

MINUTES OF THE WORK SESSION  
CITY COUNCIL OF CREST HILL  
WILL COUNTY, ILLINOIS  
April 12, 2021

The April 12, 2021 City Council work session was called to order by Mayor Raymond R. Soliman at 7:00 p.m. in the Council Chambers, 1610 Plainfield Road Crest Hill, Will County, Illinois.

The following Council members were present: Mayor Raymond Soliman, City Clerk Vicki Hackney, City Treasurer Glen Conklin, Alderman Scott Dyke, Alderman John Vershay, Alderwoman Barbara Sklare, Alderwoman Claudia Gazal, Alderwoman Tina Oberlin, Alderman Marco Coladipietro, Alderman Nate Albert, Alderman Joe Kubal.

Also present were: City Administrator Heather McGuire, Interim Director of Public Works Mark Siefert, Police Chief Ed Clark, Finance Supervisor Ashli Motyka, Finance Advisor Nick Narducci.

Absent were: None.

**TOPIC: Logo Presentation**

Mayor Soliman presented a request for the A5-Revised Logos per the memo dated April 8, 2021. City Administrator Heather McGuire presented the revisions that were discussed at a prior work session. She would like to narrow it down to one logo with revisions per the Council. John Harris gave a presentation on the logos with the revisions that were requested by the Council. The Council reviewed the logo options. Alderwoman Sklare liked 1B, version C and logo #4. Alderman Coladipietro agreed with 1B, version C but with a slight change. Alderman Kubal agreed with 1B, version C. Treasurer Conklin agreed with 1B, but with the font from #4. Mayor Soliman liked 1B, version b and also likes the font from option #4. His second choice would be option #4. Alderman Albert felt that we could eliminate option #2. He liked option 3C but would agree with 1B version b or c with the font from option #4. Alderwoman Gazal liked 1B or C with the font from option #4. She also liked option #4. Alderwoman Oberlin liked option #4 but with less blue. She liked the original option #4, with the treescapes. Alderwoman Gazal asked if we could do the original option #4 on the entrance doors to the buildings or trucks. Mr. Harris said that this could be done for certain things. It could be hard to do the seal on shirts as the embroidery could get complicated. Alderman Dyke liked option #3, version c or a. City Clerk Hackney liked option #4 with a different color scheme. Her second choice would be 3 with a different font. Mr. Harris asked for the top two logos. He would then come back with a revision to them. The majority of the Council chose option #1B and option #4. Alderwoman Gazal asked if we could chose a color scheme and go from there. Administrator McGuire said that we can finalize the choices at the work session scheduled for April 26, 2021 and vote on it formally on May 3, 2021. Discussion followed on the color choices and font. Mr. Harris said that they could come back with color and font options per tonight's discussion.

**TOPIC: Budget Work Session #2 (Operational Budgets)**

Mayor Soliman presented the Budget Work Session #2 per the presentation dated April 12, 2021. Administrator McGuire gave a brief presentation on the budget. Finance Supervisor Ashli Motyka presented the merit raises that were recently passed by the Council. Local 150 is currently in negotiations for the union employees. Supervisor Motyka asked for comments and questions on the salary documents. There were none. Supervisor Motyka

presented the overview of the General Revenue and W/S Revenue funds. Alderwoman Gazal questioned Alderman Vershay's salary. Supervisor Motyka explained that the Officials pay is split between various funds. Alderman Vershay is being taken out of the general fund. Administrator McGuire explained that it's the same salary, just split up differently. This would be looked into. Treasurer Conklin questioned the water and sewer fund. Supervisor Motyka explained that we haven't done the final billing yet. Alderwoman Gazal asked where the remainder of the CARES Act funds were distributed. Administrator McGuire said that after the small business grants, we have roughly \$100,000.00 left. This would go towards capital projects. Discussion followed next on the Officials fund. Administrator McGuire felt that some training for the Officials might be beneficial. The department heads went through this training in the past. Supervisor Motyka then went over the Police budget and the changes that were made. As far as the street department, there is an increase in contractual services. Administration has an increase in the engineering costs. The Clerk's budget has no changes. The Treasurer's Office and Building Department also had no significant changes. Treasurer Conklin questioned the façade program. Alderwoman Gazal asked that we reach out to more of the businesses to make them aware of the program. Supervisor Motyka gave an overview of the water/sewer fund totals. Alderman Albert questioned the Stateville account. Interim Public Works Director Siefert gave the Council an update. Discussion followed on the Stateville billing. In the water fund there is an increase in lab services, engineering, water storage tank and equipment rental. In the sewer fund there is an increase in engineering. There are no significant increases in STP and an increase in w/s administration in insurance and bonding. Alderman Coladipietro questioned the increase in water meters. This was for the meter replacement program. Director Siefert explained how the program works. Treasurer Conklin questioned the malfunctioning Stateville meter. Director Siefert explained that they have three meters on the Stateville property. The one that malfunctioned is for the honor farm and the usage is very low. Alderman Coladipietro asked how many meters need to be replaced. Director Siefert said roughly 4500. Alderwoman Oberlin asked who would be responsible for installing the valves for the meter at the Stateville Honor Farm. Director Siefert felt that Stateville should be responsible for it. Supervisor Motyka explained that at the last meeting we went over the special asset fund. After discussion with the Chief, it was decided to budget this in case we need additional equipment for the new building.

Chief Clark presented the five-year Police Department plan. He explained that the COVID pandemic created an issue with hiring and training new Officers in a timely fashion. House Bill 3653 will have a major impact on law enforcement. There has been discussion on a third patrol zone. One of the items the Chief would like to implement is a Crime Prevention Officer. Currently we have two investigators and a Sergeant that oversees them. He would like to add an additional investigator in the future. A portion of our time in the future is going to be spent moving equipment and personal into the new facility next year. We are looking into the hiring of a digital maintenance staff member, expanding the DARE instructor to include crime prevention, assessing the equipment needs for the future and to continue replacing officers that retire. Alderwoman Oberlin felt that the five year plan that is being presented is a good one.

Interim Public Works Director Mark Siefert presented the five-year plan for Public Works. The City is currently working on designs for the West Treatment Plant. Attached to the plan is a list of current Public Works and STP staff, which will be changing due to some upcoming retirements. This year we are looking to drill Well #14, He went over the capital purchases and watermain replacement forecast. Alderman Albert questioned several of the watermains targeted for replacement. Director Siefert explained that fortunately we

haven't experienced problems with them lately. Alderman Albert said that they have received some complaints in the area. Director Siefert explained that they have been flushing some of the dead end hydrants and this will cause some discoloration in the water. Some of the complaints have involved discoloration in the hot water and this could be caused by the home owners water heater. Director Siefert then went over the MFT General Maintenance program. Alderwoman Gazal feels that we need to come up with a better plan for road improvements to possible do more road per year. The Mayor explained that we can only do so much with the funds we are allocated. Treasurer Conklin felt that we are backsliding and losing more roads than gaining. Alderman Albert agreed. Alderwoman Gazal would like to see this discussed in detail in a work session. Administrator McGuire explained that we are getting more funds from the Build Illinois Fund. We are not the only City that is dealing with the roads. One alternative is to bond out for it, but we are currently doing the new City Center, the West Plant, and the East Treatment Plant. It appears that there are going to be some infrastructure grants available in the future and we need to make sure that we apply for as many grants as possible. Discussion followed on the aging infrastructure and the program that is in place. Alderwoman Oberlin suggested a brochure for the residents explaining how they can flush their water heaters, and different ways they can maintain their water clarity and equipment. Treasurer Conklin questioned the costs for Well #14. Director Siefert went over the figures and explained the need for an additional well. Administrator McGuire updated the Council on the well site and the restrictions that would be in place. Alderman Albert questioned the Caton Farm site. Director Siefert explained why this would not be a good alternative. Alderman Albert asked if there is any way we can work with the County to get some type of flashing sign along the curve on Weber Road and Knapp Drive. There have been numerous accidents at this intersection. Director Siefert would work with the City Engineer and the County to see what we can do. Alderman Albert questioned the salary for Director of City Services. Supervisor Motyka explained why it was included in the budget.

Administrator McGuire announced that Finance Supervisor Ashli Motyka's last day in the office is Tuesday April 13, 2021. Members of the Council thanked Supervisor Motyka and wished her well on her future. Administrator McGuire informed the Council that she will bet the budget notice in the newspaper and would like to have approval on it at the May 3, 2021 meeting by the current Council. We will swear the newly elected officials in at the end of the meeting.

**PUBLIC COMMENTS:** There were no public comments.

**MAYORS UPDATES:** Mayor Soliman informed the Council that we have the IDOT pre-construction notice in the paper for the crack filling on Rte. 30.

**COMMITTEE/LIAISON UPDATES:** There were no committee/liaison updates.

**CITY ADMINISTRATOR UPDATES:** Administrator McGuire announced that the new HR Director Renee Herbst started her employment with the City on April 8, 2021. Kyle Cratty, the Interim Finance Supervisor will be in the office several days a week and can be reach by city email or at (815) 741-5110.

Mayor Soliman announced that there is a need for an executive session on personnel (5 ILCS 120/2(c)(1)).

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

On roll call, the vote was:

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

NAYES: None.

ABSENT: None.

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

The executive session began at 8:54 p.m.

The meeting was reconvened at 8:58 p.m.

The meeting was adjourned at 8:59 p.m.

Approved this 19th day of April, 2021.

As presented       

As amended   ✓  

  
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VICKI L. HACKNEY, CITY CLERK

  
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RAYMOND R. SOLIMAN, MAYOR