

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, OCTOBER 9, 2017 AT THE WILLOWBROOK POLICE DEPARTMENT, 7760 QUINCY STREET, 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 Mayor Frank Trilla.

2. ROLL CALL

Those present at roll call were Mayor Trilla, Village Clerk Leroy Hansen, Trustees Sue Berglund, Umberto Davi, Terrence Kelly, Michael Mistele, Gayle Neal, and Paul Oggerino.

ABSENT: None

Also present were Village Attorney Thomas Bastian, Village Administrator Timothy Halik, Chief of Police Robert Pavelchik, Jr., Deputy Chief Robert Schaller, Director of Finance Carrie Dittman, and Assistant to the Village Administrator Garrett Hummel.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

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

4. VISITORS' BUSINESS

None presented.

5. OMNIBUS VOTE AGENDA

- a. Waive Reading of Minutes (APPROVE)
- b. Minutes - Regular Board Meeting - September 25, 2017 (APPROVE)
- c. Minutes - Closed Session Meeting - September 25, 2017 (APPROVE)
- d. Warrants - \$92,676.26 (APPROVE)
- e. Monthly Financial Report - September 30, 2017 (APPROVE)
- f. Resolution - a Resolution Waiving the Competitive Bidding Process and Authorizing the Village Administrator to Accept a Proposal from Compass Minerals America, Inc. to Provide Bulk Treated Rock Salt for Use

- in the Village's 2017/18 Snow & Ice control Program - Resolution No. 17-R-55 (ADOPT)
- g. Resolution - A Resolution Creating Set Hours for Halloween Solicitation - Resolution No. 17-R-56 (ADOPT)
 - h. Resolution - A Resolution Authorizing the Mayor and Village clerk to Accept a Proposal from Wild Goose Chase, Inc. to Provide Goose Management Services throughout the 2018 and 2019 Seasons - Prairie Trail Park & Willow Pond Park - Resolution No. 17-R-57 (ADOPT)
 - i. Motion - Motion to Approve - Willow Pond Park Renovation Project: Payout #5 - Partial Payment, Clauss Brothers, Inc. (PASS)
 - j. Motion - Motion to Approve - Application for a License to Hold a Raffle - Dell Rhea's Chicken Basket - Hurricane Relief (PASS)

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

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

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

MOTION DECLARED CARRIED

NEW BUSINESS

6. MOTION - A MOTION TO APPROVE THE FISCAL YEAR 2016/17 COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR) AND MANAGEMENT LETTER

Director Dittman advised that in the Board packet are excerpts of the Annual Audit that was prepared. Highlights included:

- The Village received again this year an unqualified clean opinion on its financial statements. This is the highest level of opinion that the Village can receive. The CAFR will again be submitted to the Government Financial Association for consideration of a Certificate of Achievement for excellence in financial reporting. If successful, this will be the 29th year in row for receiving this award.
- General Fund Revenue exceeded budget by \$314,885 or 3.8%. Director Dittman advised that revenue from building permits was 118% higher than budgeted.

- General Fund Expenditures were under budget by \$1,090,351. The major contributing factor was the deferral of the Willow Pond Park project expenditures.
- The net increase in the General Fund's fund balance was \$115,354. The Village's ending unrestricted General Fund balance for April 30, 2017 was \$5,925,276, with 263 operating days, which exceeds the Village's targeted amount of days of 120.

Ms. Dittman introduced Kimberly Marshall from BKD, LLP., auditors for the Village of Willowbrook.

Ms. Marshall reviewed the Comprehensive Annual Financial Report and management letter.

MOTION: Made by Trustee Oggerino and seconded by Trustee Davi to approve the Fiscal Year 2016/17 Comprehensive Annual Financial Report and Audit Management Letter as presented.

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

MOTION DECLARED CARRIED

PRIOR BUSINESS

7. COMMITTEE REPORTS

Trustee Neal had no report.

Trustee Kelly had no report.

Trustee Mistele had no report.

Trustee Berglund had no report.

Trustee Davi had no report

Trustee Oggerino had no report.

8. ATTORNEY'S REPORT

Attorney Bastian had no report.

9. CLERK'S REPORT

Clerk Hansen had no report.

10. ADMINISTRATOR'S REPORT

Administrator Halik advised that at the next Village Board meeting on October 23rd, Attorney John Murphey will be in attendance. Closed Session will again be at the beginning of that night's meeting.

11. MAYOR'S REPORT

Mayor Trilla had no report.

12. CLOSED SESSION

Mayor Trilla stated that there was no need for Closed Session during tonight's meeting.

13. ADJOURNMENT

MOTION: Made by Trustee Mistele and seconded by Trustee Kelly, to adjourn the Regular Meeting at the hour of 6:44 p.m.

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

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED.

October 23, 2017.

Mayor

Minutes transcribed by Deputy Clerk Cindy Stuchl.