

REGULAR MEETING
MAYOR AND BOARD OF TRUSTEES
VILLAGE OF BURR RIDGE

February 24, 2020

CALL TO ORDER The Regular Meeting of the Mayor and Board of Trustees of February 24, 2020, 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 Gary Grasso.

PLEDGE OF ALLEGIANCE Pledge of Allegiance led by Matthew Galinski. Gower West

ROLL CALL was taken by the Village Clerk and the results denoted the following present: Trustees Franzese, Schiappa, Paveza, Snyder, Mottl and Mayor Grasso. Absent was Trustee Mital. Also present were Village Administrator Doug Pollock, Chief John Madden, Deputy Chief Marc Loftus, Assistant Village Administrator Evan Walter, Public Works Director Dave Preissig, Village Clerk Karen Thomas, and Village Attorney Melissa Wolf.

PRESENTATIONS AND PUBLIC HEARINGS

POLICE DEPARTMENT PROMOTION RECOGNITION AND
SWEARING –IN CEREMONY
OFFICER ROBERT WISCH PROMOTION TO CORPORAL

Police Chief John Madden introduced Officer Robert Wisch and cited some of his accomplishments as an Officer. Village Clerk Karen Thomas administered the Oath of Office for his promotion to Corporal.

POLICE DEPARTMENT COMMENDATION
OFFICER BRANDON WATSON AND
MERITORIOUS SERVICE AWARDS
CORPORAL JOHN HELMS, OFFICERS BRANDON VALENTINO, KYLE JAROLIMEK
AND LUKAS WEEKS

Police Chief John Madden introduced Officers Watson, Valentino, Jarolimek, Weeks, and Corporal Helms. Deputy Chief Marc Loftus presented them with Meritorious Service Awards for their actions involving the apprehension of armed robbery suspects on February 6, 2020.

CONSENT AGENDA – OMNIBUS VOTE After reading the Consent Agenda by Mayor Gary Grasso, motion was made by Trustee Schiappa and seconded by Trustee Snyder that the Consent Agenda – Omnibus Vote (attached as Exhibit A), and the recommendations indicated for each respective item, be hereby approved. Any item removed from the Consent Agenda, will be discussed by the Board, opened for public comment, and voted upon during this meeting.



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On Roll Call, Vote Was:

AYES: 4 – Trustees Schiappa, Snyder, Franzese, Paveza

NAYS : 1 – Trustee Mottl

ABSENT: 1 – Trustee Mital

There being four affirmative votes the motion carried.

APPROVAL OF REGULAR BOARD MEETING MINUTES OF FEBRUARY 10, 2020 were approved for publication under the Consent Agenda by Omnibus Vote.

RECEIVE AND FILE VETERAN’S MEMORIAL COMMITTEE MEETING MINUTES OF OCTOBER 29, 2019 were noted as received and filed, under the Consent Agenda by Omnibus Vote.

RECEIVE AND FILE VETERAN’S MEMORIAL COMMITTEE MEETING MINUTES OF FEBRUARY 5, 2019 were noted as received and filed, under the Consent Agenda by Omnibus Vote

RECEIVE AND FILE AD HOC COMPLETE COUNT COMMITTEE MEETING MINUTES OF FEBRUARY 6, 2020 were noted as received and filed, under the Consent Agenda by Omnibus Vote.

RECEIVE AND FILE STORMWATER COMMITTEE MEETING MINUTES OF FEBRUARY 11, 2020 were noted as received and filed, under the Consent Agenda by Omnibus Vote.

RECEIVE AND FILE PLAN COMMISSION MEETING MINUTES OF FEBRUARY 17, 2020 were noted as received and filed, under the Consent Agenda by Omnibus Vote.

APPROVAL OF AN ORDINANCE GRANTING A VARIATION FROM SECTION IV.K.2 OF THE ZONING ORDINANCE TO PERMIT OUTDOOR STORAGE OF ONE COMMERCIAL VEHICLE AND RELEVANT ATTACHMENTS AND IMPLEMENTS TO BE USED FOR SNOW REMOVAL ON A SEASONAL, ANNUAL BASIS IN A GUEST PARKING SPOT (V-01-2020: VARIATION – OAK CREEK CLUB SUBDIVISION) the Board, under the Consent Agenda by Omnibus Vote, Approved the Ordinance.
THIS IS ORDINANCE NO. A-834-03-20

ADOPTION OF RESOLUTION RECOGNIZING 20 YEARS OF SERVICE TO THE VILLAGE OF BURR RIDGE RECORDS COORDINATOR CRISTINA HENDERSON the Board, under the Consent Agenda by Omnibus Vote, Adopted the Resolution.
THIS IS RESOLUTION NO. R-05

ADOPTION OF RESOLUTION AUTHORIZING THE WITHDRAWAL OF THE VILLAGE OF BURR RIDGE FROM THE INTERGOVERNMENTAL PERSONNEL BENEFIT



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COOPERATIVE AND THE SOUTH CENTRAL DUPAGE COUNTY BENEFITS POOL the Board, under the Consent Agenda by Omnibus Vote, Adopted the Resolution.
THIS IS RESOLUTION NO. R-06

APPROVAL OF THE VETERANS MEMORIAL COMMITTEE AS A STANDING COMMITTEE OF THE BOARD OF TRUSTEES AND TO APPOINT MICKEY STRAUB AS CHAIRPERSON, JOHN MOSKAL, JOHN CURIN, RUSSELL SMITH, LEN RUZAK, AND SUE SCHAUS TO THE VETERANS MEMORIAL COMMITTEE FOR TERMS EXPIRING ON MAY 10, 2021 the Board, under the Consent Agenda by Omnibus Vote, Approved the Veterans Committee as a Standing Committee of the Board of Trustees and Appointed Mickey Straub as Chairperson, and to appoint John Moskal, John Curin, Russell Smith, Len Ruzak, and Sue Schaus to the Committee.

APPROVAL OF PLAN COMMISSION RECOMMENDATION TO APPROVE AN AMENDED SPECIAL USE FOR THE EXPANSION OF AN EXISTING DENTAL OFFICE WITH ANCILLARY RETAIL SALES (Z-05-2020; 410 VILLAGE CENTER DRIVE – HASSAN) the Board, under the Consent Agenda by Omnibus Vote, Approved the Recommendation and directed Staff to prepare the Ordinance.

RECEIVE AND FILE RETIREMENT LETTER OF VILLAGE CLERK AND PRINCIPAL OFFICE CLERK KAREN THOMAS EFFECTIVE MAY 22, 2020 the Board, under the Consent Agenda, Received and Filed Retirement Letter from Karen Thomas.

APPROVAL OF RECOMMENDATION TO HIRE REPLACEMENT PRINCIPAL OFFICE CLERK TO FILL VACANCY CREATED BY RETIREMENT OF KAREN THOMAS the Board, under Consent Agenda, Authorized the Assistant Village Administrator to fill the vacancy.

RECEIVE AND FILE RETIREMENT LETTER OF ACCOUNTING CLERK BARB JOYCE EFFECTIVE MAY 15, 2020 the Board, under the Consent Agenda, Received and Filed Retirement Letter from Barb Joyce.

APPROVAL OF RECOMMENDATION TO HIRE REPLACEMENT ACCOUNTING CLERK TO FILL VACANCY CREATED BY RETIREMENT OF BARB JOYCE the Board, under Consent Agenda, Authorized the Finance Director to fill the vacancy.

APPROVAL OF REQUEST FOR RAFFLE LICENSE FOR GOWER SCHOOL PTO AND HOSTING FACILITY LICENSE FOR GOWER MIDDLE SCHOOL FOR ITS FUN FAIR ON MARCH 6, 2020 the Board, under Consent Agenda, Approved the Request.

APPROVAL OF VENDOR LIST DATED FEBRUARY 24, 2020 IN THE AMOUNT OF \$400,890.56 FOR ALL FUNDS, PLUS \$193,267.27 FOR PAYROLL FOR THE PERIOD



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ENDING FEBRUARY 8, 2020, FOR A GRAND TOTAL OF \$594,157.83, WHICH INCLUDES SPECIAL EXPENDITURES OF \$35,374.91 TO ILLINOIS DEPARTMENT OF TRANSPORTATION FOR THE BURR RIDGE PARKWAY IMPROVEMENTS PROJECT; AND \$15,885.24 TO MACKIE CONSULTANTS, LLC FOR A WATER MAIN INTERCONNECT The Board, under the Consent Agenda by Omnibus Vote, approved the Vendor List for the period ending February 24, 2020 plus Payroll for the Period Ending February 8, 2020.

CONSIDERATION OF STAFF RECOMMENDATION REGARDING VILLAGE HALL HOURS Village Administrator Doug Pollock explained Staff did a survey highlighting when Visitors came to the Village Hall. Peak hours were 11:00 – 2:00, with the slowest traffic between 4:00 – 5:00. Staff is recommending changing the Village Hall hours to 8:00 – 4:30 and shortening staff's lunch break from one hour to 30 minutes.. Staff believes that residents will be better served by having more staff available at peak times. This recommendation was well received among Village Staff. With the Board's Approval this change in hours will be effective May 1, 2020 with proper notification of the adjusted hours.

Staff is also recommending closure of the Village Hall on three Holiday Mondays, Martin Luther King Jr. Day in January, President's Day in February and Columbus Day in October. Staff would still work regular hours but would be able to concentrate on projects without the interruption of phone calls and Visitors at the front counter.

There was discussion about whether it is mainly residents or non-residents visiting the Village Hall and for what type of business transactions.

Mayor Grasso asked if there were any comments from the audience. There were none.

It was the Consensus of the Board to approve these changes.

PUBLIC COMMENTS There were none.

REPORTS AND COMMUNICATIONS FROM VILLAGE OFFICIALS Trustee Paveza explained the Village has a Certified Municipal Audit performed at the end of each fiscal year. The Village decided to rotate Auditors every few years and new Auditors will be chosen for the next fiscal year. This would be a good time for any questions the Trustees may have about the Village's finances.

Mayor Grasso announced the Secretary of State Mobile Facility will be at the Village Hall on Wednesday, March 11, 2020 from 9:00 – 3:00. Services offered include Renewal of Driver's License, Vehicle Plate stickers, and State ID. The Real ID is not available at the Mobile Facility.

Mayor Grasso thanked Police Records Coordinator, Christina Henderson, for her twenty years of service.



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Motion was made by Trustee Snyder and Seconded by Trustee Schiappa that the Regular Meeting of February 24, 2020 be adjourned to a Closed Session to discuss Minutes of Meetings Lawfully Closed Under this Act for Purposes of Approval by the Body of the Minutes (5ILCS 120/2(c)(21), Collective Negotiating Matters Between the Public Body and its Employees or Their Representatives, or Deliberations Concerning Salary Schedules for One or More Classes of Employees (5ILCS 120/2(c)(2), The Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees of the Public Body or Legal Counsel for the Public Body (5ILCS 120/2(c)(1)

On Roll Call, Vote Was:

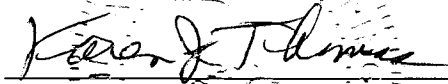
AYES: 5 – Trustees Snyder, Schiappa, Franzese, Paveza, Mottl

NAYS : 0 – None

ABSENT: 1 – Trustee Mital

There being five affirmative votes the motion was approved and the meeting was adjourned to a Closed Session at 7:33 p.m.

PLEASE NOTE: Where there is no summary or 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 Mayor and Board of Trustees this 9th of March, 2020.





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

AGENDA

**February 24, 2020
7:00 P.M.**

1. CALL TO ORDER & PLEDGE OF ALLEGIANCE

Matthew Galinski - Gower West School

2. ROLL CALL

3. PRESENTATIONS AND PUBLIC HEARINGS

A. Police Department Promotion Recognition and Swearing-In Ceremony, Officer Robert Wisch Promotion to Corporal

B. Police Department Commendation, Officer Brandon Watson and Meritorious Service Awards, Corporal John Helms, Officers Brandon Valentino, Kyle Jarolimek, and Lukas Weeks

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, discussed by the Board, opened for public comment, and voted upon during this meeting.

5. MINUTES

A. * Approval of Regular Board Meeting of February 10, 2020

B. * Receive and File Veteran's Memorial Committee Meeting of October 29, 2019

C. * Receive and File Veteran's Memorial Committee Meeting of February 5, 2020

D. * Receive and File Ad Hoc Complete Count Committee Meeting of February 6, 2020

Prior to voting on each agenda item, the Mayor will invite public comment on that item. The Mayor also will invite any person in attendance to address the Board on any other item of concern under Section 9 Public Comments. Each speaker addressing the Board of Trustees is asked to limit her or his comment to five minutes.

- E. * Receive and File Stormwater Committee Meeting of February 11, 2020
- F. * Receive and File Plan Commission Meeting of February 17, 2020

6. ORDINANCES

- A. * Approval of an Ordinance Granting a Variation from Section IV.K.2 of the Zoning Ordinance to Permit Outdoor Storage of One Commercial Vehicle and Relevant Attachments and Implements to be Used for Snow Removal on a Seasonal, Annual Basis in a Guest Parking Spot (V-01-2020: Variation – Oak Creek Club Subdivision)

7. RESOLUTIONS

- A. * Adoption of Resolution Recognizing 20 Years of Service to the Village of Burr Ridge Records Coordinator Cristina Henderson
- B. * Adoption of A Resolution Authorizing the Withdrawal of the Village of Burr Ridge from the Intergovernmental Personnel Benefit Cooperative and the South Central DuPage County Benefits Pool

8. CONSIDERATIONS

- A. Consideration of Staff Recommendation Regarding Village Hall Hours
- B. * Approval of the Veterans Memorial Committee as a Standing Committee of the Board of Trustees and to Appoint Mickey Straub as Chairperson, John Moskal, John Curin, Russell Smith, Len Ruzak, and Sue Schaus to the Veterans Memorial Committee for Terms Expiring on May 10, 2021
- C. * Approval of Plan Commission Recommendation to Approve an Amended Special Use for the Expansion of an Existing Dental Office with Ancillary Retail Sales (Z-05-2020; 410 Village Center Drive – Hassan)
- D. * Receive and File Retirement Letter of Village Clerk and Principal Office Clerk Karen Thomas Effective May 22, 2020
- E. * Approval of Recommendation to Hire Replacement Principal Office Clerk to Fill Vacancy Created by Retirement of Karen Thomas
- F. * Receive and File Retirement Letter of Accounting Clerk Barb Joyce Effective May 15, 2020
- G. * Approval of Recommendation to Hire Replacement Accounting Clerk to Fill Vacancy Created by Retirement of Barb Joyce
- H. * Approval of Request for Raffle License for Gower School PTO and Hosting Facility License for Gower Middle School for its Fun Fair on March 6, 2020
- I. * Approval of Vendor List Dated February 24, 2020 in the Amount of \$400,890.56 for all Funds, plus \$193,267.27 for Payroll for the Period

Ending February 8, 2020 for a Grand Total of \$594,157.83, Which Includes Special Expenditures of \$35,374.91 to Illinois Department of Transportation for the Burr Ridge Parkway Improvements Project; and \$15,885.24 to Mackie Consultants, LLC for a Water Main Interconnect

9. PUBLIC COMMENTS

10. REPORTS AND COMMUNICATIONS FROM VILLAGE OFFICIALS

11. CLOSED SESSION

- A. Discussion of Minutes of Meetings Lawfully Closed Under this Act for Purposes of Approval by the Body of the Minutes (5 ILCS 120/2(c)(21))
- B. Collective Negotiating Matters Between the Public Body and its Employees or Their Representatives, or Deliberations Concerning Salary Schedules for One or More Classes of Employees (5 ILCS 120/2(c)(2))
- C. The Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees of the Public Body or Legal Counsel for the Public Body (5 ILCS 120/2(c)(1))

12. RECONVENED MEETING

- A. Motion to Approve the Minutes of the August 26, 2019 Closed Meeting

13. ADJOURNMENT