

MINUTES OF THE WORK SESSION
CITY COUNCIL OF CREST HILL
WILL COUNTY, ILLINOIS
July 26, 2021

The July 26, 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, Alderman Scott Dyke, Alderman John Vershay, Alderwoman Claudia Gazal, Alderman Darrell Jefferson, Alderperson Tina Oberlin, Alderman Mark Cipiti, Alderman Nate Albert, Alderman Joe Kubal.

Also present were: Management Consultant Steve Gulden, Director of Public Works Mark Siefert, City Engineer Ron Wiedeman, HR Director Renee Herbst.

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

Mayor Soliman announced that there is a need for an executive session on 5 ILCS 120/2(c)(11) litigation, and personnel (5 ILCS 120/2(c)(1)).

(#1) Motion by Alderperson Oberlin, seconded by Alderman Jefferson, to go into an executive session on 5 ILCS 120/2(c)(11) litigation, and 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.

The executive session began at 7:02 p.m.

(#2) Motion by Alderperson Oberlin, seconded by Alderman Jefferson, to reconvene from the executive session on 5 ILCS 120/2(c)(11) litigation, and personnel (5 ILCS 120/2(c)(1)).

On roll call, the vote was:

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

NAYES: None.

ABSENT: None.

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

The meeting was reconvened at 7:58 p.m.

TOPIC: Jorie Court Assisted Living

Mayor Soliman presented a request for the Memory Care/Assisted Living Home Jorie Court per the memo dated July 26, 2021. Mayor Soliman asked that this be tabled for a future work session so that Interim Planner Maura Rigoni can be in attendance.

TOPIC: Revised Salt Storage Building Revision Change Order No. 2

Mayor Soliman presented a request for Change Order No. 2 per the letter dated July 14, 2021. Engineer Wiedeman informed the Council that the roll up garage door as specified in the contract was too heavy. It was determined that it would be best to eliminate the roll

up door and replace it with a different type of door. The new door would be significantly lighter and the existing concrete walls will be able to support the weight. The change in the door would result in a deduction of \$41,875.00. Alderperson Oberlin questioned the durability of the door. Treasurer Conklin asked who signed off on the original door. It was the architect. Alderman Vershay questioned the life span of the door. It would be roughly 7 to 10 years. Director Siefert gave a comparison of the metal door versus the plastic door. You want to make sure you also have good ventilation in the building to get the humid air out. Alderperson Oberlin questioned why we went with a metal door in the beginning. Director Siefert explained that we went with what the construction engineer recommended. He would rather change the door during this phase of the construction than when the building is further along. Alderman Jefferson also questioned why this wasn't addressed prior to the start of construction. Engineer Wiedeman explained that once the final weights started coming in the contractor questioned the compatibility of the door. That's when the decision was made to change out the door. Alderman Vershay asked if there was electric installed at this facility. It was put in when the main building was being constructed. Alderman Vershay asked if there is anything in the building that is corrosive. There is not. Alderman Vershay asked how are you going to regulate the humidity. With humidistats.

Mayor Soliman asked for an informal vote on Revised Salt Storage Building Revision Change Order No. 2. All members present were in agreement.

TOPIC: Comprehensive Plan Update-Crest Hill Business Center

Mayor Soliman presented the Comprehensive Plan Update-Crest Hill Business Park per the memo dated July 16, 2021. Engineer Wiedeman explained that invites were sent out to six qualified firms to provide a RFQ for a comprehensive plan update for the Crest Hill Business park. We received five for review and scoring. The RFQ's were reviewed and scored by Interim Planner Rigoni and Engineer Wiedeman. The results were discussed with then Administrator McGuire and the teams that received the highest ranking was Christopher Burke Engineering and Teska Associates. It is the recommendation of Engineer Wiedeman to move forward with the most qualified team on this project. Treasurer Conklin asked if the bulk of the work would be done by Christopher Burke. It would be a team project, that's why we are going with two companies. Alderman Jefferson asked if we chose these two companies because of their work or their political affiliations. Engineer Wiedeman explained that these companies were chosen because of their work and how they scored. Treasurer Conklin asked if the evaluation tool was in place prior to the RFQ's coming in. It was done after they were received. It was up to the companies to team up and then present it to the City. Management Consultant Gulden explained that Teska is one of the best firms in the State. This would be a good team to work together. The Mayor commented that we have dealt with Christopher Burke in the past. Alderman Albert would like to see this project move forward. Alderman Jefferson explained why he asked the question regarding political affiliation. Engineer Wiedeman explained that he provided information on how the scoring was done.

Mayor Soliman asked for an informal vote Comprehensive Plan Update-Crest Hill Business Center. All members present were in agreement.

TOPIC: Mailbox Ordinance

Mayor Soliman presented the Mailbox Damage Ordinance per the memo dated July 21, 2021. Director Siefert informed the Council that every year we experience mailboxes that are either hit by snow coming off the plows or from a direct hit. The majority of the mailboxes that are damaged are not installed to US Postal Code which contributes to the

damage. Public Works is looking to enact the following ordinance which is laid out in 4 parts. The placement of all mailboxes within the ROW must conform to US Postal code standards which states that the front of the mailbox must be six eight inches behind the back of the curb. The City shall not be liable for any damage to occurs to a mailbox that is in violation of the US Post Office standards. If a mailbox is damaged and the City is liable then the process is as follows. The resident will report damage and Public Works will verify if the City is liable. The resident fixes and pays to have mailbox fixed permanently. The resident then fills out a claim form. The City reimburses the resident up to \$100.00. Temporary Mailbox. If the city is found liable for the damage the City will, if requested, place a temporary mailbox at the residence for a period of no longer than 30 days. Notification. By October 1, of each year the Public Works Department will mail all residents who are in violation of the placement aspect of this ordinance and let them know they are in violation and any damage caused from snow removal operations will be at their own expense. Alderperson Oberlin asked what the reimbursement would be if it is a cluster mailbox or a pole with more than one box on it. Director Siefert explained that he would like it to be one reimbursement per pole. Discussion followed on the placement and ownership of the mailboxes. Manager Gulden asked that we make sure we conform to the post office rules. Alderman Cipiti asked if we know how many mailboxes we've replaced over the last five years. Director Siefert said last year we replaced 37 boxes. Alderman Cipiti asked if we know what the initial cost is going to be to get this program in place. Director Siefert explained that as the drivers are out plowing, they can document what boxes are in violation. Alderman Cipiti questioned the temporary mailbox being allowed for 30 days. Manager Gulden suggested that it be worded "30 days, weather permitting" as you have to take into consideration the weather conditions, frost line, and the snow amount. If necessary we can extend it an additional 30 days. Alderman Vershay questioned the size and height of the mailboxes. Director Siefert explained that we are following the postal guidelines. Alderman Vershay asked if this ordinance goes into effect, how long is it going to take to process the paperwork and how can you replace a mailbox pole if the ground is frozen. Director Siefert explained what the process would be. Manager Gulden said that we will take into consideration all of the Council input. Alderperson Oberlin questioned the residents who got a permit to encase their mailboxes in brick. How would we reimburse them if the box and brick was damaged. Director Siefert said that we would still only reimburse them the \$100.00.

TOPIC: Lockport Fire Department Sign Permit Waiver

Mayor Soliman informed the Council that he is a member of the Lockport Township Fire Foundation which is a not for profit group. Gary Duran who passed away about three years ago was a Crest Hill residents and a dispatcher at Wescom for many years. His family collected donations and wanted to do something in his memory. The Lockport Fire Department was considering replacing their current sign on Renwick Road with an electronic sign. They are asking the City to waive the sign permit fee in the amount of \$80.00.

Mayor Soliman asked for an informal vote on the Lockport Fire Department Sign Permit Waiver. All members present were in agreement.

TOPIC: Kubinski & Patrick Drive-Street Changes Name

Mayor Soliman presented a request for the Street Name Change per the memo dated July 22, 2021. With the new City Center being constructed he is suggesting that Len Kubinski Drive be changed to Municipal Drive, City Center Boulevard or Crest Hill Lane. He is suggesting that we change Perinar Drive to Len Kubinski Drive off of Caton Farm Road and leading into City Hall. We would then rename the north/south street along the Police

Department from Patrick Drive to Memorial Drive. Alderwoman Gazal felt that Crest Hill Lane sounded to much like a bowling alley. She would like to make sure that we keep Len Kubinski Drive in that area. She felt the name boulevard sounds like we would allow trucks to use the street. Manager Gulden felt that we can change the weight limit for this area so that trucks can't utilize the street. Discussion followed on the wordage of the street names, and would any current businesses have to change their address. Alderperson Oberlin said that she would be in agreement as long as Len Kubinski remains a street name in this "subdivision". He was a founding member of the City. Manager Gulden said that Patrick Drive would remain the same. As you make the curve onto the easterly street it would change names to Memorial Drive. As the street curves along to the south, the name would change to "Municipal". The north/south street that runs along the back of Menards would become Len Kubinski Drive. Members of the Council viewed a map of the area. Discussion followed on the street names. Manager Gulden would get an aerial view of this area together with the proposed street names on it for the next work session,

PUBLIC COMMENTS: There were no public comments.

MAYORS UPDATES: Mayor Soliman had no updates for the Council. Alderwoman Gazal asked if the Mayor or Clerk's Office has received any calls regarding Forza. Mayor Soliman was informed roughly a month ago from the Clerk's Office about a complaint from Willow Falls regarding a Monday night car show. He spoke with the owner and informed him that he needed a special event permit. As of 4:00 p.m. today no permit was applied for. Alderwoman Gazal wants to know who was complaining. Clerk Vershay-Hall explained that we do not have caller ID so we do not know who is calling and some callers wish to remain anonymous. Alderwoman Gazal is concerned that this business is being picked on. She would like to know who is calling so that she can have the opportunity to speak with whomever is complaining to address their concerns. Alderwoman Gazal explained that she drives past this area when she comes to meetings on Monday nights and has only seen cars parked in the lot. Mayor Soliman explained that it's not a problem when the cars are parked in the lot but when they leave and do burn outs or race down Knapp Drive. Alderman Albert asked what kind of permit do they need. Mayor Soliman explained that it is a special event permit. Alderman Vershay said that he witnessed cars leaving the weekly car show at this location doing burn outs. It's not the business owner creating the problem, but the participants as they are leaving the premises. He also contacted the Police Department about. Mayor Soliman explained that the owner is responsible for the activity inside and outside his business due to the fact that he has a liquor license. The owner is also promoting the weekly car show on Facebook and has hired a promoter. Alderman Cipiti said hypothetically he gets a permit, but this is not going to stop the burn outs. Discussion followed on the entertainment portion of the liquor license and the probationary period. Alderman Albert commented that this is one of the first times that he has seen the business lot full. Alderman Vershay said the cars parking in the lot are not the problem, it's when they get out on the street that the noise occurs.

COMMITTEE/LIAISON UPDATES: There were no committee/liason updates.

CITY ADMINISTRATOR UPDATES: Manager Gulden informed the Council that on August 9, 2021 we will be meeting with Heidi from GovHR from 3:00 p.m. to 7:00 p.m. He asked that the Council contact him with a time frame to meet with her.

Alderman Cipiti asked for an update on the Council iPad. Clerk Vershay-Hall explained that City Staff is in the process of being trained on the software for the iPad. Alderman Albert said that in the interim could the Council have the iPad so that they can familiarize

themselves with them. The Mayor said that he would look into it. Alderman Jefferson asked what Steve Guldens title is. It would be Management Consultant.

The meeting was adjourned at 9:12 p.m.

Approved this 2nd day of August, 2021

As presented ✓

As amended _____



CHRISTINE VERSHAY-HALL, CITY CLERK



RAYMOND R. SOLIMAN, MAYOR