

**MINUTES**  
**Special Meeting of the Administration & Legal Committee**  
**May 1, 2018 - 7 p.m.**  
**Village Hall of Tinley Park – Council Chambers**  
**16250 S. Oak Park Avenue**  
**Tinley Park, IL 60477**

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

Members Absent: None

Other Board Members Present: J. Vandenberg, Mayor  
K. Thirion, Village Clerk  
W. Brady, Village Trustee

Staff Present: D. Niemeyer, Village Manager  
P. Carr, Assistant Village Manager - Arrived 7:07 p.m.  
K. Workowski, Public Works Director  
P. Wallrich, Interim Community Development Director  
P. Hoban, Economic Development Manager - Arrived 7:06 p.m.  
D. Framke, Marketing Director  
P. Connelly, Village Attorney  
L. Godette, Deputy Village Clerk  
L. Carollo, Commission/Committee Secretary

**Item #1** - The Special Meeting of the Administration & Legal Committee was called to order at 7:03 p.m.

**Item #2 – CONSIDER APPROVAL OF THE MINUTES OF THE SPECIAL ADMINISTRATION & LEGAL COMMITTEE MEETING HELD ON APRIL 17, 2018** – Motion was made by Trustee Berg, seconded by Trustee Mangin, to approve the minutes of the Special Administration & Legal Committee Meeting held on April 17, 2018. Vote by voice call. Chairman Pannitto declared the motion carried.

**Item #3 – DISCUSS ETHICS CODE REVISIONS** - Due to an increased number of ethics complaints filed recently, the Administration & Legal Committee requested Pat Connelly, Village Attorney to draft an alternate method of enforcement of the Village's ethics policy. The goal of revising the Ethics Code is to decrease the number of complaints and therefore save the Village money for the investigation of said complaints.

Per the Administration & Legal Committee's direction, Mr. Connelly provided the Committee with a draft amendment to the Ethics Complaint process. Specifically, the draft amendment sets forth clear criteria for the contents of an ethics complaint as well as establishes a preliminary review system of said complaints. Included in this draft amendment is an Initial Review of a Complaint, which states within ten (10) business days after receipt of an Ethics complaint independent counsel will examine the complaint to determine if it is in compliance with the filing requirements. In addition, the respondent of an ethics complaint will be given an opportunity to respond in writing within ten (10) business days from the date the complaint was forwarded to and received by the elected official or employee.

Motion was made by Trustee Berg, seconded by Mangin, to recommend the amendment to the Ethics Complaint process be forwarded to the Village Board for future approval. Vote by voice. Chairman Pannitto declared the motion carried.

**Item #4 – RECEIVE COMMENTS FROM THE PUBLIC** - A resident stated he has a complaint and would like information on how to proceed with said complaint. Mr. Connelly outlined the required procedure associated with an Ethics complaint pending Village Board approval of the proposed amendment.

#### **ADJOURNMENT**

Motion was made by Trustee Mangin, seconded by Trustee Berg, to adjourn this Special Meeting of the Administration & Legal Committee. Vote by voice call. Chairman Pannitto declared the motion carried and adjourned the meeting at 7:13 p.m.

lc