

**Minutes**  
**Village of Willow Springs**  
**Combined Committee and Board Meeting of the**  
**President and Board of Trustees**  
**August 15, 2019**

President John Carpino called the meeting to order at 7:00 p.m.

**Roll Call: Present:** President John Carpino, Trustees: Thomas Birks, Terrence Carr, Michael Kennedy, Ernie Moon, Melissa Neddermeyer, and Fred Posch

**Also Present:** Administrator Brent Woods, Clerk Mary Jane Mannella, Attorney Erik Peck, Chief James Ritz, Public Works Director Keith Grantland, Building Commissioner Bruce Zartler, and Treasurer Kelly Zabinski

Des Plaines Valley News reporter Jeff Templin led the Pledge of Allegiance.

**PRESENTATIONS:**

Forest Preserve volunteer representative Diana Krug gave a presentation sharing the Forest Preserve's strategic plan for the future.

Village Clerk Mary Jane Mannella administered the oath of office of full-time police officer to Officer Louis Stillo.

Village Administrator Brent Woods administered the oath of office of Deputy Police Chief to Sergeant Michael Giorgetti.

Presentation of Commendations for Officers Haubenreiser and Stillo were made by Chief James Ritz.

**MINUTES:**

Motion by Trustee Birks, second by Trustee Moon to approve the minutes of the combined Committee and Board Meeting of July 11, 2019. ROLL CALL: ALL AYES. *Motion Carried.*

Motion by Trustee Neddermeyer, second by Trustee Posch to approve the minutes of the Budget Workshop Meeting of June 13, 2019. ROLL CALL: ALL AYES. *Motion Carried.*

**PRESIDENT REPORT:**

President Carpino thanked the police department, the volunteers, Keith Grantland and the public works department, the clerk's office, all the attendees, the town center residents, Tri-State Fire Protection District, and especially all of the sponsors that helped make this Willow Fest a great event.

**ADMINISTRATOR REPORT:**

Administrator Woods presented information on the electronic message board for the entry way to Market Street.

Motion by Trustee Kennedy, second by Trustee Moon to enter into a finance proposal with Municipal Funding Solutions for the purchase/lease of two police squad cars for total payment \$81,808 with annual payments of \$28,610.10. ROLL CALL: ALL AYES. *Motion Carried.*

School District 108 accepted the Intergovernmental Agreement for the TIF 2 Development. The developer has submitted plans which have been reviewed by the Engineer Dan Lynch and West Suburban Water Commission Engineer John Hoeffler. The comments have been reviewed by the developer and most have already been incorporated into the revised plans.

Administrator Woods gave Engineer Lynch's report:

A pre-construction meeting for the 2019 road resurfacing project was held on August 14<sup>th</sup> with Administrator Woods, Clerk Mannella, Director Grantland, Engineer Lynch, Mike Denault from M & J Asphalt. A copy of the signed contract and Notice to proceed were presented to M & J at the meeting. A project schedule will be provided by the contractor, but they expect to start work around Labor Day and complete work within 3 – 4 weeks. The following streets are to be milled and resurfaced with the project:

1. Oakwood Ave. from Vinewood to north end
2. Pine St. from Cedar to south end
3. Dunbar St. from Forest Woods Drive to north end
4. Doogan Ave. from Dunbar to west end
5. Walnut St. from Forest to east end
6. Cedar St. from Forest to Elm
7. Elm St. from Cedar to Vinewood
8. Pearl St. from alley north of Archer to Blackstone
9. Charleton Ave. from Blackstone to north end
10. 86<sup>th</sup> St. from Wolf to east end
11. Rainford Ct from Wolf to east end

West Point Builders – Willow Glen Development: the first review of final engineering plans was completed and provided to the developer's design engineer. Comments were reviewed with Village staff. A review letter was also issued by the West Suburban Water Commission for the proposed water main in the development.

#### **CLERK REPORT:**

Willow Fest 2019 was a big success. The event went off without incident for 4 days culminating in a spectacular fireworks display Sunday evening. Thank you to all of our wonderful sponsors but most especially to our biggest sponsor, AAA Amusement and Rob Salerno. Carnival does not cost the village. 2 hours special needs time, popcorn & juice boxes were donated by the carnival company. \$5000 donation toward the fireworks was given by the carnival company. The village is given a significant percentage of ride sales. Finally, they guarantee the village another \$5000 if the event was rained out to cover village expenses.

Please remember the children are back in school. Slow down and keep an eye out for our youngest residents.

#### **TREASURER REPORT:**

Treasurer Zabinski has received a draft of the audit report for April 30, 2019 and will be reviewing it. She will be preparing it to be issued.

#### **ENGINEER REPORT:**

Engineer's report given under Administrator Woods' report.

#### **ATTORNEY REPORT:**

Motion by Trustee Birks, second by Trustee Moon to approve **Ordinance 2019-O-23**, amending the municipal code by the addition of Chapter 17 of Title 4, Prohibiting Cannabis Business Establishments. ROLL CALL: ALL AYES. *Motion Carried.*

#### **BUILDING AND ZONING COMMITTEE:**

In July there were 35 permits issued for the construction value of \$308,962 and the fees collected were \$10,634.00. Total permits issued for the year are 190 for the construction value of \$2,716,905 and fees collected of \$75,255.50.

**FINANCE AND ADMINISTRATION COMMITTEE:**

Motion by Trustee Posch, second by Trustee Carr to approve the warrants dated July 25, 2019 as read. ROLL CALL: ALL AYES. *Motion Carried.*

Motion by Trustee Posch, second by Trustee Moon to approve the warrants dated August 8, 2019 as read. ROLL CALL: ALL AYES. *Motion Carried.*

**LICENSE AND FRANCHISE COMMITTEE:**

Motion by Trustee Moon, second by Trustee Carr to approve sign permit for Tri-State Fire Protection District Electronic Message Board Sign. ROLL CALL: ALL AYES. *Motion Carried*

Motion by Trustee Moon, second by Trustee Posch to business license for Rejuvenation Advanced Body Work – 8695 Archer Ave, 2A. ROLL CALL: ALL AYES. *Motion Carried*

**MUNICIPAL BUILDINGS AND GROUNDS COMMITTEE:**

Trustee Kennedy thanked everyone for their time volunteering for Willow Fest.

**PUBLIC SAFETY COMMITTEE:**

Trustee Neddermeyer congratulated the officers that were sworn in and commended this evening. She also thanked the police for their outstanding efforts with the fest.

**PUBLIC WORKS COMMITTEE:**

Trustee Birks applauded Keith Grantland and the Public Works department for their efforts at the fest.

Director Grantland announced that branch pick-up will be back on full schedule next week. The fest left the crews a bit behind. He was also out looking at the alley between Spring and Hill Streets to see if more flooding relief can be accomplished.

**OLD BUSINESS:**

No report.

**NEW BUSINESS:**

No report.

**PUBLIC COMMENT:**

Joan Fries (215 Hill St) came to talk about flooding in her neighborhood. She requested the village to clean the end of Hill St.

Alan Nowaczyk (208 Glenwood Ave) thanked the board for their marijuana vote. He then questioned why we needed a Deputy Chief and other questions about the position. He congratulated the Police Chief on his use of a police vehicle.

**ADJOURN:**

Motion to adjourn by Trustee Moon, second by Trustee Posch. Voice Vote. ALL AYES. *Motion Carried.* 8:03 p.m.

Mary Jane Mannella, Village Clerk