

MINUTES OF THE WORK SESSION  
CITY COUNCIL OF CREST HILL  
WILL COUNTY, ILLINOIS  
May 23, 2022

The May 23, 2022 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: Administrator Jim Marino, Director of Public Works Mark Siefert, City Engineer Ron Wiedeman, Police Chief Ed Clark, Economic Development Director Tony Budzikowski

Absent were: Assistant Public Works Director Blaine Kline, Interim Planner Maura Rigoni, City Attorney Mike Stiff, Finance Director Lisa Banovetz, Interim Economic Developer Steve Gulden, IT Director Tim Stinnett.

Mayor Soliman asked to deviate from the regular agenda. He asked that we take the request from the American Italian Cultural Society first.

**TOPIC: American Italian Cultural Society Permit Waiver**

Mayor Soliman presented a request from the American Italian Cultural Society for a Waiver of the Three Day Liquor License per the memo dated May 17, 2022. This is for the annual Festa Italiana which will take place on August 12, 13, 14, 2022. They are also requesting a waiver for all permit fees associated with signage for the event and for the use of the Police Department for road closures for the parade which takes place on August 14, 2022. Dan and Ali Brandolino from the American Italian Cultural Society gave a presentation on the upcoming Festa Italiana. This will be their 22<sup>nd</sup> year of hosting the event. Hours will be Friday 6 p.m. to 11p.m., Saturday 12p.m. to 11p.m. and Sunday 11a.m. to 9 p.m. The food will remain the same as in past years. Alderman Jefferson asked if the Officer being requested for the parade will be on duty during this time period. Chief Clark stated that he is okay with the Officer for the parade, as they will already be on duty. If an emergency call comes in, the Officer would have to leave to answer the call. Mayor Soliman commented about placing no parking signs again this year. Alderman Albert explained that these were placed on Leness Lane and DonMaur Drive. The Public Works Department have the signs from last year.

Mayor Soliman asked for an informal vote on the Waiver of the Three-Day Liquor License per the request of the American Italian Cultural Society. All members were in agreement.

Mayor Soliman asked for an informal vote on the Waiver for the signage and Police escort for the annual parade and for the road closure. All members were in agreement.

Alderman Dyke asked about Police presence during the fest. Mayor Soliman commented that if the Police are not on a call, they usually take a walk around. Alderman Dyke felt that if we have Police presence at this event, that they should pay for it. We have done this with other public events in the city. Alderman Vershay and Alderman Cipiti agreed with

Alderman Dyke. The Police Chief commented that we don't currently have a large community function permit. Alderperson Oberlin commented that in Joliet it is required to have an Officer in attendance at a public event. Alderman Dyke feels that anytime we have a large public gathering, the sponsor of the event should pay for the Police presence. The Chief explained that we don't have an ordinance pertaining to large gatherings, but we do have a special event permit.

Mayor Soliman asked for an informal vote on the American Italian paying for the Police presence for the Festa. Alderman Dyke, Alderman Vershay, Alderman Jefferson, Alderperson Oberlin, Alderman Kubal agreed that the American Italian Cultural Society should pay for the Police presence at the Festa. Alderwoman Gazal abstained. Alderman Albert abstained from the vote as he is a member of the club. Alderwoman Gazal asked if we could define the difference with the Police doing a walk through versus having a Police presence at the event.

**TOPIC: Welcome Sign Presentation**

Mayor Soliman presented the Welcome Sign Presentation per the memo dated May 23, 2022. Administrator Marino informed the Council that we received a concept drawing from Hitchcock Design Group for the entryway signs. Not all of the signs will be installed during this budget year. What we are looking for is direction from the Council on the concept plans and lighting options. Alderperson Oberlin asked if the Club signs are going to be included with these signs. Engineer Wiedeman explained that we are here tonight to for basic approval of the signage design. We currently have permission for 4 easements so this is where we would install the first of the signs. As far as the Club signs these would go along the side of the new signage. Alderperson Oberlin explained that when this was first brought up there was no mention of the Club signs being separate.

Tim King from Hitchcock Designs Group explained where the primary and secondary signs would be located in the City.

3 designs were presented. They are:

- 1) (Concept 1A) The signs be lit from the bottom.
- 2) (Concept 1B) The signs would be lit internal and in various colors.
- 3) (Concept 1C) The signs would be lit up at night in white.

Mr. King went over the construction, architectural features and materials used in the various concepts. Engineer Weideman explained that once we decide on the signage, then we can come back and decide on a base. Alderwoman Gazal explained that she really likes the limestone sign that we have for Public Works. Can we do something similar throughout the City to stay consistent. Mr. King then gave a presentation on concept 2. This concept is limestone and would be lit from the exterior. Alderperson Oberlin asked about maintenance and longevity of the signage. She felt that concept 2 would be the best since there is no metal to rust that would need to be replaced. It would only need an occasional cleaning and touch up of the lettering. Alderman Vershay felt that the first concept had more impact. Alderman Cipiti questioned the pricing for the signage. Option 2 is slightly less expensive. Alderman Vershay asked for the dimension of the signage. Mr. King explained that we haven't decided on the size of the sign as it will depend on the locations. The prices submitted are based on other projects that they worked on, so they are only estimates. Alderman Vershay questioned the power source for the signage. Engineer Weideman explained that some of the signs can be solar, and some can be connected to an electrical source.

Alderman Albert asked about concept 1B. Would this need to be cleaned often because it is backlit to be able to clearly read it. Mr. King would get more information on this for the Council. Public works would be doing the maintenance of these signs. Alderman Albert asked why the Plainfield Road location is not included in this map. Engineer Weideman explained that part of the sale agreement for the existing property would be for the developer to cover the cost of the signage for that location. Alderman Albert was pleased with all of the concepts that were presented. Alderwoman Oberlin said we have to also look to the future for the durability of the signage. Mr. King explained that for concept 2 an accent can be added to make it similar to concept 1. Alderman Vershay was concerned that if we run electric to the signs, we are going to have an unsightly wooden pole behind them. Engineer Weideman explained that the electric would be run underground so there would be no pole. Discussion followed on proposed locations of the signage that would be serviced by electric. Alderperson Oberlin questioned the signage on Theodore Street and Gaylord Road. This was shown on the plans as a primary sign.

Mayor Soliman asked for an informal vote on Welcome Sign Presentation (primary signage approval)

Alderman Dyke, Alderperson Oberlin, Alderman Cipiti, Alderman Albert. – Concept 2.  
Alderman Vershay, Alderman Jefferson, Alderwoman Gazal, Alderman Kubal-Concept 1B.

Mayor Soliman announced that we have a tie vote. Alderman Albert indicated that he would change his choice to 1B. He questioned the placement of the signage at location #3. Engineer Weideman explained that this triangle was chosen as it will keep the sign away from the effects of snowplowing in the winter. Alderperson Oberlin reminded the Council that concept 2 is less inexpensive to construct and will require less future maintenance.

Mayor Soliman announced that the majority of the Council has chosen Concept 1B.

Mayor Soliman presented the Secondary Signs for discussion. Mr. King gave a presentation on the secondary signage concepts. These are a similar style to the signs in concept 1. Alderman Albert questioned the marker signs. These would be similar to primary and secondary signs in style. These signs would indicate where the Police Department, Administration Offices and Council Chambers are located. Alderman Vershay asked what the framing of the sign will be made of. It would be constructed of metal. The lettering would be metal and the signs themselves would be “spot lit.” Mayor Soliman commented the 3 secondary signs would be located at Broadway/Theodore, Plainfield Rd, and Caton Farm Rd. Discussion followed on the signage at the six-corner intersection. Discussion followed on the placement of the proposed signs and the cost.

Mayor Soliman asked for an informal vote on the Welcome Sign Presentation (secondary signage approval).

Alderman Dyke, Alderman Vershay, Alderman Jefferson, Alderwoman Gazal, Alderman Cipiti, Alderman Albert, Alderman Kubal – Option 1B

Alderperson Oberlin – Option 2

Mayor Soliman announced that the majority of the Council has chosen Concept 1B (secondary signage).

Engineer Weideman informed the Council that the next step is to get a proposal for design services for the locations. This will include getting easements and agreements in place for

those specific areas. Alderwoman Gazal asked if we have a time frame for this project. We are looking at possibly in the fall. Alderwoman Gazal asked if there is a cost saving for doing a large number of signs. Mr. King would look into this.

**TOPIC: Roadway Lighting – New City Hall**

Mayor Soliman presented the Roadway Lighting-New City Hall per the memo dated May 23, 2022. Engineer Weideman informed the Council that we are currently working with CBBEL to prepare the lighting design for the City Center Complex. At this point we need to determine the roadway lighting and pedestrian fixture that would be installed. Each pole and fixture will produce different lighting designs that will affect the number and spacing of poles. The poles will be black with duplex outlets and banner arms on them. He went over the specifications. As far as the pedestrian signs, there are up lighting and downlighting lights. Mr. King gave a presentation on the proposed lighting. There are two different styles of poles. One is a straight pole with an arm, and the second option has a curved top on the pole. Engineer Weideman explained that there is a controller that can be added to dim the lighting if a function is going on. He explained where the module would be placed on the pole. Alderman Cipiti questioned the cost. There is no cost difference between the two options. You can go with a more decorative pole which would increase the cost. The proposed poles would be more readily available for replacement in case they were damaged or knocked down. Alderperson Oberlin asked where the module would be placed on the curved pole arm. Mr. King presented the LED D-Series Size 2 lighting. Alderman Jefferson questioned the lights being solar powered. Engineer Weideman explained that what you see on the top of the fixture is the sensor that turns the lights on and off. Mr. King explained that there is a company that has come out with solar panes for this type of lighting, but the units are quite large. Alderwoman Gazal asked about the time frame to get these lights. There was a comment that there is a 6-8 month wait. Mr. King explained that tonight we are just seeking concurrence on the style of lighting. We haven't picked the actual products as of yet. Once the electrical contractor gets involved, they will meet with the manufacturers. Engineer Weideman explained that the lead time for the lights would be 12 to 18 months. If we can get this designed, we could purchase the materials, store it, and then get them installed. Alderwoman Gazal asked why we waited so long to bring up the lighting. Administrator Marino didn't think that this was in the original plans. Alderman Vershay asked how many streets are these going on. These would go on City Center Blvd, Crest Hill Drive, and Len Kubinski. Alderman Albert asked if this project is eligible for TIF funding. Administrator Marino stated that it may be possible to get TIF funding but does not know if it will qualify before the TIF is created. Alderman Albert wants to make sure we get a good quality product that is going to last. Discussion followed on the spacing and height of the poles. This will affect the lighting specs. Alderperson Oberlin liked the curved pole because of the aesthetics. This is what staff is recommending. Discussion followed on the decorative lighting that other municipalities have. The pedestrian lights that are proposed are decorative and only for walkways, not roadways. Alderman Albert brought up recapture agreements with future property owners to pay for a portion of the lighting. Alderman Albert felt that we could start with the decorative lighting around the City Center and then continue it in the future in the remainder of the area. Engineer Weideman explained that the entire lighting system needs to be designed at the same time. We can go with a more decorative style, but if the pole were to be damaged, it would take much longer to replace it. We can take a look at a more decorative pole, but the cost is going to be 20-30% more. Alderwoman Gazal questioned the TIF. Administrator Marino explained that once we get retail in the area we could begin to pay ourselves back for the expenditure, and we may be looking at 5 to 10 years. Doing it in phases could impact the design. Alderperson Oberlin felt that the black curved lighting would look good with decorative lighting by the city Center. Alderman Vershay had a concern about the area that

the LED lights would illuminate. Engineer Weideman explained that these meet current standards.

Mayor Soliman asked for an informal vote Roadway Lighting – New City Hall. (Roadway Poles).

Alderman Dyke, Alderman Vershay, Alderman Jefferson, Alderwoman Gazal, Alderperson Oberlin, Alderman Cipiti, Alderman Kubal– Curved

Alderman Albert – Decorative

Mayor Soliman announced that the majority of the Council chose the curved lighting fixture.

Mayor Soliman asked for an informal vote on Roadway Lighting – New City Hall. Pedestrian Poles (Upplight or Downlight) Engineer Weideman explained the differences between the various lighting fixtures.

Alderman Dyke, Alderwoman Gazal, Alderperson Oberlin, Alderman Cipiti, Alderman Albert, Alderman Kubal– Downlight

Alderman Vershay, Alderman Jefferson – Upplight

Mayor Soliman announced that the majority of the Council chose the downlight fixture. Alderman Kubal asked, in the future if we chose to put lighting along the walking path will we have the infrastructure already in place. Discussion followed on the pedestrian lighting and future lighting for the proposed park.

**TOPIC: Pond Self-Inspection Program**

Mayor Soliman presented An Ordinance for Establishment of a Pond Self-Inspection Program per the memo dated May 19, 2022. Engineer Weideman explained that the State through the City’s MS4 stormwater permits is looking for Municipalities to provide programs for long-term operation and maintenance plans. This would be for constructed storm water facilities such as retention and detention ponds. The Pond Self-Inspection Program will provide a mechanism by which the owners of ponds will be required to certify annually they are thoroughly inspecting their stormwater facilities, maintaining, and completing the maintenance in a timely manner to ensure proper drainage.

(Tape # 2 malfunctioned and has no sound on it) The following is transcribed using notes typed by City Clerk Vershay-Hall at the work session.

If the inspections are not completed a fine will be administered. Landscapers can do the inspection, or they can hire a company. An engineer is not required to do this work. This ordinance would protect the City if something goes wrong. The State cannot come back and say that this was not done. Alderwoman Gazal asked if the City is willing to split the cost of having this done with HOA’s. Public Works Director Siefert commented that the sheet specifically explains what is required for inspections. He stated that some HOA’s may not be aware that these inspections need to be done. Currently we don’t have this procedure in place. If the ordinance is passed then inspections will be needed.

Mayor Soliman asked for an informal vote on the Pond Self-Inspection Program. All members present were in agreement.

**TOPIC: No Parking Ordinance – Enterprise, Lidice, Churnovic, Advantage Streets**

Mayor Soliman presented the No parking Ordinance-Enterprise, Lidice, Churnovic, Advantage per the memo dated April 20, 2022. Chief Clark explained that the Police Department is getting complaints regarding semi-trucks being parked and this is causing traffic backups. The Chief is requesting approval to place no parking signs on these streets. Alderman Albert asked where the vehicles would go. The Chief commented that they will need to find another location that is acceptable. He informed the Council that Amazon asked if they could put no parking signs up. The Chief suggested to Amazon that they not do that. He suggested to have the city install signs. Alderman Albert stated that he has seen several trucks at the Speedway just sitting there.

Mayor Soliman asked for an informal vote on the No Parking Ordinance – Enterprise, Lidice, Churnovic, Advantage Streets. All members present were in agreement.

**TOPIC: Emergency Well Pull and Motor/Pump Replacement for Well 7**

Mayor Soliman presented the Emergency Well Pull and Motor/Pump Replacement for Well 7 per the memo dated May 19, 2022. Public Works Director Siefert informed the Council that the motor has gone bad in Well 7 and needs to be pulled and replaced. Layne Western gave an estimated cost not to exceed \$46,027.00. He presented a resolution to waive the bidding process and award the attached proposal

Public Works Director Siefert is asking Council's approval to have Administrator Marino sign the paperwork to get the work started.

Mayor Soliman asked for an informal vote on the Emergency Well Pull and Motor/Pump Replacement for Well 7. All members present were in agreement.

**PUBLIC COMMENTS:** Stuart Soifer asked if there will be more information on the testing on the pond in his neighborhood. They were contacted by the EPA of Natural Resources about the pond. Director Siefert commented that this will be a visual inspection with a letter going out on how the procedure works. Engineer Weideman commented that if he is already doing inspections to add it to the paperwork. Mr. Soifer also commented that the pond is fed from another area also, and he was told that if there is a problem that they will have to contact the other source.

**MAYORS UPDATES:** The Mayor had no updates.

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

**CITY ADMINISTRATOR UPDATES:**

Administrator Marino informed the Council that an informational email was sent this afternoon on some issues that recently came up.

Municode training was done with the new software. There will be some additional training with staff, and we will soon be converting to the email system and eliminating the delivering the actual paperwork.

The meeting was adjourned at 8:55 p.m.

Approved this 6 day of JUNE, 2022

As presented ✓

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

  
CHRISTINE VERSHAY-HALL, CITY CLERK

  
RAYMOND R. SOLIMAN, MAYOR