

MINUTES OF THE REGULAR MEETING  
CITY COUNCIL OF CREST HILL  
WILL COUNTY, ILLINOIS  
August 1, 2022

The regular meeting of the City of Crest Hill was called to order by Mayor Raymond R. Soliman at 7:00 p.m. in the Council Chambers, 1610 Plainfield Road Crest Hill, Will County, Illinois.

The Pledge of Allegiance was recited in unison.

Roll call indicated the following present: Mayor Raymond Soliman, City Clerk Christine Vershay-Hall, City Treasurer Glen Conklin, Alderman Scott Dyke, Alderman John Vershay, Alderwoman Claudia Gazal, Alderman Darrell Jefferson, Alderperson Tina Oberlin, Alderman Mark Cipiti, Alderman Nate Albert, Alderman Joe Kubal.

Also present were: City Administrator Jim Marino, Director of Public Works Mark Siefert, Economic and Development Director Tony Budzikowski, Police Chief Ed Clark, City Attorney Mike Stiff.

Absent were: Finance Director Lisa Banovetz, City Engineer Ron Wiedeman, Interim Planner Maura Rigoni, Director of Information Technology Service Timothy Stinnett,

APPROVAL OF MINUTES: Mayor Soliman presented the minutes from the work session held on July 11, 2022 for Council approval.

(#1) Motion by Alderwoman Gazal, seconded by Alderman Dyke, to approve the minutes from the work session held on July 11, 2022 as presented.

On roll call, the vote was:

AYES: Ald. Vershay, Jefferson, Gazal, Oberlin, Cipiti, Kubal, Dyke.

NAYES: None.

ABSENT: None.

ABSTAIN: Ald. Albert.

There being seven (7) affirmative votes, the MOTION CARRIED.

(29)

(43) Mayor Soliman presented the minutes from the regular meeting held on July 18, 2022 for Council approval.

(#2) Motion by Alderwoman Gazal, seconded by Alderman Albert, to approve the minutes from the regular meeting held on July 18, 2022 as presented.

On roll call, the vote was:

AYES: Ald. Dyke, Vershay, Jefferson, Gazal, Oberlin, Cipiti, Albert, Kubal.

NAYES: None.

ABSENT: None.

There being (8) affirmative votes, the MOTION CARRIED.

(45)

(62) Alderwoman Gazal questioned why the work session minutes from July 25, 2022 were not on the agenda. Clerk Vershay-Hall explained that we are short staffed in the offices.

We are assisting the Water Department with bills and had a person on vacation. They will be on the next regular agenda.

CITY ATTORNEY: (72) City Attorney Mike Stiff had no agenda items for discussion. Alderwoman Gazal said at the last Council meeting we had a motion and second for two ordinances to be put on the following work session agenda for discussion. This was not done per the motion. What is the next step and are there consequences because the motion was not followed up on. What is the point of making a motion if it is not going to be followed. What is Council's next step. Attorney Stiff explained that if there is a motion made and a direction given by the Council, it should be followed through. Alderman Cipiti asked what was the reason the item was not on the agenda as requested. Attorney Stiff said that it was his understanding that there was confusion as to which meeting it was to be discussed at. Discussion followed. Alderwoman Gazal read the minutes from the last meeting. Motion #3 tabled the ordinance and Motion #4 was to place the amendment to the ordinance on the next work session agenda.

CITY ADMINISTRATOR: (243) City Administrator Jim Marino presented the IML Annual Conference Approval per the memo dated August 1, 2022. This was discussed at a previous work session. Alderman Cipiti asked if the budgeted amount in the memo is correct. It was. What if we go over the budgeted amount. Treasurer Conklin explained that there are other line items that can be used to cover the expenses. Alderman Vershay questioned the room upgrade. It was decided at the work session that it would be the responsibility of the person attending the conference to cover the cost of the upgrade. Clerk Vershay-Hall apologized. She inadvertently left this off when she sent the information to the Administrator. Alderman Albert and Alderperson Oberlin amended motion #3 to reflect this. Alderperson Oberlin asked who would be handling the registration in the absence of the Administrative Assistant. Administrator Marino explained that she will be able to do the registration from home. Treasurer Conklin questioned the City policy on working from home. Alderperson Oberlin thought that the policy stated employees can't work from home. Administrator Marino said it doesn't allow it or disallow it. Members of Council questioned the response as to whether employees can work from home or not. Administrator Marino explained that if an employee is able to work from home then that is what should be done to continue the work flow. If they are unable to work from home, then they don't. Employees that work from home keep the flow of work going and we don't have an obstruction in operations. Alderman Dyke stated that not all employees can work from home. The clerical staff can, because they can take a laptop home, but someone in Public Works would not have the same option. Alderwoman Gazal said that the staff were provided with laptops so that if necessary they can work from home. Treasurer Conklin explained that the current policy does not provide for employees to work from home and be paid. They would have to use sick time. Alderperson Oberlin would like to have this policy provided to the Council so that this can be clarified. If an employee is able to work from home and does so, they should be paid. If they cannot work from home, then someone needs to take over their duties so that the work gets done. Alderperson Oberlin said that her emails have gone unanswered regarding the registration. Mayor Soliman thought that the item had to be approved before the registration could take place.

(#3) Motion by Alderman Albert, seconded by Alderperson Oberlin, to approve the IML Annual Conference Approval per the memo dated August 1, 2022 with an amendment that any room upgrades be paid out of pocket by the attendees.

On roll call, the vote was:

AYES: Ald. Jefferson, Gazal, Oberlin, Cipiti, Kubal, Dyke.

NAYES: Ald. Vershay, Kubal.

ABSENT: None.

There being six (6) affirmative votes, the MOTION CARRIED.  
(270)

(437) After lengthy discussion, roll call followed on Motion #3. Alderman Albert asked if this has to be voted on every year, or can it be accounted for in the budget going forward. Administrator Marino explained that if this has been budgeted for, there is no need to vote on it. Discussion followed on the registration process.

(503) City Administrator Marino presented AN ORDINANCE AMENDING TITLE 2 (ADMINISTRATION AND PERSONNEL), CHAPTER 26 (FINANCE DIRECTOR) OF THE CREST HILL CITY CODE per the memo dated August 1, 2022. This was discussed at a previous work session. Administrator Marino explained the reason why he felt some of the changes were not necessary per his memo dated August 1, 2022. Attorney Stiff went over the three proposals for the amendment to Chapter 2.26 of the Code of Ordinances. The Treasurer would like to have approval of the first of the three ordinance amendments with the addition of "preparation of 1099" under section F. Alderman Albert was not in favor of the proposed ordinance. The City Officials are only part-time and are not in the office on a daily basis. We have staff that can take care of these tasks. Also, this ordinance was tabled for discussion at a work session that did not happen. Alderman Kubal agreed. Alderwoman Gazal feels that the Treasurer is elected by the residents and should have access to the information he needs to provide to the Council and staff. There should be transparency in the office. She also feels that the Council is not getting all of the information that they have requested. Alderman Vershay agreed with Alderwoman Gazal. Mayor Soliman feels that having the Finance Director report to the Treasurer is a poor management decision. This will create confusion, conflict, and inefficiency. It appears that some of the Council have issues with former employees and this has been addressed. The Council is penalizing the Administrator, past Interim Administrator and Finance Director for doing their jobs. The Mayor feels that this is not good government. Alderman Vershay said that we had Administrators in the past and never had a problem. The Mayor feels that this decision is bad government and is political. Alderwoman Gazal said that the Interim Administrator did a great job. The City ran for many years without a Finance Director. The Treasurer chose to relinquish his office in the past since he was not here on a daily basis. The Council and the Treasurer are not getting the information that they are requesting and there is no transparency. Treasurer Conklin complimented the new Finance Director on the job she is doing, but there is still information that is not getting through to the Treasurer and Council. This is not about authority but making sure that all the information is given to the Council. Treasurer Conklin does not want to hear that this move is political, poor management or an opinion of what good government is. This is a step in the right direction. Alderman Cipiti asked who the City Administrator reports to. It would be the Mayor. Why is this okay for one employee to report to an elected official, but not the same is not true for the Treasurer. The Mayor said that this was part of an ordinance from 2006. We need to stay consistent. If it's good in one case, it should be good in the other.

(#4) Motion by Alderperson Oberlin, seconded by Alderman Jefferson, to approve AN ORDINANCE AMENDING TITLE 2 (ADMINISTRATION AND PERSONNEL), CHAPTER 26 (FINANCE DIRECTOR) OF THE CREST HILL CITY CODE per the memo dated August 1, 2022 with the addition of "preparation of 1099" under section F.

On roll call, the vote was

AYES: Ald. Cipiti, Dyke, Vershay, Jefferson, Gazal, Oberlin.

NAYES: None.

ABSENT: Ald. Albert, Kubal.

There being six (6) affirmative votes, the MOTION CARRIED.

Ordinance 1918

(679)

(1137) Administrator Marino presented a request to Approve Change Order for Construction Work at the City Center, per the memo dated August 1, 2022. This was discussed at a previous work session and is spelled out in detail in the memo. This does not detail all of the work that is needed at the City Center and is what Harbour has gathered to date. Once this is approved by the Council they can contact the contractors to begin the necessary work. Alderman Vershay questioned the construction of a closet for all of the employees. This has been taken off the work order. The first change order is for PT Ferro in the amount of \$162,000.25.

(#5) Motion by Alderman Albert, seconded by Alderman Kubal, to Approve Change Order for Construction Work at the City Center (PT Ferro in the amount of \$162,000.25), per the memo dated August 1, 2022.

On roll call, the vote was:

AYES: Ald. Gazal, Oberlin, Cipiti, Albert, Kubal, Dyke, Vershay, Jefferson.

NAYES: None.

ABSENT: None.

There being eight (8) affirmative votes, the MOTION CARRIED.

(1186)

(1246) Administrator Marino presented a request to Approve Change Order for Construction Work at the City Center, per the memo dated August 1, 2022. This was discussed at a previous work session. (Mechanical Concepts of Illinois in the amount of \$97,070.58.

(#6) Motion by Alderman Albert, seconded by Alderman Dyke, to Approve Change Order for Construction Work at the City Center (Mechanical Concepts of Illinois in the amount of \$97,070.58), per the memo dated August 1, 2022.

On roll call, the vote was:

AYES: Ald. Kubal, Dyke, Vershay, Jefferson, Gazal, Oberlin, Cipiti, Albert.

NAYES: None.

ABSENT: None.

There being eight (8) affirmative votes, the MOTION CARRIED.

(1250)

(#7) Motion by Alderman Albert, seconded by Alderwoman Oberlin, to Approve Change Order for Construction Work at the City Center, per the memo dated August 1, 2022. This was discussed at a previous work session. (TIMM Electric in the amount of \$63,820.00)

On roll call, the vote was:

AYES: Ald. Dyke, Vershay, Jefferson, Gazal, Oberlin, Cipiti, Albert, Kubal.

NAYES: None.

ABSENT: None.

There being eight (8) affirmative votes, the MOTION CARRIED.

(1277)

(1295) Mayor Soliman presented a request to Approve Change Order for Construction Work at the City Center, per the memo dated August 1, 2022. This was discussed at a previous work session. (Applied Communications in the amount of \$9,475.36)

(#8) Motion by Alderperson Oberlin, seconded by Alderman Albert, to Approve Change Order for Construction Work at the City Center, per the memo dated August 1, 2022. This was discussed at a previous work session. (Applied Communications in the amount of \$9,475.36)

On roll call, the vote was:

AYES: Ald. Vershay, Jefferson, Gazal, Oberlin, Cipiti, Albert, Kubal, Dyke.

NAYES: None.

ABSENT: None.

There being eight (8) affirmative votes, the MOTION CARRIED.

(1300)

(1320) Mayor Soliman presented a request to Approve Change Order for Construction Work at the City Center, per the memo dated August 1, 2022. This was discussed at a previous work session. (Modernfold in the amount of \$895.00)

(#9) Motion by Alderwoman Gazal, seconded by Alderman Albert, to Approve Change Order for Construction Work at the City Center, per the memo dated August 1, 2022. This was discussed at a previous work session. (Modernfold in the amount of \$895.00)

On roll call, the vote was:

AYES: Ald. Jefferson, Gazal, Oberlin, Cipiti, Albert, Kubal, Dyke, Vershay.

NAYES: None.

ABSENT: None.

There being eight (8) affirmative votes, the MOTION CARRIED.

(1325)

(1341) Mayor Soliman presented a request to Approve Change Order for Construction Work at the City Center, per the memo dated August 1, 2022. This was discussed at a previous work session. (Ramcorp, Inc. in the amount of \$18,670.45).

(#10) Motion by Alderwoman Gazal, seconded by Alderman Dyke, to Approve Change Order for Construction Work at the City Center, per the memo dated August 1, 2022. This was discussed at a previous work session. (Ramcorp, Inc. in the amount of \$18,670.45)

On roll call, the vote was:

AYES: Ald. Albert, Kubal, Dyke, Vershay, Jefferson, Gazal, Oberlin, Cipiti.

NAYES: None.

ABSENT: None.

There being eight (8) affirmative votes, the MOTION CARRIED.

(1346)

(1363) Mayor Soliman presented a request to Approve Change Order for Construction Work at the City Center, per the memo dated August 1, 2022. This was discussed at a previous work session. (Flooring First in the amount of \$8,629.00).

(#11) Motion by Alderwoman Gazal, seconded by Alderman Albert, to Approve Change Order for Construction Work at the City Center, per the memo dated August 1, 2022. This was discussed at a previous work session. (Flooring First in the amount of \$8,629.00)

On roll call, the vote was:

AYES: Ald. Oberlin, Cipiti, Albert, Kubal, Dyke, Vershay, Jefferson, Gazal.

NAYES: None.

ABSENT: None.

There being eight (8) affirmative votes, the MOTION CARRIED.

(1366)

(1386) Mayor Soliman presented a request to Approve Change Order for Construction Work at the City Center, per the memo dated August 1, 2022. This was discussed at a previous work session. (Institutional Equipment, Inc. in the amount of \$16,459.00).

(#12) Motion by Alderman Albert, seconded by Alderwoman Gazal, to Approve Change Order for Construction Work at the City Center, per the memo dated August 1, 2022. This was discussed at a previous work session. (Institutional Equipment, Inc. in the amount of \$16,459.00).

On roll call, the vote was:

AYES: Ald. Cipiti, Albert, Kubal, Dyke, Vershay, Jefferson, Gazal, Oberlin.

NAYES: None.

ABSENT: None.

There being eight (8) affirmative votes, the MOTION CARRIED.

(1390)

(1406) Mayor Soliman presented a request to Approve Change Order for Construction Work at the City Center, per the memo dated August 1, 2022. This was discussed at a previous work session. (Financial Applications Corp in the amount of \$21,512.00).

(#13) Motion by Alderman Albert, seconded by Alderwoman Gazal, to Approve Change Order for Construction Work at the City Center, per the memo dated August 1, 2022. This was discussed at a previous work session. (Financial Applications Corp in the amount of \$21,512.00).

On roll call, the vote was:

AYES: Ald. Gazal, Oberlin, Cipiti, Albert, Kubal, Dyke, Vershay, Jefferson.

NAYES: None.

ABSENT: None.

There being eight (8) affirmative votes, the MOTION CARRIED.

(1411)

(1428) Mayor Soliman presented a request to Approve Change Order for Construction Work at the City Center, per the memo dated August 1, 2022. This was discussed at a previous work session. (Citadel Lock & Security Company in the amount of \$271.42).

(#14) Motion by Alderman Albert, seconded by Alderman Dyke, to Approve Change Order for Construction Work at the City Center, per the memo dated August 1, 2022. This was discussed at a previous work session. (Citadel Lock & Security Company in the amount of \$271.42).

On roll call, the vote was:

AYES: Ald. Gazal, Oberlin, Cipiti, Albert, Kubal, Dyke, Vershay, Jefferson.

NAYES: None.

ABSENT: None.

There being eight (8) affirmative votes, the MOTION CARRIED.  
(1432)

(1477) Alderman Jefferson asked with the approval tonight of these items for the City Center, how much over budget will this make us. Administrator Marino would have to get the information and report back to Council with a dollar amount.

PUBLIC WORKS DEPARTMENT: (1508) Public Works Director Mark Siefert presented a request to Approve Change Order #1 with Layne Christianson Company to Complete Repairs to Well #7 in an Amount not to Exceed \$23,922.00 per the memo dated August 1, 2022. This was discussed at a previous meeting.

(#15) Motion by Alderman Albert, seconded by Alderman Dyke, to Approve Change Order #1 with Layne Christianson Company to complete repairs to well #7 in an amount not to exceed \$23,922.00 per the memo dated August 1, 2022.

On roll call, the vote was:

AYES: Ald. Kubal, Dyke, Vershay, Jefferson, Gazal, Oberlin, Cipiti, Albert.

NAYES: None.

ABSENT: None.

There being eight (8) affirmative votes, the MOTION CARRIED.  
(1523)

(1547) Director Siefert announced that the 50/50 tree applications are available in the City Clerk's Office. The applications are due back in the office by September 30, 2022. This has been posted on the website and social media.

(1565) Director Siefert announced that there will be a special work session on Thursday August 4, 2022 for discussion on the West Treatment Plant bid.

CITY ENGINEER: (1576) There were no agenda items for discussion.

ECONOMIC DEVELOPMENT DEPARTMENT: (1580) There were no agenda items for discussion. The reports were on file.

(1585) Director Budzikowski thanked everyone who supported the grand opening of Cheesecakes by James. Alderperson Oberlin informed the Council that she received a phone call in regard to the gentleman at the front counter in the Building Department and how pleasant he was. Alderwoman Gazal informed the Council that she was informed that the full-time inspector was no longer with us, is this true. Director Budzikowski said that this is correct. The intent is to publish for the positions. Alderwoman Gaza also complimented Cheesecakes by James.

POLICE DEPARTMENT: (1678) Police Chief Ed Clark had no agenda items for discussion.

(1684) Chief Clark announced that the City is hosting our first annual National Night Out. The event will be from 5:00 p.m. to 8:00 p.m. at Brett Hassert Park on Renwick Road.

There will be face painting, touch a truck, helicopter landing, exotic reptile show, and much more. Alderwoman Gazal asked if we would have extra security. We would.

MAYOR: (1739) Mayor Raymond Soliman presented AN ORDINANCE AMENDING SECTION 5.08.100 (A) LICENSE; CLASSIFICATIONS DESIGNATED; FEES OF CHAPTER 5.08 ALCOHOLIC BEVERAGES OF THE CREST HILL CITY CODE, per the memo dated August 1, 2022.

(#16) Motion by Alderman Albert, seconded by Alderman Dyke, to approve AN ORDINANCE AMENDING SECTION 5.08.100 (A) LICENSE; CLASSIFICATIONS DESIGNATED; FEES OF CHAPTER 5.08 ALCOHOLIC BEVERAGES OF THE CREST HILL CITY CODE, per the memo dated August 1, 2022.

On roll call, the vote was:

AYES: Ald. Kubal, Dyke, Vershay, Jefferson, Gazal, Oberlin, Cipiti, Albert.

NAYES: None.

ABSENT: None.

There being eight (8) affirmative votes, the MOTION CARRIED.

Ordinance #1919

(1762)

(1787) Mayor Soliman welcomed Cheesecakes by James to the City and wished him well. Alderwoman Gazal asked if we could have a work session to discuss restrictions on the commercial center on Knapp Drive. Attorney Stiff wasn't sure if you can place restrictions on a property that is already zone. This could be discussed in a work session. Attorney Stiff would meet with Director Budzikowski to come up with some ideas for the Council. Alderman Albert would like to revisit the tavern license. Alderman Dyke felt that the restaurant license is well defined. As far as taverns, we don't have to issue a license for it. Attorney Stiff reminded the Council that we reduced the number of tavern license so if someone applied for one, we would have to increase the number with Council approval. A restaurant license has to allocate 75% of their space for the serving of food. A tavern license derives their income from the sale of liquor. We currently have six tavern license. As far as an entertainment license, that is up to the discretion of the Mayor to issue. Alderwoman Gazal is concerned because there is a senior subdivision near this commercial area in question.

CITY CLERK: (2101) City Clerk Christine Vershay-Hall announced that the city wide garage sale will be August 18, 19, 20, 21, 2022. Permits can be purchased from the Clerk's Office. The last day to get on the list will be Tuesday August 16, 2022. The cost of a permit is \$5.00. Office hours are Monday through Friday 8:00 a.m. to 4:30 p.m.

CITY TREASURER: (2127) City Treasurer Glen Conklin presented the regular and overtime payroll from July 4, 2022 to July 17, 2022 in the amount of \$262,837.89.

(2152) Treasurer Conklin present the quarterly Compensation Buy Back through July 26, 2022 in the Amount of \$33,737.23.

(2160) Treasurer Conklin presented the list of bills in the amount of \$399,484.69 for Council approval.



(#17) Motion by Alderperson Oberlin, seconded by Alderman Vershay to approve the list of bills in the amount of \$399,484.69 as presented.

On roll call, the vote was:

AYES: Ald. Cipiti, Albert, Kubal, Dyke, Vershay, Jefferson, Gazal, Oberlin.

NAYES: None.

ABSTAIN: None.

There being eight (8) affirmative votes, the MOTION CARRIED.

(2168)

(2187) Alderman Vershay asked for a copy of the Attorney's bills starting in September of 2021 through present. Alderperson Oberlin asked that this be provided to the entire Council. Treasurer Conklin informed Alderman Jefferson, that he would get his request to him as quickly as possible. Alderman Vershay asked if we could get the information by next week. Treasurer Conklin asked if he could have two weeks due to the shortage in staff and scheduled vacation time. Alderman Vershay agreed that two weeks to get the information was fine due to the circumstances.. Alderman Albert asked if the Attorney's bills would be broken down into what project or paperwork was being worked on.

UNFINISHED BUSINESS: (2311) There was no unfinished business.

(2320) Alderperson Oberlin said that a request was made for a copy of the ordinance pertaining to the City Administrator. We did not receive it. Attorney Stiff said that it can be viewed online. Alderperson would like a hard copy of the ordinance and the contract supplied to the Council.

NEW BUSINESS: (2314) There was no new business.

COMMITTEE/LIAISON REPORTS: (2384) There were no committee/liaison reports.

COUNCIL COMMENTS: (2387) Alderwoman Gazal thanked everyone that participated in the meet and greet in the park. She thanked the Police Department, Public Works, Fire Department and First Student. Alderwoman Gazal asked Director Budzikowski if he could look into getting an Andy's Custard in the City. She had several residents asking about it.

PUBLIC COMMENT: (2488) Bill King explained that he is a retired City employee. He said that when he retired, only three members of the Council commended him on his 32 years with the City. He thanked them for their kind words. Mr. King asked to whom he would give a FOIA. He presented it to the City Clerk. Mr. King then asked if the Council could explain the expenditures for the new City Center. Mayor Soliman told Mr. King that he would be happy to discuss this after the close of the meeting. Mr. King would like this discussed during the meeting. Does the City have something to hide. Mayor Soliman did not have the information in front of him. Mr. King would like to know if there is an investigation going on into the finances of the City Center. Also, Mr. King said that in regard to the Treasurers position, the residents elected him to oversee the City finances. Mr. King thanked Alderman Vershay for his consideration of the Public Works employees on cold or hot days when he would bring them coffee, cold beverages, or food. It was appreciated.

There being no further business before the Council a motion for adjournment was in order.

(#18) Motion by Alderman Dyke, seconded by Alderman Vershay to adjourn the August 1, 2022 City Council meeting.

On roll call, the vote was:

AYES: Jefferson, Gazal, Oberlin, Cipiti, Albert, Kubal, Dyke, Vershay.

NAYES: None.

ABSENT: None.

There being eight (8) affirmative votes, the MOTION CARRIED.

(2746)

The meeting was adjourned at 8:14 p.m.

Approved this 15 day of AUGUST, 2022

As presented ✓

As amended           

  
CHRISTINE VERSHAY-HALL, CITY CLERK

  
RAYMOND R. SOLIMAN, MAYOR