

APPROVED MINUTES

**VILLAGE OF ANTIOCH
BOARD OF TRUSTEES
COMMITTEE OF THE WHOLE
Municipal Building: 874 Main Street, Antioch, IL
April 24, 2019**

I. CALL TO ORDER

Mayor Hanson called the April 24, 2019 Committee of the Whole meeting of the Board of Trustees to order at 7:04 pm in the Municipal Building: 874 Main Street, Antioch, IL.

II. PLEDGE OF ALLEGIANCE

The Mayor and Board of Trustees led the Pledge of Allegiance.

III. ROLL CALL

Roll call indicated the following Trustees were present: Pierce, Poulos, Dominiak, Johnson and Macek. Also present were Mayor Hanson, Attorney Long, Administrator Keim and Clerk Romine. Absent: Trustee Jozwiak.

IV. ABSENT TRUSTEES WISHING TO ATTEND REMOTELY

There were no absent trustees wishing to attend remotely.

V. Approval of the following meeting minutes:

a. June 27, 2018 Special Meeting and COW minutes - Trustee Johnson moved, seconded by Trustee Dominiak, to approve the June 27, 2018 Special Meeting and Committee of the Whole meeting minutes as presented. Upon roll call, the vote was:

YES: 4: Pierce, Dominiak, Johnson and Macek.

NO: 0.

ABSTAIN: 1: Poulos.

ABSENT: 1: Jozwiak.

THE MOTION CARRIED.

b. August 22, 2018 Special Meeting and COW minutes - Trustee Poulos moved, seconded by Trustee Johnson, to approve the August 22, 2018 Special Meeting and Committee of the Whole meeting minutes as presented. Upon roll call, the vote was:

YES: 5: Pierce, Poulos, Dominiak, Johnson and Macek.

NO: 0.

ABSENT: 1: Jozwiak.

THE MOTION CARRIED.

c. September 26, 2018 COW minutes - Trustee Dominiak moved, seconded by Trustee Johnson to approve the September 26, 2018 Committee of the Whole meeting minutes as presented. Upon roll call, the vote was:

YES: 4: Pierce, Dominiak, Johnson and Macek.

NO: 0.

ABSTAIN: 1: Poulos.

ABSENT: 1: Jozwiak.

THE MOTION CARRIED.

d. March 27, 2019 Special Meeting and COW minutes - Trustee Poulos moved, seconded by Trustee Pierce, to approve the March 27, 2018 Special Meeting and Committee of the Whole meeting minutes as presented.

APPROVED MINUTES

Upon roll call, the vote was:

YES: 5: Pierce, Poulos, Dominiak, Johnson and Macek.

NO: 0.

ABSENT: 1: Jozwiak.

THE MOTION CARRIED.

VI. REGULAR BUSINESS

1. Economic Incentive Request for interior and exterior renovations on the Scarpelli/Raymond Chevrolet Body Shop – Director Garrigan said additional documents have been provided to the Village Board this evening as a supplement to the original request. He advised that this is an exception to the current policy for façade grants and outside normal operations. He asked Mr. Scarpelli to address the board with his request.

Mr. Mark Scarpelli discussed his community involvement and investments in the community and infrastructure, noting their contributions to various businesses and organizations in the community. He discussed a \$2 million investment recently made to the dealership without requesting funds from the Village. He asked to be considered for an incentive for their upcoming projects including an exterior and interior remodel. He provided a quote and presented photographs of the existing building and the proposed exterior renovations. He expects to gut the interior of the building and install environmentally friendly lighting fixtures to make it more open and inviting for consumers. The dealerships employ 121 people with \$103 million in sales. Mr. Scarpelli discussed property tax payments as well.

Trustee Pierce asked for the total amount Mr. Scarpelli is requesting. Mr. Scarpelli replied that the 2 quotes total \$86,000, of which he would request half.

Trustee Poulos asked staff to see if there may be a program possible for that industrial park area. Director Garrigan said a redevelopment plan for the area should be conducted, but it is not currently proposed in the budget. Since his request does not currently fall within a program offered by the village, it may set a precedent inviting other businesses in to request incentives as well. Mr. Scarpelli commented on other incentives recently provided to the business community, and discussed the \$2 million he put into the business years ago without any assistance when there was no funding apparatus available.

Trustee Dominiak said the current plan allows economic development incentives provided that the applicant meet certain criteria. She specifically discussed enhancing the corridor which may provide staff an opportunity to look at options to offer assistance to Mr. Scarpelli. She asked if the business district could cover this proposal. Director Garrigan said it is an industrial area, and not included in the proposed business district. Trustee Dominiak stated that she is open to some type of an incentive, and is more prone to be supportive of the exterior rather than the interior remodel. Director Garrigan would like to look at other avenues and explore options with Mr. Scarpelli.

Trustee Johnson agrees with other trustee comments, and would like staff to explore possible options to assist Mr. Scarpelli. Trustee Macek commented that Mr. Scarpelli is a great neighbor and that he tries to keep business in Antioch by referring clients to local car dealers.

Mayor Hanson asked Attorney Long if there's a way to protect and classify this particular business as part of a retail type business rather than industrial. Attorney Long commented that a sales tax rebate wouldn't be unusual and may be an avenue he can look into with staff.

Trustee Pierce asked if this is a totally separate entity from the other businesses owned by Mr. Scarpelli, which may categorize this as a corporate entity rather than the business park. He added that he agrees with Trustee Dominiak about the exterior incentive, and doesn't agree with an incentive for an interior remodel. He further stated that he does not agree with any tax abatements that may affect school revenue.

APPROVED MINUTES

Those present agreed to have staff work with Mr. Scarpelli on options for incentives on the exterior remodel of the building.

2. Special Event Fundraiser at Latte Cafe – Ms. Yvonne Bostelman, Antioch resident, presented her request to host a fundraiser event for an animal rescue and a background of their non-profit organization. She said it would be a 4-day fundraiser working in conjunction with “This ‘N That”, a company which will setup tents, tables and inventory to sell. A percentage of their proceeds will be donated to the charity. She added that there is nothing the applicant would request of the Village.

Mayor Hanson asked if any traffic enforcement would be needed, and if there would be any animals present. Ms. Bostelman replied that they would like to have animals present, and they would be sectioned off in their own area and for a limited time if they are. Chief Huffman said he will monitor any traffic issues.

Trustee Dominiak thinks it’s a great idea, but doesn’t belong on that corner due to summer, traffic and potential train issues. She would be open to another location, and suggested one of the parks. Trustee Poulos asked if they knew the expected attendance.

Trustee Johnson said it’s a good idea, and said attendance would likely depend on the weather and advertising. Since the police department may be able to help address concerns raised by Trustee Dominiak, he is comfortable with allowing the event. Trustee Macek agrees that we should have the event.

A majority of those present agreed to allow the fundraiser event at the Latte Café.

3. Wage Study – Village HR Consultant, Kathy Lamkin, presented the wage study prepared for the board’s consideration. She commented that it is a draft and there may be some slight changes. She discussed the methodology used to determine the minimum and maximum salary ranges with a 40% spread. She discussed movement through the range and the use of step increases in order to make sure employees stay within the range. Increases are not based on merit, but would be based on the market or COLA. She added that if there is non-performance, that can be dealt with separately. Overall costs for implementation span over a 2-year period.

Trustee Pierce asked what the average increase would be for each employee. Administrator Keim said some are placed correctly with a 0% increase, but none exceed 10%, adding that they try to stay away from any increases more than 6%. Minimums and maximums could move with the cost of living, and would all be based on mid-point. An adjustment to the midpoint would then adjust the 40% spread. Administrator Keim advised that this should be discussed during budget season and kept current. He also stated that this would not affect the police contract. HR Consultant Lamkin added that the police contract is much more generous than this proposal.

Administrator Keim stated that this study was an initiative in the strategic plan which goes to the retention of employees, attracting quality employees, and compensating employees fairly. Consultant Lamkin added that this will address compression of ranges as well. Trustee Pierce asked if the employees are staying near the minimum of their range because they are not being developed correctly. Administrator Keim doesn’t think it’s intentional and has nothing to do with performance. He said that there has been no mechanism in place prior to this to move someone through the range properly. Consultant Lamkin added that this proposed plan provides a methodology to use moving forward. Trustee Pierce asked if this would provide increases to place employees in the proper range as well as an annual COLA. Administrator Keim said he tries to be consistent, but if he had the authority and saw a star performer, he would likely use that authority to increase their pay. He added that he would have used it by this time had he believed the board would like him to have that authority.

APPROVED MINUTES

Trustee Dominiak asked for an explanation of the step process. Ms. Lamkin provided an example that an employee who worked here for 10 years would be placed at the midpoint due to their length of service. They would continue to move through their range until they reach the maximum of the range in 20 years. Additionally, the board will have to continue to look at the midpoint to make adjustments in order to keep with the comparable communities who may be giving annual cost of living increases. She explained that an employee approaching their 10th year may be getting a bigger increase if their current wage is below the midpoint where they should be placed. This would be a regular increase, and not based on merit. Trustee Dominiak asked why certain positions were excluded. Ms. Lamkin said that they only presented those who needed adjustments. Any employees not included on the spreadsheet are in their current range. Trustee Dominiak asked to have a complete list of all employees to see where they are in their range. Trustee Dominiak asked if the increased minimum wage proposed by the governor was considered. Ms. Lamkin said she had that discussion with the parks and rec director and it was considered. Trustee Dominiak thinks it's great work, and still thinks performance should be considered. Trustee Poulos said it makes it harder on staff to consider merit increases. Chief Huffman added that in their collective bargaining agreement, performance is addressed through evaluations and disciplinary actions or career development.

Trustees Johnson and Macek agree with previous comments. Trustee Poulos discussed an annual stipend for any employees at the maximum. Administrator Keim would like to bring this to the board for approval prior to budget approval in May.

VII. OTHER BUSINESS

Administrator Keim discussed a recent meeting with School Superintendent Jim McKay who is planning to build a fieldhouse at Lakes for use by both schools.

VIII. EXECUTIVE SESSION – Personnel and Pending Litigation, Lease of Village Property, Collective Bargaining – property - The Mayor and Board of Trustees did not go into executive session.

IX. ADJOURNMENT

There being no further discussion, the Village Board of Trustees Committee of the Whole meeting adjourned at 8:22 pm.

Respectfully submitted,

Lori K. Romine, RMC/CMC
Village Clerk