

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE REPEALING THE POSITION OF ASSISTANT DIRECTOR OF PUBLIC WORKS AS CODIFIED IN SECTIONS 2.50.050 AND 2.50.060 OF CHAPTER 2.50 (DIRECTOR OF PUBLIC WORKS; PUBLIC WORKS DEPARTMENT) OF TITLE 2 (ADMINISTRATION AND PERSONNEL) OF THE CITY OF CREST HILL CODE OF ORDINANCE AND CREATING THE POSITION OF ASSISTANT TO DIRECTOR OF PUBLIC WORKS TO REPLACE SECTIONS 2.50.050 AND 2.50.060**

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**WHEREAS**, the City Council of the City of Crest Hill has the authority to adopt ordinances and to promulgate rules and regulations that pertain to its government and affairs and protect the public health, safety, and welfare of its citizens; and

**WHEREAS**, on September 7, 2021 by Ordinance 1874 the City Council created the position of Assistant Public Works Director, with duties codified in Section 2.50.050 and the appointment and salary for said position codified in Section 2.50.060 of the City of Crest Hill Code of Ordinances; and

**WHEREAS**, the City of Crest Hill is current without the services of a permanent Public Works Director, and since \_\_\_\_\_ the position of Assistant Public Works Director has also been vacant; and

**WHEREAS**, the City Council has determined that the position of Assistant Public Works Director is currently unnecessary, expedient or advantageous to the best interests of the City and its Citizens and has determined to replace that position with a newly created position titled Assistant to the Director of Public Works, with duties as outlined in the job description attached hereto as Exhibit A, and which may be amended from time to time; and

**WHEREAS**, the City Council has determined that it is necessary, expedient, and in the best interests of the City and its citizens to create the position of Assistant to the Director of Public Works and to set out the duties, employment and salary for the position, as set forth in this Ordinance.

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CREST HILL, WILL COUNTY, ILLINOIS, PURSUANT TO ITS STATUTORY AUTHORITY, AS FOLLOWS:**

**SECTION 1:** The City Council hereby finds that all the recitals contained in the preamble to this Ordinance are true, correct, and complete and are hereby incorporated by reference hereto and made a part hereof.

**SECTION 2:** Title 2 (Administration and Personnel), Chapter 2.5 (Director of Public Works; Public Works Department) Sections 2.50.050 and 2.50.060 of the Crest Hill City Code, are hereby repealed in their entirety and replaced, as follows:

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## **CHAPTER 2.50: DIRECTOR OF PUBLIC WORKS; PUBLIC WORKS DEPARTMENT**

### **Section**

2.50.010 Department of Public Works; created  
2.50.020 Department of Public Works; functions; responsibilities  
2.50.030 Director of Public Works; duties  
2.50.040 Appointment and salary of Director  
2.50.050 Assistant to the Director of Public Works; duties  
2.50.060 Assistant to the Director of Public Works; hiring and salary  
2.50.070 Supervision of employees  
2.50.080 Director of City Services; creation of office; appointment; salary  
2.50.090 Director of City Services; duties  
2.50.100 Director of Water and Wastewater; creation of office; appointment; salary  
2.50.110 Director of Water and Wastewater; duties

### **§ 2.50.050 ASSISTANT TO THE DIRECTOR OF PUBLIC WORKS; DUTIES**

The position of Assistant to the Director of Public Works is hereby created. This position shall be exempt, at- will position. The Assistant to the Director of Public Works shall be a salaried employee who shall not be entitled to overtime or comp time.

The Duties and Responsibilities of the Assistant to the Director of Public Works shall be as set forth in the current Job Description, as established by the City Council and which may be amended from time to time.

### **§ 2.50.060 ASSISTANT TO THE DIRECTOR OF PUBLIC WORKS; SALARY**

In the case of a vacancy, the Assistant to the Director of Public Works shall be approved by a majority of the City Council, upon the recommendation of the Director of Public Works. The salary of the Assistant to the Director of Public Works shall be determined by the City Council.

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**SECTION 3:** In the event that any provision or provisions, portion or portions, or clause or clauses of this Ordinance shall be declared to be invalid or unenforceable by a Court of competent jurisdiction, such adjudication shall in no way affect or impair the validity or enforceability of any of the remaining provisions, portions, or clauses of this Ordinance that may be given effect without such invalid or unenforceable provision or provisions, portion or portions, or clause or clauses.

**SECTION 4:** That all ordinances, resolutions, motions, or parts thereof, conflicting with any of the provisions of this Ordinance, are hereby repealed to the extent of the conflict.

**SECTION 5:** That the City Clerk is hereby directed to publish this Ordinance in pamphlet form.

**SECTION 6:** That this Ordinance shall be in full force and effect from and after the end of the current fiscal year as provided by law.

*[left intentionally blank]*

DRAFT

PASSED THIS 21<sup>ST</sup> DAY OF OCTOBER, 2024.

	Aye	Nay	Absent	Abstain
Aldерwoman Jennifer Methvin	_____	_____	_____	_____
Alderman Scott Dyke	_____	_____	_____	_____
Aldерwoman Claudia Gazal	_____	_____	_____	_____
Alderman Darrell Jefferson	_____	_____	_____	_____
Aldерperson Tina Oberlin	_____	_____	_____	_____
Alderman Mark Cipiti	_____	_____	_____	_____
Alderman Nate Albert	_____	_____	_____	_____
Alderman Joe Kubal	_____	_____	_____	_____
Mayor Raymond R. Soliman	_____	_____	_____	_____

\_\_\_\_\_  
Christine Vershay-Hall, City Clerk

APPROVED THIS 21<sup>ST</sup> DAY OF OCTOBER 2024.

\_\_\_\_\_  
Raymond R. Soliman, Mayor

ATTEST:

\_\_\_\_\_  
Christine Vershay-Hall, City Clerk

# Exhibit A

(Assistant to the Director of Public  
Works job description)