

MINUTES OF THE WORK SESSION
CITY COUNCIL OF CREST HILL
WILL COUNTY, ILLINOIS
April 28, 2025

The April 28, 2025, the City Council work session was called to order by Mayor Raymond R. Soliman at 7:15 p.m. in the Council Chambers, 20600 City Center Blvd. Crest Hill, Will County, Illinois.

The following Council members were present: Mayor Raymond Soliman, City Treasurer Glen Conklin, 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, Deputy Chief Ryan Dobczyk, Finance Director Glenn Gehrke, Building Commissioner Don Seeman, City Attorney Mike Stiff, Deputy Clerk Karen Kozerka.

Absent were: Police Chief Ed Clark, Community & Economic Development Director Patrick Ainsworth, City Engineer Ron Wiedeman, Interim Public Works Director Julius Hansen, Community Development Consultant Ron Mentzer, Interim Human Resource Manager Dave Strahl.

TOPIC: Penalty Permit Fee Waiver Request for 20635 Renwick Road

Building Commissioner Don Seeman commented that they received a request submitted by SD Base Corp to reduce the penalty permit fee tied to 20635 Renwick Road. The penalty permit fee was for work completed without getting the building permits. Commissioner Seeman gave some background stating that on March 11th, it was observed that a wall was installed without obtaining a permit. Permit application was submitted for the work with the scope of work with a total cost of the construction at \$4000.00. The permit fee came to \$1400.00 with the penalty fee. Without the penalty fee the permit fee would have been \$350.00.

The Building Department sent a warning letter and gave seven (7) days to comply. On March 17, 2025, the permit was applied for without the scope of work and the violation was marked as resolved due to the application submitted. On March 20, 2025, the scope of work was received. On March 26, 2025, the permit scope was approved. Their contractor registered with the city but was not registered at the time that the work was done. On April 16, 2025, the permit was approved, and it is awaiting payment and to be picked up.

Roger Chavez approached the podium and stated that he is the Property Manager for SD Base Corporation and stated that there was an extra space in the restaurant and they basically installed a wall and closed off that opening to create another space.

Mr. Chavez was then asked if he was requesting an entire waiver of the permit fee and penalty and Mr. Chavez stated only the penalty fee portion.

Mayor Soliman asked for an informal vote and was told by Attorney Stiff no motion is needed. It was asked if the staff's recommendation was to deny the request?

Mayor Soliman asked for an informal vote to DENY the waiver per the request of the staff.

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

NAYES: None.

ABSENT: None.

Alderman Oberlin asked if these types of requests will be coming to the Council all the time and stated that they should not be coming to the Council every time someone does not like the response they receive from staff.

Discussion took place, stating that it is unnecessary for these types of waiver requests to come to the Council.

Alderman Cipiti believed the Council already had updated the ordinance to reflect this.

Attorney Stiff commented that it was discussed but only with respect to the penalty fee for the late business licenses but at this time it has not been updated. Attorney Stiff then commented that they discussed waiting until the election to amend the ordinance. He also believes that Interim Administrator Graff is bringing it to a work session to discuss the administrative penalty for not submitting your business license payment on time.

Alderman Albert commented that he thought the Council recently had a waiver request. Commissioner Seeman commented that we did approve a waiver for up to \$2,500.00 but it was for another municipality. Attorney Stiff commented that there is a policy that Consultant Ron Mentzer had at a meeting last year that the Council passed where if an applicant is another governmental entity the staff has a certain level of power to waive before it would be brought to the Council.

Alderman Oberlin commented that she received a call from a resident that she needed to attend a meeting but that only frustrates the Council having the residents ask for a waiver at a meeting when staff can enforce the policy.

Mayor Soliman commented that the Building Commissioner or the Mayor does not have the authority to waive a fee. Attorney Stiff commented that the Council could give some authority to the department heads or just enforce the ordinance.

Attorney Stiff commented that maybe we need to put in the beginning or the codebook stating that the staff has no authority to waive instead of putting the language under each section.

Further discussion was had regarding changing the verbiage of the ordinance book and Interim Administrator Graff would like to add additional coverage and possibly a cap on the fees or a grace period. Interim Administrator Graff commented that he would discuss with Economic & Community Development Director Patrick Ainsworth and bring back some ideas at another work session.

TOPIC: Civil Service Commission Appointment – Tom Hunter

Mayor Soliman recommended Mr. Tom Hunter to the appointment to the Civil Service Commission. This would be a one-year appointment expiring May 1, 2026. This would be filling the vacancy of Nick Weiss due to his passing.

Mayor Soliman commented that Mr. Hunter has a very impressive resume and past work experience and believes he would make a great candidate for the Civil Service Commission.

Mr. Tom Hunter approached podium, introduced himself, and gave a brief biography of how he became a Crest Hill resident and gave some background on his work experience. Mr. Hunter lives in Carillon Lakes, and when the Mayor approached Mr. Hunter about the position in 2024, he thought that it would be a great opportunity to give back to his community.

Alderman Cipiti asked Mr. Hunter if Mayor Soliman came to his home asking him to apply. Mayor Soliman commented that Mr. Hunter's resume is very impressive with his past background experience working with the Secret Service Agency. He then commented that back in 2024 when he heard of the Commissioner's health condition, he thought Mr. Hunter would be a great fit in the Civil Service Commission and wanted to keep Mr. Hunter in mind.

Mr. Hunter thanked the Council for their time.

Mayor Soliman asked for the Council's concurrence to make the appointment of Mr. Tom Hunter at the May 5, 2025, Council Meeting and asked for an informal vote.

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

NAYES: None.

ABSENT: None.

TOPIC: Police Pension Board Appointment – Glen Conklin

Mayor Soliman recommended Mr. Glen Conklin to the appointment of the Police Pension Board. This would be a two-year term expiring May 1, 2027.

Mayor Soliman commented that he received a resignation letter from Mr. Andy Womack, who decided not to renew his two-year term. Mayor Soliman then commented that he reached out to our current Treasurer Glen Conklin, who has graciously agreed to serve as a voting member of the Police Pension Board. Mr. Conklin has the institutional knowledge, and he has attended most of the Police Pension Board Meetings as the Treasurer and he would be the obvious choice to place in that position.

Mr. Conklin commented that he has only missed a couple of meetings in his twelve years, and he is familiar with the members and stated that he would like to serve in that capacity.

Mayor Soliman asked for the Council's concurrence to make the appointment of Mr. Glen Conklin at the May 5, 2025, Council Meeting. This is for a two-year term, which would expire on May 1, 2027. Mayor Soliman asked for an informal vote.

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

NAYES: None.

ABSTAIN: Ald. Gazal.

ABSENT: None.

Alderwoman Gazal commented that for ethical reasons she would be abstaining, but she wanted to state that she believes he would be great at this appointment.

Aldersperson Oberlin commented for the record that she thought was very noble of Alderwoman Gazal and thanked her for being ethical.

PUBLIC COMMENTS:

There were no public comments.

MAYOR UPDATES:

There were no Mayor updates.

COMMITTEE/LIAISON UPDATES:

There were no committee/liaison updates.

CITY ADMINISTRATOR UPDATES:

Interim City Administrator Tony Graff referenced the NIMEC Agreement and received a proposal from Adam Hoover that will need to be acted on by May 12, 2025. This will be on the May 5, 2025 Council Meeting, and this is a little better than what we had with the last aggregation agreement.

Attorney Stiff informed the Council that there was a need for an executive session on 5ILCS 120/2(c)(1) and 5ILCS 120/2(c)(11).

(#1) Motion by Aldersperson Oberlin seconded by Alderwoman Methvin, to go into an executive session on 5 ILCS 120/2(c)(1) and 5 ILCS 120/2(c)(11).

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.

Executive Session 7:46 p.m.

(#2) Motion by Aldersperson Oberlin seconded by Alderwoman Methvin, to reconvene from the executive session on 5 ILCS 120/2(c)(1) and 5 ILCS 120/2 (c)(11).

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.

Reconvened 8:29p.m.

There being no further business before the Council, and no action needed from the executive sessions, the meeting is adjourned.

The meeting adjourned at 8:29 PM.

Approved this ____ day of _____, 2025.

As presented _____

As amended _____

CHRISTINE VERSHAY-HALL, CITY CLERK

RAYMOND R. SOLIMAN, MAYOR