____

 NAYS: _____

 ABSTENTIONS: _____

 ABSENT: _____

SCHEDULE "A"

**EXECUTIVE SESSION MINUTES
FOR WHICH THE NEED FOR CONFIDENTIALITY STILL EXISTS**

1991

March 25
August 12-Items 3&4

1992

February 24 9:30 pm
April 27
June 8

1995

February 13,-Item 3

1996

June 10
June 24

1997

March 24-Item 3

1998

April 27-Items 4&5
July 13-Item 6

1999

October 25-Item 3

2001

April 23-Item 3
May 29-Item 4
June 11
July 9-Item 4
December 10

2002

April 22-Item 3
July 8-Item 4
July 22
August 12
September 9
October 9
November 11
November 25
December 9

2003

January 13-Item 3
April 28-Items 3&4
June 23
November 21
November 24

2004

January 12-Item 4
January 26
March 8
May 10
May 24
June 14-Items 3&4
July 12-Item 5

2005

February 28-Item 3
April 11
June 13
June 27-Items 3&4
October 22

2006

January 23
December 11

2007

March 26
April 23
May 29
June 11

2007 cont..

June 25
July 9
August 13
September 24
October 8
October 22
November 12
December 10

2008

January 14
January 28
February 19
April 14
April 28
May 12
September 8
October 27
November 10

Schedule "A" Cont...

2009

January 12
February 9
February 23
March 9
April 13
May 26
June 8
June 22
July 13
July 27
August 10
September 14
November 9
November 19
November 23
December 14
December 21

2010

February 22
March 1
March 8
April 26 - Item #4, Par. 2 and beyond
May 10
May 17
June 28
July 12
July 26
August 9
September 13

SCHEDULE "B"

**EXECUTIVE SESSION MINUTES
WHICH NO LONGER REQUIRE CONFIDENTIAL TREATMENT
AND ARE AVAILABLE FOR PUBLIC INSPECTION**

1990

October 22

1991

February 11-Item 3

1992

January 27
May 26

1993

March 22
April 26

1997

February 24
March 10-Item 3
July 28-Item 4

2000

January 10-Item 6
February 28

2001

August 13-Item 4
October 8-Item 3
November 26

2002

March 25-Item 3
April 8-Item 3
May 28
August 26
September 23

2003

January 27
February 10-Item 3
February 24
March 10
March 31-Item 3
August 11-Item 3

2004

September 13-Item 4
October 25
November 8

2005

January 24
February 14
July 11
September 27

2006

February 13-Item 3
March 13-Item 3
March 22
March 27
April 24
May 8-Item 3
May 22
June 12
September 25
October 9
November 13

2009

February 26
May 11
September 28
October 5
October 12

2010

January 11
February 8
March 15
March 22
April 12
April 26 - Item 3&4

2010 cont.

July 12 - Page 3
October 11
November 08
November 22