

MINUTES OF THE REGULAR MEETING
CITY COUNCIL OF CREST HILL
WILL COUNTY, ILLINOIS
November 20, 2023

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 Clerk Christine Vershay-Hall, City Treasurer Glen Conklin, Alderman Scott Dyke, Alderman John Vershay, Alderman Darrell Jefferson, Alderwoman Claudia Gazal, Alderperson Tina Oberlin, Alderman Nate Albert, Alderman Joe Kubal.

Also present were: Deputy Chief Jason Opiola, Assistant Public Work Director Blaine Kline, City Engineer Ron Wiedeman, Finance Director Lisa Banovetz, Interim Director of Community Development Ron Mentzer, Interim Employee Relations Manager Dave Strahl, City Attorney Mike Stiff, Deputy Clerk Karen Kozierka.

Absent were: Alderman Mark Cipiti, Building Commissioner Don Seeman, Interim Planner Maura Rigoni.

Mayor Soliman excused Alderman Cipiti presence for the meeting.

APPROVAL OF MINUTES: Mayor Soliman presented the minutes from the Regular meeting held on November 6, 2023 for Council approval per the memo dated November 20, 2023.

(#1) Motion by Alderman Albert seconded by Alderwoman Gazal, to Approve the Minutes from the Regular Meeting Held on November 6, 2023 per the memo dated November 20, 2023.

On roll call, the vote was:

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

NAYES: None.

ABSENT: Ald. Cipiti.

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

Mayor Soliman presented the minutes from the Work Session meeting held on November 13, 2023 for Council approval per the memo dated November 20, 2023.

(#2) Motion by Alderwoman Gazal seconded by Alderman Jefferson, to Approve the Minutes from the Work Session Meeting Held on November 13, 2023 per the memo dated November 20, 2023.

On roll call, the vote was:

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

NAYES: None.

ABSTAIN: Ald. Jefferson.

ABSENT: Ald. Cipiti.

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

CITY ATTORNEY: Attorney Mike Stiff commented that he has no agenda items for discussion but is happy to entertain any questions. Alderperson Oberlin asked Attorney Mike Stiff if we will get an update in executive session. Attorney Stiff directed the question to Alderwoman Gazal and stated we can if you would like. Alderwoman Gazal commented that we can.

CITY ADMINISTRATOR: There were no agenda items for discussion.

PUBLIC WORKS DEPARTMENT: Assistant Public Works Director Blaine Kline requested Approval of Pay Request #10 from Vissering Construction Inc. with Direction to Send it to the IEPA for Approval and Disbursement for a total Amount of \$1,073,787.45 per the memo dated November 20, 2023.

(#3) Motion by Alderperson Oberlin seconded by Alderman Jefferson, to Approve Pay Request #10 from Vissering Construction Inc. with Direction to Send it to the IEPA for Approval and Disbursement for a total Amount of \$1,073,787.45 per the memo dated November 20, 2023.

On roll call, the vote was:

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

NAYES: None.

ABSENT: Ald. Cipiti.

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

Assistant Director Kline reminded everyone that the Christmas Parade is on Saturday, November 24, 2023 starting at 2:00 p.m. After the parade the Winter Fest will be held at the City Center beginning at 4:00 p.m. until 6:30 p.m. There will be free activities for the children and pictures with Santa. Information will be posted on the city website.

Alderperson Oberlin noted that all the documents with the official seal and the documents from Christopher Burke have the incorrect address on them and asked to have all the documents updated to the current address.

CITY ENGINEER: City Engineer Ron Wiedeman requested Execution of a Professional Services Agreement with Christopher B. Burke Engineering, Ltd. to Perform Phase A-Site Investigation Engineering Services for the Future Crest Hill Business Park Truck Route for a not to Exceed Amount of \$56,180.00 per the memo dated November 20, 2023.

(#4) Motion by Alderman Albert seconded by Alderperson Oberlin, to Execute a Professional Services Agreement with Christopher B. Burke Engineering, Ltd. to Perform Phase A-Site Investigation Engineering Services for the Future Crest Hill Business Park Truck Route for a not to Exceed an Amount of \$56,180.00 per the memo dated November 20, 2023.

On roll call, the vote was:

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

NAYES: None.

ABSENT: Ald. Cipiti.

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

City Engineer Ron Wiedeman requested to Approve Work Completed Under an Emergency to Tie an Existing Fire Line to the New Water Main Installed as Part of the Hillcrest Water Main Project for an Amount of \$18,735.67 per the memo dated November 20, 2023.

(#5) Motion by Alderperson Oberlin seconded by Alderman Dyke, to Approve Work Completed Under an Emergency to Tie an Existing Fire Line to the New Water Main Installed as Part of the Hillcrest Water Main Project for the Amount of \$18,735.67 per the memo dated November 20, 2023.

On roll call, the vote was:

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

NAYES: None.

ABSENT: Ald. Cipiti.

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

City Engineer Ron Wiedeman requested to Approve an Ordinance Amending Section 15.04-050 (Letters of Credit and Other Surety Requirements) of the City of Crest Hill Code of Ordinances per memo dated November 20, 2023.

(#6) Motion by Alderman Jefferson seconded by Alderwoman Gazal, to Approve an Ordinance Amending Section 15.04-050 (Letters of Credit and Other Surety Requirements) of the City of Crest Hill Code of Ordinances per memo dated November 20, 2023.

On roll call, the vote was:

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

NAYES: None.

ABSENT: Ald. Cipiti.

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

Ordinance #1965

ECONOMIC DEVELOPMENT DEPARTMENT: Interim Community Development Director Ron Mentzer commented that he has no agenda items for discussion but wanted to wish everyone a Happy Thanksgiving.

POLICE DEPARTMENT: Deputy Chief Jason Opiola requested Approval to Upgrade the Police Department Scheduling Program to UKG TeleStaff Cloud not to Exceed an Amount of \$4,500.00 per the memo dated November 20, 2023.

Alderperson Oberlin asked Finance Director Banovetz if she has been able to review this request. Director Banovetz commented that she has been involved and she feels this is a necessity to upgrade to the cloud to keep their scheduling.

(#7) Motion by Alderman Albert seconded by Alderwoman Gazal, for Approval to Upgrade the Police Department Scheduling Program to UKG TeleStaff Cloud not to Exceed an Amount of \$4,500.00 per the memo dated November 20, 2023.

On roll call, the vote was:

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

NAYES: None.

ABSENT: Ald. Cipiti.

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

MAYOR: Mayor Raymond Soliman requested the Appointment of Public Works Director to Blaine Kline per the memo dated November 20, 2023. This was discussed at the last work session. Mayor Soliman commented that Blaine is a man of great character, and he has a ton of respect for Blaine. He also stated that Blaine has shown he can do this job and he can do it effectively as he has been doing the job over the last several months. Mayor Soliman is recommending appointing Blaine Kline as the Director of Public Works effective immediately with a salary of \$135,000.00 and four-weeks' vacation.

(#8) Motion by Alderperson Oberlin seconded by Alderman Albert, for the Appointment of Blaine Kline to Director of Public Works per the memo dated November 20, 2023.

On roll call, the vote was:

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

NAYES: None.

ABSENT: Ald. Cipiti.

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

Mayor Raymond Soliman requested Approval for Proposal by GovHR for Recruitment and Selection of a City Administrator per the memo dated November 20, 2023. Mayor Soliman stated that this will cost \$23,500.00.

Alderperson Oberlin asked Attorney Mike Stiff if he has reviewed this request. Attorney Stiff commented that there are some options that should be discussed regarding if any of the options are in addition to the base amount if the Council chooses.

(#9) Motion by Alderman Dyke seconded by Alderman Jefferson, for Approval by GovHR for Recruitment and Selection of a City Administrator per the memo dated November 20, 2023.

On roll call, the vote was:

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

NAYES: None.

ABSENT: Ald. Cipiti.

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

Resolution #1191

Mayor Raymond Soliman requested Approval of the Will County Governmental League Holiday Reception per the memo dated November 20, 2023. Mayor Soliman commented that if you elect to bring a guest it would be the responsibility of the elected official to reimburse the city for their attendance.

(#10) Motion by Alderwoman Gazal seconded by Alderperson Oberlin, for Approval of the Will County Governmental League Holiday Reception per the memo dated November 20, 2023.

On roll call, the vote was:

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

NAYES: None.

ABSENT: Ald. Cipiti.

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

Mayor Soliman announced that the Alano Club of Joliet is having a grand opening on Friday, December 1, 2023 from 4:00 p.m. until 7:00 p.m. located at 1807 Plainfield Road in Crest Hill.

Mayor Soliman also announced that he attended the Veterans Ceremony at Joliet High School, and two Crest Hill WWII Veterans were honored at that ceremony. He also commented that he attended the Chaney-Monge Veterans Program, and he attended the Veterans Ceremony at Post #1080.

Mayor Soliman thanked the Veterans for their commitment to their country and community.

Alderman Gazal asked if we will be posting anything regarding who will handle the cable television. Mayor Soliman commented that there is a gentleman he will reach out to that may have someone interested in helping us with the broadcasting of the meetings. Alderman Gazal asked if we could post something. Mayor Soliman commented that we should meet with the gentleman in mind first.

CITY CLERK: City Clerk Christine Vershay-Hall commented that he has no agenda items for discussion but wanted to wish everyone a Happy and Safe Thanksgiving.

CITY TREASURER: Interim Employee Relations Manager Dave Strahl requested Approval of an Agreement to Enter into a Scope of Services Contract for Professional Outreach Recruitment Process by GovHR for the Purposes of Recruiting a Community Development Director per the memo dated November 20, 2023. He commented that the original contract provided stated that the project cost was \$4,500.00 plus advertising expenses. He stated that he has received a revised agreement with estimated advertising expenses of \$2,000.00 for a total project cost of \$6,500.00. This scope of services would be placement of the ad and collecting resumes and submitting the resumes to the city for consideration.

(#11) Motion by Alderman Gazal seconded by Alderman Oberlin for Approval of an Agreement to Enter into a Scope of Services Contract for Professional Outreach Recruitment Process by GovHR for the Purposes of Recruiting a Community Development Director per the memo dated November 20, 2023.

On roll call, the vote was:

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

NAYES: None.

ABSENT: Ald. Cipiti.

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

Finance Director Lisa Banovetz requested Approval to Hire Accounts Disbursement Clerk from the Recently Certified Civil Service List per the memo dated November 20, 2023. She commented that the list was certified on November 3, 2023.

(#12) Motion by Alderperson Oberlin seconded by Alderwoman Gazal, Approval to Hire Accounts Disbursement Clerk from the Recently Certified Civil Service List per the memo dated November 20, 2023.

On roll call, the vote was:

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

NAYES: None.

ABSENT: Ald. Cipiti.

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

City Treasurer Glen Conklin requested Approval of bills through November 21, 2023 in the amount of \$1,894,724.50 for Council approval per the memo dated November 20, 2023.

(#13) Motion by Alderperson Oberlin seconded by Alderman Jefferson, to Approve the list of bills through November 21, 2023 in the amount of \$1,894,724.50 per the memo dated November 20, 2023.

On roll call, the vote was:

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

NAYES: None.

ABSENT: Ald. Cipiti.

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

City Treasurer Glen Conklin presented the regular and overtime payroll from October 23, 2023 through November 5, 2023 in the amount of \$241,580.95 per the memo dated November 20, 2023.

Finance Director Lisa Banovetz presented the Retroactive Pay Payroll for the Period May 1, 2022 to October 22, 2023 for all the City of Crest Hill MAP Police Union Employees in the Amount of \$194,513.30 per the memo dated November 20, 2023. Director Banovetz thanked Interim Employee Relations Manager Dave Strahl for working on this very detailed spreadsheet for two months. She also thanked Marissa Stirn, Regina Cabay, and Karen Urbanski in her Finance Department. She commented that she feels she has the best team in the world, and everyone worked collectively and hard to get this done.

Treasurer Conklin thanked Interim Manager Strahl and Director Banovetz for their job well done and he also wished everyone a Happy Thanksgiving.

UNFINISHED BUSINESS: There was no unfinished business.

NEW BUSINESS: There was no new business.

COMMITTEE/LIAISON REPORTS: Alderman Albert announced that our Annual Decorating Contest has begun. The forms are available on the city website. The forms are due by December 13, 2023 and judging will take place between December 14-17, 2023. The winners will be presented at the December 18, 2023 meeting. If anyone has any questions, please contact Alderman Nate Albert and Alderman Mark Cipiti.

COUNCIL COMMENTS: Alderman Albert commented that he is looking forward to the parade and winter fest.

Alderperson Oberlin wished everyone a Happy Thanksgiving and mentioned that it is a great time, if you are able, to donate for those in need.

Alderwoman Gazal wished everyone a Blessed and Happy Thanksgiving and to enjoy your family.

Alderman Jefferson wished everyone a Happy Thanksgiving.

Alderman Vershay wished everyone a Happy Thanksgiving.

Alderman Dyke wished everyone a Happy and Blessed Thanksgiving and to give thanks for everything you have.

PUBLIC COMMENT: There were no public comments.

Mayor Soliman informed the Council that there was a need for an executive session on Personnel 5 ILCS 120/2(c)(1).

(#14) Motion by Alderwoman Gazal seconded by Alderperson Oberlin to go into executive session on Personnel 5 ILCS 120/2(c)(1).

On roll call, the vote was:

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

NAYES: None.

ABSENT: Ald. Cipiti.

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

Executive Session 7:27 p.m.

(#15) 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. Kubal, Dyke, Vershay, Jefferson, Gazal, Oberlin Albert.

NAYES: None.

ABSENT: Ald. Cipiti.

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

Reconvened 7:47 p.m.

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

(#16) Motion by Alderman Dyke seconded by Alderman Vershay, to adjourn the November 20, 2023 Council meeting.

On roll call, the vote was:

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

NAYES: None.

ABSENT: Ald. Cipiti.

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

The meeting was adjourned at 7:48 p.m.

Approved this _____ day of _____, 2023

As presented _____

As amended _____

CHRISTINE VERSHAY-HALL, CITY CLERK

RAYMOND R. SOLIMAN, MAYOR

DRAFT