

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, FEBRUARY 12, 2018 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 Village Clerk Leroy Hansen.

2. ROLL CALL

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

ABSENT: Mayor Frank Trilla

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

A QUORUM WAS DECLARED

3. MOTION TO APPROVE - A MOTION TO APPOINT TRUSTEE MICHAEL MISTELE AS TEMPORARY CHAIRMAN IN THE MAYOR'S ABSENCE

Village Clerk Hansen advised that a motion was necessary to appoint Trustee Michael Mistele as Mayor Pro Tem for tonight's meeting.

MOTION: Made by Trustee Berglund and seconded by Trustee Kelly to appoint Trustee Mistele as Mayor Pro Tem.

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

MOTION DECLARED CARRIED

4. PLEDGE OF ALLEGIANCE

Mayor Pro Tem Mistele asked Attorney Baugh to lead everyone in saying the Pledge of Allegiance.

5. VISITORS' BUSINESS

None presented.

6. OMNIBUS VOTE AGENDA

- a. Waive Reading of Minutes (APPROVE)
- b. Minutes - Regular Board Meeting - January 22, 2018 (APPROVE)
- c. Warrants - \$317,522.14 (APPROVE)
- d. Monthly Financial Report - January 31, 2018 (APPROVE)
- e. Resolution - A Resolution Authorizing the Mayor and Village Clerk to Enter into an Agreement with Hinsdale Nurseries for Seasonal Container Plantings for Fiscal Year 2018/19 - Resolution No. 18-R-02 (ADOPT)
- f. Motion - Motion to Approve - 75<sup>th</sup> Street Water Main Lining Project: Payout #2 (Final), Fer-Pal Construction USA, LLC (APPROVE)

Mayor Pro Tem Mistele asked the Board if there were any items to be removed from the Omnibus Vote Agenda

MOTION: Made by Trustee Davi and seconded by Trustee Neal 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

7. ORDINANCE - AN ORDINANCE ABATING THE TAXES HERETOFORE LEVIED FOR THE YEAR 2017 TO PAY THE PRINCIPAL AND INTEREST ON THE \$4,930,000 GENERAL OBLIGATION BONDS (ALTERNATIVE REVENUE SOURCE), SERIES 2015 OF THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

Director Dittman advised the Board that in March of 2015, the Village issued \$4,930,000 in General Obligation ARS bonds to fund the renovations of the police department, re-paint one of the Village's water towers, and refund a portion of the GO (ARS) Bonds, Series 2008. With the passage of the Bond Ordinance in 2015, every year the DuPage County Clerk automatically prepares a property tax levy extension for the payment of the bond debt service unless a tax abatement ordinance is filed with the Clerk's Office. The principal and interest payments are paid from the Village's general fund and water fund. The Village will need to pass an ordinance each year until the bond is paid off in full in 2035.

MOTION: Made by Trustee Berglund and seconded by Trustee Davi to pass Ordinance 18-0-04 as presented.

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

MOTION DECLARED CARRIED

8. ORDINANCE - AN ORDINANCE AMENDING THE VILLAGE OF WILLOWBROOK EMPLOYEE PERSONNEL MANUAL BY AMENDING ITS PROCEDURES FOR FILING A COMPLAINT OF HARASSMENT, DISCRIMINATION, OR SEXUAL HARASSMENT

Director Dittman reminded the Board that they had adopted at the January 8, 2018 Board meeting a change to the Employee Personnel Manual in accordance with the state mandate related to sexual harassment policies. At that time, a question was raised pertaining to anonymous complaints. The village attorney then drafted the amendment to address the protocol if an anonymous complaint is received.

MOTION: Made by Trustee Kelly and seconded by Trustee Neal to pass Ordinance No. 18-0-05 as presented.

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

MOTION DECLARED CARRIED

9. RESOLUTION - A RESOLUTION AUTHORIZING THE MAYOR AND VILLAGE CLERK TO EXECUTE A SUCCESSOR INTERGOVERNMENTAL POLICE SERVICE ASSISTANCE AGREEMENT FOR THE FELONY INVESTIGATION ASSISTANCE TEAM (FIAT)

Chief Pavelchik related that the department participates in FIAT, which is a countywide mutual aid task force for major cases. Chief Pavelchik advised that similar task forces have had litigation issues. The Village's insurance carrier, Intergovernmental Risk Management Agency (IRMA), advised that an agreement needs to be approved to address which agency will be responsible in the event of litigation. IRMA drafted an agreement that identifies that the requesting agency will indemnify the task force if an issue arises.

MOTION: Made by Trustee Berglund and seconded by Trustee Davi to adopt Resolution No. 18-R-03 as presented.

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

MOTION DECLARED CARRIED

10. MOTION - MOTION TO APPROVE TRAVEL EXPENDITURES IN EXCESS OF \$2,500 IN A FISCAL YEAR FOR ATTENDANCE AT THE 2018 CALEA CONFERENCE - DEPUTY CHIEF ROBERT SCHALLER

Deputy Chief Schaller related that in November of 2016, an ordinance was adopted that amended the travel policy setting the maximum travel amount per fiscal year to \$2,500. With the upcoming CALEA Conference in Frisco, Texas, Deputy Chief Schaller advised that the total CALEA expenses for this trip will be \$5,604 for four (4) attendees.

Director Dittman clarified that the travel policy, which was effective January 1, 2017, provides that \$2,500 is a cumulative total for each employee or elected official that includes all training, seminars, conferences, and all related expenses. Director Dittman advised that the travel policy states that the individual may exceed the limit, however only with the Corporate Authority's approval. The cost of this upcoming conference, when combined with prior conferences attended this year, will cause Deputy Chief Schaller to exceed the \$2,500 fiscal year limit.

MOTION: Made by Trustee Davi and seconded by Trustee Oggerino to approve the travel expenditures as presented.

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

MOTION DECLARED CARRIED

PRIOR BUSINESS

11. COMMITTEE REPORTS

Trustee Neal had no report.

Trustee Kelly commended the work of the Public Works Department on their clean up efforts during the recent snow storm.

Trustee Mistele had no report.

Trustee Berglund had no report.

Trustee Davi also commended the Public Works staff for their work.  
Trustee Oggerino had no report.

12. ATTORNEY'S REPORT

Attorney Baugh had no report.

13. CLERK'S REPORT

Clerk Hansen had no report.

14. ADMINISTRATOR'S REPORT

Administrator Halik reminded the Board that there will be Joint Committee Meeting held on Monday, February 19, 2018 at 5:00 p.m. for the Fiscal Year 2018/19 Budget Review.

15. MAYOR'S REPORT

No Mayor's report due to Mayor Trilla's absence.

16. CLOSED SESSION

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

17. ADJOURNMENT

MOTION: Made by Trustee Oggerino and seconded by Trustee Kelly, to adjourn the Regular Meeting at the hour of 6:47 p.m.

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

MOTION DECLARED CARRIED

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PRESENTED, READ and APPROVED.

February 16, 2018.

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Mayor

Minutes transcribed by Deputy Clerk Cindy Stuchl.