

MINUTES OF THE WORK SESSION  
CITY COUNCIL OF CREST HILL  
WILL COUNTY, ILLINOIS  
June 28, 2021

The June 28, 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 Christine Vershay-Hall, City Treasurer Glen Conklin, Alderperson Scott Dyke, Alderperson John Vershay, Alderperson Claudia Gazal, Alderperson Darrell Jefferson, Alderperson Tina Oberlin, Alderperson Mark Cipiti, Alderperson Joe Kubal.

Also present were: City Administrator Heather McGuire, (Director of Public Works Mark Siefert, City Engineer Ron Wiedeman, Interim Financial Advisor Kyle Cratty arrived at 7:30 p.m.).

Absent were: Alderperson Nate Albert, Police Chief Ed Clark, Interim Planner Maura Rigoni.

**TOPIC: Rate Study Presentation**

Mayor Soliman presented the Rate Study per the documents dated June 28, 2021. Administrator McGuire explained that this is a requirement for anyone applying for an IEPA loan. Director Siefert introduced David Naumann from Burns McDonnell. He went over his background experience with the company. Mr. Naumann gave a slide presentation on the financial plans which included a comparison of residential bills and a key study for deliverables. Alderperson Oberlin asked if we are going to be shown comparisons for community's that are closer in proximity to our area rather than further to the north. Director Siefert said that we would have a report with more of the local communities on it for future discussion. Treasurer Conklin questioned the reserves. Mr. Naumann went over the reserve policy. Discussion followed on the debt ratio and rate increase. Alderperson Vershay asked how many of the communities on the report were on lake water and what their rates are like. Currently everyone in the City pays the same rate, but this is something that can be adjusted in the future for manufacturing facilities or businesses. Alderperson Oberlin asked how this study will accommodate future costs that are not in the plans right now. Mr. Naumann explained that this is done through the sensitivity study. Engineer Wiedeman explained that we are currently working on a capital plan for roadways and water and that information will be provided for the study. Mayor Soliman brought up the lake water and the impact that it could have on rates. Director Siefert explained that we are going to delay the rate study until we get more information from Strand and Associates. Alderperson Oberlin asked if we have done a rate study in the past. Director Siefert said it was roughly 15 years ago. This is something that should be done at least every 10 years.

Mayor Soliman asked for an informal vote on the Rate Study Presentation. All members present were in agreement.

**TOPIC: Pretreatment Ordinance Update**

Mayor Soliman presented the Pretreatment Ordinance Update per the memo dated June 24, 2021. Director Siefert gave an update on the pretreatment program status. We are currently

in the 30-day notice period. The draft ordinance has been sent out to a list of required agencies. These agencies have 30-days to respond and make comments. If there are no comments we would bring the ordinance back for a final reading. Pretreatment permits would then go out in 2022.

**TOPIC: GovHR-Proposal to Conduct Recruitment.**

Mayor Soliman presented the GovHR Proposal to Conduct Recruitment per the documents dated June 21, 2021. Administrator McGuire explained that this is for recruitment services for a City Administrator. The rate is the same as the Finance Director recruitment. The approximate timeline on this is roughly 12 weeks. We would like to get this process started as quickly as possible. Alderperson Cipiti asked when the Council would be able to interview the potential candidates. Administrator McGuire explained that the majority of the beginning interviews are done through GovHR. The second round of interviews are done by the Mayor and staff. The final interview would be with the Mayor and Council. Alderperson Gazal asked if we are going to have an interim Administrator. Administrator McGuire explained that she would like to discuss this in executive session.

Mayor Soliman asked for an informal vote on the GovHR-Proposal to Conduct Recruitment. All members present were in agreement.

**TOPIC: Forest Preserve Liaison Recommendation**

Mayor Soliman presented a Forest Preserve Liaison Recommendation. Mayor Soliman reminded the Council that Alderperson Kubal agreed to be the liaison with the Lockport Park District. He feels that it would be in the best interest of the City to do the same with the Forest Preserve. Mayor Soliman asked Alderperson Albert to be the liaison. Alderperson Gazal asked how this appointment was approached. The Mayor explained that Alderperson Albert came to him and expressed interest in being a liaison. Alderperson Kubal said that Alderperson Albert had expressed interest to him in working with the Forest Preserve. Alderperson Cipiti felt that if an opportunity such as this arises, it should be offered to all of the Council to see whom might be interested in it. Alderperson Gazal expressed concern about how these positions are being created and filled. Alderperson Vershay felt that Alderperson Kubal would be a better choice as he does a good job with the Park District. Alderperson Kubal would like to have a backup to help him with the new City Center project and asked if any of the other members would be interested.

Mayor Soliman asked for an informal vote on the Forest Preserve Liaison Recommendation. The majority of the members were in agreement. Alderperson Jefferson and Alderperson Vershay abstained.

**TOPIC: City Center Fire Protection**

Mayor Soliman presented the City Center Fire Protection per the memo dated June 28, 2021. Administrator McGuire informed the Council that this is an item that was bid out for the new City Center. We did not receive bids on it. City Staff contacted the firms that requested plans. The only response we received was from Metropolitan Fire Protection at the cost of \$216,424.00 for material and installation. The design team estimated the cost to be roughly \$265,000.00. City Staff is requesting to waive the bidding process and award the contract to Metropolitan Fire Protection for the purchase and installation at the new City Center. Alderperson Oberlin asked if this was typical that we had no bidders. Administrator McGuire explained that it is. This causes a little more work for staff but

does end up saving the City money. The question arose if we have funds in the budget in case something comes up with the City Center construction. Administrator McGuire said that we do. Alderperson Vershay asked if anyone is familiar with Metropolitan's work. Treasurer Conklin said that they did the work at the United Center.

Mayor Soliman asked for an informal vote on the City Center Fire Protection. All members present were in agreement.

**TOPIC: IML Conference**

Mayor Soliman presented a request for the IML Conference per the memo dated June 24, 2021. Administrator McGuire informed the Council that the IML is opening the conference to in person attendance for 2021. She would like to get the registration moving forward as it fills up rather quickly. In the past the City has paid for the hotel, parking and conference sessions for the Council, Clerk, Mayor and Treasurer. Alderperson Kubal asked what would happen if a Council member registered but was unable to attend. Administrator McGuire explained that we would try to have another Council member or City Staff fill the spot as we pay for these ahead of time. Alderperson Gazal asked if Director Siefert would be allowed to attend this year. Administrator McGuire felt that it would be beneficial for him to attend. Alderperson Kubal asked who handles the registration. It would be Administrative Assistant DeHaro.

Mayor Soliman asked for an informal vote on the IML Conference. All members present were in agreement.

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

**MAYORS UPDATES:** Mayor Soliman announced that there is a vacancy in the Police Pension Board due to the resignation of Russell Jones. Marco Coladipietro has expressed interested in the position.

**COMMITTEE/LIAISON UPDATES:** Alderperson Kubal gave the Council an update on the joint work to be done at the proposed park near the City Center. Staff on site did not feel that there was good support for the Park District, so the project is on hold. Alderperson Kubal is trying to work with the Park District. Discussion followed on the presentation that was given at a past work session and Staff comments. Mayor Soliman explained that the City Staff has been dealing with the Park District on their own time to try to save the City money and get the park done. The Staff is no longer interested in dealing with the Park District or devoting any further time to this project. Discussion followed. Alderperson Gazal felt that the Staff was not asked to do this on their own. She feels that Inspector Wilkins is doing a lot of extra work that he is not being compensated for. This is a lot to put on one person. Were the Staff negotiating with the Park District on their free time. The Mayor explained that they were on City time but tried to again save the City money by meeting with them. Lengthy discussion followed on what the Council's vision is for the property between the library and City Center. Alderperson Oberlin said that one of her concerns was an intergovernmental agreement between the City and Park District due to instances in the past. Administrator McGuire explained that the Park District paid for the comprehensive plan for the proposed park. The plan we were showed was the Park Districts concept. After the presentation at the work session, the Staff was unsure as to how the Council wanted to continue. Portions of the project are outside of the realm of the Staff's regular job duties. The alternative now is to hire an architect and

general contractor to design the park and take care of the bidding process. This would likely double the cost to the City. Members of the Council felt that they are being criticized because they were asking questions and expressing an opinion at the previous work session.

**CITY ADMINISTRATOR UPDATES:** Administrator McGuire informed the Council that a question arose about the Richland lawsuit. She needed to consult with the City Attorney because this is privileged information. She is working with them to be in attendance at the July 12, 2021 work session to answer the Council questions.

Administrator McGuire informed the Council that a television show from Amazon reached out to the City to film a segment on Oakland Avenue on Thursday. This would require the closure of Oakland Avenue from Caton Farm Road to Elsie Avenue. They are working with the Police Department to get an agreement signed prior to filming.

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

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

On roll call, the vote was:

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

NAYES: None.

ABSENT: Ald. Albert.

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

The executive session began at 8:10 p.m.

(#2) Motion by Alderperson Oberlin, seconded by Alderperson Gazal, to reconvene from an executive session on personnel (5 ILCS 120/2(c)(1)).

On roll call, the vote was:

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

NAYES: None.

ABSENT: Ald. Albert.

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

The meeting was reconvened at 8:36 p.m.

The meeting was adjourned at 8:37 p.m.

Approved this 6th day of July, 2021.

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

As amended X

  
CHRISTINE VERSHAY-HALL, CITY CLERK

  
RAYMOND R. SOLIMAN, MAYOR