

MINUTES OF THE WORK SESSION
CITY COUNCIL OF CREST HILL
WILL COUNTY, ILLINOIS
May 8, 2023

The May 8, 2023 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, Alderman Darrell Jefferson, Alderwoman Claudia Gazal, Alderperson Tina Oberlin, Alderman Mark Cipiti, Alderman Nate Albert, Alderman Joe Kubal.

Also present were: Administrator Jim Marino, City Engineer Ron Wiedeman, Interim Planner Maura Rigoni, Police Chief Ed Clark, City Attorney Mike Stiff, Building Commissioner Don Seeman.

Absent were: Director of Public Works Mark Siefert, Assistant Public Works Director Blaine Kline, Finance Director Lisa Banovetz.

TOPIC: Replacement/Promotion of Records Supervisor

Police Chief Ed Clark stated as you are aware our Records Supervisor Timi Tucker has retired after thirty-one years of service on May 5, 2023 and we need to fill the Records Supervisor position. Chief Clark stated after interviewing several candidates, it was decided that the current clerk, Mandy Scherbing, would be the Records Supervisor. Chief Clark is requesting the starting salary to be \$30.77 hourly or \$64,000.00 annually and her current salary is \$25.44 hourly or \$52,915.20 annually. He stated that this would be a sufficient salary amount for the importance and responsibilities of the position, and this is a cost savings for the city with the Council's approval. Chief Clark explained that a clerk at the top of the scale would make approximately \$58,000.00 annually.

Alderperson Oberlin asked what the range is for this position? Chief Clark stated that the range was \$58,437.50 and at the high end of the scale \$77,350.00, which is at the 50th percentile. Chief Clark stated that Timi has already been training Mandy and Timi is available to answer any questions Mandy might have. Chief Clark stated he is very confident with Mandy's performance, and he stated she is very efficient and does a very good job.

Alderman Cipiti asked if Mandy was already receiving training in addition to her other duties, as well. Chief Clark stated she has been receiving training and has management experience in other capacities. Alderwoman Gazal asked for more information on what other management experience Mandy has. Chief Clark stated that she was in management at Aldi in her prior employment.

Alderperson Oberlin stated that she personally does not see what justifies the large jump in pay with absolutely no experience. Alderperson Oberlin commented she has other issues with this but is not stating them publicly now. Chief Clark stated the salary for the position and responsibilities is warranted and he stated, the salaries as they are, could possibly have

a clerk making more than a supervisor. Alderperson Oberlin commented stating that 'here we go with a dog chasing their tail again,' we must base off the person in the job and stop comparing to other people who have more experience or years. She also stated that she feels \$64,000.00 is too high but that is her thought.

Alderman Albert stated he does not have a problem with the way it was presented tonight and feels it is always beneficial when you hire within and boost morale. Alderman Albert also stated he feels this individual will do a great job in this position.

Alderwoman Gazal stated she has an issue with this along with her ordering shirts without approval and we still have not resolved that issue.

Alderman Cipiti commented he likes the idea of hiring within and feels it is a good situation for the city.

Alderman Dyke commented he likes hiring within as well, but feels the salary is too high for a starting position.

Alderwoman Gazal commented why can we not talk about this in private so we can really share our concerns. She also stated in the past promotions, and such have always been in private and now we are put in a position where we cannot express our main concerns.

Attorney Mike Stiff stated that he thought this was simply an advise and consent topic, but there is no provision in the ordinance, and this can be an executive session item. Alderperson Oberlin commented she thinks it should be.

Mayor Soliman asked for a motion to table the promotion of Records Supervisor for an executive session until May 15, 2023.

(#1) Motion by Alderman Jefferson seconded by Alderwoman Gazal to table the promotion of records supervisor for an executive session on May 15, 2023.

On roll call, the vote was:

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

NAYES: Ald. Kubal.

ABSENT: None.

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

TOPIC: Indeck Property Development Presentation

Interim Planner Maura Rigoni stated that on September 14, 2022, a proposal to develop the thirty-seven-acre property at the southwest corner of Lidice Parkway and Enterprise Boulevard appeared before the Plan Commission and did receive a favorable recommendation with conditions. The proposal included construction of a 579,000 square foot industrial warehouse/office building with parking, trailer parking, and loading docks. She stated one condition was a monetary contribution for the extension of Enterprise Drive south as well as an extension to Weber Road up to the east. Interim Rigoni stated that since then the original applicant has withdrawn their application and a new industrial developer, Midwest Industrial Funds, has a contract on the property. She stated that the current applicant is doing the exact same site plan but there are some revisions to the architectural aspects that are more unique to them.

Interim Planner Rigoni stated that before the Council this evening is more of a discussion of a condition that came out of Plan Commission regarding a cost sharing agreement between the city and the developer. Interim Rigoni stated that it was recommended to have a monetary contribution of \$550,000.00 to address both the Enterprise Drive extension and the Weber Road extension. In addition, the development will also include improving Lidice Parkway.

Mayor Soliman asked what the cash donation would have been with Panattoni? Interim Planner Rigoni stated that had not been finalized at that time. City Engineer Ron Wiedemann stated that there was no exact number, and it was still in negotiations at that time when Panattoni left.

Steve Gulden who was representing the developers, stated this is a \$15,000,000.00 investment between the land purchase and building. Steve stated this developer has built over one hundred buildings where they purchased or refurbished. He stated this is a great contribution to the City of Crest Hill.

The property is located on the southwest corner of Lidice Parkway and Enterprise Boulevard. The developer stated their motto is to take a building and make it better and repurpose the building with new life. It was stated that they will be widening the streets, and this should make passing easier in the area. Alderman Cipiti asked what roads will be used to enter and exit this facility at this time? It was stated that they would be using the exact same traffic study from Panattoni that they had done, and we will be using Lidice Parkway, Enterprise Road, Division Street, and Churnovic Lane. Alderman Cipiti asked what would the estimated number of trucks/vehicles be coming and going daily? The developer stated that information was not available at this time. City Engineer Wiedemann stated there will be a small impact but once development starts the impact will become greater but that is why we are collecting money now to start addressing the road lane improvements. Treasure Glen Conklin asked if the \$550,000.00 will be escrowed? Planner Rigoni stated that is something we are still working out in the terms of the agreement.

Steve Gulden commented that roads have no easement and would need to work with some property owners to get an easement. Steve commented that this property is zoned industrial, and you will have truck traffic, but the traffic study showed it will not generate a large amount of truck traffic. He stated that it will be one hundred and thirteen dock doors compared to when it was two hundred dock doors.

Alderman Jefferson commented that will Lidice Parkway and Enterprise Boulevard be done simultaneously with the construction of the building? Steve stated Lidice Parkway will be completed right away but Enterprise Boulevard will not be done until a later time. He also stated the truck traffic will use the widened Lidice Parkway to Churnovic Lane to Division Street. Steve stated the developers are willing to front the money now for an alternative in the future for truck traffic.

Planner Rigoni commented that this property has gone before the Plan Commission with a favorable recommendation with six conditions that are mostly related to landscaping.

Alderman Albert stated he felt the access to the property would be better if Enterprise Boulevard would continue south now rather than waiting years.

Mayor Soliman asked what is the timeline if all goes forward? The developer commented they would like to start grading by August, with completion in September 2024.

Mayor Soliman asked for an informal vote. The vote was:

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

NAYES: Ald. Kubal.

ABSENT: None.

TOPIC: City Center HVAC

Administrator Marino stated the contractor, Mechanical Concepts, had gone out of business. Administrator Marino stated Kerwin Mechanical provided a quote of \$33,840.00 to complete the work that was not completed by Mechanical Concepts. There is \$49,040.00 unspent money with Mechanical Concepts that we can use to complete the work with Kerwin Mechanical. He stated that Kerwin Mechanical would like to start the work this week.

Mayor Soliman asked for an informal vote. All members present were in agreement.

TOPIC: Approve proposal with LVS Solutions Inc. to Add Audio Recording & Integration at the City Center Building in the Amount of \$4,949.00

Ron Romero commented this was not part of the broadcast side and this was part of conversations back when the previous City Administrator was here. He stated the audio is currently recorded on cassette tapes. Ron stated the suggestion would be to put in a digital recorder that would be operated by a tablet which would record with the push of a button.

Alderman Cipiti asked why this conversation did not come up previously? Ron commented that it was discussed years ago. Alderman Cipiti stated this is a critical piece of equipment, where did the discussion go since it did not go to completion? Ron stated he feels because of changing hands and people not realizing what all goes with broadcasting and audio recording. Ron stated this is not part of the broadcasting system, this is separate from the broadcasting system.

Alderman Cipiti asked could we broadcast live through YouTube for residents who do not have Comcast? Ron commented that it is recorded live and then uploaded to YouTube and added to the city website, as well. A resident can subscribe to the YouTube channel and whenever there is an update, they will receive a notification. Alderwoman Gazal asked is this guaranteed to work? Ron commented that this device will connect to the network, and it will communicate with the microphones and the tablet which then can be downloaded to a folder on our network and be accessed by a password. Alderwoman Gazal asked how will the minutes be filed with this program? City Clerk Christine Vershay-Hall commented that once recorded it will be downloaded to a network drive and the staff can listen to the meetings from their computers and type the minutes. She stated that the recordings will remain on the network drive for a certain number of days before the recordings can be destroyed. Alderwoman Gazal asked what if a computer crashes? Clerk Vershay-Hall

stated that it will be saved to the network drive and the staff would just use another computer. Administrator Marino commented that there are three back-ups, it will save to the network, then the network drive is backed up, and the Tascom has a saving feature to a flash drive or SD card, as well.

Mayor Soliman asked for an informal vote. All members present were in agreement.

PUBLIC COMMENTS:

There were no public comments.

MAYORS UPDATES:

Mayor Soliman announced Timi Tucker and her family will be at the next council meeting on May 15, 2023 to honor her for thirty-one years of service.

COMMITTEE/LIAISON UPDATES:

There were no committee/liaison updates.

CITY ADMINISTRATOR UPDATES:

Administrator Jim Marino gave a brief update on the new City Center. He stated the Police Department and City Hall are moved in and still unpacking boxes, files, and organizing but they are up and running today.

Aldерwoman Gazal commented for a safety issue she feels that we should install glass on the office doors. Administrator Marino commented that when you move into a building there are additional items you will notice that need to be considered, which can be brought before the Council as a whole. Administrator Marino stated Director Mark Siefert and Building Commissioner Don Seeman are in the process of compiling a list of items needed. Aldерwoman Gazal stated we need to email a policy out to all employees stating there should be no male/female behind closed doors for safety reasons unless a third person is in that same room until the glass panels are installed.

Aldерwoman Gazal asked how are the supplies that are being purchased for the new building being budgeted. She commented that there has been a lot of expenditure and continual buying of items. She also asked if there is a special budget for this. Treasurer Conklin stated each department has a line item for office supplies that is typically used for replacement of things. He stated that if someone needs a new stapler which is not normally a building expense this would be an office supply expense. Alderman Albert asked what is going to happen to all the items left in the building? Administrator Marino stated Director Siefert will be taking some of the chairs and items where they can be used, and the rest will be declared a surplus.

Treasurer Conklin commented he wanted to make note tonight how he went through the Treasurer's Office and noticed one of the desks had 'GROSS' written in permanent black marker on the desktop. He stated someone has defaced public property when we could have sold or donated the desk. Aldерperson Oberlin asked if we could look at the cameras.

Alderwoman Gazal commented that the garbage piled up in the cans on Knapp Road looks awful.

The meeting was adjourned at 8:20 p.m.

Approved this _____ day of _____, 2023

As presented _____

As amended _____

CHRISTINE VERSHAY-HALL, CITY CLERK

RAYMOND R. SOLIMAN, MAYOR

DRAFT