

MINUTES
Administration and Legal Committee Meeting
May 23, 2017– 7:30 P.M.
Council Chambers at
Tinley Park Village Hall
16250 S. Oak Park Ave.
Tinley Park, IL 60477

Members Present: M. Pannitto, Chairman
C. Berg, Village Trustee
M. Mangin, Village Trustee

Other Board Members Present: M. Glotz, Trustee
K. Thirion, Village Clerk

Absent:

Staff Present: D. Niemeyer, Village Manager
B. Bettenhausen, Village Treasurer
P. Connelly, Village Attorney
P. Hoban, Economic Development Manager
S. Kisler, Planner I
D. Framke, Marketing Manager
G. Horan, Human
L. Godette, Deputy Clerk
L. Valley, Executive Secretary
B. Bennett, Commission Secretary

Item #1 – The meeting of the Administration & Legal Committee Meeting was called to order at 8:23 p.m.

Item #2 – CONSIDER THE APPROVAL OF THE MINUTES OF THE BUDGET, AUDIT AND ADMINISTRATION COMMITTEE MEETING HELD ON APRIL 18, 2017 - Attorney Connelly asked the existing new Committee Members to consider approving the minutes from the April 18, 2017 meeting even though they were not Committee Members at that time in the interest of getting those minutes posted.

Motion was made by Trustee Mangin, seconded by Trustee Berg to approve the minutes of the April 18, 2017 Budget Audit and Administration Committee Meeting.

ROLL CALL:

Ayes: Trustee Mangin, Trustee Berg, Chairman Pannitto

Nays: None

Chairman Pannitto declared the motion was unanimously approved

Item #3 – REVIEW THE COMMITTEE’S ASSIGNED RESPONSIBILITIES UNDER ORDINANCE

2017-0-040 – Chairman Pannitto noted as far as the Administration and Legal Committee’s functions, I would like to make a disclaimer. I cannot oversee and monitor Federal legislation. We are not responsible for them. Attorney Connelly replied they would not be asking them to pass any Federal Laws. The idea is when laws change at the Federal level this is the Committee that would report those changes.

Item #4 – DISCUSS IMRF BOARD RESOLUTION 2017-R-028 FOR ELECTED OFFICIALS PARTICIPATION IN

IMRF – Village Treasurer, Brad Bettenhausen stated the IMRF Board of Trustees recently adopted Board Resolution 2017-0-13. This new rule requires all governing bodies of units of government with elected positions participating IMRF to pass new resolutions re-affirming that the positions meet the IMRF hourly standard (1,000 hours per year).

Elected officials have the option to opt in to participate in IMRF, but they must keep records that they are meeting the required hours. IMRF is now requiring the municipality to pass a resolution that those positions are qualified. The Village Board elected to allow the Village officials to participate in IMRF back in 2004. In 2014 IMRF did an audit of our Village records and analysis was done to see if they met the standards. At that time, they met the standard. They are now requiring the municipalities to pass this resolution by September 1, 2017. If we take no action, they will terminate participation by the elected officials of Tinley Park. We can also pass a resolution opting to cease to participate, however; part of that resolution would be a statement that says that the positions no longer meet the hourly standard.

There are some officials that do participate. The rules say you don’t have to opt in initially, you can opt in later and you have the option to purchase 50 prior months of service if you choose to do it later.

Attorney Connelly stated if you pass this ordinance elected officials still have the option to participate. If you pass the other ordinance everyone is out. If you pass this tonight and recommend this to the Board you would certify the 1000 hours. It is likely you will spend 1000 hours on this job.

Mr. Bettenhausen said you have 3 options,

- Pass the resolution to say you would discontinue allowing elected officials to participate,
- This resolution meets the hourly standard and
- No action and on September 1st IMRF would make the decision for you.

Motion was made by Trustee Magnin, seconded by Trustee Berg to recommend to the Village Board the IMRF Resolution regarding Elected Officials Participation re-affirming that the positions meet the IMRF hourly standard (1,000 hours per year).

ROLL CALL:

Ayes: Trustee Mangin, Trustee Berg

Nays: Chairman Pannitto

Chairman Pannitto declared the motion approved

Item #5 – DISCUSS IRMA DELEGATE APPOINTMENT – Village Manager Dave Niemeyer stated Patrick Carr

should be appointed to replace Steve Tilton, Former Assistant Village Manager as the Delegate to represent the Village of Tinley Park on the Board of Directors of said Intergovernmental Risk Management Agency (IRMA) commencing June 7, 2017.

Motion was made by Trustee Pannitto, seconded by Trustee Berg to recommend to the Village Board appointment of Patrick Carr as the Delegate to represent the Village of Tinley Park on the Board of Directors of IRMA commencing June 7, 2017.

ROLL CALL:

Ayes: Trustee Mangin, Trustee Berg, Chairman Pannitto

Nays: None

Chairman Pannitto declared the motion unanimously approved.

Item #6 – RECEIVE STATUS UPDATE ON THE FOLLOWING ADMINISTRATION AND LEGAL COMMITTEE ITEMS:

a) COMPENSATION AND BENEFIT ANALYSIS

b) STAFFING LEVEL ANALYSIS

Village Manager, Dave Niemeyer stated last fall a request for proposals to do a Comprehensive Compensation Benefit Analysis for every position in the Village except the Union positions. Staff has received the first draft and the consultants need further feedback regarding percentile ranking and some other things. Mr. Niemeyer asked Trustee Mangin to be involved and give direction.

The Staffing Level Analysis is at a point where we are ready to present this to the Committee. Staff has reviewed it with the department heads. Staff would like to schedule it for the next Committee Meeting. The Committee replied that was acceptable.

Item #7 – RECEIVE COMMENTS FROM THE PUBLIC

Resident #1 would like to thank Trustee Pannitto for your “NO” vote. Regarding the Staff Analysis, can you give the Clerk the initial draft so we are prepared and we can make our own intelligent observation?

ADJOURNMENT – ADJOURN TO EXECUTIVE SESSION TO DISCUSS LITIGATION, WHEN AN ACTION AGAINST, AFFECTING OR ON BEHALF OF THE PARTICULAR PUBLIC BODY HAS BEEN FILED AND IS PENDING BEFORE A COURT OR ADMINISTRATIVE TRIBUNAL, OR WHEN THE PUBLIC BODY FINDS THAT AN ACTION IS PROBABLE OR IMMINENT, IN WHICH CASE THE BASIS FOR THE FINDING SHALL BE RECORDED AND ENTERED INTO THE MINUTES OF THE CLOSED MEETING

Motion was made by Trustee Mangin, seconded by Trustee Berg to adjourn to Executive Session at 8:40 p.m.

Ayes: Trustee Mangin, Trustee Berg, Chairman Pannitto

Nays: None

Chairman Pannitto declared the motion unanimously approved.

bb

cc: Village Board
Village Manager
Assistant Village Manager
Village Treasurer
Deputy Village Clerk