

VILLAGE OF LIBERTYVILLE  
BOARD OF TRUSTEES  
Committee of the Whole  
March 15, 2022

President Johnson called to order the Committee of the Whole at 6:00 a.m. Those present were: President Donna Johnson, Trustees Scott Adams, Pete Garrity, Matthew Hickey, Dan Love, and Jim Connell. Also in attendance were Kelly Amidei, Village Administrator, Ashley Engelmann, Deputy Village Administrator and Nick Mostardo, Director of Finance.

**CONTINUE REVIEW OF FY 2022-2023 PROPOSED BUDGET**

Administrator Amidei began by giving a brief overview of how the Village's classification and compensation plan works. She explained that positions are placed within compensation pay grades which have associated salary ranges. There are five pay grade categories, which include: Administrative & Services, Technicians & Trades, Professional, Management and Executives. She also noted that there are four collective bargaining units which include Fire, Police Patrol, Police Sergeant and Public Works.

Administrator Amidei explained that every few years a review is completed of both the salary ranges for each pay grade category as well as the pay grade category that positions fall within. Staff reviewed all non-union positions against 13 comparable communities utilized in the 2014/2015 comprehensive compensation study. Adjustments are being recommended for those positions with salary ranges below the average. She presented the recommended adjustments:

- Management Analyst
  - Move from M1 to M2 due to range below average
- Police Records Assistant
  - Move from A1 to A2 due to range below average
- Police Support Services Manager
  - Move from M1 to M2 due to range below average
- Administrative Assistant II/Administrative Services Coordinator
  - Modify pay range within the current pay grade due to range below average
- Wastewater Equipment Technician
  - Move from T2 to T3 to ensure recruitment and retention
- Assistant Fire Chief/Police Lieutenant
  - Modify salary range within M5 due to range below average

The total budget impact to make the adjustments is \$25,274.36. Discussion ensued. The Board directed staff to make the adjustments to the draft FY 22/23 budget as proposed.

### **EXECUTIVE SESSION**

With the need for the Village Board to discuss personnel, the Mayor asked for a motion to go into Executive Session. Trustee Garrity moved to go into Executive Session, and Trustee Adams seconded. The motion carried on a unanimous voice vote.

*Personnel: Appointment, Employment, compensation, discipline, performance, or dismissal of specific employees [5 ILCS 120/2(c)(1)]*

### **COST-OF-LIVING ADJUSTMENT**

The original draft FY 22/23 budget included a 2.5% cost-of-living adjustment for non-union positions. As economic conditions change, retention of employees will continue to be an issue. Therefore, the following options to increase the non-union cost-of-living adjustment if the Board desires were presented:

- Additional \$17,286 to move to 2.75%
- Additional \$34,572 to move to 3.00%

The Board directed staff to modify the cost-of-living adjustment to 2.75%.

### **ADJOURNMENT**

With no further business to come before the Committee of the Whole, the Mayor asked for a motion to adjourn. Trustee Love moved to adjourn the Committee of the Whole, and Trustee Hickey seconded. The motion carried on a unanimous voice vote at 10:36 p.m.

Respectfully submitted,

by:  Kelly Amidei, Deputy Village Clerk

Kelly Amidei

Deputy Village Clerk