

Village of



### **Notice of Special Meeting**

There will be a special meeting of the Finance Committee of the Village Board of Trustees on **Monday, February 6 at 6:00 p.m.** The public may attend in person or by utilizing the following link:

<https://us06web.zoom.us/j/82938397902?pwd=VC9QNDBtUm1vWGpUTDJKNFJYMUNWZz09>

**You may also attend via telephone:**

**Phone #:** +13126266799 US (Chicago)

**Meeting ID:** 829 3839 7902

**Passcode:** 02062023

## **Finance Committee Special Meeting Agenda**

- I. Call to Order / Roll Call**
- II. Approval of Minutes**
  - A. Finance Committee – March 15, 2022
  - B. Finance Committee – Closed Session – March 15, 2022
- III. Business from the Public**
- IV. Closed Session**
- V. Adjourn**

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VILLAGE OF



KENILWORTH, IL

**Finance Committee  
Special Meeting Minutes of  
March 15, 2022 at 6:00 p.m.**

**I. CALL TO ORDER**

Chair Kelly called to order the Special Meeting of the Finance Committee of the Kenilworth Village Board in the Kenilworth Village Hall, Kenilworth, Illinois at 6:00 p.m. on March 15, 2022. The meeting was held by video conference as allowed under the Governor’s Emergency Declaration.

**ROLL CALL**

Chair Kelly requested that Management Analyst Jordan Schmidt call the roll:

**Members:**

|                      |         |
|----------------------|---------|
| Trustee Pete Shadek  | Present |
| Trustee Tim Ransford | Present |
| Chair Walter Kelly   | Present |

**Members not present:**

|                      |        |
|----------------------|--------|
| President Cecily Kaz | Absent |
|----------------------|--------|

**A quorum was present.**

**Others Recorded as in Attendance:**

*Village Officials and Staff:*

|                   |                                  |
|-------------------|----------------------------------|
| Patrick Brennan   | Village Manager                  |
| Dave Miller       | Chief of Police                  |
| Heather McFarland | Assistant to the Village Manager |
| Jordan Schmidt    | Management Analyst               |
| Bill Burns        | Sergeant                         |
| Oscar Padilla     | Sergeant                         |

*Public Signing-in*

Phone number 847-421-5186

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**II. APPROVAL OF MINUTES**

Presented in the Committee packet were minutes for the special meeting held on February 28, 2022. Chair Kelly asked the Committee if there were any changes or additions recommended to the minutes provided in the Committee packet. Hearing no such request, Trustee Shadek made a motion to approve the minutes as presented. Trustee Ransford offered a second to the motion.

**A roll call vote was taken as follows:**

For: Shadek, Ransford, Kelly

Opposed: None

The roll call tally was three votes in favor, and none opposed. Chair Kelly declared the minutes were approved.

**III. REGULAR SCHEDULED BUSINESS**

**Item A1 – Continued Discussion Concerning the Village Employee Compensation Plan**

Chair Kelly introduced the item and provide those in attendance with an overview of the prior discussions regarding the item. The Trustees resumed their discussion regarding the merits of using a 50<sup>th</sup> percentile of comparable communities wage target, as well as options to phase in any compensation adjustments. The Trustees also discussed years of service and performance reviews and metrics as potential standards that could be used in determining compensation. Chief of Police, Dave Miller, explained that while he utilizes performance reviews when considering wage adjustments, specific performance targets like “tickets issued” cannot be a factor in rating performance. The discussion concerning the police wage step plan also continued. No final recommendations for the Village Board were reached

Next, Chair Kelly asked Chief Miller to discuss the status of the part-time officers program. Chief Miller explained the benefits of the program when it is functioning properly, as well as the implications when it is not. Chief Miller also explained the Police Department is currently having trouble recruiting officers, and the pay discrepancy is a part of the issue. Chair Kelly expressed support for addressing the part-time officers program immediately. Trustees Shadek and Ransford both agreed. Manager Brennan recommended an increase of the base rate by \$10 an hour, that with concurrence would be considered by the Village Board on March 21<sup>st</sup>. The Committee concurred with the recommendation.

With no further discussion, Chair Kelly called the next item on the agenda.

**IV. BUSINESS FROM THE PUBLIC**

Chair Kelly asked if any members of the public had any questions. With no member of the public posing questions, Chair Kelly called the next item on the agenda.

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**CLOSED SESSION**

Responding to Chair Kelly’s request, Trustee Shadek offered a motion to adjourn to closed session for the purpose of discussing the compensation of specific employees. Trustee Ransford seconded the motion.

**A roll call vote was taken as follows:**

For: Shadek, Ransford, Kelly

Opposed: None

The roll call tally was three votes in favor, and none opposed. Chair Kelly declared the motion passed. The Committee went into closed session at 6:33 PM.

The meeting was reopened to the public at 7:43 PM

**V. ADJOURN**

Chair Kelly asked if there was any further business to discuss. Hearing none, he stated that he would entertain a motion to adjourn the meeting. Trustee Shadek made a motion to adjourn the meeting. Trustee Ransford seconded the motion.

**A roll call vote was taken as follows:**

For: Shadek, Ransford, Kelly

Opposed: None

The roll call tally was three votes in favor, and none opposed. Chair Kelly declared the meeting adjourned at 7:43 P.M.

Respectfully Submitted,  
Jordan Schmidt  
Management Analyst