

MINUTES OF THE WORK SESSION  
CITY COUNCIL OF CREST HILL  
WILL COUNTY, ILLINOIS  
November 27, 2023

The November 27, 2023 City Council work session was called to order by Mayor Raymond R. Soliman at 7:00 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 Clerk Christine Vershay-Hall, 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: Public Works Director Blaine Kline, City Engineer Ron Wiedeman, Finance Director Lisa Banovetz, Interim Community Development Director Ron Mentzer, City Attorney Mike Santschi.

Absent were: City Treasurer Glen Conklin, Police Chief Ed Clark, Interim Planner Maura Rigoni, Interim Employee Relations Manager Dave Strahl, Building Commissioner Don Seeman.

Mayor Soliman excused Treasurer Glen Conklin from the meeting tonight.

**TOPIC: Fiscal Year 2022-2023 Audit Summary**

Finance Director Lisa Banovetz commented that Katie and Sara from Wermer & Rodgers are great partners and have been patient while making great strides.

Alderman Cipiti commented that he has had numerous resident complaints regarding not able to hear the meetings and would like everyone that is speaking to speak into the microphone so they can hear better.

Katie Napier with Wermer, Rogers, Doran, & Ruzon introduced herself and gave a presentation regarding the audit report that was passed out to each official.

Katie explained that for the past few years the City of Crest Hill has received a Certificate of Achievement for Excellence in Financial Reporting, which is an award for the highest level of reporting. This certificate is for the fiscal year 2022 and this report we are talking about tonight was submitted and takes a few months to receive back.

In the opinion of Wermer, Rogers, Doran, and Ruzon, the financial statements do present fairly in all material respects and are the best opinion the City of Crest Hill can receive.

Katie explained a highlight of the activity that took place in the fiscal year 2023 by fund. She commented that what continues to be the highest source of revenue in the general fund is the property tax and sales tax. She then went over the expenditures for the year. The highest expenditures were public safety and capital projects.

Katie also discussed our net change in fund balances in the amount of \$51,401.00. Which means all the activity in the fiscal year 2023 was about a wash in the funds. She also mentioned other ending balances, such as:

- General Fund balance \$12.9 million
- Non-Home Rule Sales Tax balance \$4.3 million
- Deficit in the Capital Projects Fund balance of \$4.8 million
- Other Governmental Funds balance \$2.5 million
- Total Governmental Funds balance as of 4/30/2023 was \$15 million

Katie discussed the Proprietary Funds of the Water and Sewer Fund and the Refuse Fund. She commented that both funds had operating income; water and sewer had \$2.9 million, and the refuse fund had approximately \$40,000.00 in operating income. The total change for the year was a little higher, which the change was approximately \$5.3 million.

Katie discussed the Police Pension Fund and said the total investment income loss for the fiscal year 2023 was about a wash. There was a loss of \$2,584.00 which is when you net your interest and dividends together with net depreciating in investments (change in the market value). She also mentioned that the net decrease in net position was a negative \$237,494.00 which was mostly due to the net depreciation in the market.

Katie briefly mentioned that the schedule of changes in the net pension liability and related ratios of the police pension fund ended at \$11.8 million which is 68.11% funded.

Sara with Wermer, Rogers, Doran, & Ruzon gave a summary of the single audit report. This audit is required when a city has more than \$750,000.00 of federal expenditures. This audit looks to make sure that the city is reporting and spending the funds correctly as set in the guidelines of the grants. She commented that the City of Crest Hill received the best opinions and the best results a city can receive on a single audit.

Sara explained that the Management Letter is recommendations that come from their findings of the audit procedures. She mentioned they are just suggestions, and they were able to take six comments from last year's findings out of this year's Management Letter, which means they were resolved.

Aldersperson Oberlin asked if they had to compare this year to other years, would this year be given an 'A' over the other years. Sara commented that this audit was very smooth compared to the others. She also commented that Director Banovetz is very responsible and efficient, and the longer Director Banovetz has been here, the easier the process is in comparison to prior years.

Aldersperson Oberlin thanked Director Banovetz and commented that Director Banovetz and Treasurer Conklin have turned things around and she appreciates their dedication and hard work.

Mayor Soliman commented that the city is in very good shape and fiscally sound for the economy we live in today and our Police Pension Fund is almost 70% funded.

Alderwoman Gazal thanked Director Banovetz for her hard work and dedication.

Alderman Cipiti also thanked Director Banovetz and her staff for their hard work and dedication.

Alderman Dyke thanked Director Banovetz and her staff for their hard work.

Director Banovetz thanked the Council for their support.

Alderman Oberlin asked if we should be alarmed about the 15% decline in the last two years with the Police Pension Fund. Katie commented that it is something they have noticed in the municipalities, and it is due to the market.

Alderman Albert commented that he deals with this in business every day and that the fixed income part of portfolios is really rough the last couple of years and even a balanced portfolio has been down for a long period of time, and he feels next years will be better.

**TOPIC: Special Use Auto Repair- Caliber Collision 1815 Plainfield Road**

Mayor Soliman informed the Council that our City Planner Maura Rigoni had a death in the family and to please keep her and her family in our prayers.

Interim Community Development Director Ron Mentzer informed the Council that he would be zooming in on the applicant from Texas tonight for the meeting.

Alderman Albert wanted to thank Kurt Johnson the owner of this property for always keeping the property looking nice.

Director Mentzer commented that there was a favorable recommendation from the Plan Commission at the November 9, 2023 meeting. This is for the property that is currently owned and occupied by Wreck's Auto since the late 1990's. At that time auto repair was a permitted use but in 2000 the city adjusted their zoning ordinances and made auto repair a special use in the underlying business districts and any existing auto service businesses that are existing prior to becoming a special use be made to acquire a special use whenever the business or property were sold. Caliber Collision is purchasing the existing auto repair business only and not the property and it will be a similar business that has been happening on the property since the late 1990s.

Plan Commission reviewed the request and made a unanimous decision to recommend approval with the following conditions, which are:

- No exterior repair of motor vehicles shall be permitted; all repairs must take place inside the building.
- No vehicles sales or rental shall be permitted on the property, unless a special use has been approved, in accordance with Section 12.0.
- No outdoor storage shall be permitted on the property, including, but not limited to, the following items: automotive parts, tires, automotive equipment.
- Overnight parking of vehicles is permitted outside of the building, within the fenced area on the property.
- No overnight parking of any semitrailers or other storage and/or hauling or moving requirement shall be permitted.

- Hours of operation are Monday thru Friday, 7:30 am to 5:30 pm and a ½ day on Saturday by appointment only.
- No vehicles shall be allowed on the property with a weight of over eighteen thousand (18,000) pounds.
- The area on the adjacent property to the south is limited to *vehicle storage only, associated with the operations at 1815 Plainfield Road.*

Director Mentzer requested to authorize the City Attorney and Staff to prepare the necessary Ordinance and supporting documents to approve the request subject to the Finding of the Fact and the conditions as outlined in the PC recommendation.

Mayor Soliman asked if there were any questions. There were none.

Mayor Soliman asked for an informal vote.

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

NAYES: None.

ABSENT: None.

Mayor Soliman commented that this will be on December 4, 2023 meeting agenda.

#### **TOPIC: Water and Sewer Utility Rate Study Presentation**

City Engineer Ron Wiedeman commented that a couple of years ago the city prepared a rate study and presented it to the Council and at that time the rate study was based on operational and capital cost that the Public Works had put together for the study and included some very preliminary costs for the new Lake Michigan water supply. When costs for the new Lake Michigan supply line were better defined, the study would be carried out again to make sure adequate financing would be available to cover all costs. Engineer Wiedeman commented that the staff has completed a new rate study and Dave Naumann from Burns & McDonnell is here to present the findings.

Dave Naumann introduced himself and presented the rate study and the findings. He began with background information stating that water and sewer household costs have been going up at two times the rate of inflation. To come to this conclusion, he commented that they look at different things and one is the water and sewer index, which has gone up 4.7%. Also, American Water Works performs a rate study and National Association of Clean Water also performs an analysis of sewer only.

Historically common factors contributing to utility rate increases are:

- General trend in lower use per account can pressure variable revenue streams
- Inflation on operating and capital/construction costs
- More stringent water quality regulations
- Aging infrastructure requires renewal and replacement

Dave commented that the initial study of the financial plan for the city was done in 2021, then a refresh was done in 2022 which was submitted to the commission, and another was done in 2023 which he presented.

He discussed the Financial Planning Guiding Principles, which are:

- Evaluate water and sewer as self-sufficient utilities
- Levelized rate increases
- Sustain a minimum of 90 days operation and maintenance expense in reserve
- Prudent use of debt to fund capital plans
- Target debt service coverage of 1.50x or higher over time as a combined utility

He then discussed the presentation slides regarding Water Capital Program and Funding strategy and summarized the Proposed Water Financial Plan. He then moved on to the sewer infrastructure explaining the graphs and what the colors mean on pages 31-34.

Dave explained that our current rates are comprised of a base charge which includes monthly allowance of 400 cubic feet and when you are beyond 400 cubic feet you are charged for each additional 100 cubic feet. On the water and sewer side they have taken a similar approach to prior analysis and if the revenue increase was 10% for sewer, then we increased the corresponding rates 10%, this is across the board increase and the same approach is done on the water side. He showed a slide explaining the charges which you can find on page 36.

Dave explained the proposed 2025 bill comparable to regional municipalities and we are at \$74.10 which is consistent with the average but a little bit on the higher side. (See page 38 for chart reference) He did make comment that Joliet just implemented a four-year rate program, and their water rates are going up 17.25% per year. Engineer Wiedeman noted that Joliet and Romeoville have not made their adjustments yet.

Mayor Soliman asked Dave if he would recommend a flat fee or a percentage. Dave commented that a flat fee increase will impact your smallest users the most. Mayor Soliman commented that he feels the problem with Crest Hill is our billing is two months at a time. He said the sooner we can go to a monthly billing process the better we will be since it would be much easier for a homeowner to budget. Dave commented another plus would be it gives a homeowner immediate feedback on their water use if they have a higher bill, they can react quicker than waiting two months. Alderperson Oberlin commented that this is why she suggested two years ago to have a monthly bill process.

Director Banovetz commented that we need to get through the meter change out process first.

Mayor Soliman commented that in the past monthly billing was a strain on staff. Director Blaine Kline commented that they can handle the shut offs, we just need to make sure utility billing is staffed to handle monthly billing.

Dave discussed in the summary findings that the inflation on operating expenses and capital improvements are impacting the utility cost structure and the rates proposed are sufficient, but they would recommend adopting a five-year rate plan to meet funding requirements for both utilities. They also recommend re-evaluating long-term financial plans during annual budget preparation.

Alderman Vershay commented that at these rates his water bill will be \$300.00 higher annually on the minimum use of 400 cubic feet.

Alderman Albert asked how many minimum uses there are and if other municipalities have a minimum and if that is common. Dave commented that it is equally distributed where the number of utilities will then include a minimum allowance in their bill versus having a fixed charge that doesn't include any allowance.

Alderwoman Gazal asked if the federal money is a guarantee. Engineer Wiedeman commented that there is never a guarantee and anything that comes in will help us along the way. The commission is the one that is heading the federal and state funding, who will receive the money as a group and then it will filter down to each municipality.

Alderwoman Gazal asked Director Banovetz if she thinks we could be on a monthly billing process by next year. Director Banovetz commented that we need to work on the meters, then staff to support, and lockbox. She stated that it is on the radar.

Alderman Albert asked how they are doing on the meters. Director Kline commented that they are about 60-70% installed.

Mayor Soliman asked for an informal vote for bringing a five-year rate plan for water and sewer rates based on the increase presented beginning May 1, 2024.

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

NAYES: None.

ABSENT: None.

#### **TOPIC: MIF Permit Fees**

Interim Community Development Director Ron Mentzer commented that in 2022 the Council approved revisions to the City's building permit fees. Director Mentzer commented that when issuing permits for the new 577,000 square foot warehouse distribution facility that Midwest Industrial Funds (MIF) is building on Lidice Parkway that the structure of the commercial building permits does not account for the issuance of a variety of permits for the phased construction of the project like MIF is doing. We have already issued the foundation permit and there will be several permits needed. They will need a building shell permit and as they were reviewing this permit, they have noticed that under the structure of the fee schedule they would be required to pay \$1.00 per square foot which would be \$577,000.00 on top of the \$80,000.00 permit they already paid for the foundation. MIF is building this structure as a speck building, and they are not proposing to build out of the interior of the building until they find a tenant which at that time will need another permit and the fee schedule will be charging again another \$1.00 per square foot for the build out permits.

Unless revisions are made to the City's commercial building permit fee schedule the city will be charging MIF more than double due to their phased construction and permitting approach

Director Mentzer requested approval to work with the city attorney's office to prepare an ordinance to revise the fee schedule to clarify the commercial permit fee schedule for phased commercial construction approaches to be more consistent with the single / phase permit approach.

Alderman Gazal asked if Director Mentzer had investigated what it would cost at the Village of Romeoville. Director Mentzer commented that he did look into the Village of Romeoville, and it would cost approximately \$600,000.00 for a total phased permit.

Alderman Oberlin asked if they have a time limit on the completion of the building with the permit. Director Mentzer commented that there is generally not a time limit, but he would advise that we incorporate into our ordinance a possible three-year period from when the first permit is issued.

Alderman Albert asked if the Plan Review Fee and the Construction Water Usage Fee being competitive and should stay the same. Director Mentzer commented that he thinks the Plan Review Fee is low but when you incorporate that in with the \$1.00 a square foot fee then overall it is a reasonable fee.

Alderman Vershay asked how the fees would compare to other communities around us. Director Mentzer commented that is comparable and Joliet fees are a little lower, but Romeoville would be a little higher and our \$1.00 square foot is very competitive.

Alderman Albert asked how a foundation Permit is calculated. Director Mentzer commented that it's not very clear, but they calculated it on the value of construction which the developer told us how much the value is, but you cannot use that for new construction or build outs. He commented that going forward it needs to be clearer for a foundation permit.

Alderman Oberlin asked if the Plan Review Fee and the Commercial Water Usage Fee is cumulative or just a one-time fee. Director Mentzer commented that the Water Usage Fee would be a onetime fee, but the Plan Review Fee would be cumulative every time we a plan is reviewed

Mayor Soliman asked for an informal vote to revise the existing permit fee schedule to:

- clarify permit fee requirements for a phased permitting approach
- make the total permitting costs for the phased permitting approach more consistent with the total permitting costs for a single permit approach
- ensure the total permitting costs of a phased permitting approach account for the increased plan review and administrative costs associated with issuing multiple permits instead of one.
- Place a time limit on permits.

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

NAYES: None.

PASS: Ald. Vershay.

ABSENT: None.

Mayor Soliman commented that this will be on the December 4, 2023 meeting agenda.

**TOPIC: Places for Eating Tax Discussion**

Finance Director Lisa Banovetz commented that she has been working with Building Commissioner Don Seeman to issue administrative tickets to all the businesses who have not paid their Places for Eating Tax. They will need to appear at the Administrative Hearing on December 20, 2023 and plead their cases as to why they have not paid. Director Banovetz commented that she would not be there for the administrative hearing and Interim Employee Relations Manager Dave Strahl will be in attendance on behalf of Director Banovetz. Director Banovetz informed the Council that she sent out a list of all delinquent businesses and the list is still the same. She commented that she asked Mayor Soliman to give her a list of all businesses that have liquor licenses and one of the businesses on his list was Betsy's Bistro who has not registered yet. One of the ways these video gaming businesses are operating is that they are stating they only have to pay sales tax on food and beverage to the State annually but our ordinance states that they should be paying monthly.

She also commented that she feels some of the businesses are not being forth coming with what they are reporting and our ordinance states that she can go out and examine their records. She also commented that Mayor Soliman needs to tell these businesses that they need to understand that these are legal filings, and they have to be accurate with what they are reporting to us.

Director Banovetz commented that we need to make sure that all money owed to the city is paid and current and not just the Places for Eating Tax. We need to look and see if there is past due water payments, building permit fees, or any other money owed to the city. She also commented that in the past we never checked to see if any money was owed to the city before issuing licenses.

Alderman Cipiti commented that it seems like there has been no positive movement with getting any further businesses to register. He asked what we are going to do at the end of the year when we have businesses that are not paid current by the end of the year. Director Banovetz commented that she is unclear legally what we can do if a business does not have a current active business license.

She also commented that McDonalds has ignored every single correspondence regarding paying their Places for Eating Tax and they first tried to pass it off that it is franchised and not corporate, but it is corporately owned.

Director Banovetz commented that she talked to Mayor Soliman and suggested he has to check or have someone from his office check on these businesses. She commented that she has been talking about this all year and now we are close to the end of the year and are now discussing this.

Mayor Soliman commented that he and Director Banovetz had discussed this and came to an agreement. He commented that liquor license applications have started coming in and we are holding off until December and these businesses will have to show they are paid up through November and then the liquor license will be issued but they will then have to make a payment for December by January 20, 2024. If they do not make a payment for December, we will revoke the liquor license until they are paid currently.



Alderman Albert wanted clarification of the bistros on the delinquent list why some are missing months and Betty's just has January. Director Banovetz commented that Bettys has never registered.

Alderman Cipiti asked what we have done since they last discussed this. Director Banovetz commented that we have issued administrative tickets. She also commented that she feels they will all pay a lump sum in order to get their license but that is not how it should be, it should be monthly.

Alderwoman Gazal asked what if the business doesn't have a liquor license, how will we handle that. Director Banovetz commented that she had wondered if February 1, 2024 can we tell them they cannot operate.

Attorney Mike Santschi commented that if a business is operating with out a city business license, they can be given an administrative ticket each day they are still operating without a license and then if they ignore the administrative ticket, we can take a judgement and then take them to Circuit Court for enforcement and seek attorney fees as part of the penalty. Alderwoman Gazal asked who is in charge of doing this. Director Banovetz commented that we have started this process by issuing an administrative ticket.

Director Banovetz commented that the administrative hearing is December 20, 2023 and all businesses that were given an administrative ticket will have to appear then and a fine of \$750.00 can be administered. Attorney Santschi commented that if we can get the business to apply with the administration hearing that would be more cost effective, but if someone remains unresponsive for a period then you would need to build up a series of findings.

Alderwoman Gazal asked if we should send a letter explaining the details of this tax and the penalties and consequences. Director Banovetz commented that she has sent letters, phone calls, and had face to face conversations.

Alderman Albert commented that he finds it weird that these businesses have registered but just not followed up and reported sales and paid the tax.

Alderson Oberlin asked what the process is if someone gets their liquor license revoked. Mayor Soliman commented that he doesn't have the authority to revoke a liquor license, but he can contact the police department to go take down the license until they pay in full, and they would not be able to sell alcohol.

Director Banovetz asked what the legal remedies are since they grossed up their registers and they have collected money that is to be remitted to the city and the business is keeping the money.

Attorney Santschi commented that he would have to research what other possibilities we can take after the administrative hearing with the fine of \$750.00.

Alderman Albert commented that these businesses may have not collected these taxes. Director Banovetz commented that she does not know if they have collected the money, but they were told that they can eat the tax or they can pass it on to customers.

Mayor Soliman commented that he remembers during covid when the health department said no indoor seating and many businesses did not follow and there was no enforcement.

Alderman Cipiti commented that he is uncomfortable making exceptions to the enforcement of our ordinance especially the Places for Eating Tax. It has been communicated to all the businesses and he doesn't feel we should pick and choose how we will enforce this ordinance. It should be enforced across the board whether they have a liquor license, or they don't have a liquor license. It is a lot of revenue lost by the city.

Alderman Albert commented that he agrees, and he thinks everyone agrees with Alderman Cipiti statement. He also asked if there were nine liquor licenses on the list. Mayor Soliman commented that he thought it was seven and he just added Betsy. Mayor Soliman commented that he talked to Mr. Tahoe, and he was going to try and get a monthly payment, but Mayor Soliman is not sure if he has already or not. He commented that these businesses tell you what they will do but they don't follow through.

Alderman Cipiti asked how much arrears is this business. Mayor Soliman commented that he hasn't even signed up yet because he was told by the State that he can register and make payment by January 20, 2024.

Mayor Soliman commented that it is odd that all the Bistros are saying they can pay annually. Alderman Albert commented that they can't and however they need to work it out to be monthly then they need to do that. Alderman Albert commented that out of the delinquent list of twenty-four, and nine of them are liquor licenses.

There was conversation that Betty's has been paying very small amounts and Betsy's has not registered or paid. Director Banovetz commented that she will have to visit Betty's and do an audit of their records like the ordinance states because she is only paying a very small amount. Alderman Oberlin commented that with the small amounts Betty's is paying they would not still be in business.

Alderman Oberlin commented that this needs to be uniform across the board. That this is not fair for the businesses paying the tax and doing what they are supposed to.

Attorney Mike Santschi commented that the businesses that do not pay will not get their license and then they can be ticketed for operating without a current license.

Alderman Cipiti asked if the ordinance states they must be paid monthly. It was said the ordinance states Places for Eating Tax must be paid monthly. Alderman Cipiti asked Mayor Soliman if he has told these businesses that the ordinance states monthly. Mayor Soliman commented that he has and most of the businesses on the list are bistros and somehow all the bistros think they can pay annually. Mayor Soliman commented that the bistros are not surviving by the food and drink sales, it is the video gaming. Director Banovetz commented that one bistro reported \$10,000 and another reported \$15,000 but then you have the others reporting \$200. Alderman Cipiti commented that something is going on there.

Attorney Santschi commented that they need to research the enforcement mechanism process to go in and review their books.

Alderman Oberlin stressed that nobody is issuing a license to anyone who is in arrears.

Director Banovetz commented that even if they can file with the state annually, they still know their monthly sales.

Aldерwoman Gazal asked when Director Banovetz will be gone. It was stated that she is gone from December 7, 2023 to January 3, 2024.

Mayor Soliman asked if everyone agrees that if a business is paid through November a license can be issued. Director Banovetz asked Mayor Soliman if he could have the businesses pay before she leaves.

Mayor Soliman commented that a letter went out on October 27, 2023 stating that if they were not current on the Places for Eating Tax, they would not have a Liquor License issued and they haven't paid since the letter was sent.

Alderman Cipiti wanted clarification that no license will be issued if the business was not current through November. Mayor Soliman commented that we would be going through this process again in January for the December sales tax payment.

Aldерwoman Gazal commented that we are all clear that they must be paid up until November 20, 2023. Mayor Soliman commented that they need to be current on all money owed to the city, including water, weed liens, Places for Eating Tax, etc.

Alderman Cipiti asked what about if a resident doesn't pay their water bill, when are they told their water will be disconnected. Attorney Santschi commented that once it is due, they have to pay within that period and if they don't pay a penalty is assessed then they are delinquent and then they can be disconnected, and a lien can be filed.

Alderman Cipiti commented why can't we have the same standards with the businesses that we have with the residents and their water bills.

Aldерperson Oberlin commented why are we shutting off water to a resident when we let a business continue collecting money for gambling, water is more essential than gambling and liquor.

Mayor Soliman commented that he doesn't feel it is right for him to ask what their sales are. We need to just ask if they are current. Attorney Santschi commented that asking if they are current is one thing but asking what their sales are is different. Director Banovetz commented that we need to get them current first and then we can deal with what they are reporting.

Mayor Soliman asked City Clerk Christine Vershay-Hall what happens to a business that doesn't file with the Clerk's Office for a non-alcohol business. Clerk Vershay-Hall commented that there is not a late fee, and they just pay, and a license is issued. Otherwise, they are operating without a license.

Aldерwoman Gazal said this is the first time she is hearing that a business doesn't renew their license and they come a couple months later. Aldерperson Oberlin commented that it is hard to fix something when you don't know it is broken.

Clerk Vershay-Hall commented that code enforcement needs to go to the businesses and see if they are still in business. Alderwoman Gazal asked if the Clerk's office has a list of businesses. Clerk Vershay-Hall said we would have to look on the computer and verify if they are still in business or not.

Alderpersn Oberlin asked how many registered businesses do we have. Clerk Vershay-Hall commented that she is not sure, but it is more than 200. This would include gas stations, liquor stores, bars, home businesses, etc.

Director Banovetz commented that we should be able to run a report in our system.

Alderman Albert commented that on our website there are 479 businesses listed on the business directory on our city website, but some are no longer in business, but other businesses could have moved in.

**TOPIC: Discussion Regarding an Ordinance an Ordinance Relating to the Paid Leave for All Workers Act and Accompanying Resolution Amending the City's Employee Handbook as it Relates to Paid Time Off for Employees, Including Part-Time and Seasonal Employees**

City Attorney Mike Santschi informed the Council that every employee should get paid leave up to forty hours that can accrue at the beginning of the year or one hour for every forty hours they work over a course of the year. There is no distinction between full-time and part-time, and it does not trump any existing Collection Bargaining Agreements (CBA) in place. This will go into effect on January 1, 2024 but there is a provision that states if you already have an ordinance that you are subject to that sets out what your benefits are going to be than that will continue but no longer can be amended without bringing it up to the new policy that is being established. Attorney Santschi commented that the CBAs are fine and the policy in our handbook is fine for the full-time employees and our union employees, but we will need to make some provision for our part-time/seasonal employees. It was suggested that we just give them one day since the act provides, we give them 'some' paid leave.

He stated that if the city chooses to do nothing the CBAs will not be affected until we renegotiate the contract.

Director Banovetz asked if our ordinance supersedes the act. Attorney Santschi commented that our ordinance does supersede the act. He also stated that what we have in the books will remain in effect after January 1, 2024 but if we amend our ordinances then we will have to bring this up to the standards of the statute.

Alderpersn Oberlin asked if this act would apply to a temporary position that we hired from GovHR. Attorney Santschi commented that the answer would be no since they are contracted by GovHR.

Alderman Cipiti asked if the temporary positions are CBA positions. Attorney Santschi commented that if they are in a CBA, they will continue to be governed by a CBA but when it comes around time to bargain the next CBA, they should be looking at this statute.

It was defined that part-time is based on hours per week but a year-round job and seasonal would-be summer help.

Mayor Soliman asked if the City Council would want to adopt the ordinance and adopt the changes in the employee handbook.

Mayor Soliman asked for an informal vote.

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

NAYES: None.

ABSENT: None.

Mayor Soliman commented that this will be on the December 4, 2023 meeting agenda.

Alderperson Oberlin asked when the draft copy of the ordinance is done can the attorney email to the Council.

Alderman Vershay asked if the union can be contacted and let them know. Attorney Santschi commented that they already have talked to the Union Attorney John Kelly.

**PUBLIC COMMENTS:**

There were no public comments.

**MAYORS UPDATES:**

There were no mayor updates.

**COMMITTEE/LIAISON UPDATES:**

There were no Committee/Liaison updates.

Alderman Gazal asked if there is any way Clerk Vershay-Hall can move her computer since she is having a hard time seeing the attorney in his seat or having them switch seats. Attorney Santschi commented that he will sit wherever they want him to sit. Alderman Gazal stated that they have to reconfigure things since she can't see or hear the attorney.

Mayor Raymond Soliman asked to deviate from the regular agenda for an executive session on personnel 5 ILCS 120/2(c)(1).

(#1) Motion by Alderman Oberlin seconded by Alderman Jefferson, to go into an executive session on Personnel 5 ILCS 120/2(c)(1).

On roll call, the vote was:

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

NAYES: None.

ABSENT: None.

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

Executive Session 9:25 p.m.

(#2) Motion by Alderperson Oberlin seconded by Alderman Albert to reconvene from the executive session on Personnel 5 ILCS 120/2(c)(1).

On roll call, the vote was:

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

NAYES: None.

ABSENT: None.

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

Reconvened 10:03 p.m.

The meeting was adjourned at 10:03 p.m.

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2023

As presented \_\_\_\_\_

As amended \_\_\_\_\_

\_\_\_\_\_  
CHRISTINE VERSHAY-HALL, CITY CLERK

\_\_\_\_\_  
RAYMOND R. SOLIMAN, MAYOR