

APPROVED MINUTES

VILLAGE OF ANTIOCH BOARD OF TRUSTEES COMMITTEE OF THE WHOLE MEETING

Village of Antioch, Lake County, Illinois
Municipal Building: 874 Main Street, Antioch, IL 60002
February 26, 2025

I. CALL TO ORDER

Mayor Gartner called the February 26, 2025 Committee of the Whole meeting of the Board of Trustees to order at 7:49 pm at the Antioch Municipal Building located at 874 Main Street, Antioch, IL and via Zoom.

II. ROLL CALL

Roll call indicated the following Trustees were present: Burman, Bluthardt, McNeill, Pierce, Macek and Pedersen.. Also present were Mayor Gartner, Attorney Vasselli, Administrator Guttschow and Clerk Romine.

III. Absent Trustees Wishing to Attend Remotely

There were no Trustees wishing to attend remotely.

IV. Mayoral Report –

None.

Citizens Wishing to Address the Board

Mr. John Picchiotti, staffer for State Senator Craig Wilcox, provided a fiscal forecast for the 25-26 state budget and potential impacts to the Village of Antioch and State of Illinois. He discussed the concern about the possibility of LGDF funds facing a reduction, and asked for an understanding of upcoming projects the Village proposes. Trustee Pierce discussed the need for bicycle paths, and Mayor Gartner discussed the recent actions by the state regarding the grocery tax and LGDF funding.

V. Regular Business

1. Approval of the February 12, 2025 Committee of the Whole meeting minutes as presented - Trustee Burman moved, seconded by Trustee McNeill, to approve the February 12, 2025 Committee of the Whole meeting minutes as presented.

Upon roll call, the vote was:

YES: 5: Burman, McNeill, Pierce, Macek and Pedersen.

NO: 0.

ABSENT: 0.

ABSTAIN: 1: Bluthardt.

THE MOTION CARRIED.

2. MGT Presentation of Compensation Study – Administrator Guttschow discussed the background on the study, and goals put into place when working with MGT, stating the compensation study was initiated to address employment retention and recruitment. By using MGT as an outside independent firm that specializes in government compensation, they were able to provide data in an unbiased manner, leverage a larger market presence, and utilize resources to minimize the burdens of conducting an internal compensation study. The data targets the 50% to align salaries with median compensation of comparable communities. He also explained that the Village has experienced higher replacement costs of employees when recruiting new employees. Administrator Guttschow asked the board to look at the salary ranges, how they were established, and if they are able to support the study to advance to the next board meeting.

APPROVED MINUTES

Mayor Gartner added that the administrative staff and public works levels are challenging to retain based on other communities. He thinks there should be a merit-based element and the board should consider other benefits to enhance recruitment such as vacation. Administrator Guttschow said tonight the board is considering the ranges and positions within the ranges. Trustee Pierce asked for data on employee separations.

Ms. Katy Yee, consultant with MGT, discussed the scope of work, survey, proposed plan, implementation and future administration of the compensation plan. Ms. Yee discussed the current challenges with recruitment and the use of a compensation plan for budgeting purposes. She discussed the study preparation and project meetings, surveys, comparable community development, analysis of market data, and the development of a draft plan. Ms. Yee discussed the criteria utilized in determining comparable communities when conducting a compensation study. She reviewed the market survey, and data that was collected through the survey from the comparable communities. She added that data is reviewed in order to ensure it's a good match to the position in Antioch. Ms. Yee advised that it is not recommended to go below the middle of the market (or 50%) of the ranges. She discussed the proposed implementation, which includes bringing employees to the minimum of the range if they fall below. What communities decide to implement after that point is discretionary, however one-time implementation adjustments may be considered. If employees are above the maximum, it's recommended to hold the salary until their salary catches up, but employers may decide to offer a one-time lump sum payment or bonus. She also discussed the future implementation of the plan. Ranges likely will need to be adjusted, and should look to comparable communities to see where their ranges lie.

Trustee Pedersen asked how many of the comparable communities are home rule. Ms. Yee responded that it was not one of the factors considered when looking at the comparable communities. Trustee Pierce commented on the comparable communities and discussed the EAV of each. Ms. Yee said they could look back and double check their data. Administrator Guttschow commented on the methodology, and said one of the largest factors is competitive communities, and this is an attempt to find a middle ground. He believes MGT has a logical approach to determine the comps. He added that there will be positions which may be further off of the market comparative rate. Ms. Yee discussed the criteria used across the state of IL in conducting their surveys, and the desire to cast a wide net. She said comparable communities were based on a 30-mile radius around Antioch. Ms. Yee said they can review the comparable communities again if desired. Trustee Burman added that there are people she knows who passed up employment opportunities in Antioch based on what other communities offer.

VI. Other Business -

None.

VII. Department Reports –

Assistant Village Administrator (AVA) – AVA Jim Moran discussed his recent attendance at the ILCMA conference, where AI was a big topic of discussion. He announced that staff has been busy preparing the budget and the new Parks and Recreation Director is starting tomorrow. He advised the board that he has prepared an RFP for beer tent operations for three of the larger concert events over the summer, which will be published soon.

Public Works – Director Heimbrodt said staff is looking forward to the warmer weather. This past week they worked on a water main break on Ida and Laursen ct. The Department currently has 2 bid advertisements for lawn mowing for village parks and maintenance of Sequoit Creek Park. Entry signs at Pedersen and Osmond Park were refurbished, and the new public works facility is near design development completion.

APPROVED MINUTES

VIII. EXECUTIVE SESSION – Personnel, Pending Litigation, Potential Litigation

Trustee Bluthardt moved, seconded by Trustee Burman, to enter into executive session at 8:48 pm to discuss personnel, pending litigation and potential litigation. Upon roll call, the vote was:

YES: 6: Burman, Bluthardt, McNeill, Pierce, Macek and Pedersen.

NO: 0.

ABSENT: 0.

THE MOTION CARRIED.

Trustee Pierce moved, seconded by Trustee McNeill, to return from executive session at 9:20 pm with **no action taken**. Upon roll call, the vote was:

YES: 6: Burman, Bluthardt, McNeill, Pierce, Macek and Pedersen.

NO: 0.

ABSENT: 0.

THE MOTION CARRIED.

IX. ADJOURNMENT

There being no further discussion, the Village Board of Trustees Committee of the Whole meeting adjourned at 9:20pm.

Respectfully submitted,

Lori K. Romine, RMC/CMC
Village Clerk