

**REGULAR MEETING**

**MAYOR AND BOARD OF TRUSTEES, VILLAGE OF BURR RIDGE, IL**

**January 10, 2011**

**CALL TO ORDER** The Regular Meeting of the Mayor and Board of Trustees of January 10, 2011 was held in the Meeting Room of the Village Hall, 7660 County Line Road, Burr Ridge, Illinois and called to order at 7:00 p.m. by Mayor Grasso.

**PLEDGE OF ALLEGIANCE** was conducted by Daniel Abdoue of Pleasantdale Elementary School.

**ROLL CALL** was taken by the Village Clerk and the results denoted the following present: Trustees Sodikoff, Grela, Allen, Paveza, DeClouette, & Mayor Grasso. Absent was Trustee Wott. Also present were Village Administrator Steve Stricker, Police Chief John Madden, Community Development Director Doug Pollock, Public Works Director Paul May, and Village Clerk Karen Thomas.

There being a quorum, the meeting was open to official business.

**AUDIENCE** There were none at this time

**CONSENT AGENDA – OMNIBUS VOTE** After reading the Consent Agenda by Mayor Grasso, motion was made by Trustee Grela and seconded by Trustee DeClouette that the Consent Agenda – Omnibus Vote, (attached as Exhibit A) and the recommendations indicated for each respective item, be hereby approved.

On Roll Call, Vote Was:

AYES: 5 – Trustees Grela, DeClouette, Allen, Paveza, Sodikoff

NAYS: 0 – None

ABSENT: 1 – Trustee Wott

There being five affirmative votes, the motion carried.

**APPROVAL OF REGULAR MEETING OF DECEMBER 13, 2010** were approved for publication under the Consent Agenda by Omnibus Vote.

**RECEIVE AND FILE VETERANS MEMORIAL COMMITTEE MEETING OF OCTOBER 27, 2010** were noted as received and filed under the Consent Agenda by Omnibus Vote.

**RECEIVE AND FILE (DRAFT) STREET POLICY COMMITTEE MEETING OF DECEMBER 13, 2010** were noted as received and filed under the Consent Agenda by Omnibus Vote.



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**ORDINANCE AMENDING THE ZONING ORDINANCE OF THE VILLAGE OF BURR RIDGE (Z-11-2010: B-1 DISTRICT TEXT AMENDMENT – WINE BOUTIQUE WITH ANCILLARY SALES OF WINE AND BEER BY-THE-GLASS)** The Board, under the Consent Agenda by Omnibus Vote, approved the Ordinance amending the Zoning Ordinance of the Village of Burr Ridge (Z-11-2010: B-1 District Text Amendment – Wine Boutique with ancillary sales of wine and beer by-the-glass).  
**THIS IS ORDINANCE NO. A-834-01-11.**

**ORDINANCE GRANTING A SPECIAL USE PURSUANT TO THE VILLAGE OF BURR RIDGE ZONING ORDINANCE (Z-11-2010: 208 BURR RIDGE PARKWAY – COUNTY WINE MERCHANTS)** The Board, under the Consent Agenda by Omnibus Vote, approved the Ordinance granting special use pursuant to the Village of Burr Ridge Zoning Ordinance (Z-11-2010: 208 Burr Ridge Parkway – County Wine Merchants).  
**THIS IS ORDINANCE NO. A-834-02-11.**

**ORDINANCE GRANTING A SPECIAL USE PURSUANT TO THE VILLAGE OF BURR RIDGE ZONING ORDINANCE FOR AN OUTDOOR SIDEWALK DINING AREA (Z-12-2010: 114 BURR RIDGE PARKWAY – CAPRI EXPRESS)** The Board, under the Consent Agenda by Omnibus Vote, approved the Ordinance granting special use pursuant to the Village of Burr Ridge Zoning Ordinance for an outdoor sidewalk dining area (Z-12-2010: 114 Burr Ridge Parkway – Capri Express).  
**THIS IS ORDINANCE NO. A-834-03-11.**

**ORDINANCE DENYING AN AMENDMENT TO THE ZONING ORDINANCE OF THE VILLAGE OF BURR RIDGE (Z-12-2010: B-1 DISTRICT AMENDMENT – OUTDOOR FOOD PREPARATION)** The Board, under the Consent Agenda by Omnibus Vote, approved the Ordinance denying an amendment to the Zoning Ordinance of the Village of Burr Ridge (Z-12-2010: B-1 District Amendment – Outdoor Food Preparation).  
**THIS IS ORDINANCE NO. A-834-04-11.**

**ORDINANCE GRANTING A VARIATION FROM THE VILLAGE OF BURR RIDGE ZONING ORDINANCE TO PERMIT A DECK TO ENCROACH INTO THE CORNER SIDE YARD SETBACK (V-06-2010: 8449 OMAHA DRIVE – PHILLIPS)** The Board, under the Consent Agenda by Omnibus Vote, approved the Ordinance granting a variation from the Village of Burr Ridge Zoning Ordinance to permit a deck to encroach into the corner side yard setback (V-06-2010: 8449 Omaha Drive – Phillips).  
**THIS IS ORDINANCE NO. A-834-05-11.**

**ORDINANCE GRANTING A SPECIAL USE PURSUANT TO THE VILLAGE OF BURR RIDGE ZONING ORDINANCE FOR AN OUTDOOR SIDEWALK DINING AREA (Z-12-2010: 118 BURR RIDGE PARKWAY – CAPRI MEX)** The Board, under the Consent Agenda by Omnibus Vote, approved the Ordinance granting special use pursuant to the Village of Burr



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Ridge Zoning Ordinance for an outdoor sidewalk dining area (Z-12-2010: 118 Burr Ridge Parkway – Capri Mex).

**THIS IS ORDINANCE NO. A-834-06-11.**

**RECOMMENDATION TO APPROVE CONTRACT RENEWAL FOR LIFT STATION MAINTENANCE** The Board, under the Consent Agenda by Omnibus Vote, approved the renewal of the lift station maintenance contract with Metropolitan Industries for the 2011 calendar year at a cost of \$765.00 per month.

**REQUEST FOR TUITION REIMBURSEMENT FOR PUBLIC WORKS DIRECTOR PAUL MAY** The Board, under the Consent Agenda by Omnibus Vote, approved the request for tuition reimbursement for Public Works Director Paul May in FY 10-11 in an amount not to exceed \$3,000.

**RECEIVE AND FILE RESIGNATION LETTER OF POLICE DATA CLERK ANDREA MITRE** The Board, under the Consent Agenda by Omnibus Vote, noted as received and file the resignation letter of Police Data Clerk Andrea Mitre.

**RECOMMENDATION TO HIRE PART-TIME POLICE DATA CLERK TO FILL VACANCY CREATED BY RESIGNATION OF ANDREA MITRE** The Board, under the Consent Agenda by Omnibus Vote, approved the recommendation to hire part-time Police Data Clerk to fill vacancy created by resignation of Andrea Mitre.

**REQUEST FOR UNPAID LEAVE UNDER THE FAMILY AND MEDICAL LEAVE ACT (ERIC KOSLOWSKI)** The Board, under the Consent Agenda by Omnibus Vote, approved the request for unpaid leave under the Family and Medical Leave Act (Eric Koslowski).

**PROCLAMATION DESIGNATING JANUARY 2011 AS RADON ACTION MONTH IN THE VILLAGE OF BURR RIDGE** The Board, under the Consent Agenda by Omnibus Vote, approved the Proclamation designating January 2011 as Radon Action Month in the Village of Burr Ridge.

**VOUCHERS** in the amount of \$513,265.02 for the period ending January 10, 2011 and payroll in the amount of \$374,318.02 for the periods ending December 11, 2010 and December 25, 2010 were approved for payment under the Consent Agenda by Omnibus Vote.

**ORDINANCE ANNEXING CERTAIN PROPERTY (SURROUNDED TERRITORY)** Village Administrator Steve Stricker stated that after the Board meeting of December 13, 2010, the Saia representatives met with the noise consultant representing the Village, Mr. John Yerges, and Saia is in agreement with his recommendations.

Mr. David Paoli of Shiner and Associates discussed the recommendations made by Mr. Yerges.



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**Back-up Beepers** Mr. Paoli stated that the back-up beepers have been eliminated from all trucks and are only being used on the forklifts. In response, Mr. Stricker added that staff has received recent complaints regarding beeper noises at the site.

Mr. Phil Mott, Saia Operations Manager, explained the beeper noises are on the forklifts that operate only on the docks. In response, Mr. Stricker added that it seems to the residents that a change has been made at the site as the beeper noises had ceased and now seem to have returned.

Mayor Grasso added that there was an alarm problem at the site over the weekend, which might be a source of the noise. In response, Mr. Mott explained it was a fire system problem causing the noise.

In response to Trustee Sodikoff's question regarding the possible removal of the beepers from the forklifts, Mr. Mott explained that it would be an equipment change to remove the beepers from the forklifts and the beepers are required for safety purposes as mandated by OSHA. Mr. Mott also stated the beepers have been consistently in use during the six months he has been working at Saia and that the truck back-up beepers are not being used at night.

Trustee Grela stated that he received calls from neighboring residents complaining that the beeper noises had returned some time after Christmas.

Steve Less, 7330 Chestnut Hills Drive, stated that the back-up beepers were quiet over Christmas but after the holidays, they returned during both the day and night hours. Mr. Less added the noises seemed to be coming from a small white vehicle and now they again seem to have ceased.

**Eliminate Trailer Drops** Mr. Paoli stated that the trailer drops are an administrative control that Saia has agreed to monitor and control.

**Dramatically Reduce Dock Plate Impacts** Mr. Paoli stated that Mr. Yerges asked for at least a 20 DbA reduction in noise. The dock plate silencer was installed and tested with a 6 DbA reduction. Mr. Paoli explained that other alternatives are being explored in this area to further reduce the noise.

**Close the Gap at the West Wall with a 12 Foot Fence** Mr. Paoli stated that Saia has agreed to implement this suggestion.

**Stop the Maintenance Operations from 10pm to 7am** Mr. Paoli explained that Saia does not conduct maintenance during those hours and in addition, the doors at the west side of the building will be closed after 7 p.m. when loud activity is occurring in the building.

**Extend the 12 foot fence approximately 100 feet south.** Mr. Paoli stated Saia has agreed to the additional fence extension.



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**Add a Door or Reverse the Overlap** Mr. Paoli explained the overlap will be reversed and the wall height will be extended from 12 feet to 16 feet.

In response to Trustee Grela's question regarding the noise reduction following the installation of the noise reduction measures, Mr. Paoli stated the homes nearest the site will experience the greatest reduction in noise levels and a 10 to 12 Dba reduction is expected. However, Mr. Paoli added the walls will not provide much benefit for the back-up beeper and dock plate noises, which is why the focus is to address those noises at the source.

Mr. Nick Patera, Landscape Architect of Teska Associates reviewed his revised presentation for the walls based upon the requested changes. Mr. Patera explained that the walls will extend three feet above the height of the trucks and will provide both a sound and visual barrier in conjunction with the vegetation on the site. Mr. Patera stated he is in the process of obtaining bids for the walls and they are planned to be wood vertical slat walls.

Mr. Less stated that he would like to have some dates defined for the installation of the walls in addition to close monitoring of the dock plate silencer testing. Mr. Less stated he would also like emphasis on the training efforts to reduce the noise from the trailer drops.

In response to Mayor Grasso's inquiry regarding a timeframe for the installation of the walls, dock plate silencers, and training efforts, Mr. Stricker stated that it would be contingent upon finalizing an Annexation Agreement.

Trustee DeClouette suggested developing a timeline projecting dates for the tasks to be completed.

Trustee Grela added that the dock plate silencers are critical to complete prior to warm weather to allow residents to have their windows open.

Mayor Grasso stated that prior to the Board Meeting of January 24, 2011, the emphasis will be to progress with the Annexation Agreement negotiations with Saia, in addition to developing a proposed timeline for the fence installation, training, and dock plate silencers.

Motion was made by Trustee Allen and seconded by Trustee Grela to continue the Ordinance Annexing Certain Property (Surrounded Territory) to the Board Meeting of January 24, 2011 at 7:00 p.m. at the Village Hall, 7660 S. County Line Road.

On Voice Vote, the motion carried.

**ORDINANCE AMENDING CHAPTER 25 OF THE BURR RIDGE MUNICIPAL CODE TO ADD A NEW CLASS "P-1" LIQUOR LICENSE** Community Development Director Doug Pollock explained that this ordinance will amend the Municipal Code to allow sales of wine



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and beer by the glass as an ancillary use for County Wine Merchant. Mr. Pollock stated the amendment was drafted to narrowly define the liquor license to be specific for County Wine Merchant and a new Class P-1 License was created that would only be available to a holder of a Class P license, a wine boutique, with only one license available in this class.

Mr. Pollock explained that the amendment establishes a \$500 fee for the Class P-1 license that is in addition to the \$2,500 fee for the Class P license.

In response to Trustee Grela's question regarding if the fees are annual, Mr. Pollock responded they are annual fees.

Motion was made by Trustee Allen and seconded by Trustee DeClouette to approve the Ordinance Amending Chapter 25 of the Burr Ridge Municipal Code to add a new Class P-1 Liquor License

On Roll Call, Vote Was:

AYES: 5 – Trustees Allen, DeClouette, Grela, Paveza, Sodikoff

NAYS: 0 – None

ABSENT: 1 – Trustee Wott

There being five affirmative votes, the motion carried.

**THIS IS ORDINANCE NO. A-222-01-11.**

**DISCUSSION REGARDING POSSIBLE RENOVATION OF VILLAGE HALL** Village

Administrator Steve Stricker stated that one of the goals established by the Board in 2009 was the renovation of the Village Hall. Mr. Stricker explained that following the relocation of the Police Department to their new facility, the space they previously occupied was renovated at a cost of \$15,000 and the Finance Department was moved to that area. Mr. Stricker stated that Public Works has prepared estimates for the renovation and he recommends it be referred to the Space Needs Committee.

Public Works Director Paul May explained that the Village Hall remodeling effort is based upon certain assumptions and considerations which are:

- Cost estimation is based on a similar finish quality to the Police facility;
- Cost estimation is based on Police Station costs, plus 30% for demolition;
- Detailed construction plans will be required, so an architect / interior designer should be contracted if the project moves forward.

Mr. May summarized the cost estimates for the interior remodel which includes the common area such as the entrance and lobby, common restrooms, administrative areas, work room, lunch room, electrical, plumbing, lighting, and HVAC at a total cost of \$340,000 to \$515,000.



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Mr. May summarized the cost estimates for the exterior improvements which include the roof, windows, entrance doors, building signage, electrical, lighting, irrigation, pavement sealing and striping, and landscaping at a total cost of \$300,000 to \$380,000.

Mr. May stated an additional contingency of 20% is included in the total estimate amounting to \$128,000 to \$173,000 bringing the estimated total cost to \$768,000 to \$1,000,000 and does not include the Closed Circuit Television / Projection System costs and Professional Services / permitting fees.

In response to Trustee DeClouette's question regarding what is included in the upgrades to the common areas, Mr. May responded it would include items such as doors, glass, tile, partitions, walls, counters, plumbing fixtures, hardware, and lighting.

Trustee Allen stated that he remembered previous discussions regarding remodeling with regard to the Police Facility and the estimate was \$500,000 at that time.

Trustee Sodikoff questioned how the costs were arrived at using the Police Facility costs. In response, Mr. May stated it was based upon a per square foot cost.

Mr. Stricker added the project could be done in stages separating the interior from the exterior.

Motion was made by Trustee Allen and seconded by Trustee DeClouette to refer the renovation of the Village Hall to the Space Needs Committee (Mayor Grasso, Trustee Grela, Trustee Paveza, and Plan Commissioner Greg Trzupsek) for review, discussion, and development of a proposed plan. On voice vote, the motion carried.

**RECOMMENDATION TO FORWARD THE FINAL REPORT FROM THE SIGN ORDINANCE REVIEW TASK FORCE TO THE PLAN COMMISSION** Community Development Director Doug Pollock stated the Sign Ordinance Task Force consists of Trustee Grela, Plan Commission Chairman Greg Trzupsek, Plan Commissioner Mike Stratis, and Community Development Director Doug Pollock. Mr. Pollock explained that the mission of the task force was to identify issues in the Sign Ordinance for further review by the Plan Commission and Village Board. Mr. Pollock explained the issues that were identified by the task force as follows:

1. Number of Signs: many requests for additional signs are received from businesses on properties facing I-55 and given the premium paid by these businesses; perhaps an overlay district would be appropriate to allow consideration for additional sign area or additional signs.
2. Temporary Signs: the task force suggested possible conditional sign approval for increases in additional signs or duration of temporary signs.



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3. Transitional District Signs: signs in the transitional district are restricted to 16 square feet and the task force recommends consideration to allow signs up to 50 square feet.
4. Billboard Signs: further research is recommended for consideration of amortization clauses for off-premise advertising signs.
5. Human Signs: further research is suggested for regulations to prohibit or restrict signs carried by humans.
6. Stucco Monument Signs: a review of stucco monument signs is recommended.

Trustee Sodikoff questioned the billboard signs allowed in the Village and Mr. Pollock explained the amortization clause addresses signs on properties that might eventually become part of the Village.

Motion was made by Trustee Sodikoff and seconded by Trustee Paveza to forward the Report from the Sign Ordinance Task Force to the Plan Commission for further review and recommendations.

**OTHER CONSIDERATIONS**      There were none at this time.


**AUDIENCE**      There were none at this time.

**REPORTS AND COMMUNICATIONS FROM VILLAGE OFFICIALS**      Mayor Grasso stated James McNaughton, a resident and builder in the Village, passed away and extended his sympathies to the family.

**ADJOURNMENT**      Motion was made by Trustee Grela and seconded by Trustee DeClouette that the Regular Meeting of January 10, 2011 be adjourned.

On voice vote the motion carried and the meeting was adjourned at 8:00 p.m.

PLEASE NOTE:      Where there is no summary of discussion on any items in the minutes, this reflects that no discussion occurred other than the introduction of the item.

  
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Karen J. Thomas  
Village Clerk  
Burr Ridge, Illinois

APPROVED BY the President and Board of Trustees this 24<sup>th</sup> day of January, 2011.





**AGENDA**  
**REGULAR MEETING – MAYOR & BOARD OF TRUSTEES**  
**VILLAGE OF BURR RIDGE**

January 10, 2011  
7:00 p.m.

1. **CALL TO ORDER/PLEDGE OF ALLEGIANCE – Daniel Abdoue**  
**Pleasantdale Elementary School**
2. **ROLL CALL**
3. **AUDIENCE**
4. **CONSENT AGENDA – OMNIBUS VOTE**

All items listed with an asterisk (\*) are considered routine by the Village Board and will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so request, in which event the item will be removed from the Consent Agenda.

5. **MINUTES**

- \*A. Approval of Regular Meeting of December 13, 2010
- \*B. Receive and File Veterans Memorial Committee Meeting of October 27, 2010
- \*C. Receive and File Draft Street Policy Committee Meeting of December 13, 2010

6. **ORDINANCES**

- A. Consideration of Approval of Ordinance Annexing Certain Property (Surrounded Territory)
- B. Consideration of Ordinance Amending Chapter 25 of the Burr Ridge Municipal Code to Add a New Class "P-1" Liquor License
- \*C. Approval of An Ordinance Amending the Zoning Ordinance of the Village of Burr Ridge (Z-11-2010: B-1 District Text Amendment – Wine Boutique with Ancillary Sales of Wine and Beer By-the-Glass)
- \*D. Approval of An Ordinance Granting a Special Use Pursuant to the Village of Burr Ridge zoning Ordinance (Z-11-2010: 208 Burr Ridge Parkway – County Wine Merchants)
- \*E. Approval of An Ordinance Granting Special Use Pursuant to the Village of Burr Ridge Zoning Ordinance for an Outdoor Sidewalk Dining Area (Z-12-2010: 114 Burr Ridge Parkway – Capri Express)
- \*F. Approval of An Ordinance Denying an Amendment to the Zoning Ordinance of the Village of Burr Ridge (Z-12-2010: B-1 District Amendment – Outdoor Food Preparation)

**EXHIBIT**

A

- \*G. Approval of An Ordinance Granting a Variation from the Village of Burr Ridge Zoning Ordinance to Permit a Deck to Encroach into the Corner Side Yard Setback (V-06-2010: 8449 Omaha Drive – Phillips)
- \*H. Approval of An Ordinance Granting Special Use Pursuant to the Village of Burr Ridge Zoning Ordinance for an Outdoor Sidewalk Dining Area (Z-12-2010: 118 Burr Ridge Parkway – Capri Mex)

**7. RESOLUTIONS**

**8. CONSIDERATIONS**

- A. Discussion Regarding Possible Renovation of Village Hall
- B. Consideration of Recommendation to Forward the Final Report from the Sign Ordinance Review Task Force to the Plan Commission
- \*C. Approval of Recommendation to Approve Contract Renewal for Lift Station Maintenance
- \*D. Approval of Request for Tuition Reimbursement for Public Works Director Paul May
- \*E. Receive and File Resignation Letter of Police Data Clerk Andrea Mitre
- \*F. Approval of Recommendation to Hire Part-Time Police Data Clerk to Fill Vacancy Created by Resignation of Andrea Mitre
- \*G. Approval of Request for Unpaid Leave under the Family and Medical Leave Act (Eric Koslowski)
- \*H. Approval of Proclamation Designating January 2011 as Radon Action Month in the Village of Burr Ridge
- \*I. Approval of Vendor List
- J. Other Considerations – For Announcement, Deliberation and/or Discussion Only – No Official Action will be Taken

**9. AUDIENCE**

**10. REPORTS AND COMMUNICATIONS FROM VILLAGE OFFICIALS**

**11. ADJOURNMENT**