

MINUTES OF THE WORK SESSION
CITY COUNCIL OF CREST HILL
WILL COUNTY, ILLINOIS
September 12, 2022

The September 12, 2022 City Council work session 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 following Council members were present: Mayor Raymond Soliman, City Clerk Christine Vershay-Hall, City Treasurer Glen Conklin, Alderman Scott Dyke, Alderman John Vershay, Alderwoman Claudia Gazal, Alderperson Tina Oberlin, Alderman Mark Cipiti, Alderman Nate Albert.

Also present were: Economic Developer Tony Budzikowski.

Absent were: Alderman Darrell Jefferson, Alderman Joe Kubal, Director of Public Works Mark Siefert, Assistant Public Works Director Blaine Kline, City Engineer Ron Wiedeman, Interim Planner Maura Rigoni, Police Chief Ed Clark, City Attorney Mike Stiff, Finance Director Lisa Banovetz, IT Director Tim Stinnett, Administrator Jim Marino.

TOPIC: Liquor License Approval

Mayor Soliman presented the Liquor License Approval-20631 Renwick Road per the memo dated September 12, 2022. The Mayor informed the Council that the owner of Crusade Burger was not available to attend tonight's meeting. This will be rescheduled for the September 26, 2022 work session agenda.

TOPIC: Alano Club of Joliet, 1807 Plainfield Road-Special use Permit for Civic/Institutional Use per the memo dated September 12, 2022.

Mayor Soliman presented the Alano Club of Joliet, 1807 Plainfield road-Special Use Permit for Civic/Institutional Use per the memo dated September 12, 2022. Director Budzikowski informed the Council that the Alano Club would like to move into the old Crest Hill Animal Hospital located at 1807 Plainfield Road. This was presented to the Plan Commission in a work session setting, and then came back for formal approval from them in August. One of the items that was requested was an agreement with the neighboring shopping center due to the limited amount of parking at the facility. The Plan Commission recommended approval of the special use with seven conditions. The biggest concern was the parking issue, but the parking agreement will allow them 30 additional spaces. Once the business has moved in, we will get a better idea of how much parking they are going to need. Alderperson Oberlin asked if the Alano Club moves out, would the special use no longer be in effect. Director Budzikowski said that we can make this one of the conditions. Alderperson Oberlin thought that we had an ordinance in effect that prohibited overflow parking from one business into another. Would we have to amend our ordinance. Director Budzikowski said because this is a special use it would be allowed. Attorney Stiff explained that we can work on this. Alderperson Oberlin wants to make sure that everything is in order as far as allowing this parking arrangement. Alderman Dyke said that we had a similar situation on Plainfield Road where a business wanted to extend their parking across the street. This was against the ordinance and was a safety issue. This is slightly different as the patrons don't have to cross the street. Director Budzikowski explained that there is a shared curb that was of some concern to the Commission. This is going to be addressed

so that it will be handicapped accessible. Part of the discussion was regarding the striping of the parking spaces in the lot, and this was taken care of by that property owner. There is still a portion that needs to be addressed. Alderwoman Gazal asked about updates to the building. Director Budzikowski went over the changes that are proposed for the exterior and interior of the building. Alderman Vershay asked what time during the day would the meetings be held. Director Budzikowski said that he would prefer evening hours, but they can meet anytime during the day. Mr. Carter addressed the Council regarding the Alano Club. They are a twelve step recovery program through meetings. He gave a brief presentation on the background of the club. Meetings are held Monday through Sunday and can begin as early as 7:00 a.m. Saturday is the busiest day with certain gatherings overlapping. The club originated in Joliet. They are currently in Shorewood, but with the pending approval of the special use, will be moving to the City. Mr. Honiotes explained there are usually 8 to 15 participants in each meeting. The most they have had at one time is 40. Alderperson Oberlin commended the club for its dedication to those in need. Alderman Dyke asked what the second level of the building would be used for. Mr. Carter felt that he would use it as office space. They would not hold meetings on the second floor as it is not handicapped accessible. Mr. Honiotes said that it can be used for storage space also. The second floor contains an apartment, but it would not be used as a living space. Director Budzikowski explained that we can make “no residential living” be added as a condition for the special use approval. Mayor Soliman does not recall that this was ever utilized as an apartment. Mr. Honiotes said it was used as a call center in the past. They will be working with an architect to make the necessary changes that will be required in the building. Ms. Elias thought that because this was a former animal hospital, there may have been a need for staff to be on site after business hours if they had a severely ill animal. Mayor Soliman informed the Council that he had a conversation with the Administrator from the Village where the Alano Club is currently located, and they have had no issues with them. Mayor Soliman asked to verify that the club is accepting responsibility for patrons on and off the property regarding parking. They would be assuming liability for the parking spaces that are stated in the agreement. The Mayor asked the representatives from the Alano Club if they are all in agreement with the Plan Commission conditions and Council conditions. They were.

Mayor Soliman asked for an informal vote Alano Club of Joliet, 1807 Plainfield Road-Special use Permit for Civic/Institutional Use per the memo dated September 12, 2022, with the additional conditions requested by the City Council. All members present were in agreement.

TOPIC: Amend Title 2 (Administration and Personnel) Chapter 22 (City Administrator) of the Crest Hill City Code

Mayor Soliman presented the request to Amend Title 2 (Administration and Personnel) Chapter 22 (City Administrator) of the Crest Hill City Code per the request of Alderperson Oberlin. Alderperson Oberlin explained that there has been some concern expressed by the Council in regard to how the verbiage in chapter 22 is written. We have reviewed other cities ordinance. The Council needs to be fully informed. There are some items that need to be adjusted such as “the Administrator serves at the pleasure of the Mayor who has sole discretion, etc.” The Mayor has to have the approval of the Council to hire and dismiss the Administrator. He should be serving the Mayor and Council. Alderperson Cipiti also commented that several sections need to have the wording added “and City Council.” He would like to have us look at ordinances from other municipalities and incorporate some of their wording into ours. Also, we need to have the Administrator working closely with the Mayor and the Council and keeping everyone informed. Alderman Cipiti referenced

section 2.22.020, qualification; removal. He felt we should add to the last sentence “with the consent of the City Council.” In section 2.22.030, first paragraph, fourth line, under the direction of the Mayor add “and City Council.” Letter (b) first line delegated by the Mayor; add “and City Council.” Under section (d), adding “with City Council consent” after “only to the Mayor.” These are technical changes to the ordinance. Then, in reference to “the discharge” in section 2.22.010, this should be moved to section 2.22.020. Under section (e), how do we know these evaluations are done, and can the findings be given to the Council for their information. In looking at ordinances from other municipalities, how does the State Statute come into play as far as removal or resignation of an appointed officer. Attorney Stiff asked for a moment to pull up the information. Alderperson Oberlin feels that the Council should be included in the Administrators evaluation. Treasurer Conklin asked if there are specific sections of the ordinances that we obtained from other municipalities that would fit our needs. Alderman Cipiti cited section 30.152, tenure of office from the Lockport ordinance. Attorney Stiff believes that this section allows the Mayor or Village President to remove an appointed officer except where provided for in the State Statutes. The Attorney would have to review the other Statutes to see if this is referred to in them. He would get this information to the Council. Discussion followed on the potential evaluation of the Administrator. Alderwoman Gazal felt that the purpose of this discussion is to make sure that there is communication between the Administrator and Council. We are not here every day so it would be difficult for us to evaluate the Administrator. Mayor Soliman explained that we had evaluations for the department heads for the purpose of salary increases. This was for all of the non-union employees. In the past the evaluation of the Administrator for a salary increase was done by the Mayor and brought to the Council for approval. Alderwoman Gazal asked if the Council could view the evaluation. Attorney Stiff felt that this was a question that would be better addressed to Attorney Kelly, who is a labor relations attorney. Attorney Stiff is not sure what the privacy act states as far as who can get copies. Discussion followed on the review of the evaluation of Department Heads. Treasurer Conklin explained what his procedure would be. Attorney Stiff asked if the Council wants to be informed of the evaluation or have input into the evaluation. Alderperson Oberlin feels that the Council should be able to give their input in order to finalize the evaluation. Attorney Stiff explained that we can specify in the ordinance for all future Administrators that the Council will be notified when the evaluations are completed. Alderwoman Gazal said that in the past we have had discussion in executive session regarding job performance before a raise was afforded to an employee. Alderman Albert said that we were given bullet points on the evaluation to determine if a raise was going to be given. Alderman Cipiti explained that the evaluation is not spelled out in the ordinance but is in the employment contract. Attorney Stiff suggested that we add an annual review by the Mayor with the evaluation to be discussed by the Council in executive session. Alderman Dyke read 1.7.1 (A) (Batavia). Attorney Stiff explained that this is what Alderman Cipiti is referencing. Alderperson Oberlin feels that the Council should have input. Alderman Vershay said in order to do a good evaluation, you need categories to go by. Alderwoman Gazal believed that there is an evaluation form. Mayor Soliman said that there were goals as part of the evaluation. Alderwoman Gazal is concerned that we are just targeting the Administrator. Attorney Stiff explained that the Administrator would be responsible for doing the evaluations on the department heads and report to the Council. This would be the same as the Mayor doing the annual evaluation on the Administrator and reporting to Council. Alderman Cipiti asked if all the City employees were evaluated. Discussion followed. Attorney Stiff would make a redline draft of the amendment and provide it to the Council for their review.

PUBLIC COMMENTS: There were no public comments.

MAYORS UPDATES: Mayor Soliman informed the Council that at the October 3rd meeting we will be honoring the Crest Hill Lions Club on their 60th Anniversary with a proclamation.

COMMITTEE/LIAISON UPDATES: There were not committee/liaison updates.

CITY ADMINISTRATOR UPDATES: There was no update since the administrator was absent from tonight's meeting.

The meeting was adjourned at 8:11p.m.

Approved this _____ day of _____, 2022

As presented _____

As amended _____

CHRISTINE VERSHAY-HALL, CITY CLERK

RAYMOND R. SOLIMAN, MAYOR