

**Executive Session of the Board of Trustees of Elk Grove Township
Elk Grove Township Hall, 2400 S. Arlington Heights Road, Arlington Heights, IL
February 27, 2017**

MINUTES

- I. Call to Order. Supervisor Sweeney called the Executive Session to order under Section 5 ILCS 120/2 (c) (1) (Appointment, Employment, Compensation, Discipline, or Dismissal of Specific Employees) of the Open Meetings Act at 8:02 p.m.
- II. Roll Call. Trustees Koshaba, Satern, Niewiardowski, Infracchia and Supervisor Sweeney – Present. In attendance: Administrator Pioch (excused from meeting during discussion of his salary).
- III. Employee Compensation 2017-2018. The session was held for the purpose of reaching Board consensus for the setting of salaries for Township employees under the Board's purview. Highway, Assessor and General Assistance employees are not under the Board's direct purview. Supervisor Sweeney proposed increasing Administrator Pioch's salary for 2017-2018 by \$5000 - from \$95,000 to \$100,000. Supervisor Sweeney stated that his goal, barring performance issues, was to raise Administrator Pioch's salary annually by \$5000 until he was in the \$110,000 to \$120,000 salary range. Supervisor Sweeney believes that this is an acceptable salary range for a top performing Administrator in a Township of Elk Grove's size and complexity. Clerk Busse noted the Administrator's outstanding performance as Deputy Clerk particularly during Clerk Busse's two month absence for medical reasons. Following discussion a consensus was reached to increase Administrator Pioch's salary by the said amount. Supervisor Sweeney noted that he intended to promote Erika Renz to the position of Deputy Administrator in April or May. Her promotion would coincide with the outsourcing of Township payroll accounting. At this point, he does not expect the promotion to include a salary increase beyond what is approved in the 2017-2018 budget currently under discussion. Supervisor Sweeney then asked that the Board give him and Administrator Pioch the flexibility to set compensation for each of the remaining employees under discussion within a range of a 2% to 5% increase. Trustees Koshaba and Satern asked about the merit pay program that was to be established for determining salaries starting with the 2017-2018 pay period. Supervisor Sweeney acknowledged that the program was to have been established but that it was still in the process of being delivered. He took responsibility for not having the program in place as promised and stated that it would be ready for the 2018-2019 pay period. He said that he and the Administrator would use the flexible pay range of 2%-5% to reward those employees that had outperformed or had taken on additional duties during the course of the past year. Trustee Koshaba proposed that the Supervisor be given the ability to set salary increases in a range of 2% to 4% and that the salary increase be presented and discussed with the employee during a review meeting with Administrator Pioch.

After further discussion the Board came to a consensus in agreement with Trustee Koshaba's proposal.

- IV. A motion to adjourn was made by Trustee Koshaba and seconded by Trustee Satern. The motion passed on a 5-0 roll call vote and the Execution Session was adjourned at 8:36 p.m.

Respectfully submitted,

George Busse
Elk Grove Township Clerk (R7-7)