

REGULAR MEETING

PRESIDENT AND BOARD OF TRUSTEES
VILLAGE OF BURR RIDGE, IL

April 27, 2015

CALL TO ORDER The Regular Meeting of the President and Board of Trustees of April 27, 2015 was held in the Meeting Room of the Village Hall, 7660 County Line Road, Burr Ridge, Illinois and called to order at 7:02 p.m. by President Straub.

PLEDGE OF ALLEGIANCE The Pledge of Allegiance was recited by Parker Murphy of Elm School.

ROLL CALL was taken by the Village Clerk and the results denoted the following present: Trustees Franzese, Grasso, Ruzak, Paveza, Bolos, and President Straub. Absent was Trustee Manieri. Also present were Village Administrator Steve Stricker, Community Development Director Doug Pollock, Public Works Director Paul May, Police Chief John Madden, Finance Director Jerry Sapp, Communications and Public Relations Coordinator Janet Kowal, Village Attorney Greg Smith, and Village Clerk Karen Thomas. There being a quorum, the meeting was open to official business.

AUDIENCE Dolores Cizek discussed the Village budget noting that expenditures exceed revenues by \$800,000. She also discussed the Village Administrator salary.

Marty Gleason discussed an award he will be receiving from the University of Notre Dame, the Domer of the Year Award. He also discussed his involvement with the Notre Dame Club of Chicago and an accomplished scholarship recipient of one of the Club's scholarships.

CONSENT AGENDA – OMNIBUS VOTE After reading the Consent Agenda by President Straub, motion was made by Trustee Franzese 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: 5 – Trustees Franzese, Ruzak, Grasso, Bolos, Paveza

NAYS: 0 – None

ABSENT: 1 – Trustee Manieri

There being five affirmative votes, the motion carried.

APPROVAL OF REGULAR BOARD MEETING OF APRIL 13, 2015 were approved for publication under the Consent Agenda by Omnibus Vote.

APPROVAL OF RECOMMENDATION TO RELOCATE AND UPGRADE WIRELESS NETWORK CONNECTION AT THE CORNER OF COUNTY LINE ROAD AND PLAINFIELD ROAD The Board, under the Consent Agenda by Omnibus Vote, awarded the



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contract for upgrading and relocating the Village's wireless equipment to National Tek Sales, Inc. in the amount of \$11,228.

APPROVAL OF RECOMMENDATION TO APPROVE FY 15-16 PAY PLAN AND SALARY INCREASES FOR NON-UNION EMPLOYEES The Board, under the Consent Agenda by Omnibus Vote, approved the FY 2015 – 16 Salary Increases for non-union employees, along with the FY 2015-16 Pay Plan.

APPROVAL OF RECOMMENDATION TO PURCHASE WATER DEPARTMENT LINE LOCATOR The Board, under the Consent Agenda by Omnibus Vote, awarded the contract for the purchase of pipe line locating equipment to Associated Technical Services, LTD. in the amount of \$6,912.00.

APPROVAL OF THE VENDOR LIST IN THE AMOUNT OF \$305,095.99 FOR ALL FUNDS, PLUS \$196,967.27 FOR PAYROLL, FOR A GRAND TOTAL OF \$502,063.26 WHICH INCLUDES SPECIAL EXPENDITURES OF \$15,520.00 TO PLEASANTVIEW FIRE PROTECTION DISTRICT (OUT OF E-9-1-1 FUND) FOR 9-1-1 SYSTEM DISPATCH EQUIPMENT The Board, under the Consent Agenda by Omnibus Vote, approved the Vendor List for the period ending April 27, 2015 in the amount of \$305,095.99 and payroll in the amount of \$196,967.27 for the period ending April 11, 2015.

CONSIDERATION OF AN ORDINANCE AMENDING THE BURR RIDGE MUNICIPAL CODE BY ADDING A NEW CHAPTER 15 ENTITLED "CABLE AND VIDEO CUSTOMER SERVICE AND PRIVACY PROTECTION" Village Administrator Steve Stricker introduced Village Attorney Greg Smith.

Mr. Smith began by explaining that the current Franchise Agreement with Comcast expires in May and that it allows the placement of cable and boxes in the Village right of way in return for a payment to the Village of 5 percent of gross revenues.

Mr. Smith explained that the Franchise Agreement is based on a template agreement negotiated between the Metropolitan Mayors' Caucus and Comcast. He noted that in his negotiations with Comcast, he represented a consortium consisting of the Villages of Burr Ridge, Clarendon Hills, Hinsdale, and Willowbrook.

Mr. Smith stated that the Franchise Agreement sets forth the terms on which Comcast may use the Village's rights of way to install and maintain its equipment needed to provide cable television services to customers in the Village.

Mr. Smith reviewed the highlights of the Franchise Agreement which include a term of ten years; allowance for Comcast to perform work in right of way; designation of the 5% franchise fee; specification of service standards; indemnification and insurance provisions; provision of Public Education and Government channel; and specification of Public Education Government channel



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Capital Fee. He concluded by stating that the Board must first approve the Ordinance for the customer service standards and then the Resolution for the contract.

In response to Trustee Grasso, Mr. Smith explained that under the Franchise Agreement, Comcast is given latitude with regard to "Acts of God" and repairs are given a reasonable amount of time for restoration of service. He added he is not aware of any areas that are prone to outages.

In response to Trustee Bolos, Mr. Smith explained that by adopting the consumer privacy protection, residents can contact the Village with regard to disputes with Comcast.

Village Administrator Stricker stated that Comcast has been responsive to complaints and the Village does not receive many complaints on their service. He added that for those complaints that have been directed to the Village representative at Comcast, they have been handled promptly.

In response to Trustee Franzese, Mr. Smith explained that the 5% franchise fee is set by federal law as a ceiling for the rate.

Trustee Grasso inquired about the possibility of burying all Comcast and electrical cables. Mr. Smith responded that when overhead lines are present, Comcast will use them for their cable lines and only when the overhead lines are eliminated will the cables be buried.

Trustee Ruzak inquired if a time limit could be designated in which a customer could be placed on hold with Comcast. In response, Mr. Smith stated that state law is not concerned with hold times but more with appointments and outages. He added that if there are several complaints regarding hold times, Mr. Stricker could provide assistance in contacting the Comcast Village liaison.

Motion was made by Trustee Grasso and seconded by Trustee Ruzak to approve the Ordinance.

On Roll Call, Vote Was:

AYES: 5 - Trustees Grasso, Ruzak, Franzese, Paveza, Bolos

NAYS: 0 - None

ABSENT: 1 - Trustee Manieri

There being five affirmative votes, the motion carried.

THIS IS ORDINANCE NO. 1147

CONSIDERATION OF A RESOLUTION APPROVING A CABLE TELEVISION FRANCHISE AGREEMENT BY AND BETWEEN THE VILLAGE OF BURR RIDGE AND COMCAST OF ILLINOIS VI, LLC Village President Straub asked for a motion.



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Motion was made by Trustee Grasso and seconded by Trustee Ruzak to adopt the Resolution authorizing the Mayor to sign the franchise agreement for a term of 10 years.

On Roll Call, Vote Was:

AYES: 5 - Trustees Grasso, Ruzak, Franzese, Paveza, Bolos

NAYS: 0 - None

ABSENT: 1 - Trustee Manieri

There being five affirmative votes, the motion carried.

THIS IS RESOLUTION NO. R-06-15

PRESENTATION OF PROCLAMATION HONORING FORMER VILLAGE PRESIDENT AND TRUSTEE LEONARD RUZAK Village President Straub read the Proclamation honoring Leonard Ruzak.

Jack Schaus related an experience he had with Mr. Ruzak regarding incorporating areas to the Village.

Trustee Ruzak thanked all for the opportunity to serve Burr Ridge.

Motion was made by Trustee Bolos and seconded by Trustee Grasso to approve the Proclamation.

On Roll Call, Vote Was:

AYES: 5 - Trustees Bolos, Grasso, Ruzak, Franzese, Paveza

NAYS: 0 - None

ABSENT: 1 - Trustee Manieri

There being five affirmative votes, the motion carried.

PRESENTATION ON REDESIGN OF THE VILLAGE WEBSITE Finance Director Jerry Sapp explained that over the past year, staff has overhauled the Village Website to correct limitations, provide enhancements, and make the Website user-friendly. Mr. Sapp discussed the new features of the Website.

Public Relations Coordinator Janet Kowal provided a demonstration of the redesigned Village Website.

In response to Trustee Franzese, Mr. Sapp stated the PDF Files located on the website are searchable.

In response to Village President Straub, Mr. Sapp explained that the Village has a firewall and security as protection for the Website.

Village Administrator Stricker added that if enhancements or additional information are desired on the Website, they can be incorporated upon request.



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CONSIDERATION OF RECOMMENDATION TO APPROVE AMENDMENTS TO THE EMPLOYEE RECOGNITION PROGRAM

Village Administrator Steve Stricker discussed the staff recommendations with regard to Village employee recognition. He proposed that Village employees be brought before the Board for recognition for accomplishments such as:

- the celebration of a 20th, 25th, 30th, and 35th anniversary;
- an accomplishment of a special task;
- the completion of a team task or milestone.

Mr. Stricker explained that this proposal would allow employees to be recognized by the Board for specific reasons and eliminate the perception of a contest.

The Board agreed that the recognition proposal is a positive approach.

Motion was made by Trustee Ruzak and seconded by Trustee Paveza to approve the recommended changes to the Employee Recognition Program.

On Roll Call, Vote Was:

AYES: 5 - Trustees Ruzak, Paveza, Bolos, Grasso, Franzese

NAYS: 0 - None

ABSENT: 1 - Trustee Manieri

There being five affirmative votes, the motion carried.

OTHER CONSIDERATIONS Village Administrator Steve Stricker stated he attended a press conference with the DuPage Mayors and Managers to express opposition to Governor Rauner's proposition to reduce the LGDF (Local Government Distributed Funds) given to municipalities by 50%. Mr. Stricker indicated they were successful in communicating their opposition to the proposal.

In response to Trustee Bolos, Mr. Stricker stated a letter has been sent to state representatives regarding the restrictions on the use of the hotel/motel tax fund.

AUDIENCE Alice Krampits, also speaking for Mark Toma, discussed the Village Administrator salary. Ms. Krampits expressed opposition to the lack of proactivity in the handling of the water meter discrepancies and replacements; the loss of revenue due to businesses leaving the Village; and the treatment of Tom White who was previously a member of the Police Pension Board. Ms. Krampits indicated that she and Mr. Toma feel that a salary increase should not be awarded and a cap should be placed on the Village Administrator salary.

Dolores Cizek discussed a Chicago Tribune article which discussed the Illinois Metropolitan Investment Fund that has lost over 180 million dollars. Ms. Cizek commended Finance Director Jerry Sapp for avoiding investment of Village money in this fund.



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Conrad Fialkowski discussed the treatment of Tom White who was previously a member of the Police Pension Board. Mr. Fialkowski stated that as a volunteer, Mr. White's representation is not for the Village Administration but rather from his own experience, opinions, and knowledge.

Marty Gleason discussed the importance of retaining individuals who have long-term experience in a position. He referenced Trustee Ruzak and Trustee Paveza who have many years of tenure with the Village. Mr. Gleason also added that Village Administrator Stricker has the responsibility of the daily operation of the Village and would be very difficult to replace.

REPORTS AND COMMUNICATIONS FROM VILLAGE OFFICIALS Trustee Paveza commented on the many positive accolades the Village of Burr Ridge receives and noted that often audience members who speak focus more on the negative aspects.

Trustee Ruzak announced that Armed Forces Day will be held May 16th at 10:00 a.m. at the Veterans Memorial.

ADJOURNMENT Motion was made by Trustee Grasso and seconded by Trustee Ruzak that the Regular Meeting of April 27, 2015 be adjourned to Closed Session to discuss:

- A. Approval of Closed Session Minutes of April 13, 2015
- B. Compensation and performance of a Specific Employee
- Village Administrator Annual Evaluation
- C. Employment of Employee

On Roll Call, Vote Was:

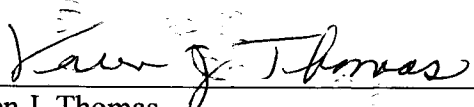
AYES: 5 – Trustees Grasso, Ruzak, Franzese, Paveza, Bolos

NAYS: 0 – None

ABSENT: 1 – Trustee Manieri

There being five 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 11th day of May, 2015.



RECONVENED REGULAR MEETING

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

April 27, 2015

CALL TO ORDER The Regular Meeting of the President and Board of Trustees of April 27, 2015 was reconvened at 9:31 p.m. with the same Trustees in attendance as immediately preceding the Closed Meeting from 8:30 p.m. to 9:30 p.m.

RECONVENE REGULAR MEETING Motion was made by Trustee Ruzak and seconded by Trustee Grasso that the Regular Meeting of April 27, 2015 be reconvened.

On Roll Call, Vote Was

AYES: 5 – Trustees Ruzak, Grasso, Franzese, Paveza and Bolos

NAYS: 0 – None

ABSENT: 1 – Trustee Manieri

There being five affirmative votes, the motion carried.

CONSIDERATION OF RECOMMENDATION TO APPROVE SALARY INCREASE FOR VILLAGE ADMINISTRATOR Motion was made by Trustee Ruzak and seconded by Trustee Grasso that the Village Administrator's salary for FY2015-16 would be increased by 2%.

On Roll Call, Vote Was

AYES: 5 – Trustees Ruzak, Grasso, Franzese, Paveza and Bolos

NAYS: 0 – None

ABSENT: 1 – Trustee Manieri

There being five affirmative votes, the motion carried.

There being no further business, Motion was made by Trustee Paveza and seconded by Trustee Franzese that the Regular Meeting of April 27, 2015 be adjourned.

On Roll Call, Vote Was

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


NAYS: 0 – None

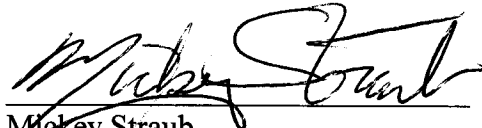
ABSENT: 1 – Trustee Manieri

There being five affirmative votes, the motion carried and the Regular Meeting of April 27, 2015 was adjourned at 9:31 p.m.



Reconvened Regular Meeting
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Karen J. Thomas
Village Clerk
Burr Ridge, Illinois


Mickey Straub
Village Clerk Pro-Tempore
Burr Ridge, Illinois

APPROVED BY the President and Board of Trustees this 11th day of May,
2015.

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

**April 27, 2015
7:00 p.m.**

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

Parker Murphy, Elm 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 Board Meeting of April 13, 2015

6. ORDINANCES

A. Consideration of An Ordinance Amending the Burr Ridge Municipal Code by Adding a New Chapter 15 Entitled "Cable and Video Customer Service and Privacy Protection"

7. RESOLUTIONS

A. Consideration of A Resolution Approving a Cable Television Franchise Agreement By and Between The Village of Burr Ridge and Comcast of Illinois VI, LLC

8. CONSIDERATIONS

A. Presentation of Proclamation Honoring Former Village President and Trustee Leonard Ruzak

B. Presentation on Redesign of the Village Website

C. Consideration of Recommendation to Approve Amendments to the Employee Recognition Program

*D. Approval of Recommendation to Relocate and Upgrade Wireless Network Connection at the Corner of County Line Road and Plainfield Road

EXHIBIT A

- *E. Approval of Recommendation to Approve FY 15-16 Pay Plan and Salary Increases for Non-Union Employees
- *F. Approval of Recommendation to Purchase Water Department Line Locator
- *G. Approval of Vendor List in the Amount of \$305,095.99 for all funds, plus \$196,967.27 for Payroll, for a Grand Total of \$502,063.26, which includes a Special Expenditure of \$15,520.00 to Pleasantview Fire Protection District (out of E-9-1-1 Fund) for 9-1-1 System Dispatch equipment
- 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. CLOSED SESSION

- A. Approval of Closed Session Minutes of April 13, 2015**
- B. Compensation and Performance of a Specific Employee
- Village Administrator Annual Evaluation**
- C. Employment of Employee**

12. RECONVENED MEETING

- A. Consideration of Salary Increase for Village Administrator**

13. ADJOURNMENT