

**REGULAR MEETING**

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

**September 9, 2013**

**CALL TO ORDER** The Regular Meeting of the Mayor and Board of Trustees of September 9, 2013 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 Straub.

**PLEDGE OF ALLEGIANCE** The Pledge of Allegiance was conducted by Alexa Smith of Gower West School.

**ROLL CALL** was taken by the Village Clerk and the results denoted the following present: Trustees Paveza, Ruzak, Franzese, Bolos, Grasso, Manieri, and Mayor Straub. Also present were Village Administrator Steve Stricker, Public Works Director Paul May, Community Development Director Doug Pollock, Police Chief John Madden, Village Attorney Scott Uhler, 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 Straub, motion was made by Trustee Bolos and seconded by Trustee Ruzak that the Consent Agenda – Omnibus Vote, (attached as Exhibit A) (except 5A and 7A) and the recommendations indicated for each respective item, be hereby approved.

On Roll Call, Vote Was:

AYES: 6 – Trustees Bolos, Ruzak, Grasso, Manieri, Franzese, Paveza

NAYS: 0 – None

ABSENT: 0 – None

There being six affirmative votes, the motion carried.

**RECEIVE AND FILE (DRAFT) EVENTS PLANNING COMMITTEE MEETING OF AUGUST 20, 2013** were noted as received and filed under the Consent Agenda by Omnibus Vote.

**RECEIVE AND FILE VETERANS MEMORIAL COMMITTEE MEETING OF JULY 31, 2013** were noted as received and filed under the Consent Agenda by Omnibus Vote.

**APPROVAL OF AN ORDINANCE DENYING A FENCE VARIATION FROM THE VILLAGE OF BURR RIDGE ZONING ORDINANCE (Z-11-2013: 6501 COUNTY LINE ROAD – LINDELL)** The Board, under the Consent Agenda by Omnibus Vote, approved the Ordinance denying a fence variation from the Village of Burr Ridge Zoning Ordinance (Z-11-2013: 6501 County Line Road – Lindell).



Regular Meeting  
Mayor and Board of Trustees, Village of Burr Ridge  
September 9, 2013

**THIS IS ORDINANCE NO. A-834-25-13.**

**APPROVAL OF AN ORDINANCE DENYING AN AMENDMENT TO THE VILLAGE OF BURR RIDGE ZONING ORDINANCE REGARDING FRONT YARD FENCES (Z-11-2013: 6501 COUNTY LINE ROAD – LINDELL)** The Board, under the Consent Agenda by Omnibus Vote, approved the Ordinance denying an amendment to the Village of Burr Ridge Zoning Ordinance regarding front yard fences (Z-11-2013: 6501 County Line Road – Lindell).

**THIS IS ORDINANCE NO. A-834-26-13.**

**APPROVAL OF AN ORDINANCE GRANTING VARIATIONS OF THE VILLAGE OF BURR RIDGE SIGN ORDINANCE FOR THE LOCATION AND AREA OF WALL SIGNS (S-04-2013: 60 SHORE DRIVE – BRAND MAX MOTORS)** The Board, under the Consent Agenda by Omnibus Vote, approved the Ordinance granting variations of the Village of Burr Ridge Sign Ordinance (S-04-2013: 60 Shore Drive – Brand Max Motors).

**THIS IS ORDINANCE NO. A-923-03-13.**

**APPROVAL OF AN ORDINANCE RESTRICTING PARKING ALONG COUNTY LINE ROAD @ FAI-55 WITHIN THE VILLAGE OF BURR RIDGE (EXHIBIT C TO IGA WITH IDOT REGARDING I-55 AND COUNTY LINE ROAD ITEP BRIDGE PROJECT)** The Board, under the Consent Agenda by Omnibus Vote, approved the Ordinance restricting parking along County Line Road @FAI-55 within the Village of Burr Ridge (Exhibit C to IGA with IDOT Regarding I-55 and County Line Road ITEP Bridge Project).

**THIS IS ORDINANCE NO. 1129.**

**APPROVAL OF ORDINANCE PROHIBITING THE DISCHARGE OF SANITARY AND INDUSTRIAL WASTE INTO ANY STORM SEWER OR DRAINAGE FACILITY CONSTRUCTED AS A PART OF THE FAI-55 STRUCTURE REHABILITATION IMPROVEMENT (EXHIBIT D TO IGA WITH IDOT REGARDING I-55 AND COUNTY LINE ROAD ITEP BRIDGE PROJECT)** The Board, under the Consent Agenda by Omnibus Vote, approved the Ordinance prohibiting the discharge of sanitary and industrial waste into any storm sewer or drainage facility constructed as a part of the FAI-55 Structure Rehabilitation improvement (Exhibit D to IGA with IDOT regarding I-55 and County Line Road ITEP Bridge Project)

**THIS IS ORDINANCE NO. 1130.**

**APPROVAL OF ORDINANCE PROHIBITING THE ENCROACHMENTS WITHIN THE STATE OF ILLINOIS RIGHT OF WAY ALONG COUNTY LINE ROAD @FAI-55 (EXHIBIT E TO IGA WITH IDOT REGARDING I-55 AND COUNTY LINE ROAD ITEP BRIDGE PROJECT)** The Board, under the Consent Agenda by Omnibus Vote, approved the Ordinance prohibiting encroachments within the State of Illinois right of way along



Regular Meeting  
Mayor and Board of Trustees, Village of Burr Ridge  
September 9, 2013

County Line Road @FAI-55 (Exhibit E to IGA with IDOT regarding I-55 and County Line Road ITEP Bridge Project).

**THIS IS ORDINANCE NO. 1131.**

**ADOPTION OF RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF AN INTERGOVERNMENTAL AGREEMENT WITH THE STATE OF ILLINOIS THROUGH ITS DEPARTMENT OF TRANSPORTATION REGARDING THE I-55 AND COUNTY LINE ROAD ITEP BRIDGE PROJECT**

The Board, under the Consent Agenda by Omnibus Vote, adopted the Resolution approving and authorizing the execution of an Intergovernmental Agreement with the State of Illinois through its Department of Transportation regarding the I-55 and County Line Road ITEP Bridge Project and authorized the Mayor and Village Clerk to sign the intergovernmental agreement.

**THIS IS RESOLUTION NO. R-14-13.**

**ADOPTION OF FUNDING RESOLUTION (EXHIBIT B TO IGA WITH IDOT REGARDING I-55 AND COUNTY LINE ROAD ITEP BRIDGE PROJECT)**

The Board, under the Consent Agenda by Omnibus Vote, adopted the funding Resolution (Exhibit B to IGA with IDOT regarding I-55 and County Line Road ITEP Bridge Project).

**THIS IS RESOLUTION NO. R-15-13.**

**ADOPTION OF RESOLUTION AUTHORIZING AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE VILLAGE OF BURR RIDGE AND COOK COUNTY FOR THE PROVISION OF ENVIRONMENTAL HEALTH INSPECTION SERVICES**

The Board, under the Consent Agenda by Omnibus Vote, adopted the Resolution authorizing an Intergovernmental Agreement between the Village of Burr Ridge and Cook County for the Provision of Environmental Health Inspection Services.

**THIS IS RESOLUTION NO. R-16-13.**

**APPROVAL OF RECOMMENDATION TO AUTHORIZE FMLA LEAVE OF ABSENCE FOR GENERAL UTILITY WORKER DAVID POWERS**

The Board, under the Consent Agenda by Omnibus Vote, approved the request for up to 12 weeks leave of absence for General Utility Worker David Powers under the Family and Medical Leave Act.

**APPROVAL OF RECOMMENDATION TO REAPPOINT RONALD DAMPER TO THE BOARD OF FIRE AND POLICE COMMISSIONERS FOR A THREE-YEAR TERM EXPIRING APRIL 30, 2016**

The Board, under the Consent Agenda by Omnibus Vote, approved Mayor Straub's recommendation to reappoint Ronald Damper to the Board of Fire and Police Commissioners for a three-year term expiring April 30, 2016.

**RECEIVE AND FILE RESIGNATION LETTER FROM ASSISTANT VILLAGE ADMINISTRATOR LISA SCHEINER**

The Board, under the Consent Agenda by Omnibus



Regular Meeting  
Mayor and Board of Trustees, Village of Burr Ridge  
September 9, 2013

Vote, received and filed the resignation letter from Assistant Village Administrator Lisa Scheiner.

**APPROVAL OF PROCLAMATION RECOGNIZING LISA SCHEINER, ASSISTANT VILLAGE ADMINISTRATOR, FOR SERVICE TO THE VILLAGE OF BURR RIDGE, ILLINOIS** The Board, under the Consent Agenda by Omnibus Vote, approved the Proclamation recognizing Lisa Scheiner, Assistant Village Administrator, for service to the Village of Burr Ridge, Illinois.

**APPROVAL OF PROCLAMATION FOR ILLINOIS ARTS & HUMANITIES MONTH** The Board, under the Consent Agenda by Omnibus Vote, approved the Proclamation for Illinois Arts & Humanities Month.

**APPROVAL OF PROCLAMATION HONORING RICHARD KNORE DECKER ON THE OCCASION OF HIS 100<sup>TH</sup> BIRTHDAY ON SEPTEMBER 15, 2013** The Board, under the Consent Agenda by Omnibus Vote, approved the Proclamation honoring Richard Knore Decker on the occasion of his 100<sup>th</sup> birthday on September 15, 2013.

**APPROVAL OF PROCLAMATION DESIGNATING THE WEEK OF SEPTEMBER 16, 2013 AS CONSTITUTION WEEK IN THE VILLAGE OF BURR RIDGE** The Board, under the Consent Agenda by Omnibus Vote, approved the Proclamation designating the week of September 16, 2013 as *Constitution Week* in the Village of Burr Ridge.

**APPROVAL OF VENDOR LIST IN THE AMOUNT OF \$91,244.67 FOR ALL FUNDS, PLUS \$235,798.56 FOR PAYROLL, FOR A GRAND TOTAL OF \$327,043.23** The Board, under the Consent Agenda by Omnibus Vote, approved the Vendor List in the amount of \$91,244.67 for the period ending September 9, 2013, and payroll in the amount of \$235,798.56 for the period ending August 31, 2013.

**APPROVAL MINUTES OF THE REGULAR MEETING OF AUGUST 26, 2013** This item was removed from the Consent Agenda at the request of Trustee Franzese. Trustee Franzese requested clarification with regard to the following statement on page 10155; "Mr. Stricker added that he has requested that Pulte Homes meet with representatives from Bridle Path, Arrowhead Farms, and Burr Oaks Glen South prior to the Public Hearing to review the plans." Trustee Franzese said the statement implies that plans have been prepared and they have not. Village Administrator Steve Stricker responded by stating the intent was that if the contract with Pulte Homes was approved, he requested that Pulte meet with the noted Homeowners Associations prior to the Public Hearing with the Plan Commission. Mr. Stricker stated the phrase "with the Plan Commission" would be added to the minutes for clarification.

Motion was made by Trustee Paveza and seconded by Trustee Franzese to approve the Minutes of the Regular Meeting of August 26, 2013 with the noted change.



Regular Meeting  
Mayor and Board of Trustees, Village of Burr Ridge  
September 9, 2013

On Roll Call, Vote Was:

AYES: 6 – Trustees Paveza, Franzese, Bolos, Ruzak, Grasso, Manieri

NAYS: 0 – None

ABSENT: 0 – None

There being six affirmative votes, the motion carried

**APPROVAL OF RECOMMENDATION TO TABLE INDEFINITELY THE RESOLUTION AUTHORIZING A REAL ESTATE SALES CONTRACT FOR SALE OF VILLAGE OWNED LAND AT 11680 GERMAN CHURCH ROAD (PUMP CENTER)**

This item was removed from the Consent Agenda at the request of Trustee Bolos. Trustee Bolos expressed concern with regard to the existence of an indefinite contract that will serve no benefit to the Village. She stated that she feels the contract should be rejected and any future contracts presented should be new contracts. Trustee Bolos added she has additional suggestions for additions to a future contract related to specification of the zoning and a reversion clause.

Village Attorney Scott Uhler explained that zoning cannot lawfully be specified in a contract and changes to zoning are initiated through a Public Hearing with the Plan Commission and then presented to the Board of Trustees through a Plan Commission recommendation.

Trustee Grasso stated she does not feel a property should be forced to remain at a specific zoning as there are situations where it may be appropriate to change zoning. She added that she is in favor of rejecting the contract rather than tabling the contract indefinitely.

Village Administrator Steve Stricker clarified that rejecting this contract does not mean that Pulte Homes cannot submit another contract for consideration.

Trustees Manieri and Franzese added their agreement that the contract should not be tabled indefinitely. Mr. Stricker explained that by tabling indefinitely, the contract submitted by Pulte Homes is rejected.

Motion was made by Trustee Grasso and seconded by trustee Bolos to reject the real estate sales contract for sale of Village owned land at 11680 German Church Road (Pump Center).

On Roll Call, Vote Was:

AYES: 5 – Trustees Grasso, Bolos, Paveza, Franzese, Manieri

NAYS: 1 – Trustee Ruzak

ABSENT: 0 – None

There being five affirmative votes, the motion carried

**CONSIDERATION OF RECOMMENDATION TO HIRE ASSISTANT TO THE VILLAGE ADMINISTRATOR TO FILL VACANCY CREATED BY THE RESIGNATION OF ASSISTANT VILLAGE ADMINISTRATOR LISA SCHEINER**



Regular Meeting  
Mayor and Board of Trustees, Village of Burr Ridge  
September 9, 2013

Village Administrator Steve Stricker stated he recommends that the vacancy of the Assistant Village Administrator position be filled with a lower-level position titled Assistant to the Village Administrator at a lower salary range.

Dolores Cizek, Former Trustee and resident of LaGrange, questioned the necessity of the position of Assistant to the Village Administrator.

Village Administrator Steve Stricker added that there are a significant number of time consuming administrative tasks, contract negotiations, communications, and social media functions that cannot be handled by other staff and warrants the filling of the position.

Trustee Manieri added he would prefer not to rush into filling the position and suggested utilizing the part-time Events Coordinator or a volunteer to assist. He also requested that the total compensation package for the Assistant to the Village Administrator be provided to the Board.

Trustee Bolos added she agrees with Trustee Manieri and questions the need for a Master's Degree as a suggested qualification for the position.

Mr. Stricker explained that with the additional concert events, one person cannot handle both the workload of the events and the responsibilities of the Assistant to the Village Administrator. He added that there are some duties for the position that do require a higher level of education.

Trustee Paveza stated that Assistant Village Administrator Lisa Scheiner provided valuable assistance in contract negotiations that he was involved in and added that her role required higher level skills.

Trustee Grasso stated she feels that the position is needed and the salary savings by filling the position at a lower level is beneficial.

Trustee Franzese questioned the job description and pay structure for various positions in the Village. Mr. Stricker explained the salary ranges and noted that the Village salaries are based upon salary surveys and the ranges approved by the Board.

Trustee Paveza added that the Village salaries are in the mid-range in comparison to that of other municipalities of a similar size.

Trustee Bolos suggested waiting to fill the position until the next budget process. Mr. Stricker responded that if the position is not immediately filled, the current staff would be unable to handle the additional workload which may result in reduced service level. Trustee Bolos also suggested using members of the Events Planning Committee to assume responsibility for the tasks associated with the Village Events and asked Trustee Grasso, Chairperson of the



Regular Meeting  
Mayor and Board of Trustees, Village of Burr Ridge  
September 9, 2013

Committee, for her thoughts. In response, Trustee Grasso stated that the workload assumed by Lisa Scheiner for the Events Planning is significant. Trustee Grasso expressed concern with regard to relying on the ability of volunteers to commit to completing critical tasks.

Trustee Manieri stated he would like to explore using volunteers to assist with some of the Events Planning tasks.

Trustee Ruzak added that Lisa Scheiner provided significant assistance to the Veteran's Memorial Committee with their Armed Forces Day event.

Trustee Paveza suggested posting the position to determine the eligible applicants and making a decision based upon the response. Mr. Stricker stated if the position is posted, he does not wish to proceed with the interviewing process unless it will definitely be filled. He added that nine full time positions were previously eliminated as part of the recession.

Trustee Bolos added that due to the learning curve for a new hire, the Events Planning Committee members may be required to initially provide assistance.

Trustee Franzese suggested posting the position at a lower pay range. Trustee Grasso agreed and added that if qualified candidates are not found at that range, it may require reevaluation. Trustee Grasso added that she is not certain that members of the Events Planning Committee would be able to assume responsibility for Lisa's tasks that are crucial to the Events.

Trustee Manieri suggested utilizing the part-time Events Coordinator and possibly an additional part-time position to fill the role. In response, Mr. Stricker explained that the Assistant to the Village Administrator position has significantly more responsibility than just events and the necessity to hire a part-time Events Coordinator position arose due to the increase in the number of events.

The Board agreed that they do not wish to see the Events impacted and discussed alternatives to posting the position at a lower salary scale and an alternate title.

Motion was made by Trustee Paveza and seconded by Trustee Ruzak to authorize the Village Administrator to fill the vacancy created by the resignation of Assistant Village Administrator Lisa Scheiner with an Assistant to the Village Administrator at a pay grade of 107.

On Roll Call, Vote Was:

AYES: 4 – Trustees Paveza, Ruzak, Grasso, Franzese

NAYS: 2 – Trustees Bolos, Manieri

ABSENT: 0 – None

There being four affirmative votes, the motion carried



Regular Meeting  
Mayor and Board of Trustees, Village of Burr Ridge  
September 9, 2013

**OTHER CONSIDERATIONS** Trustee Bolos inquired about the appropriate time to request that the Plan Commission address the rezoning of the Pump Station property. In response, Mr. Stricker stated he would place it on the next Board Agenda for discussion.

**AUDIENCE** Zed Francis, President of Bridle Path Subdivision, discussed the rezoning of the Pump Station property to maintain consistency with the Village's Comprehensive Plan.

Carolyn Grela, 8045 Creekwood Drive, discussed the filling of the Assistant Village Administrator position and her concerns with the appropriate skill level of the replacement as well as the ability of volunteers to maintain the level of service that the residents expect.

Dolores Cizek, Former Trustee and Resident of LaGrange, stated the Assistant Village Administrator position is a marketing position that should be handled by the Village Center

John Bittner, 2 Hidden Lake Drive, discussed the current job market and his suggestions for hiring.

**REPORTS AND COMMUNICATIONS FROM VILLAGE OFFICIALS** There were none at this time.

**ADJOURNMENT** Motion was made by Trustee Paveza and seconded by Trustee Grasso that the Regular Meeting of September 9, 2013 be adjourned

On Roll Call, Vote Was:

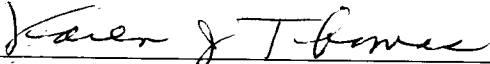
AYES: 6 – Trustees Paveza, Grasso, Bolos, Ruzak, Franzese, Manieri

NAYS: 0 – None

ABSENT: 0 – None

There being six affirmative votes, the motion carried and the meeting was adjourned at 8:21 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.

  
\_\_\_\_\_  
Karen J. Thomas  
Village Clerk  
Burr Ridge, Illinois

APPROVED BY the President and Board of Trustees this 23<sup>rd</sup> day of September, 2013.





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

**September 9, 2013  
7:00 p.m.**

- 1. CALL TO ORDER/PLEDGE OF ALLEGIANCE  
– Alexa Smith, Gower West 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 August 26, 2013
- \*B. Receive and File Draft Events Planning Committee Meeting of August 20, 2013
- \*C. Receive and File Veterans Memorial Committee Meeting of July 31, 2013

**6. ORDINANCES**

- \*A. Approval of An Ordinance Denying a Fence Variation from the Village of Burr Ridge Zoning Ordinance (Z-11-2013: 6501 County Line Road – Lindell)
- \*B. Approval of An Ordinance Denying an Amendment to the Village of Burr Ridge Zoning Ordinance Regarding Front Yard Fences (Z-11-2013: 6501 County Line Road – Lindell)
- \*C. Approval of An Ordinance Granting Variations of the Village of Burr Ridge Sign Ordinance for the Location and Area of Wall Signs (S-04-2013: 60 Shore Drive – Brand Max Motors)
- \*D. Approval of Ordinance Restricting Parking Along County Line Road @ FAI-55 within the Village of Burr Ridge (Exhibit C to IGA with IDOT regarding I-55 and County Line Road ITEP Bridge Project)
- \*E. Approval of Ordinance Prohibiting the Discharge of Sanitary and Industrial Waste into any Storm Sewer or Drainage Facility Constructed as a Part of the FAI-55 Structure Rehabilitation Improvement (Exhibit D to IGA with IDOT regarding I-55 and County Line Road ITEP Bridge Project)

**EXHIBIT** A

- \*F. Approval of Ordinance Prohibiting Encroachments within the State of Illinois Right of Way along County Line Road @ FAI-55 (Exhibit E to IGA with IDOT regarding I-55 and County Line Road ITEP Bridge Project)

## 7. RESOLUTIONS

- \*A. Approval of Recommendation to TABLE Indefinitely the Resolution Authorizing a Real Estate Sales Contract for Sale of Village Owned Land at 11680 German Church Road (Pump Center)
- \*B. Adoption Of Resolution Approving and Authorizing the Execution of an Intergovernmental Agreement with the State of Illinois through Its Department of Transportation Regarding the I-55 and County Line Road ITEP Bridge Project
- \*C. Adoption of Funding Resolution (Exhibit B to IGA with IDOT regarding I-55 and County Line Road ITEP Bridge Project)
- \*D. Adoption of Resolution Authorizing an Intergovernmental Agreement Between the Village of Burr Ridge and Cook County for the Provision of Environmental Health Inspection Services

## 8. CONSIDERATIONS

- A. Consideration of Recommendation to Hire Assistant to the Village Administrator to Fill Vacancy Created by the Resignation of Assistant Village Administrator Lisa Scheiner
- \*B. Approval of Recommendation to Authorize FMLA Leave of Absence for General Utility Worker David Powers
- \*C. Approval of Recommendation to Reappoint Ronald Damper to the Board of Fire and Police Commissioners for a Three-Year Term Expiring April 30, 2016
- \*D. Receive and File Resignation Letter from Assistant Village Administrator Lisa Scheiner
- \*E. Approval of Proclamation Recognizing Lisa Scheiner, Assistant Village Administrator, for Service to the Village of Burr Ridge, Illinois
- \*F. Approval of Proclamation for Illinois Arts & Humanities Month
- \*G. Approval of Proclamation Honoring Richard Knore Decker on the Occasion of his 100<sup>th</sup> Birthday on September 15, 2013
- \*H. Approval of Proclamation Designating the Week of September 16, 2013, as Constitution Week in the Village of Burr Ridge
- \*I. Approval of Vendor List in the amount of \$91,244.67 for all funds, plus

\$235,798.56 for payroll, for a grand total of \$327,043.23, which does not include any special expenditures

- 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**