

REGULAR MEETING
MAYOR AND BOARD OF TRUSTEES
VILLAGE OF BURR RIDGE

December 12, 2022

CALL TO ORDER The Regular Meeting of the Mayor and Board of Trustees of December 12, 2022, 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 Pro-Tem Guy Franzese.

PLEDGE OF ALLEGIANCE Mayor Pro-Tem Franzese asked Trustee Smith to lead the Pledge of Allegiance.

ROLL CALL was taken by the Village Clerk and the results denoted the following present: Trustees Schiappa, Paveza, Snyder, Mital, Smith and Mayor Pro-Tem Franzese. Mayor Gary Grasso gave advance notice that he would not be able to attend the meeting. Also present were Village Administrator Evan Walter, Police Chief John Madden, Deputy Police Chief Marc Loftis, Public Works Director Dave Preissig, Community Development Director Janine Farrell, and Village Attorney Michael Durkin.

PRESENTATIONS AND PUBLIC HEARINGS: PRESENTATION OF SPECIAL EVENT COMMUNITY PARTNERSHIPS

Village Administrator Evan Walter stated that at the end of the year the village typically gives an overview of the partnerships that the village has had during year. Partner representatives gave an overview of their organizations and the partnership with the village, and included: the Ray Graham Hanson Center, the Burr Ridge Park District Foundation, the Illinois Spina Bifida Association, and the Hinsdale Humane Society.

Mayor Pro-Tem Franzese thanked all the organizations for the services that they provide and also thanked the village staff and Trustee Mital for their work to make the partnerships a success.

CONSENT AGENDA – OMNIBUS VOTE

Mayor Pro-Tem Franzese read the Consent Agenda and asked the Board and public if any agenda item needed to be removed from the Consent Agenda. Trustee Smith asked that Agenda item 8C (Approval to Create the Position of Special Projects Manager in the Administration Department) be removed. Krystle Johnson Downs, Burr Ridge resident, requested that Agenda item 6A (Approval of an Ordinance Amending Sign Ordinance Section 55.09 Pertaining to Right-of-Way Signs) be removed.

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APPROVAL OF REGULAR BOARD MEETING MINUTES OF NOVEMBER 14, 2022 were approved for publication under the Consent Agenda by Omnibus Vote.

RECEIVE AND FILE PLAN COMMISSION MEETING OF NOVEMBER 21, 2022 were noted as received and filed under the Consent Agenda by Omnibus Vote.

RECEIVE AND FILE PLAN COMMISSION MEETING OF DECEMBER 5, 2022 were noted as received and filed under the Consent Agenda by Omnibus Vote.

RECEIVE AND FILE STORMWATER MANAGEMENT COMMITTEE MEETING OF NOVEMBER 22, 2022 were noted as received and filed under the Consent Agenda by Omnibus Vote.

APPROVAL OF AN ORDINANCE AMENDING SECTION IV.K.2.e OF THE ZONING ORDINANCE TO AMEND THE DEFINITION OF “COMMERCIAL VEHICLE” (Z-12-2022: TEXT AMENDMENT – COMMERCIAL VEHICLE) the Board, under the Consent Agenda by Omnibus Vote, Approved the Ordinance.

APPROVAL OF A RESOLUTION REGARDING CONSTRUCTION ON STATE HIGHWAYS the Board, under the Consent Agenda by Omnibus Vote, Approved the Resolution.

RECEIVE AND FILE NOTICE OF WITHDRAWAL OF ZONING PETITION (Z-5-2022: 11731 87TH STREET – MCNAUGHTON DEVELOPMENT) the Board, under the Consent Agenda by Omnibus Vote, Received and Filed the Notice.

APPROVAL OF AWARD OF CONTRACT FOR PARKWAY TREE TRIMMING TO WINKLER IN THE AMOUNT OF \$55,000 the Board, under the Consent Agenda by Omnibus Vote, Approved to Approve the Award.

APPROVAL OF APPOINTMENT OF COMMISSIONER RICHARD MORTON TO SERVE AS PLAN COMMISSION VICE CHAIRPERSON FOR A TERM EXPIRING ON DECEMBER 31, 2023 the Board, under the Consent Agenda by Omnibus Vote, Approved the Appointment.

APPROVAL OF VENDOR LIST DATED NOVEMBER 28, 2022 IN THE AMOUNT OF \$464,731.19 FOR ALL FUNDS, PLUS \$212,862.21 FOR THE PAYROLL PERIOD ENDING NOVEMBER 12, 2022, FOR A GRAND TOTAL OF \$677,593.40, WHICH INCLUDES NO SPECIAL EXPENDITURES the Board, under the Consent Agenda by Omnibus Vote, Approved the Vendor List Dated November 28, 2022, and Payroll for the Period Ending November 12, 2022.

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APPROVAL OF VENDOR LIST DATED DECEMBER 12, 2022 IN THE AMOUNT OF \$346,504.18 FOR ALL FUNDS, PLUS \$211,197.69 FOR THE PAYROLL PERIOD ENDING NOVEMBER 26, 2022, FOR A GRAND TOTAL OF \$557,701.87, WHICH INCLUDES NO SPECIAL EXPENDITURES the Board, under the Consent Agenda by Omnibus Vote, Approved the Vendor List Dated December 12, 2022, and Payroll for the Period Ending November 26, 2022.

After reading the Consent Agenda, Mayor Pro-Tem Franzese asked for a motion to approve.

Motion was made by Trustee Snyder, seconded by Trustee Mital, to approve the Consent Agenda – Omnibus Vote (attached as Exhibit A), and the recommendations indicated for each respective item be hereby approved.

Mayor Pro-Tem Franzese asked for any discussion from the Board and/or public. There were none.

On Roll Call, Vote Was:

AYES: 6 - Trustees Snyder, Smith, Franzese, Schiappa, Paveza, Mital

NAYS : 0 - None

ABSENT: 0 - None

There being six affirmative votes the motion carried.

APPROVAL OF AN ORDINANCE AMENDING SIGN ORDINANCE SECTION 55.09 PERTAINING TO RIGHT-OF-WAY SIGNS (Z-13-2022/S-01-2022: TEXT AMENDMENT SIGN ORDINANCE)

Krystle Johnson Downs, Burr Ridge resident, removed this item from the Consent Agenda, expressing concern with the ordinance related to signs, given the importance of signs and directional signage for community events, garage sales, home sales, etc. for residents, adding that often online directions are incorrect. She requested that the ordinance verbiage be revised to better protect the interests of the residents, community organizations, and businesses of Burr Ridge.

Mayor Pro-Tem Franzese asked for discussion from the Board or public.

Trustee Schiappa stated that the ordinance was not banning all signs, just those on the right of way. Trustee Mital concurred. Village Attorney Michael Durkin stated that sign content cannot be regulated, so exceptions cannot be made. Trustee Smith asked what happens if he put a sign on public property - would the sign be removed. Village Administrator Evan Walter stated the sign would be removed, and to get the sign back, it would cost \$75. He added that signs are destroyed after three weeks.

Trustee Schiappa stated that the Plan Commission reviewed this ordinance due to the overwhelming number of signs that were not taken down. Mr. Walter said that the current sign ordinance permitted

signs on the right of way, however, stickers were required, with contact information and written approval needed from the property owner. This requirement was difficult to comply with and village staff had not seen compliance, making it very time-consuming for staff to pick up all the signs. The Plan Commission was asked to clarify and simplify the ordinance. Mayor Pro-Tem Franzese stated that there were multiple issues including property owner permission, abandoned signs, and signs that exceeded the quantity and/or size. Mr. Walter said that the staff is perpetually working on enforcement of this ordinance, and it has been challenging to explain the ordinance to everyone who puts a sign out.

Trustee Snyder said that the Board spent time discussing this at the last Board meeting after the Plan Commission made their recommendation. Community Development Director Janine Farrell added that there were three public hearings where there was discussion on this ordinance.

Mayor Pro-Tem Franzese said that residents can still put signs on their property, but a majority of the time, signs are left abandoned. He understands that there are some who complied with the ordinance, but that most signs were not cleaned up and that those who did not clean up their signs have made the ordinance changes necessary.

Mayor Pro-Tem Franzese asked if there were any additional comments from the Board or the public. There were none.

On Roll Call, Vote Was:

AYES: 6 - Trustees Snyder, Smith, Franzese, Schiappa, Paveza, Mital

NAYS : 0 - None

ABSENT: 0 - None

There being six affirmative votes the motion carried.

APPROVAL TO CREATE THE POSITION OF SPECIAL PROJECTS MANAGER IN THE ADMINISTRATION DEPARTMENT

This agenda item was removed from the Consent Agenda by Trustee Smith. He had concerns about adding head count to the staff during a budget year. Knowing that the village will have a new budget soon, Trustee Smith was uneasy having this potential expense now, and preferred to have the discussion during the budget planning sessions. He is concerned that there were staffing, and responsibility changes made earlier to accommodate staffing needs and he felt it was more appropriate to discuss at a later date when more information could be provided.

Village Administrator Evan Walter said that the proposed position is in the Administration Department, which is small, and handles proposals, services, events, communications, special events, etc. – primarily handled by a three person staff. The main issue is that there are so many things going on right now for the village, that there are some employees working over 40 hours a week because

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they are working to keep up. To continue on a sustainable path, additional support is needed. Mr. Walter said that this position cannot be delayed because the special events scheduling, and planning is taking place now and additional support is needed at this time. He said that there is too much going on and with some of the added communications, that the current pace of services cannot be maintained with the current staff.

Trustee Mital said that she has been working with the staff and they are a good team. She said that she felt that the administration staff were stretched with their time and felt they could use their time more efficiently if they were not as busy. Mr. Walter said that current village services would not be impacted as a result of adding this new employee.

Trustee Smith asked for clarification that the position was not to add new services to handle current services, after an additional position was already added based on Mr. Walter's recommendation. Trustee Smith said did not want residents to feel like there was an "open checkbook". He asked what the cost would be to the village for the new position, and Mr. Walter said that it was about \$80K.

Trustee Snyder stated that Mr. Walter has done a great job so far and felt that if he needed more help that he supported the request. Trustee Schiappa reviewed the current staff -- there are four full-time employees including Mr. Walter, three part-time employees, with two of those sharing a position. The other part-time person handles marketing, with five staff total running the essential services. Mr. Walter concurred. Trustee Schiappa said that if staff are over-worked that he supported an additional position. Trustee Paveza was concerned about the budget, but Mr. Walter stated that this position would not impact the capital budget.

Mayor Pro-Tem Franzese expressed concern that staff were working evenings and weekends, he said that it is a great staff and said that maybe too many staff cuts were made earlier. He supported the new position and said that this would also be discussed at the budget workshops in January.

Mayor Pro-Tem Franzese asked for any discussion from the Board and/or public. There were none.

Motion was made by Trustee Schiappa, seconded by Trustee Snyder to approve the position.

On Roll Call, Vote Was:

AYES: 6 - Trustees Schiappa, Snyder, Mital, Smith, Franzese, Paveza

NAYS : 0 - None

ABSENT: 0 - None

There being six affirmative votes the motion carried.

PUBLIC COMMENT

Mayor Pro-Tem Franzese asked for any public comment.

Krystle Johnson Downs, village resident, brought up the new website, she asked what the current subscription number was for the Oak Leaf newsletter. Village Administrator Evan Walter stated that the subscription is almost 4,000 and are about 4,500 households in Burr Ridge, though some of the subscribers might not all be village residents. He said there was a 70% open rate. Ms. Johnson Downs reiterated that she did not agree with the motion made on the sign ordinance and asked if moving forward could the Oak Leaf newsletter be used to communicate ordinance updates as well as social media, to better educate residents on changes made. Mr. Walter said that the village is working on an update section for all the village committees and that this is a great example of mechanisms that could carry the direction of the Board to residents so that they are aware of the rules, and he is looking into better communication to make the village more informed.

Ms. Johnson Downs said it would be great to make a point to educate, communicate and then enforce, to benefit the community and residents. Mayor Pro-Tem Franzese said that the sign ordinance is posted on the website but there are always some signs that are placed by those not in the village. Ms. Johnson Downs said she was looking to protect residents, not those who place signs who are not in the village. She said that the Oak Leaf newsletter often includes watering restrictions and mailbox restrictions, and that increased communication might also boost the subscription to make it more effective.

REPORTS AND COMMUNICATIONS

Trustee Mital thanked the village staff and police department for their work and help during the year.

Mayor Pro-Tem Franzese said that Springfield recently passed some amendments to the Safe-T Act. Village Administrator Evan Walter and Police Chief John Madden covered some of the amendment changes that were made to the Safe-T Act. Chief Madden said that the amendments are 309 pages, and that while there are some improvements, some concerns remain. He said that one of the biggest changes to the Act related to class B and C misdemeanors. If there are trespassers, an officer can cite the individual, and if they do not leave, they can be taken into custody. He said that they are still going through the 309 pages so that the department is ready and in compliance starting on January 1.

Mayor Pro-Tem Franzese wished residents, businesses and their employees a happy holiday season and best wishes for the coming new year.

ADJOURNMENT

Mayor Pro-Tem Franzese asked for a motion to adjourn the meeting.

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Motion was made by Trustee Schiappa, seconded by Trustee Paveza to adjourn.

On Roll Call, Vote Was:

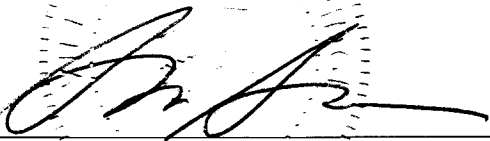
AYES: 6 - Trustees Schiappa, Paveza, Snyder, Mital, Smith, Franzese

NAYS : 0 - None

ABSENT: 0 - None

There being six affirmative votes the motion carried, and the meeting was adjourned at 8:01 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.



Susan Schaus
Village Clerk
Burr Ridge, Illinois

APPROVED BY the Mayor and Board of Trustees this 9th day of January, 2023.

**VILLAGE OF BURR RIDGE – AGENDA
MAYOR & BOARD OF TRUSTEES
VILLAGE HALL – BOARD ROOM**

Monday, December 12, 2022 - 7:00 P.M.

- 1. CALL TO ORDER & PLEDGE OF ALLEGIANCE**
- 2. ROLL CALL**
- 3. PRESENTATIONS AND PUBLIC HEARINGS**
 - A. Presentation of Special Event Community Partnerships

4. CONSENT AGENDA

All items listed with an asterisk are considered routine by the Board and will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen requests, in which event the item will be removed from the Consent Agenda, discussed, opened for public comment, and voted upon during this meeting.

5. MINUTES

- A. * Approval of Regular Board Meeting of November 14, 2022
- B. * Receive and File Plan Commission Meeting of November 21, 2022
- C. * Receive and File Plan Commission Meeting of December 5, 2022
- D. * Receive and File Stormwater Management Committee Meeting of November 22, 2022

6. ORDINANCES

- A. * Approval of an Ordinance Amending Sign Ordinance Section 55.09 Pertaining to Right-of-Way Signs (Z-13-2022/S-01-2022: Text Amendment Sign Ordinance)
- B. * Approval of an Ordinance Amending Section IV.K.2.e of the Zoning Ordinance to Amend the Definition of "Commercial Vehicle" (Z-12-2022: Text Amendment – Commercial Vehicle)

7. RESOLUTIONS

- A. * Approval of a Resolution Regarding Construction on State Highways

Public Comment Procedures: Public comments will be accepted in written or statement form prior to or during the meeting. Written public comments shall identify whether the comment is intended to address a specific agenda item or is intended for general public comment under Section 9 – Public Comment. Public comments may also be made during the meeting when discussing specific items on the agenda. Any person seeking to address the Board on topics not on the agenda may do so during Section 9 – Public Comment.

8. CONSIDERATIONS

- A. * Receive and File Notice of Withdrawal of Zoning Petition (Z-25-2022: 11731 87th Street – McNaughton Development)
- B. * Approval of Award of Contract for Parkway Tree Trimming to Winkler in the Amount of \$55,000
- C. * Approval to Create the Position of Special Projects Manager in the Administration Department
- D. * Approval of Appointment of Commissioner Richard Morton to Serve as Plan Commission Vice Chairperson for a Term Expiring on December 31, 2023
- E. * Approval of Vendor List Dated November 28, 2022, in the Amount of \$464,731.19 for all Funds, Plus \$212,862.21 for Payroll Period Ending November 12, 2022, for a Grand Total of \$677,593.40 Which Includes No Special Expenditures
- F. * Approval of Vendor List Dated December 12, 2022, in the Amount of \$346,504.18 for all Funds, Plus \$211,197.69 for Payroll Period Ending November 26, 2022, for a Grand Total of \$557,701.87 Which Includes No Special Expenditures

9. PUBLIC COMMENTS

10. REPORTS AND COMMUNICATIONS

11. ADJOURNMENT

NEXT MEETING – JANUARY 9, 2023 – 7:00PM