

**MINUTES**  
**Committee of the Whole**  
**April 10, 2019 – 6:15 p.m.**  
**Village Hall of Tinley Park – Council Chambers**  
**16250 S. Oak Park Avenue**  
**Tinley Park, IL 60477**

Members Present: M. Pannitto, Village Trustee, Acting President Pro-Tem  
W. Brady, Village Trustee  
C. Berg, Village Trustee  
M. Glotz, Village Trustee - Arrived 6:16 p.m.  
J. Curran, Village Trustee

Members Absent: B. Younker, Village Trustee, President Pro-Tem  
J. Vandenberg, President

Other Board Members Present: K. Thirion, Village Clerk

Staff Present: D. Niemeyer, Village Manager  
P. Carr, Assistant Village Manager  
F. Reeder, Fire Chief  
B. Bettenhausen, Village Treasurer  
M. Zonsius, Assistant Village Treasurer - Arrived 6:31 p.m.  
P. Connelly, Village Attorney  
D. Maiolo, Human Resources Director  
P. Wallrich, Interim Community Development Director  
D. Framke, Marketing Director  
K. Workowski, Public Works Director  
J. Urbanski, Assistant Public Works Director  
L. Valley, Executive Assistant to the Mayor and Trustees  
H. Lipman, Management Analyst  
L. Godette, Deputy Village Clerk  
L. Carollo, Commission/Committee Secretary

**Item #1** - The meeting of the Committee of the Whole was called to order at 6:15 p.m.

Trustee Pannitto stated as the senior trustee, he will act as President Pro-Tem in Trustee Younker's and President Vandenberg's absence.

**Item #2 – CONSIDER APPROVAL OF THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING HELD ON FEBRUARY 26, 2019** – Motion was made by Trustee Brady, seconded by Trustee Curran, to approve the minutes of the meeting of the Committee of the Whole held on February 26, 2019. Vote by voice call. Acting President Pro-Tem Pannitto declared the motion carried.

**Item #3 – DISCUSS FIRE PAY PLAN** - The Village's initial pay study conducted by NIU in 2006, focused on a pay plan that did not include fire suppression; therefore, the issue was revisited following implementation of the updated Village Pay Plan effective October 2018. The Fire Department and Human Resources evaluated the data provided by PayPoint HR and also verified current market data collection and analysis. The result is the recommended Fire Pay Plan in accordance with the Village's Strategic Plan.

One of the challenges was to identify true market comparable communities. The Village's Fire Suppression team is part-time and because of the variable schedule employee status posing a challenge, there are limited numbers of communities with a true match. A trending challenge to recruitment has been the rise in number of full-time positions in other communities, prohibiting secondary employment within another firehouse during the one (1) year probationary period.

Implementation of the Fire Pay Plan effective May 1, 2019 incorporates the following:

- Ten (10) Step Paygrade and Step Structure - Similar to the Village Pay Plan. Step and/or Market Wage/COLA eligible. Plan structure has 2% increases between each full step within paygrade for each position.
- Rate increases in first year for some positions - Entry/"Step A" pay rates for Lieutenants, Captains and Assistant Chiefs were increased/aligned to market data and also to compel employees' interest in promoting within the department.
- Seniority - Recommend Fire Suppression staff serving for 20 years or more be placed one (1) step higher than all others in the same position; this is an update to the initial proposal in response to feedback from the department.
- Merit Pay - As of May 1, 2019, pay increases for the part-time positions of Assistant Chief and Deputy Chief would be subject to a "Merit Only" increase cap approved annually by the Village Board based upon a successful performance evaluation. Following the first year of the proposed plan, employees in non-management positions receiving a successful evaluation will have the opportunity to move up to one (1) full step increase within the same paygrade if having met excellent criteria in all relevant evaluation categories.
- Education Stipend Program - As of May 1, 2019, currently budgeted education stipend would be replaced (approximately \$75,000 annually) with provision for step increase opportunity following a successful performance evaluation.
- Acting Rank Pay Program Change - Variable additional hourly pay amounts would be added to the Fire Suppression employees' current pay based on the acting rank role enacted.

Total cumulative cost for the first four (4) years is approximately \$590,000, which represents NET estimated cost after subtracting Allocated Education Stipend Funds (\$75,000 annually) and includes estimated costs for IMRF and ICMA. Actual costs may likely be lower. Step structure of the plan would allow positions not at market reach closer to market over time.

D. Niemeyer, Village Manager asked the Committee of the Whole if there were any questions. Mr. Niemeyer clarified "Merit Only" pay increases for the positions of Assistant Chief and Deputy Chief. Trustee Glotz stated some employees would receive a \$4 hourly raise under "Merit Only" pay and this should be phased in over a couple of years. F. Reeder, Fire Chief stated taking into account a separation between the ranks and looking forward in building out a succession plan within the department, the goal would be to provide competitive wages in relation to responsibilities for employees in these positions. Trustee Brady stated a \$4 increase is obviously much lower than when reviewing comparatives at \$14-19 increases. Acting President Pro-Tem Pannitto suggested due to all the variables within the Fire Plan a committee could further review the plan prior to bringing it to the Village Board considering a new Village Board will be brought in. Mr. Niemeyer stated the Fire Plan has been to the Public Safety Committee and to the Committee of the Whole twice. The goal would be to bring the plan to the Village Board prior to May 1, 2019. It is a fiscally conservative plan and would be better for the department within the long term. Trustee Curran stated understanding of voting on the plan this evening considering multiple past discussions of the plan. Trustee Curran asked where the future funds would come from with the additional costs to the plan. Mr. Niemeyer stated the costs would have to be budgeted and carryover funds typically for Capital Improvements would be earmarked for the Fire Plan.

Motion was made by Trustee Curran, seconded by Trustee Brady, to recommend the Fire Plan be moved forward to the Village Board meeting.

Vote on roll call: Ayes: Trustees Brady, Glotz, Curran. Nays: Trustees Pannitto and Berg.  
Absent: Trustee Younker. Acting President Pro-Tem Pannitto declared the motion carried.

**Item #4 – DISCUSS PAY SCALE ORDINANCE** - Last year the Village Board approved a new Village Pay Plan for all nonunion employees except the Fire Department.

Recommended changes to the nonunion employee pay plan previously approved are outlined below:

- Recognition of MABAS (Mutual Aid Box Alarm System) duties with a 50 cent stipend for hours worked at MABAS desk by Telecommunicators and Lead Telecommunicators.
- Paygrade repositioning of Lead Telecommunicator to the nonmgt023 paygrade to align more toward market.
- Reclassification of positions from nonexempt to exempt paygrades in compliance with FLSA (Fair Labor Standards Act). Overall cost of these changes is less than \$5,000 annually.
- Place Senior Custodian on paygrade immediately adjacent to approved starting rate.
- Recommendations of additional changes to the Fire Department Pay Plan in response from Fire Department employees.

Non-Management employees going through steps would be eligible for a performance step increase of up to 3.8% on non-management pay scale or 3.0% on the exempt professional pay scale. If an employee is at top of range for position, the employee is only eligible for annual market wage adjustment.

The step increase is new this year and will be based on points earned in the evaluation and the employee could receive no step increase, a half step increase (1.9%) or a full step increase (3.8%) based on points.

Police and Public Works employees continue to get market wage adjustments per contract plus full step increases with a satisfactory evaluation.

Management employees will no longer receive a market wage adjustment under the new Village pay plan. Salary adjustments will be solely based on merit. Pay increases would be from zero to top of annual Board-approved range, which is intended to motivate excellent performance. A new management-focused evaluation form measuring performance on specific criteria would be used starting May 1, 2019.

The paygrades for the recommended Fire Pay Plan is also new this year, which will have 2% performance step increases for non-management Fire Suppression personnel.

The goal would be for the Village Board to approve the annual ordinance to set wage rates for the fiscal year beginning May 1, 2019. Staff recommended an annual adjustment in pay scales of 2.5% based on the market survey. All non-management and nonunion employees would receive a market wage adjustment of 2.5%, which is an approximate cost of \$275,000.

Trustee Curran asked how the increased amount compares to previous years. Mr. Niemeyer stated in the last 5 years it has been relatively consistent. Trustee Glotz asked what the total cost per employee would be including benefits, as the 2.5% increase is based only on salary. Mr. Niemeyer stated he will provide the requested data. Acting President Pro-Tem Pannitto suggested providing the Village Board with historical data on comparable communities and CPI (Consumer Price Index) for fair compensation. Motion was made by Trustee Curran to recommend Pay Scale Ordinance be brought forward to the Village Board meeting.

Vote on roll call: Ayes: Trustees Berg, Brady, Glotz, Curran. Nays: Trustees Pannitto. Absent: Trustee Younker. Acting President Pro-Tem Pannitto declared the motion carried.

**Item #5 – DISCUSS GMP – FIRE STATION #47** - The Village Board awarded R.C. Wegman as the Construction Manager at Risk for the Fire Station #2/47 replacement in December 2017, upon which an RFQ (Request for Qualifications) was released to select an architect and create construction documents for bidding. Bid documents were released on March 7, 2019, and the Village received 93 proposals from subcontractors and vendors.

R.C. Wegman submitted a Guaranteed Maximum Price (GMP) for Fire Station #2/47 of \$5,347,169.00. The GMP included a portion of costs indirectly related to R.C. Wegman as soft costs/allowances. Subtotal of soft costs/allowances is estimated to be \$557,448.00. The total project cost currently is estimated to be \$5,904,617.00, exceeding the current budget of \$5.8 million. The construction committee requested direction on further cost saving options as follows:

- Removal of elevator until the basement is considerable "occupiable space," at which time the elevator would need to be added per the Americans with Disabilities Act (ADA). Potential savings of \$83,000.
- Removal of rear concrete driveway allowing access from 167th Street only. Staff recommended installation be budgeted in future or installation of driveway if overall project comes in under budget. Potential savings of \$40,370.
- Approve construction at current estimated cost of \$5.9 million, with the possibility that all of the contingency funds are utilized. R.C. Wegman offers a potential of not utilizing the full 5% contingency if construction does not encounter unforeseen issues. Average utilization of contingency without issues is 2.5%. Potential savings of \$100,000.

Staff requested Committee approval and authorization of the execution of the final negotiated amendment to the Construction Manager at Risk contract with R.C. Wegman, for a GMP amount not to exceed \$5,347,169.00, for construction of Fire Station #2/47 and Committee concurrence with staff recommendation of removal of the elevator hardware until deemed necessary, for a potential total project savings of \$83,000.

J. Urbanski, Assistant Public Works Director asked if there were any questions. The construction committee was present to answer questions. Trustee Glotz asked what the square footage is of the driveway. It is 5200 square feet. Trustee Glotz asked if the elevator is worth the cost currently as opposed to in the future. It was explained two sets of staircases are in the plans for the basement and the elevator would only be needed for "occupiable space" per ADA. Trustee Curran asked if the full contingency is not spent at the end of the project could the elevator be added at that time, and staff stated the construction committee briefly discussed that and it may be a possibility. Trustees Glotz, Curran and Brady expressed their concerns of removing the elevator at this point and adding it in the project at a later time. Emphasis was placed on the fact that the total GMP would need to remain at \$5.8 million to be within budget and to accomplish this, it was recommended to remove the elevator. It was explained an elevator would be "roughed out" in construction. Exclusion of the mechanical and electrical equipment for the elevator and the elevator box would be the potential savings of \$83,000. Trustee Curran asked if the contingency could be reduced, and staff advised against reducing contingency as unforeseen issues may arise. P. Connelly, Village Attorney asked the construction committee what they would recommend if the Village Board wanted the elevator at this time, and a member of the committee advised changing the GMP to include the elevator. Further discussion ensued and the consensus of the Committee was to include the elevator and driveway and approve construction at the current estimated cost of \$5.9 million, with the possibility that not all of the contingency funds will be utilized.

Motion was made by Trustee Glotz, seconded by Trustee Brady, to recommend the (Guaranteed Maximum Price) GMP of \$5.9 million for construction of Fire Station #2/47 be brought forward to the Village Board for approval on April 16, 2019. Vote by voice. Acting President Pro-Tem Pannitto declared the motion carried.

**Item #6 – DISCUSS AMENDMENT TO HOLLYWOOD CASINO AMPHITHEATER LIQUOR**

**LICENSE** - Currently, the Village's liquor code has Class I and Class J specific to the Amphitheater. The Class I license applies to all general areas and Class J applies to tent areas, skybox areas, club rooms and golden boxes. Legends would like to add alternative service methods and modifications as a means to improve the guest experience and modernize the venue.

Legends requested Class I license be modified to allow for alcohol sales within the fence line, which includes the grassy hill at two designated points of sale within a secured temporarily fenced in area when all day concerts play in the parking lot and within an extended fence line outside of gate 4 and potentially gate 3 when attendance is above 23,000 to allow for more concourse space. This fenced in area is secured by both Live Nation security guards as well as Sergeant St. John of the Tinley Park Police Department. Legends also requested sales of wine by recyclable cans and service of wine coolers up to 25 ounces and requested roaming mobile vendors selling alcohol in the lawn area under specified terms. Legends also requested the VIP areas be allowed to sell the same sized drinks as is allowed in the concession areas in Class I.

Legends requested in the Class J license guests may be allowed to take beverages out of all private VIP areas into the rest of the venue. They requested a change to the Class J license to permit the sale of alcohol to guests who have tickets to certain private areas adjacent to the floor boxes, but who do not hold floor box tickets. Legends also requested the statute language be more universally applicable to allow for reasonable changes and requested the sale of alcohol by bottle service in upper skyboxes.

Present from Legends was Legends District Manager, Tom Geigner; Operations Manager, Courtney Rourke and Attorney, Robert Anderson.

P. Carr, Assistant Village Manager stated discussions with Legends have been ongoing and they have been working closely with Sergeant St. John. Legends has also spent a considerable amount in security and upgrades within the facility. Legends is also in full support in a partnership with the Village. Acting President Pro-Tem Pannitto stated his concerns previously were safety issues relating to people blocking others' views and alcohol and asked if safety issues arise if the licenses could be revoked, for which Mr. Connelly stated the licenses could be revoked for safety issues. Discussion ensued as to if the Village could grant 1-year license modifications and how the roaming vendors would work on the lawn and hill areas. Trustee Brady asked if Live Nation recycles, and Attorney, Robert Anderson stated Live Nation provides recycling trash cans throughout the venue. When questioned about when attendance exceeds 23,000 within the extended fence line, Mr. Geigner stated based upon ticket sales it can be anticipated and Legends would be working closely with Sergeant St. John on security. Mr. Connelly asked how it would be clearly outlined in the Village code and Mr. Anderson stated he would be happy to work with him on including language in the code to reflect those limited instances.

Motion was made by Trustee Glotz, seconded by Trustee Brady, to recommend approval of Amendment to Hollywood Casino Amphitheater Liquor License be forwarded to the Village Board.

Vote on roll call: Ayes: Trustees Berg, Brady, Glotz, Curran. Nays: Trustee Pannitto. Absent: Trustee Younker. Vote by voice. Acting President Pro-Tem Pannitto declared the motion carried.

**Item #7 – DISCUSS AMENDING THE LIQUOR CLASS FROM EV TO AV FOR FRATELLO’S, 7101 183<sup>rd</sup> STREET** - Fratello's, (petitioner, Adriano Martino) located at 7101 W. 183rd Street, requested a change in liquor license from a Class EV to a Class AV liquor license.

Per the Village's liquor code, a class EV license authorizes the retail sale of beer and wine only for consumption on the premises and allows for gaming. A Class AV license is similar; however, it allows for the sale of alcoholic liquor in addition to beer and wine and also includes gaming. Gaming would not be impacted by this change.

Fratello's would like to enhance their image and make various changes in the restaurant to achieve more of a "gastropub" concept to full service with wait staff. A bar/waiting area would take the place of the current deli cases. The goal would be to serve great food, big portions, premium spirits and wine without a large price tag. There are no plans to add any tapping systems; beer will continue to remain bottled. Fratello's will close by midnight on weekends.

The change in liquor license class would require action to raise the cap of Class AV liquor licenses to one (1), award Fratello's with a Class AV liquor license, then decrease the cap of Class EV liquor licenses by one (1).

Trustee Glotz stated a concern as Fratello's originally requested liquor and gaming licenses for the current restaurant with the intent on opening the other location, however, the secondary location has not opened for business as of yet. A representative from Fratello's was not present to answer questions. Therefore, the Amendment from an EV to AV liquor class for Fratello's was postponed.

**Item #8 – RECEIVE COMMENTS FROM THE PUBLIC** - A resident stated he had ideas to generate additional revenue in Tinley Park. One of the ideas was of a haunted house in relation to the mental health facility.

#### **ADJOURNMENT**

Motion was made by Trustee Curran, seconded by Trustee Brady, to adjourn this meeting of the Committee of the Whole. Vote by voice call. Acting President Pro-Tem Pannitto declared the motion carried and adjourned the meeting at 7:45 p.m.

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