

REGULAR MEETING

MAYOR AND BOARD OF TRUSTEES
VILLAGE OF BURR RIDGE, IL

February 24, 2014

CALL TO ORDER The Regular Meeting of the Mayor and Board of Trustees of February 24, 2014 was held in the Meeting Room of the Village Hall, 7660 County Line Road, Burr Ridge, Illinois and called to order at 7:03 p.m. by Trustee Paveza

PLEDGE OF ALLEGIANCE The Pledge of Allegiance was conducted by Patrick Jarosz of Gower West Elementary School.

ROLL CALL was taken by the Village Clerk and the results denoted the following present: Trustees Franzese, Paveza, Ruzak, Bolos, Grasso, and Manieri. Absent was Mayor Straub. Also present were Village Administrator Steve Stricker, Public Works Director Paul May, Community Development Director Doug Pollock, Deputy Police Chief Marc Loftus, and Village Clerk Karen Thomas. There being a quorum, the meeting was open to official business.

AUDIENCE Marty Gleason, read an excerpt from the book Man of the House by Tip O'Neil, describing the January 20, 1961 Inauguration of John F. Kennedy.

Carolyn Grela, 8045 Creekwood Drive, discussed Mayor Straub's use of social media to discuss Village matters. Ms. Grela questioned the appropriateness of the announcement of the Alternate Plan Commissioner via social media prior to the Board vote on the matter. In addition, Ms. Grela indicated her displeasure with media discussions regarding disputes among neighbors and other Board matters. Ms. Grela concluded her comments stating that emphasis should be focused on Board effectiveness and any Village discussions should be conducted within an official forum.

CONSENT AGENDA – OMNIBUS VOTE After reading the Consent Agenda by Trustee Paveza, motion was made by Trustee Grasso and seconded by Trustee Ruzak 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: 6 – Trustees Grasso, Ruzak, Franzese, Manieri, Bolos, Paveza

NAYS: 0 – None

ABSENT: 0 – None

There being six affirmative votes, the motion carried.

APPROVAL OF REGULAR MEETING OF FEBRUARY 10, 2014 were approved for publication under the Consent Agenda by Omnibus Vote.



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APPROVAL OF ORDINANCE GRANTING A VARIATION FROM THE VILLAGE OF BURR RIDGE ZONING ORDINANCE FOR A VARIATION ALLOWING A GARAGE ADDITION IN A SIDE BUILDABLE AREA (V-01-2014: 8426 MEADOWBROOK DRIVE – LEJA) The Board, under the Consent Agenda by Omnibus Vote, approved the Ordinance granting a variation from the Village of Burr Ridge Zoning Ordinance for a variation allowing a garage addition in a side buildable area (V-01-2014: 8426 Meadowbrook – Leja).
THIS IS ORDINANCE NO. A-834-01-14.

APPROVAL OF RESOLUTION UPDATING THE BURR RIDGE AFFORDABLE HOUSING PLAN AS MANDATED BY THE 2004 STATE OF ILLINOIS AFFORDABLE HOUSING PLANNING AND APPEAL ACT The Board, under the Consent Agenda by Omnibus Vote, adopted the Resolution updating the Burr Ridge Affordable Housing Plan as mandated by the 2004 State of Illinois Affordable Housing Planning and Appeal Act.
THIS IS RESOLUTION NO. R-03-14.

APPROVAL OF RECOMMENDATION TO AUTHORIZE CONTRACT FOR AQUATIC WEED MANAGEMENT The Board, under the Consent Agenda by Omnibus Vote, awarded a three (3) year contract with Marine Biochemists of Elburn, IL, in the amount of \$7,642 per year

APPROVAL OF RECOMMENDATION TO APPOINT PRASHANT SHETH AS ALTERNATE TO THE PLAN COMMISSION TO COMPLETE THE TERM OF MARY PRAXMARER THAT EXPIRES JUNE 24, 2016 The Board, under the Consent Agenda by Omnibus Vote, appointed Prashant Sheth as Alternate to the Plan Commission to complete the term of Mary Praxmarer that expires June 24, 2016.

APPROVAL OF VENDOR LIST IN THE AMOUNT OF \$336,601.87 FOR ALL FUNDS, PLUS \$189,844.85 FOR PAYROLL, FOR A GRAND TOTAL OF \$526,446.72. THE VENDOR LIST INCLUDES NO SPECIAL EXPENDITURES The Board, under the Consent Agenda by Omnibus Vote, approved the Vendor List for the period ending February 24, 2014 in the amount of \$336,601.87, and payroll in the amount of \$189,844.85 for the period ending February 15, 2014.

CONSIDERATION OF RECOMMENDATION TO APPROVE ST. MARK COPTIC CHURCH PHASING PLAN Community Development Director Doug Pollock reminded the Board that special use approval and variations were granted in 2013 for an addition and parking lot expansion for St. Mark Coptic Church. He explained that the church would like to perform the work in phases by first obtaining a permit for the grading, landscaping, stormwater management, parking lot, and perimeter landscaping. Mr. Pollock added that the building expansion would be developed under a separate permit at a later time. He noted that the site work would be scheduled for 2014 and the building addition in 2015.



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In response to Trustee Bolos, Mr. Pollock confirmed that by performing the work in this sequence, if the building addition is not constructed, the improvements to the property including improved Stormwater management are completed.

Motion was made by Trustee Manieri and seconded by Trustee Ruzak to approve the Phasing Plan for St. Mark Coptic Church.

On Roll Call, Vote Was:

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

NAYS: 0 – None

ABSENT: 0 – None

There being six affirmative votes, the motion carried.

CONSIDERATION OF PLAN COMMISSION RECOMMENDATION TO EXPAND THE RANGE FOR PUBLIC HEARING NOTICE LETTERS FROM 500 TO 750 FEET

Community Development Director Doug Pollock stated that as part of the Annual Zoning Review, a suggestion was made by resident Alice Krampits that the range of public hearing notice letters be expanded from the existing 500 feet to 750 feet. He noted that the Plan Commissioners agreed to the suggested change by a vote of 5 to 1.

Mr. Pollock explained that State Law requires a minimum distance of 250 feet for special uses but public notice letters are not required for any other public hearings. He clarified that the Village sends notices to all property owners within 500 feet of a subject property for all public hearings as well as to area Homeowners Associations. Mr. Pollock also noted that public hearing signs are posted at the subject property as well as a legal notice printed in the Suburban Life Newspaper.

Mr. Pollock provided maps showing examples of notification ranges of prior public hearings at both 500 and 750 feet. He explained that the number of notices sent can increase significantly depending upon the density of the area. Mr. Pollock concluded that the staff recommendation is to increase the notice area to 750 feet for all public notices except single-family residential variations, which would remain at 500 feet since interest in those petitions would be limited to surrounding neighbors.

Alice Krampits, 7515 Drew, stated that she made the suggestion to increase the Public Hearing notice range due to the recent hotel public hearing where she felt enough area neighbors did not receive letters. She suggested that the range for the Public Hearing Notices be adjusted to 750 feet or at least 20 residents.

Trustee Manieri suggested that to better accommodate the lower density zoning districts, industrial areas, and properties adjacent to I-55, the public hearing notice range should be increased to 1,000 feet. In response, Mr. Pollock emphasized that in order to avoid legal issues;



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it is important that the policy that is set is consistent and does not leave any discretion to staff with regard to who receives the public hearing notices.

The Board discussed options with regard to the public hearing notices and a policy designation.

Trustee Grasso suggested expanding the perimeter of the public hearing notice designation until a minimum of 20 residents are within the notification area.

Mr. Pollock pointed out that the parameters for 20 notification letters must be clearly defined such as property owners versus renters. Mr. Pollock added that in some areas in the Village such as Shore Drive or Shore Court, the perimeter of the notification would have to be significantly expanded to include 20 properties resulting in the notification of properties a significant distance away from the subject property.

Trustee Franzese raised questions with regard to special use notification and notification of Homeowner's Associations. In response, Mr. Pollock noted that those requirements would be specified as part of the policy.

Trustee Paveza added his concern with regard to the designation of 750 feet in areas with large vacant lots.

Village Administrator Steve Stricker inquired about the Village GIS System and its use in defining the properties to select. In response, Mr. Pollock explained how the GIS System works and added that it can be used to designate a specific number of feet but cannot go outside of the Village boundaries.

Mr. Pollock explained that the current public hearing procedures state that the petitioner must go to the county to obtain the list of properties within 500 feet for the public hearing notice mailing and the list is reviewed by staff for accuracy. Village Administrator Stricker suggested that staff assume the responsibility for determining the mailing list to ensure the procedure is followed.

In response to Trustee Bolos, Mr. Pollock stated that staff will have to explore how to address the areas outside of the Village.

The Board discussed alternatives to the policy for the Public Hearing Notice mailing distance and decided upon a minimum distance of 750 feet with an expansion to include at least 20 homeowners. The Board concurred that all public hearings would follow this procedure in order to be consistent. Mr. Pollock responded that a draft policy will be prepared and presented to the Board at the next meeting.

CONSIDERATION OF RECOMMENDATION TO AUTHORIZE CONTRACT FOR COUNTY LINE ROAD RIGHT-OF-WAY MOWING Public Works Director Paul May



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explained that in 2004, a sidewalk was constructed along County Line Road between South Frontage Road and 91st Street. He explained that the Village contracted a service to mow portions of the right-of-way that were not being maintained by the property owners. Mr. May explained that the current service contract has expired and new service contracts have been solicited with the funding for the work provided from the Pathway Fund.

Trustee Manieri pointed out that since the funding for this area mowing is taken from the Pathway Fund and additional contributions are not being added to it, consideration must be given to where the funding will come from when the Pathway Fund is depleted. Trustee Manieri also requested a list of current landscaping and beautification contracts to be reviewed as part of the budget discussions.

In response to Trustee Bolos, Mr. May explained that Public Works mows approximately 40 acres in the Village primarily using summer help, which is only available for a portion of the summer months. He added that staff is used for high value work such as tree trimming, building repairs, maintaining vehicles and street light replacement with contract services used for mowing, which can be contracted at a lower cost.

Village Administrator Steve Stricker added that in 2006, \$7,500 was budgeted for this area noting that the cost has gone down.

In response to Trustee Franzese, Mr. May explained that the west side of County Line Road is mowed and a few properties on the east side are also mowed. Mr. May explained that due to the steep slopes of the area, much of it requires line trimming.

Trustee Bolos expressed concern with regard to a three year contract suggesting that a one year contract might be more appropriate until the Board has reviewed all of the landscape and beautification contracts.

Trustee Paveza added that the cost is not significant and the contract is bid for three years which might increase if only approved for one year and later renegotiated.

The Board discussed the maintenance of the County Line Road area as well as other areas of the Village and questioned if contracts for all landscape projects should be negotiated together. In response, Mr. May explained this was attempted in the past noting that some areas require landscaping and mulching and others are only mowing. He added that upon completion of the bridge enhancements, renegotiation will be required and that would be an appropriate time for a comprehensive contract review.

Mr. Stricker added that it may not be possible to combine landscaping and mowing to obtain the best rate and it is dependent upon what work each landscaping company is able to do.



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Motion was made by Trustee Grasso and seconded by Trustee Ruzak to authorize a three year contract with Royal Oak Landscaping in the amount of \$3,290 in 2014, \$3,290 in 2015, and \$3,422 in 2016.

Trustee Bolos suggested a one year contract to allow renegotiation of all contracts the following year to determine if it is most cost effective way to handle the various landscape contracts.

Trustee Paveza inquired which contracts will be renewed next year. Mr. May responded that they are the County Line Road median and gateway, the mowing of the Village properties and Veterans Memorial, the I-55 area, and weed control. Mr. May added that he will prepare a memorandum outlining the contract costs for the Board to review.

John Bittner, 2 Hidden Lake Drive, stated he lives along County Line Road and his landscaper mows the right-of-way area adjacent to his home. He suggested asking residents to contribute funds toward the cost of this maintenance.

On Roll Call, Vote Was:

AYES: 3 – Trustees Grasso, Ruzak, Paveza

NAYS: 3 – Trustees Manieri, Bolos, Franzese

ABSENT: 0 – None

There being only three affirmative votes, the motion failed

Motion was made by Trustee Manieri and seconded by Trustee Franzese to authorize a one year contract with Royal Oak Landscaping in the amount of \$3,290.

On Roll Call, Vote Was:

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

NAYS: 1 – Trustee Ruzak

ABSENT: 0 – None

There being five affirmative votes, the motion carried.

CONSIDERATION OF RECOMMENDATION TO AUTHORIZE CONTRACT FOR 2014 CURBSIDE BRUSH PICK-UP

Public Works Director Paul May explained that bids have been solicited for the Village brush pickup program due to a price increase by Winkler's Tree Service, who has handled the program since 1996. He stated that the lowest bid is from Kramer Tree Specialists at a significantly lower cost.

Mr. May noted that Kramer Tree Service uses a mobile brush chipping process where the brush is collected with a grapple and chipped at an alternate location. He stated that staff has checked references provided by Kramer with regard to this alternate technique and received positive feedback. Mr. May noted that the off-site chipping method is cleaner and less disruptive to the residents.



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Trustee Grasso inquired if Kramer's would be able to remove the brush as efficiently in this manner. In response, Mr. May stated the municipalities who use Kramer's state that it is more efficient.

In response to Trustee Franzese, Mr. May explained that the stacking of the brush and the rules for allowable brush will remain the same as in the past.

Motion was made by Trustee Manieri and seconded by Trustee Ruzak to award a contract to Kramer Tree Specialists of West Chicago, IL for the spring and fall 2014 curbside brush pick-up program at the cost of \$13,045 per cycle, not to exceed \$26,090 for the year.

On Roll Call, Vote Was:

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

NAYS: 0 – None

ABSENT: 0 – None

There being six affirmative votes, the motion carried.

OTHER CONSIDERATIONS Trustee Bolos noted a large pothole near Chasemoor and the Pace Bus area. In response, Mr. May stated Public Works crews are conducting rolling pothole patching but residents should contact the Village Hall if they notice a pothole.

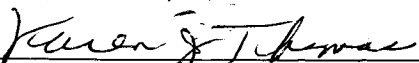
AUDIENCE There were none at this time.

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

ADJOURNMENT Motion was made by Trustee Manieri and seconded by Trustee Grasso that the Regular Meeting of February 24, 2014 be adjourned.

On voice vote, the motion carried and the meeting was adjourned at 8:23 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 10th day of March, 2014.



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

**February 24, 2014
7:00 p.m.**

- 1. CALL TO ORDER/PLEDGE OF ALLEGIANCE
– Patrick Jarosz, Gower West 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 February 10, 2014

6. ORDINANCES

- *A. Approval of Ordinance Granting a Variation from the Village of Burr Ridge Zoning Ordinance for a Variation Allowing a Garage Addition in a Side Buildable Area (V-01-2014: 8426 Meadowbrook Drive –Leja)

7. RESOLUTIONS

- *A. Approval of Resolution Updating the Village of Burr Ridge Affordable Housing Plan as Mandated by the 2004 State of Illinois Affordable Housing Planning and Appeal Act

8. CONSIDERATIONS

- A. Consideration of Recommendation to Approve St. Mark Coptic Church Phasing Plan
- B. Consideration of Plan Commission Recommendation to Expand the Range for Public Notice Letters from 500 Feet to 750 Feet
- C. Consideration of Recommendation to Authorize Contract for County Line Road Right-of-Way Mowing
- D. Consideration of Recommendation to Authorize Contract for 2014 Curbside Brush Pick-up

EXHIBIT

A

- *E. Approval of Recommendation to Authorize Contract for Aquatic Weed Management
- *F. Approval of Recommendation to Appoint Prashant Sheth as Alternate to the Plan Commission to Complete the Term of Mary Praxmarer that Expires June 24, 2016
- *G. Approval of Vendor List in the Amount of \$336,601.87 for all Funds, Plus \$189,844.85 for Payroll, for a Grand Total of \$526,446.72. The Vendor List Includes no Special Expenditures.
- H. 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