

**MINUTES**  
**Administration & Legal Committee**  
**February 27, 2018 - 6:30 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: None

Staff Present: D. Niemeyer, Village Manager  
P. Carr, Assistant Village Manager  
B. Bettenhausen, Village Treasurer  
P. Hoban, Economic Development Manager  
P. Connelly, Village Attorney  
L. Godette, Deputy Village Clerk  
L. Carollo, Commission/Committee Secretary

**Item #1** - The Administration & Legal Committee Meeting was called to order at 7:18 p.m.

Chairman Pannitto stated K. Thirion, Village Clerk requested the Administration & Legal Committee to review the ordinance for the Queen of Hearts raffles. The cap currently on these raffles is \$75,000. P. Connelly, Village Attorney stated when these raffles exceed \$75,000 organizations are in violation of the Village of Tinley Park's code. The Village Clerk has received requests from local businesses to increase the amount of the present cap of \$75,000. Discussion centered on consideration at the next Administration & Legal Committee, however, Mr. Connelly stated the ordinance request could be placed on the next Village Board meeting for consideration earlier if needed. Consideration will be given at the next Village Board Meeting, March 6, 2018, to change the ordinance to increase the cap amount of raffles within the Village.

**Item #2 – CONSIDER APPROVAL OF THE MINUTES OF THE REGULAR ADMINISTRATION & LEGAL MEETING HELD ON JANUARY 23, 2018** – Motion was made by Trustee Berg, seconded by Trustee Mangin, to approve the minutes of the Administration & Legal Committee Meeting held on January 23, 2018. Vote by voice call. Chairman Pannitto declared the motion carried.

**Item #3 – DISCUSS SECTION 2.9 OF THE PERSONNEL MANUAL PERTAINING TO EMPLOYMENT OF RELATIVES** - An amendment of the Personnel Manual section 2.9 related to the employment of relatives was requested. For clarification of the Personnel Manual section 2.9, a resolution with recommended language was given to the Committee, stating the Village prohibits hiring or promoting any employee that creates a situation whereby an employee would be supervised by, or under the immediate supervision of a relative. It was discussed the amendment is intended to avoid an employee being directly supervised by a relative. Mr. Connelly recommended to the Committee potentially the addition of a waiver to the amendment, which would encompass special circumstances if any should arise.

The Committee directed Mr. Connelly and D. Niemeyer, Village Manager to revise the resolution of Section 2.9 of the personnel manual pertaining to employment of relatives. The amendment will be placed on the agenda for the next Administration & Legal Committee meeting.

**Item #4 – DISCUSS ETHICS CODE** - The Administration & Legal Committee received examples of other towns' processes for enforcing ethics ordinances in addition to an amendment to the Ethics Code. Mr. Niemeyer has also communicated with clergy in the community in the event the Board should decide to create an Ethics commission. P. Carr, Assistant Village Manager has contacted the Cook County Sheriff's office as to whether the Sheriff's office would be interested in reviewing ethics complaints and is awaiting hearing from the Executive Director of the Office of Professional regulation (OPR). Discussion centered on if compensation should be given to individuals selected for an Ethics commission, as well as potentially selecting individuals in well-informed law and legal backgrounds. The Committee gave direction to Mr. Connelly to revise the amendment to the Ethics Code in regards to a three (3) person commission.

**Item #5 – RECEIVE COMMENTS FROM THE PUBLIC** - Nancy O'Connor inquired about the current Ethics complaints regarding the costs and statuses of each.

#### **ADJOURNMENT**

Motion was made by Trustee Mangin, seconded by Trustee Berg, to adjourn this meeting of the Administration & Legal Committee. Vote by voice call. Chairman Pannitto declared the motion carried and adjourned the meeting at 7:50 p.m.

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