

MINUTES OF THE SPECIAL MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, OCTOBER 25, 2021, AT 5:30 P.M. AT THE WILLOWBROOK POLICE DEPARTMENT TRAINING ROOM, 7760 QUINCY STREET, WILLOWBROOK, DUPAGE COUNTY, ILLINOIS .

DUE TO THE COVID 19 PANDEMIC, THE VILLAGE WILL BE UTILIZING A ZOOM CONFERENCE CALL FOR THIS MEETING.

1. CALL TO ORDER

The meeting was called to order at 5:30 P.M. by Mayor Frank Trilla.

2. ROLL CALL

Those physically present at roll call were Mayor Frank A. Trilla, Village Clerk Deborah Hahn, Village Trustees Sue Berglund, Umberto Davi, Michael Mistele, Gayle Neal, Paul Oggerino, Greg Ruffolo, Attorney Thomas Bastian, Village Administrator Brian Pabst, Assistant Village Administrator Sean Halloran, Chief Robert Schaller, Deputy Chief Lauren Kaspar, Director of Municipal Services AJ Passero, and Deputy Clerk Christine Mardegan.

Absent: Director of Finance Carrie Dittman.

A QUORUM WAS DECLARED

3. VISITORS' BUSINESS

No visitors present and no written comments were received.

NEW BUSINESS

4. DISCUSSION - Final Review of the CALEA Report

Police Chief Schaller explained that the site-based assessment for Law Enforcement Accreditation was conducted in August 2021 and we have now been provided with the final assessment. Chief Schaller presented four main issues.

Recruitment: Suggestions included seeking opportunities to enhance the existing Explorer Program, researching continuous testing to make it easier to maintain a valid candidate list and creating an online portal to gain more potential candidates. The study also suggested that the \$25.00 fee currently charged by the current recruitment firm, IO Solutions, be paid by the Village to encourage more applicants.

Succession Planning: Chief Schaller indicated that the assessor did not have any issue with the current approach. The Department is well aware of upcoming retirements and the loss of tenured

employees. The Department is working on pairing upcoming officers with senior officers to take on their roles. The Chief also indicated it is becoming more and more difficult, even with the current lateral process, to recruit new officers.

Use of Force: Where the assessor's report indicated exploring the use of reporting software for use of force incidents, Chief Schaller indicated that the Department has already done that and called on Deputy Chief Kaspar to explain further.

Deputy Chief Kaspar indicated that the frontline software program, Pro Standards Solution, was recently purchased and would allow the department to streamline the use of force program, and, additionally, create online reports accessible to officers and set up parameters to flag any issues. The software allows the department a better overview of the use of force instances by officers. It also handles external and internal complaints and categorizes them for a better overview of the situation and how to address deficiencies.

Chief Schaller expanded on the use of force issue, indicating that the assessors felt an expanded public information program regarding the use of force was also necessary. He feels this is something that can be incorporated into the existing COPS program.

Training and Career Development: The assessors also raised an issue with sergeants being used as FTOs (Field Training Officers). Chief Schaller clarified that due to retirements the Department has needed to use supervisory personnel as FTOs. As officers gain experience, that will reduce the use of sergeants as FTOs. The Department is working to rectify the situation.

One of the issues of great concern to the assessors, raised during the one-on-one sessions, was the rank structure within the Department, indicating that there is no intermediate rank between sergeant and deputy chief. The issue here is that if both the Chief and Deputy Chief are unavailable, there is no one to handle higher level issues. Currently, these types of issues fall to a sergeant but should be an intermediate rank, such as lieutenant or captain.

Any new ranks developed must take the collective bargaining agreement into consideration, in the past, in the 90s, the department has two commanders, like a deputy chief, to split the administrative and operational duties. Chief Schaller feels it would be better to have two Deputy Chiefs rather than create a new rank.

Chief Schaller concluded by indicating that the balance of the site-based assessment was fine and that the Department was well above compliance with the required standards; 87% of the standards are above what was necessary. The award ceremony will be in November in Jacksonville and would be conducted over Zoom, including the assessors, the Village and the panel to receive the assessment award.

Trustee Davi at 11:45 asked if this would be the final "blessing" in the assessment to which the Chief replied "yes".

Chief Schaller followed up on Trustees' questions regarding the elimination in 2010 of the two commander positions. The Department is well aware that the optics of policing is changing. Being out ahead of a lot of things is important; not letting things slip through the cracks.

Trustee Davi asked the Mayor if this is something for the Board to discuss and whether there was time tonight to discuss this.

Chief Schaller indicated that this was not the time and would be more appropriate for a public safety committee discussion, for further exploration of the topic as there is a lot of implications that go along with it.

Trustee Davi at approx 13:00 asked who charges the \$25 application fee - the police or the Village?

Chief Schaller responded that the applicant pays the fee.

Trustee Oggerino continued, asking if it is a Village requirement or a police department requirement.

Mayor Trilla clarified that it is a pass-through fee that we are charged from IO Solutions. Instead of adding anything on to it, we just have them (the applicants) pay.

Trustee Oggerino suggested to have a motion to get rid of the fee and wondering who would make that decision.

Chief Schaller indicated that it would be the BOPC and that the discussion should take place at their meeting. He also indicated that some municipalities charge more for their applications.

Mayor Trilla wrapped up the discussion by indicating there may be some truth to the statement that if it's free it has no value, that we may get applicants just because there is not cost to apply and wondering just how many applicants are weeded out

because of a \$25 fee. The Mayor indicated he didn't see a reason to waive the \$25 fee and that it best be left alone.

Trustee Davi asked if there was a conclusion to the report beyond the suggestions the Chief outlined.

Chief Schaller indicated that the assessment would be turned over to the governing body that does the accreditation in November.

Mayor Trilla thanked the Chief for his information. Trustee Mistele commended the Department for maintaining their level of professionalism over all these years and that the report simply reinforces that.

5. DISCUSSION - Speed Study on Eleanor Place

Mayor Trilla asked Chief Schaller to speak on the speed study.

The speed study is a 4-day snapshot, from 8 a.m. to 8 p.m. regarding the speed hump on Eleanor. For the "approach", our traffic dolly was set up just to the south of the speed hump, so the information is being taken prior to any vehicle hitting the speed hump. The results indicate that 36% of the vehicles approaching the speed hump were speeding between 5 and 10 miles over the limit.

Receding, away from the speed hump, 40% were speeding 5-10 miles per hour over the limit. In both approaching and receding, only 2% of the vehicles were travelling 11 or more miles per hour over the limit.

This is a huge improvement over what it was previously. The speed hump has slowed down 62% of the traffic on approach and 58% of the traffic as it is going away from the speed hump. In this short window, the speed hump is doing what it's supposed to do; slowing cars down.

Trustee Neal asked how many cars were monitored. Chief Schaller indicated that over this time period there were 4400 cars.

Trustee Davi at approx. 19:27 thought that this is a lot of cars for a side street.

Mayor Trilla noted that the apartment complex in that area has 500-800 cars and if they go just once or twice a day that could account for the volume.

Chief Schaller also felt it was a lot of cars over that time frame, from 8 a.m. to 8 p.m. over four days.

Trustee Davi felt that 1000 cars per day on a residential street was a lot.

Chief Schaller clarified to determine what number may be considered "a lot", that additional studies are conducted in other areas of town, including Waterford and Rogers, to get a baseline. For example, you're not going to see the same amount of cars on Tennessee that you see on Eleanor or Midway just based on the traffic that enters that area.

Trustee Neal provided information on research she had conducted regarding the area on Eleanor studied. She indicated that this block is very short with 11 houses on one side and 13 on the other, which would account for ownership of possibly up to 50 cars. With a count of 1000 cars per day, it is most likely that the bulk of these were coming from the development previously mentioned. Mayor Trilla added that the development has room for 860 vehicles.

Trustee Neal provided a photo of the intersection of the county road that exits from the development onto Eleanor. Based on the photo provided, edited with demarcation for the end of the side road, if the road ended there, homeowners on Eleanor would still have access to come down 79th Street, exit over and around. She did indicate the county had provided some assistance by posting the 25 mile per hour speed limit and that this street goes all the way around onto Cass Avenue in Darien.

She indicated that the majority of traffic is going into the development that is not part of our Village and our road (Eleanor) is taking all the damage. Trustee Neal would like to see the county make this road a dead end so that the traffic from the development would only have one way in or out, but not onto Eleanor. Alternatively, to make the intersection a four-way stop.

The speed humps are in place for a trial period and will be removed for the winter season. Based on Trustee Neal's discussions with the Eleanor homeowners, the speed humps appeared to be appreciated.

Chief Schaller agreed that stop signs would be a good idea. He felt that the true proof of the effectiveness of the speed humps would be after they are removed, and an additional traffic study is conducted about a month after the removal. Without the speed humps, driving habits go right back and it will be apparent

after the follow up study and we see the difference, that the speed humps work.

Mayor Trilla recommended to put up a stop sign, at least on the Willowbrook side as the Village doesn't have the authority to add a stop sign in the other villages. He indicated he would leave it up to the Trustees and the Attorney to see what could be done with the Village's Home Rule authority.

Attorney Bastien indicated all that need be done is a traffic study on roads under your jurisdiction and put stop signs up if the study warrants it.

Mayor Trilla offered to reach out to the county to see if they can do a stop sign on their frontage.

6. DISCUSSION - Citizen Survey Results

Assistant Administrator Halloran advised that the staff completed the biannual Citizen Survey, giving credit to Jody Wegrzynski, the executive assistant, who helped with the mailings, the tabs; she did a lot of the work.

This year 600 surveys were sent out with a 13% response rate, 15% of those were returned electronically through the PDF file on the website. The typical response rate is 15-20%, and, although we didn't meet the benchmark, there is still information that can be gained.

Assistant Administrator Halloran noted that one area had been left out in error. The Village Hall reception desk received 95% excellent or good ratings for being able to work with residents and answer residents' phone calls and questions on the spot.

After presenting the highlights from the 73-page document, Assistant Administrator Halloran opened the floor to questions.

Mayor Trilla observed that for item number 7 for the "why" of responses "Don't know", given that 90% of the 15% who responded are over age 60, they are not the segment (of the population) frequenting the parks.

Trustee Mistele at approx. observed in the same vein, that almost 60% of our Village is condominiums or high-density development that have their own recreational facilities.

Trustee Neal commented on the permit and building codes deficiency, indicating that it is being addressed under Title 9 (of the Village Code) to help streamline that.

7. DISCUSSION - Community Resource Center Update

Administrator Pabst provided an update indicating that the team of Nick Batistich, Ed Kalin, Assistant Administrator Halloran, Trustee Mistele and himself have been meeting periodically to get preliminary design to bid specifications read, along with the changes that have been discussed at previous board meetings.

The Board was last briefed September 27, 2021 and our goal is to continuously brief the Board as the project moves forward.

Village staff, with the help of Ed Kalina and Nick Batistich, are prepared to release a bid for the remodeling of the CRC, including the change to the pylon as previously discussed, interior changes, and looking at different flooring due to numerous considerations.

Administrator Pabst, Assistant Administrator Halloran, Architect Nick Batistich, Owner's Rep Ed Kalina all contributed to the review of the sample drawings and features provided.

- o Flooring type choice in the multipurpose room still open to determine what is needed
- o Walls to be painted - color palette needs to be chosen
- o Windows will be replaced for more energy efficiency
- o In the Board room, a large, green Willowbrook "W" will be on the wall behind the podium and stone features will be added
- o TV monitors to be placed facing the Board's podium

Trustee Male at approx. 38:03 asked to confirm that the podium would be more of a "U" shape to enable Trustees to see each other more easily. Administrator Pabst indicated that the podium would be bent as much as possible based on the other items in the room.

Mayor Trilla wanted to identify several items to be considered:

- o The Mayor would like to see a return of the Willowbrook Chess Club and would like to see space in the CRC dedicated to this group. He would like to see some chess-specific decorative pieces, perhaps as a ceiling trim with multiple, alternating chess pieces.

(A discussion on the history of the Chess Club in Willowbrook ensued)

- o Regarding flooring, he recommends a high-use, luxury vinyl tiling product for durability in the multipurpose room.

- o For the windows, the Mayor would like to see a dark tinted window with a black frame. He feels it would look awesome with the beige we have all over. He would also like to update all the windows in the buildings on the Municipal Campus. Many of the existing windows have broken seals and need to be replaced particularly in the Village Hall. This is something that could be budgeted as a major improvement. The windows would be replaced using the same openings.

The Mayor felt that in addition to the CRC remodel that the Village Hall windows would need replacement and that it's important to keep consistency with all three buildings on the Municipal Campus. Trustee Mistele added that one of the considerations for the windows is current energy efficiency codes versus when the buildings were first built. The Mayor felt tinted windows would be much more energy efficient.

Trustee Neal questioned whether there are any security issues by using tinted windows. She is aware of many communities that have ordinances regarding the transparency of windows on businesses.

Administrator Pabst was asked about Willowbrook's ordinances and indicated there is a restriction regarding the amount of window space on a business that can be covered to allow police authorities to see inside a business when they drive by. It refers to the amount of advertising placed in a window, not window tinting.

Trustee Neal feels it can be a safety or security issue because of the way the world's changed and it's becoming more commonplace to see ordinances regarding window transparency.

Architect Batistich/Representative Kalina indicated that the plans are almost done, the specifications are close, and the contract bidding documents are in the beginning phases. The bid should go out in November with a target of having the bids returned by the first of the new year.

8. DISCUSSION - Adult Use Cannabis and the Existing Zoning Code

Administrator Pabst raised the zoning issue regarding adult-use cannabis to bring it before the Board to see if they would like to open up the zoning to other areas in the Village. Currently zoning is limited to our industrial park, the OR, LOR and M1 zoning districts.

The question now is whether we want to open up the zoning to other areas, on a case-by-case basis, keeping the requests to a special use basis only.

Do we want to keep in in industrial only or do we want to open it up to other locations, e.g., commercial corridors?

Mayor Trilla would like to see it anywhere other than close to schools or daycare and wondered if the state had any setback restrictions from schools. Administrator Pabst indicated the state did not, but the Village does internally within the industrial districts.

Mayor Trilla would like to suggest opening up the zoning to other areas. He also indicated he would not like to see "grow houses" in any area.

Trustee Oggerino indicated "Yes, open it up to wherever we need to put it."

Trustee Davi indicated "Sounds good to me."

Trustee Berglund indicated "It doesn't sound good to me. Keep it the way it is."

Trustee Neal indicated "I'm fine with it avoiding any type of school or church."

Trustee Mistele "I'm all for the retail us."

Trustee Ruffolo "I agree with restricted use and proper placement away from schools."

The Mayor advised Administrator Pabst he had a consensus. The Administrator indicated they would proceed with additional locations.

9. ADJOURNMENT

MOTION: Made by Trustee Oggerino and seconded by Trustee Neal to adjourn the Special Meeting at the hour of 6:25 p.m.

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

MOTION DECLARED CARRIED

PRESENTED, READ, and APPROVED.

_____, 2021.

Frank A. Trilla, Mayor

Minutes transcribed by Deputy Clerk Christine Mardegan.