

MINUTES OF THE REGULAR MEETING
CITY COUNCIL OF CREST HILL
WILL COUNTY, ILLINOIS
February 3, 2025

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, 20600 City Center Boulevard, Crest Hill, Will County, Illinois.

The Pledge of Allegiance was recited in unison.

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

Also present were: Interim City Administrator Tony Graff, Police Chief Ed Clark, City Engineer Ron Wiedeman, Attorney Alex Boyd.

Absent were: Finance Director Glenn Gehrke, Interim Public Works Director Julius Hansen, Interim Human Resource Manager Dave Strahl, Interim Community Development Director Ron Mentzer, Community and Economic Development Director Patrick Ainsworth, City Attorney Mike Stiff.

APPROVAL OF MINUTES: Mayor Soliman presented the minutes from the Work Session Held on January 13, 2025, for Council approval per the memo dated February 3, 2025.

(#1) Motion by Alderwoman Gazal seconded by Alderwoman Methvin, to Approve the Minutes from the Work Session Held on January 13, 2025, per the memo dated February 3, 2025.

On roll call, the vote was:

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

NAYES: None.

ABSENT: None.

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

Mayor Soliman presented the minutes from the Regular Meeting Held on January 20, 2025, for Council approval per the memo dated February 3, 2025.

(#2) Motion by Alderwoman Gazal seconded by Alderman Dyke, to Approve the Minutes from Regular Meeting Held on January 20, 2025, per the memo dated February 3, 2025.

On roll call, the vote was:

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

NAYES: None.

ABSTAIN: Ald. Methvin, Jefferson.

ABSENT: None.

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

Mayor Soliman presented the minutes from the Work Session Held on January 27, 2025, for Council approval per the memo dated February 3, 2025.

(#3) Motion by Alderperson Oberlin seconded by Alderwoman Gazal, to Approve the Minutes from the Work Session Held on January 27, 2025, per the memo dated February 3, 2025.

On roll call, the vote was:

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

NAYES: None.

ABSENT: None.

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

CITY ATTORNEY: Attorney Alex Boyd requested to Approve an Addendum to Legal Services with the Driscoll Firm, LLC Kennedy & Madonna, LLP per the memo dated February 3, 2025. Attorney Mike Stiff emailed the Council to let them know about this change needing done and this is for the Council to approve the Addendum to the legal services agreement. There are no changes to the fees or representation, and just simply name changes to the firm.

(#4) Motion by Alderperson Oberlin seconded by Alderwoman Gazal, to Approve an Addendum to Legal Services with the Driscoll Firm, LLC Kennedy & Madonna, LLP per the memo dated February 3, 2025.

On roll call, the vote was:

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

NAYES: None.

ABSENT: None.

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

Alderman Dyke wanted to confirm that the Alderman's compensation ordinance will be on the next meeting agenda and also the Places for Eating Tax for the Italian Club.

CITY ADMINISTRATOR: Interim City Administrator Tony Graff requested to Approve the City Administrator Job Announcement Prepared by MGT Consulting Services per the memo dated February 3, 2025.

Alderperson Oberlin commented that the job description still states that it includes the Finance Department and should not. Interim Administrator Graff commented that it can be removed, and it was not intended to have that in the job description.

Alderperson Oberlin made the motion to approve the job announcement with the correction that the Finance Department is removed from the description of what the City Administrator would oversee/manage.

Alderman Cipiti commented that he would like the job announcement to read that the City Administrator reports to the Mayor and the Council.

Interim City Administrator Graff commented that he will prepare it with the corrections and send it to the Council to view before sending the announcement out.

(#5) Motion by Alderperson Oberlin seconded by Alderwoman Gazal, to Approve the City Administrator Job Announcement Prepared by MGT Consulting Services with the changes per the memo dated February 3, 2025.

On roll call, the vote was:

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

NAYES: None.

ABSENT: None.

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

Interim City Administrator Tony Graff requested Approval to Waive Water Connection Fee for 2213 Weber Road - Existing Residential Home per the memo dated February 3, 2025.

Alderman Dyke commented that he drove through part of his ward and noticed that there are seven lots with no homes that have buffalo boxes. He then commented that he is hoping since we approve this that we give the same waivers to these lots, as well.

Alderwoman Gazal commented that she believes we have to follow policy, but it is not that she is breaking the rule, but we have waived the same thing for others, and no one has an issue with it and at this point there are no records and if it is good for one then it is good for all.

Alderperson Oberlin commented that when there are no records she will always err on the side of the resident.

(#6) Motion by Alderwoman Gazal seconded by Alderman Albert, to Waive Water Connection Fee for 2213 Weber Road - Existing Residential Home per the memo dated February 3, 2025.

On roll call, the vote was:

AYES: Ald. Gazal, Oberlin, Cipiti, Albert, Kubal, Methvin, Jefferson.

NAYES: Ald. Dyke.

ABSENT: None.

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

City Center Facility – On 1/17/2025 a temporary Gutter Repair by the employee entrance was completed which was causing an ice jam. They are waiting for warmer weather to install a permanent fix.

White Oak Library District Referendum Proposition– April 1, 2025, Election Date. The Director Scott Pointon will be attending the February 18, 2025, City Council Meeting to give a presentation. This presentation is only information.

STATEVILLE CORRECTIONAL CENTER – Capital Development Board – No Update

Lockport Township Fire District Training Facility Proposed Project: The Planned Unit Development Application was submitted, and the Public Hearing is tentatively scheduled for 3/13/2025 Planning Commission Meeting. Staff are conducting their final review and preparing a staff report working together with the Fire District consultants and staff.

BL DUKE FIRE: The DPW Staff is preparing a cost analysis for review with the City Attorney Mike Stiff and Staff regarding the services provided for the incident on 11/1/2024 at the BL Duke Scrap Metal Recycling Yard 2 Genstar Lane near Industry Avenue off Broadway Street (Unincorporated Will County).

Job Announcements: posted, and the Interim HR Director reviewed the job descriptions and created updated announcements for the following positions (the announcements have been posted on the city web site).

- Building Inspector Announcement: A Full-Time position will be continued to be posted for this position. The two part-time candidates are still under review and background checks will begin once the release documents are signed.
- City Administrator Search – MGT/GovHR Consulting Recruitment Services – Update: Job Announcement (once approved by City Council) will be posted the Week of February 10th.

Water Meter Replacement Project – (ON-GOING) Non-Compliance property owners' appointments are progressing.

Places For Eating Tax – Delinquent Businesses: The Hearing was conducted, and two businesses did not show...fines were assessed. Additional citations will be issued. Legal options to seek monetary judgement for non-payment will be discussed further on 2/10/2025 Work Session (executive session) and other civil actions. Additional Citations have been issued for non-payment and the hearing date is 3/19/2025. They are planning on meeting with the owner of the delinquent business.

West Sanitary Sewer Treatment Project – Nothing new to report, still on schedule for the plant to be completed in 2026 (60% Completed). Will keep everyone posted.

State of Illinois Crime Lab/State Police Headquarters Project – UPDATE – Nothing New to Report concept plan was presented to the city council work session on 11/5/2024 we will keep the council updated as information is received from the State.

Old City Hall Property Update: The application for the PUD Development Plan was submitted for review by staff. The Public Hearing is tentatively being scheduled on 3/13/2025, Planning Commission Meeting.

Alderman Dyke commented that he has looked at the temporary gutter repair by the employee entrance and that pipe is going to splash all over.

Alderman Dyke also commented that they had discussed the budget and spending on coffee last year and he stated that the Interim City Administrator stated there would be no more spending on coffee and that everyone was informed but the newest list of bills shows that coffee is still being purchased. Alderman Dyke also commented that Public Works is the only department over budget and this is twice now.

Alderwoman Gazal asked if there is a reason the Council does not get informed when there is a business that opens. She then commented that this should be part of the Interim City Administrators report. Interim City Administrator Graff commented that he will talk to the Community Development Department.

Alderman Cipiti commented that he feels the Council should be notified of businesses closing, as well.

PUBLIC WORKS DEPARTMENT: There were no agenda items for discussion.

CITY ENGINEER: City Engineer Ron Wiedeman requested to Approve a Resolution Approving An Agreement between the City of Crest Hill and Will County For Community Development Block Grant (CDBG) Program Year (PY 2024) Program Operations (Related to the Oakland Avenue Water Main and Roadway Rehabilitation Project from Pasadena to Ludwig) per the memo dated February 3, 2025. This is in the amount of \$347,391.60.

(#7) Motion by Alderman Dyke seconded by Alderwoman Methvin, to Approve a Resolution Approving An Agreement between the City of Crest Hill and Will County For Community Development Block Grant (CDBG) Program Year (PY 2024) Program Operations (Related to the Oakland Avenue Water Main and Roadway Rehabilitation Project from Pasadena to Ludwig) per the memo dated February 3, 2025.

On roll call, the vote was:

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

NAYES: None.

ABSENT: None.

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

Resolution #1281

City Engineer Ron Wiedeman requested to Approve a Resolution Adopting a Policy Regarding the Installation of Stop Signs and Yield Signs in the City of Crest Hill and the Procedure Under which such Requests will be Processed per the memo dated February 3, 2025.

(#8) Motion by Alderwoman Gazal seconded by Alderwoman Methvin, to Approve a Resolution Adopting a Policy Regarding the Installation of Stop Signs and Yield Signs in the City of Crest Hill and the Procedure Under which such Requests will be Processed per the memo dated February 3, 2025.

On roll call, the vote was:

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

NAYES: None.

ABSENT: None.

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

Resolution #1282

City Engineer Ron Wiedeman requested to Approve an Ordinance Authorizing the Issuance of Waterworks and Sewerage Revenue Bonds of the City of Crest Hill, Will County, Illinois, in an Aggregate Principal Amount not to Exceed \$4,400,000.00 per the memo dated February 3, 2025.

(#9) Motion by Alderperson Oberlin seconded by Alderwoman Gazal, to Approve an Ordinance Authorizing the Issuance of Waterworks and Sewerage Revenue Bonds of the City of Crest Hill, Will County, Illinois, in an Aggregate Principal Amount not to Exceed \$4,400,000.00 per the memo dated February 3, 2025.

On roll call, the vote was:

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

NAYES: None.

ABSENT: None.

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

Ordinance #2012

City Engineer Ron Wiedeman requested to Approve a Resolution Approving an Intergovernmental Agreement for the Maintenance and Energy of Traffic Signals at the Intersection of Weber Road (CH 88) and Randich Road in the City of Crest Hill, Will County, Illinois per the memo dated February 3, 2025.

(#10) Motion by Alderman Albert seconded by Alderperson Oberlin, to Approve a Resolution Approving an Intergovernmental Agreement for the Maintenance and Energy of Traffic Signals at the Intersection of Weber Road (CH 88) and Randich Road in the City of Crest Hill, Will County, Illinois per the memo dated February 3, 2025.

On roll call, the vote was:

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

NAYES: None.

ABSENT: None.

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

Resolution #1283

City Engineer Ron Wiedeman requested Approving a Resolution for Improvement Under the Illinois Highway Code for Section No 21-00052-00-PV in the Amount of \$1,373,240.00 per the memo dated February 3, 2025.

(#11) Motion by Alderman Dyke seconded by Alderwoman Gazal, to Approve a Resolution for Improvement Under the Illinois Highway Code for Section No 21-00052-00-PV in the Amount of \$1,373,240.00 per the memo dated February 3, 2025.

On roll call, the vote was:

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

NAYES: None.

ABSENT: None.

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

Resolution #1284

City Engineer Ron Wiedeman requested Approving a Resolution for Improvement Under the Illinois Highway Code for Section No 21-00053-00-PV in the Amount of \$49,852.00 per the memo dated February 3, 2025.

(#12) Motion by Alderwoman Gazal seconded by Alderman Dyke, Approving a Resolution for Improvement Under the Illinois Highway Code for Section No 21-00053-00-PV in the Amount of \$49,852.00 per the memo dated February 3, 2025.

On roll call, the vote was:

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

NAYES: None.

ABSENT: None.

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

Resolution #1285

City Engineer Ron Wiedeman requested Approving a Resolution for Improvement Under the Illinois Highway Code for Section No 23-00057-00-RS in the Amount of \$118,727.72 per the memo dated February 3, 2025.

(#13) Motion by Alderwoman Gazal seconded by Alderwoman Methvin, Approving a Resolution for Improvement Under the Illinois Highway Code for Section No 23-00057-00-RS in the Amount of \$118,727.72 per the memo dated February 3, 2025.

On roll call, the votes was:

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

NAYES: None.

ABSENT: None.

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

Resolution #1286

City Engineer Ron Wiedeman requested Approving a Resolution for Improvement Under the Illinois Highway Code for Section No 24-00059-00-RS in the Amount of \$4,106.53 per the memo dated February 3, 2025.

(#14) Motion by Alderperson Oberlin seconded by Alderwoman Methvin, Approving a Resolution for Improvement Under the Illinois Highway Code for Section No 24-00059-00-RS in the Amount of \$4,106.53 per the memo dated February 3, 2025.

On roll call, the votes was:

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

NAYES: None.

ABSENT: None.

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

Resolution #1287

Alderwoman Gazal asked if they could have on the next work session a discussion about driveways (apron)? Engineer Wiedeman commented that they have already revised that, and the standards have been updated that any resident that has an existing asphalt apron can replace it with asphalt and this was revised August of 2024. Alderwoman Gazal commented that she has a resident that was made to replace it with cement, and she would like this discussed and put into the ordinance.

COMMUNITY DEVELOPMENT: There were no agenda items for discussion.

POLICE DEPARTMENT: Police Chief Ed Clark commented that he has no agenda items but is happy to answer any questions. There were none.

MAYOR'S REPORT: Mayor Soliman announced that we had a special visit from Congresswoman Lauren Underwood who presented the City of Crest Hill with a

\$200,000.00 check for Corrosion and Control Study for bringing Lake Michigan water to Crest Hill. Mayor Soliman thanked Congresswoman Lauren Underwood for the grant and all she has done for the City of Crest Hill.

Alderperson Oberlin thanked Congresswoman Lauren Underwood and commented on how happy she was to see her.

CITY CLERK: City Clerk Christine Vershay-Hall commented that the Clerk's Office staff mailed out in November 574 business renewal applications. As of today, seventy-nine businesses have not paid, and a letter will be going out to those businesses letting them know they now have a penalty fee assessed and they are given 7-10 days to renew their license with the penalty fee. After the 10 days, if they still have not paid that business will be sent to code enforcement for citation.

Alderman Cipiti asked once a business does not come in to renew their licenses after several attempts made by the Clerk's Office, what happens then? City Clerk Vershay-Hall commented that the businesses that do not come in will be sent to Code Enforcement.

Alderman Cipiti asked what is happening with the business who never renewed their license last year. Interim Administrator Graff commented that that business was issued a citation and did not appear at the administrative hearing, so we need to explore other legal options for those businesses who do not follow through, since we cannot close them down. He then commented all we can do is give a citation but now he believes we need to get the Court's involved so we can have them shut down.

CITY TREASURER: City Treasurer Glen Conklin requested to Approve the List of Bills Issued Through February 4, 2025, in the Amount of \$371,949.41 per the memo dated February 3, 2025.

(#15) Motion by Alderperson Oberlin, seconded by Alderwoman Methvin, to Approve the list of bills issued through February 4, 2025, in the amount of \$371,949.41 for Council approval per the memo dated February 3, 2025.

On roll call, the vote was:

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

NAYES: None

ABSENT: None.

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

City Treasurer Glen Conklin presented the Regular and Overtime Payroll from January 13, through January 26, 2025, in the amount of \$255,360.32 per the memo dated February 3, 2025.

City Treasurer Glen Conklin presented the Quarterly Compensation Time Buy Back for the Period of October 1, 2024, through December 31, 2024, in the Amount of \$35,316.07 per the memo dated February 3, 2025.

UNFINISHED BUSINESS: There was no unfinished business.

NEW BUSINESS: There was no new business.

COMMITTEE/LIAISON REPORTS: Alderman Dyke requested Approval of an Ad Insertion Agreement with Shaw Media for the 2025 Heritage Corridor Travel Guide per the memo dated February 3, 2025. This is for the amount of \$850.00.

Alderman Cipiti asked who determines what goes into the ad. Alderman Dyke commented that someone usually decides what pictures to put in there and Alderman Cipiti asked again who decides that? Alderman Cipiti then commented that he is asking because he noticed that we are using outdated pictures/videos and using pictures of businesses that are no longer in Crest Hill and feels we need to be putting our best foot forward and have the updated videos and pictures.

Mayor Soliman commented that the books are more of summer pictures and that is why we use the Memorial Day Event and the Lidice Ceremony since they are our summer events.

(#16) Motion by Alderwoman Gazal seconded by Alderperson Oberlin, for Approval of an Ad Insertion Agreement with Shaw Media for the 2025 Heritage Corridor Travel Guide per the memo dated February 3, 2025.

On roll call, the vote was:

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

NAYES: None.

ABSENT: None.

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

Alderperson Oberlin announced that the Lidice Ceremony will be Sunday, June 8, 2025.

CITY COUNCIL COMMENTS: Alderman Dyke reminded everyone not to forget your loved ones for Valentine's Day and he also wished his wife a Happy Anniversary.

Alderwoman Gazal commented that her thoughts and prayers go out to the Herrera Family who had a fire on Kingsbrook.

Alderperson Oberlin wished Alderman Dyke and his wife a Happy Anniversary and everyone a Happy Valentine's Day.

PUBLIC COMMENT: There were no public comments.

There being no further business before the Council, and no action needed from an executive session, a motion for adjournment was in order.

(#17) Motion by Alderman Dyke seconded by Alderman Albert, to adjourn the February 3, 2025, Council meeting.

On roll call, the vote was:

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

NAYES: None.

ABSENT: None.

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

The meeting was adjourned at 7:59 p.m.

Approved this ____ day of _____, 2025.

As presented _____

As amended _____

CHRISTINE VERSHAY-HALL, CITY CLERK

RAYMOND R. SOLIMAN, MAYOR

DRAFT