Minutes from the Executive Session of the
Board of Trustees of Elk Grove Township
February 22, 2016

The Board of Trustees convened in Executive Session at 8:40 p.m.

Deputy Clerk Pioch called the roll and the following were present: Supervisor Sweeney, Trustees Koshaba, Satern, Niewiardowski and Ingraffia.

Supervisor Sweeney stated that he would like to visit the topic of employee compensation/merit pay. (Discussions will not pertain to employees of the Highway Department or Assessor's office.) He proposed a 1% base pay increase across the board for Town Fund and General Assistance employees (excludes Assessor's office employees) and is requesting authorization to provide a 1%-3% merit increase to be presented and approved by the Board of Trustees. Board approval would be required for any extraordinary situation(s) that resulted in an employee receiving a 5% or larger increase.

Trustee Satern wanted to know if the Supervisor or the Supervisor & the Administrator would be meeting with the employees together or separately. Supervisor Sweeney replied that specific detail would need to be worked out between him and the Administrator.

Supervisor Sweeney advised that he has requested Administrator Pioch to provide a form that will meet the Township's needs for evaluating the employees.

A decision will be made prior to the March 28th Board Meeting regarding the form and metrics to be used for the merit pay review.

After some discussion among the Board members it was agreed by way of consent that the applicable employees (defined above) would receive a 2% base pay increase, then be reviewed for a merit increase from 1%-3%+ and that any aggregate increase in excess of 5% would be required to be approved by the Board of Trustees.

It was agreed that the Township Administrator would receive a $5,000 increase.

A motion was made by Trustee Koshaba and seconded by Trustee Satern to adjourn from Executive Session at 9:02 p.m. Motion carried by voice vote.

Respectfully submitted,

George Busse
Elk Grove Township Clerk