

**MINUTES**  
**Public Works & Boundaries Meeting**  
**December 20, 2016 – 6:30 p.m.**  
**Council Chambers at**  
**Tinley Park Village Hall**  
**16250 S. Oak Park Ave.**  
**Tinley Park, IL 60477**

Members Present: B. Younker, Chairman  
B. Maher, Village Trustee  
J. Vandenberg, Village Trustee (arrived at 6:37)

Members Absent: None

Other Board Members Present: D. Seaman, Mayor  
T. J. Grady, Village Trustee  
M. Pannitto, Village Trustee

Staff Present: D. Niemeyer, Village Manager  
B. Bettenhausen, Village Treasurer  
K. Workowski, Public Works Director  
L. Valley, Executive Secretary  
B. Bennett, Commission Secretary

**Item #1** - The meeting of the Public Works Committee Meeting was called to order at 6:30 p.m.

**Item #2 – CONSIDER APPROVAL OF THE MINUTES OF THE PUBLIC WORKS AND BOUNDARIES COMMITTEE MEETING HELD ON DECEMBER 6, 2016** - Motion was made by Trustee Maher, seconded by Trustee Younker to approve the minutes of the Public Works and Boundaries Committee Meeting held on December 6, 2016. Vote by voice. Chairman Younker declared the motion carried.

**Item #3 – DISCUSS HIRING OF STAFF ENGINEER** – Assistant Village Manager, Steve Tilton noted over the past several months, the Village has been researching the potential of adding a staff engineer position within the Public Works Department. Anticipated benefits of this position include, but are not limited to, the following:

- Reduction in annual payments to third party engineering contractors
- Increase in Village’s ability to respond to certain resident inquiries/concerns involving engineering solutions/requirements
- Ability to more effectively manage/monitor work performed by third party engineering contractors
- Improved ability to forecast and develop annual and capital budget documents related to engineering services/projects.

Public Works Director, Kevin Workowski did research and gave an outline of the position description for the potential Staff Engineer.

He researched other communities and gave a description of:

- Position Summary
- Duties and Responsibilities
- Required Knowledge, Abilities and Skills

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- Physical Demands
- Risk Management Responsibilities
- Minimum Qualifications
- Summary of Comparable Salaries for Engineer and Clerical.

**Item #4 – RECEIVE COMMENTS FROM THE PUBLIC –**

Resident #1

A. Is this position subject to residency requirements? This could be an issue with potential candidates. Not many P.E's live in Tinley Park and may or may not be willing to move to Tinley Park. When a candidate is subject to residency requirements this could limit the pool. The salary has to be factored in order to lure people in to the Village. The Village should look at this requirement.

B. Would this P.E manage the Panduit pond construction?

**ADJOURNMENT**

Motion was made by Trustee Maher, seconded by Trustee Vandenberg to adjourn this meeting of the Public Works Committee. Vote by voice call. Chairman Younker declared the motion carried and adjourned the meeting at 6:47 p.m.

bb

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