



Regular City Council Meeting

Crest Hill, IL

September 06, 2022

7:00 PM

Council Chambers

1610 Plainfield Road, Crest Hill, IL 60403

Agenda

Opening of Meeting:

Pledge of Allegiance

Roll Call

Minutes:

- [1.](#) Approve the Minutes from the Regular Meeting Held on August 15, 2022
- [2.](#) Approve the Minutes from the Work Session Held on August 22, 2022
- [3.](#) Approve the Minutes from the Special Council Meeting Held on August 29, 2022

City Attorney:

- [4.](#) Approve a Resolution Amending the City Purchasing Policy

City Administrator:

Public Works Department:

- [5.](#) Award the Contract to Patriot Pavement Maintenance for the 2022/2023 MFT City Wide Crack Filling Program in the Amount of \$29,250.00
- [6.](#) Approve an Easement Agreement with Menards Inc. for a Property Behind Menards for Installation of Well 14

City Engineer:

Community Development:

Police Department:

- [7.](#) Approve an Ordinance Amending Sections 9.42.040 and 7.32.50 of the Code of Ordinances to Increase the Fine Amount for Fireworks Possession/Explosion

Mayor's Report:

- [8.](#) Proclamation for Constitution Week September 17-23, 2022
- [9.](#) Certificate of Recognition - Jordan Mae Kolaski
- [10.](#) Approve the Appointment of John Smith to the Police Pension Board
- [11.](#) Reconsideration of Amended Ordinance #1918

City Clerk's Report:

- [12.](#) Approve an Application for a Block Party for 16153 Laurel Oak Drive – James Hernandez
- [13.](#) Approve an Application for a Block Party for 21503 Loch Lane – Pat Rowe

City Treasurer's Report:

- 14. Regular and Overtime Payroll from August 1, 2022 to August 14, 2022 in the Amount of \$251,276.37
- 15. Regular and Overtime Payroll from August 15, 2022 to August 28, 2022 in the Amount of \$241,735.46
- [16.](#) Approve an Ordinance Supplementing the Appropriation Ordinance for the Fiscal Year Beginning May 1, 2022, and Ending April 30, 2023 to Appropriate Funds to Hire an Accounts Disbursement Clerk
- [17.](#) Approval to Hire an Accounts Disbursement Clerk
- [18.](#) Approve the List of Bills from August 01, 2022 through September 07, 2022 in the Amount of \$828,725.08

Unfinished Business:**New Business:****Committee/Liaison Reports:****City Council Comments:****Public Comment:**

- 19. Theo Bellos

Executive Session: If Called by Council for a Good Cause**Adjourn:**

The Agenda for each regular meeting and special meeting (except a meeting held in the event of a bona fide emergency, rescheduled regular meeting, or any reconvened meeting) shall be posted at the City Hall and at the location where the meeting is to be held at least forty eight (48) hours in advance of the holding of the meeting. The City Council shall also post on its website the agenda for any regular or special meetings. The City Council may modify its agenda before or at the meeting for which public notice is given, provided that, in no event may the City Council act upon any matters which are not posted on the agenda at least forty-eight (48) hours in advance of the time for the holding of the meeting.

MINUTES OF THE REGULAR MEETING
CITY COUNCIL OF CREST HILL
WILL COUNTY, ILLINOIS
August 15, 2022

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, 1610 Plainfield Road 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, Alderwoman Claudia Gazal, Alderman Darrell Jefferson, Alderperson Tina Oberlin, Alderman Mark Cipiti, Alderman Nate Albert, Alderman Joe Kubal.

Also present were: City Administrator Jim Marino, Finance Director Lisa Banovetz, Police Chief Ed Clark, City Engineer Ron Wiedeman, Director of Public Works Mark Siefert, City Attorney Mike Stiff.

Absent were: Interim Planner Maura Rigoni, Economic and Development Director Tony Budzikowski, Director of Information Technology Service Timothy Stinnett.

APPROVAL OF MINUTES: Mayor Soliman presented the minutes from the regular meeting held on August 1, 2022 for Council approval.

(#1) Motion by Alderwoman Gazal, seconded by Alderman Vershay, to approve the minutes from the regular meeting held on August 1, 2022 as presented.

On roll call, the vote was:

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

NAYES: None.

ABSENT: None.

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

(31)

(44) Mayor Soliman presented the minutes from the work session held on July 25, 2022 for Council approval.

(#2) Motion by Alderman Jefferson, seconded by Alderman Vershay, to approve the minutes from the work session held on July 25, 2022 as presented.

On roll call, the vote was:

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

NAYES: None.

ABSENT: None.

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

(50)

(61) Mayor Soliman presented the minutes from the work session held on August 4, 2022 for Council approval.

(#3) Motion by Alderwoman Gazal, seconded by Alderman Jefferson, to approve the minutes from the work session held on August 4, 2022 as presented.

On roll call, the vote was:

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

NAYES: None.

ABSENT: None.

ABSTAIN: Ald. Kubal, Dyke.

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

(67)

(81) Mayor Soliman presented the minutes from the work session held on August 10, 2022 for Council approval.

(#4) Motion by Alderwoman Gazal, seconded by Alderman Jefferson, to approve the minutes from the work session held on August 10, 2022 as presented.

On roll call, the vote was:

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

NAYES: None.

ABSENT: None.

ABSTAIN: Ald. Kubal.

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

(83)

CITY ATTORNEY: (96) City Attorney Mike Stiff presented A RESOLUTION AMENDING THE PURCHASING POLICY FOR THE CITY OF CREST HILL per the memo dated August 12, 2022. Attorney Stiff explained that he was asked to draft a resolution amending the purchasing policy. As he reviewed the resolution he found that it is not just for emergency purchasing but does contain a section that pertains to purchasing. He thought what the Council might want to do is create an emergency purchasing policy and then amend it to remove certain items. Alderwoman Gazal asked if we could table this for further discussion in a work session setting. Alderman Albert agreed. Alderman Vershay thought we had a policy pertaining specifically to the Treatment Plant and emergency purchasing. Alderman Dyke asked if we could get a copy of all of the resolutions and policy's pertaining to this subject. Alderperson Oberlin asked that this be on the agenda for the next work session to be held on August 22, 2022.

(#5) Motion by Alderwoman Gazal, seconded by Alderman Albert, to table the RESOLUTION AMENDING THE PURCHASING POLICY FOR THE CITY OF CREST HILL per the memo dated August 12, 2022 for further discussion at the August 22, 2022 work session.

On roll call, the vote was:

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

NAYES: None.

ABSENT: None.

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

(152)

(200) Alderman Albert thanked the City Attorney for the work that he put into the resolution in such a short period of time.

CITY ADMINISTRATOR: (209) City Administrator Jim Marino had agenda items for discussion.

(208) Administrator Marino informed the Council that at a previous meeting the change orders were brought to the Council for approval. There are going to be some additional change orders that need to be approved. The next regular meeting is September 6, 2022 and Harbour would like to have these approved before that so the work on the City Center can continue. He is requesting a work session on August 29, 2022 so that we can discuss these items and approve them. Alderperson Oberlin asked if he is requesting a work session or a special Council meeting. Administrator Marino was asking for a special Council meeting.

(#6) Motion by Alderman Albert, seconded by Alderperson Oberlin, to approve a special City Council meeting to be held on August 29, 2022 at 7:00 p.m.

On roll call, the vote was:

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

NAYES: None.

ABSENT: None.

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

(270)

(296) Alderwoman Gazal said that in government, resolutions and ordinances are established to provide framework for conducting business which includes purchasing, services, and employment as well as other responsibilities. In regard to employment, it comes as no surprise that the Council has learned of yet another resignation. This occurs in other municipalities but the frequency at which this is occurring here is disturbing. Staff has reached out to City Officials to have their concerns heard have and have followed the chain of command and gotten no results. In desperation they reached out to the Officials. She is uncomfortable listening to staff regarding day to day business but felt that it is her duty to try to do something. She felt that she needed to assemble a list of issues and provide it to the Administrator for his review. Scheduling a meeting as a listening session was the avenue that was chosen. Unfortunately, a message was compiled by the Attorney and Administrator, and the meeting did not happen. Morale has reached a low point and resignations continue. We have a hard working loyal staff who gets the job done. She hopes that the Council starts to take the staff into consideration and it saddens her to see how things are going right now.

PUBLIC WORKS DEPARTMENT: (383) Public Works Director Mark Siefert presented the Notice of Intent to Award Contract to Vissering Construction Company per the memo dated August 15, 2022. This was discussed at the work session held on August 4, 2022. Alderperson Oberlin asked Director Siefert to give a synopsis of what the contract entails and what the importance of it is. Director Siefert went over what needs to be done to reconstruct the West Wastewater Treatment Plant. Some of the components of the plant are from the 1960's and cannot be replaced. We have staff that are actually refurbishing or making the replacement parts to keep the plant going. The upgrades will increase the capacity of the plant and will make it a top notch facility.

(#7) Motion by Alderperson Oberlin, seconded by Alderman Albert, to approve the Notice of Intent to Award Contract to Vissering Construction Company per the memo dated August 15, 2022.

On roll call, the vote was:

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

NAYES: None.

ABSENT: None.

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

(475)

(486) Alderperson Oberlin explained that roughly 10 years ago herself and a former Alderwoman toured the West Plant and filmed what they saw. At that time the plant was in bad condition. She would like the residents to know that the rehab of this facility is necessary in order to keep it running. Alderman Jefferson asked if this is the second time this is being brought before the Council. This was done in 2013 and the bids received were over by #2 million dollars. We have reached the point now where the rehabilitation has to take place and can't be put off any longer.

(539) Director Siefert presented a request to Approve the Execution of a Proposal with Strand Associates, Inc. for Construction Engineering Services for the West Plant Wastewater Treatment Facility Construction in an amount not to exceed \$3,720,000.00 per the memo dated August 15, 2022. This was discussed at the work session held on August 4, 2022. This will be paid for over five fiscal years. Director Siefert explained what this will cover. Treasurer Conklin questioned the bidding on this. This is under services not included. Director Siefert said that it was in the past contract for design

(#8) Motion by Alderperson Oberlin, seconded by Alderwoman Gazal, to approve the Execution of a Proposal with Strand & Associates, Inc. for Construction Engineering Services for the West Plant Wastewater Treatment Facility Construction in an amount not to exceed \$3,720,000.00 per the memo dated August 15, 2022.

On roll call, the vote was:

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

NAYES: None.

ABSENT: None.

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

(580)

(615) Director Siefert announced that the paint for the fire hydrants came in. They will be scheduling us in September to get this phase of the hydrants done. The second and third weeks of September will be hydrant flushing. Alderman Cipiti asked if the flushing would be done at night. It would. Mayor Soliman asked what year of hydrant painting are we on. It is year 5 or 6. Alderman Cipiti asked if this phase is to finish the painting. We still have three years left and then it will start over again. This is a seven year process. Alderwoman Gazal commended the Public Works on the white lines that were freshly done.

CITY ENGINEER: (667) City Engineer Ron Weideman presented a request to Award the Contract to P.T. Ferro Construction Co. for the 2022 Motor Fuel Tax Pavement Patching Contract in the Amount of \$226,343.20 per the memo dated August 15, 2022. Treasurer

Conklin questioned the budgeted amount versus actual amount. Engineer Weideman explained that there is no overall change in the actual budget.

(#9) Motion by Alderman Dyke, seconded by Alderman Albert, to Award the Contract to P.T. Ferro Construction Co. for the 2022 Motor Fuel Tax Pavement Patching Contract in the Amount of \$226,343.20 per the memo dated August 15, 2022.

On roll call, the vote was:

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

NAYES: None.

ABSENT: None.

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

(711)

ECONOMIC DEVELOPMENT DEPARTMENT: (730) There were no agenda items for discussion. The reports were on file.

POLICE DEPARTMENT: (736) Police Chief Ed Clark presented a Special Event Police Services Contract with the Crest Hill Lions Club per the memo dated August 15, 2022.

(#10) Motion by Alderperson Oberlin, seconded by Alderwoman Gazal, to approve a Special Event Police Services Contract with the Crest Hill Lions Club per the memo dated August 15, 2022.

On roll call, the vote was:

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

NAYES: None.

ABSENT: None.

ABSTAIN: Ald. Albert.

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

(749)

(770) Chief Clark thanked everyone who participated and volunteered for the National Night Out. He commended Officer Outlaw on the hard work she put into the event. It was a huge success.

(800) Chief Clark announced that Friday August 19, 2022 is the annual Cop on a Rooftop at the Dunkin Donuts in Crest Hill from 5:00 a.m. to noon.

(835) Alderwoman Gazal commended the Public Works Department for their participation in the National Night Out. Mayor Soliman commended Officer Outlaw and everyone who participated in the event.

MAYOR: (874) Mayor Raymond Soliman announced that we had a presentation scheduled for a certificate of recognition for an Eagle Scout, but they were not in attendance for tonight's meeting. We will contact them to reschedule.

(887) Mayor Soliman presented a request for the Veto and Return of Amended Ordinance No. 1918 to City Council-Ordinance Amending Title 2 (Administration and Personnel), Chapter 26 (Finance Director) of the Crest Hill City Code per the memo dated August 15, 2022. This is for informational purposes only. Mayor Soliman read an email that was sent

to the Council regarding this ordinance. The decision to veto this Ordinance are as follows. Having a Finance Director report to an Elected Official would be poor management practice that will create confusion, create conflict, and create inefficiencies that will disrupt the day to day operation of the office. The amendments of Ordinance 1918 are not good government and the actions taken by the Council on August 1, 2022 aren't in the best interest of the City. How do you justify having a Finance Director reporting directly to an elected part time City Treasurer to manage operations of the Treasurer's Office when you have full time City Administrator who is present 40 hours per week. The Mayor formally returned the ordinance as required by Illinois Municipal code (65ILCS 5/31.1 40-45. Ordinance #1918 will be placed on the agenda for reconsideration at the Council meeting to be held on September 6, 2022. Treasurer Conklin questioned section 5/3.1-40-45. It appears that the ordinance and veto applies to appropriations. If it doesn't pertain to involve an appropriation or expenditure, it is not vetoable. Attorney Stiff read the first section of the ordinance. All resolutions and motions that create a liability to the City, that provide the expenditure and appropriation of its money or sell any City or school property, or all ordinances passed by the Council shall be deposited with the City Clerk. If it is a resolution or motion that does those three things it can be vetoed by the Mayor. This also includes the ordinances. Attorney Stiff explained the section that the Treasurer referred to. Discussion followed on the wording of this section.

(1018) Alderperson Oberlin asked if there is anything that the Council needs to do tonight. Attorney Stiff went over the statutes pertaining to the veto of the ordinance.

(1170) Alderwoman Gazal commended the Mayor. He has always said the majority rules, but that is not true in this case.

CITY CLERK: (1194) City Clerk Christine Vershay-Hall announced that the block party request that was on the agenda has been cancelled. If this is rescheduled, it will be brought back to the Council.

(1209) Clerk Vershay-Hall announced that the city wide garage sale will be August 18, 19, 20, 21, 2022. Permits can be purchased from the Clerk's Office. The last day to get on the list will be Tuesday August 16, 2022. The cost of a permit is \$5.00. Office hours are Monday through Friday 8:00 a.m. to 4:30 p.m.

CITY TREASURER: (1239) City Treasurer Glen Conklin presented the regular and overtime payroll from July 4, 2022 to July 17, 2022 in the amount of \$241,309.06.

(1250) Treasurer Conklin presented the list of bills in the amount of \$537,840.62 for Council approval.

(#11) Motion by Alderperson Oberlin, seconded by Alderman Cipiti, to approve the list of bills in the amount of \$537,840.62 as presented.

On roll call, the vote was:

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

NAYES: None.

ABSENT: None.

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

(1259)

(1279) Treasurer Conklin announced that the information that was requested by Alderman Vershay was provided to the Council in their packet. Alderman Cipiti asked if we can get an update on the budget so far. Treasurer Conklin asked if they would like this for a work session or a regular meeting. Director Banovetz could have this for the work session. Treasurer Conklin asked that we get the payroll report back in the packet also.

UNFINISHED BUSINESS: (1352) There was no unfinished business.

NEW BUSINESS: (1354) There was no new business.

COMMITTEE/LIAISON REPORTS: (1355) There were no committee/liaison reports.

COUNCIL COMMENTS: (1357) Alderman Albert commended everyone on the National Night Out. He also commended the American Italian Club on a successful Festa Italiana. Alderperson Oberlin announced that there will be a Military Appreciation Night at the Slammer's game on September 3, 2022. This event is sponsored by the Pastorello Family. They are donating 2000 tickets to military and their families. Alderwoman Gazal announced there will be a pop up pantry on October 8, 2022 at the White Oak Library in Crest Hill. At 10:00 a.m.

PUBLIC COMMENT: (1457) There were no citizens wishing to address the Council.

(1464) Mayor Soliman informed the Council that there was a need for an executive session on personnel (5 ILCS 120/2(c)(1)).

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

On roll call, the vote was:

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

NAYES: None.

ABSENT:

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

Executive session 7:44 p.m.

(1471)

(#13) Motion by Alderman Dyke, seconded by Alderman Vershay, to reconvene from the executive session on personnel (5 ILCS 120/2(c)(1)).

On roll the vote was:

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

NAYES: None.

ABSENT: None.

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

Reconvened at 9:00 p.m.

(1492)

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

(#14) Motion by Alderman Dyke, seconded by Alderman Jefferson, to adjourn the August 15, 2022 City Council meeting.

On roll call, the vote was:

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

NAYES: None.

ABSENT: None.

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

(1515

The meeting was adjourned at 9:01 p.m.

Approved this _____ day of _____, 2022

As presented _____

As amended _____

CHRISTINE VERSHAY-HALL, CITY CLERK

RAYMOND R. SOLIMAN, MAYOR

MINUTES OF THE WORK SESSION
CITY COUNCIL OF CREST HILL
WILL COUNTY, ILLINOIS
August 22, 2022

The August 22, 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 Attorney Mike Stiff, Finance Director Lisa Banovetz, Economic Developer Tony Budzikowski, Police Chief Ed Clark

Absent were: Assistant Public Works Director Blaine Kline, City Engineer Ron Wiedeman, Interim Planner Maura Rigoni, IT Director Tim Stinnett

TOPIC: Police Pension Board Recommendation – John Smith

Mayor Soliman presented the Police Pension Board Appointment-John Smith per the memo dated August 22, 2022. Mr. Smith is a retired Chicago Police Officer, lives in Carillon Lakes and was with the Chicago Police Department for 34 years. Officer Brown also recommends John Smith to the Police Pension Board for a 2 year position. Mr. Smith addressed the Council and gave a presentation on his background and qualifications. Alderman Jefferson asked if Mr. Smith had served on any pension boards in the past. He had not. Alderman Cipiti asked how he became aware of the position. Mr. Smith explained that the Mayor approached him. Alderman Kubal commended Mr. Smith on his credentials.

Mayor Soliman asked for an informal vote on the Police Pension Board Recommendation-John Smith. Seven members present were in agreement. Alderman Jefferson voted no.

TOPIC: Fireworks Possession/Explosion Fine Discussion

Mayor Soliman presented the Fireworks Possession/Explosion Fine Discussion per the memo dated August 8, 2022. Chief Clark was asked by Alderman Dyke to check into what type of fines the surrounding communities have in regard to fireworks. Our fine is currently \$150.00. His thought was to make the violator appear at an administrative hearing where they could be fined up to \$750.00. Alderman Cipiti asked what the repercussions were if a person does not pay the fines. It would then go to collections and incur further fees. Alderman Jefferson asked what happens if we have a repeat offender. The Chief explained that it can go to court with a potential for jail time. Alderwoman Gazal commented that we can charge any fees we want, we need to have a plan to enforce this. There were only 2 citations given. We need to show residents that we are serious about this matter. Alderman Vershay commented that it would hurt them more if they needed to come to a hearing then just issuing the ticket. This might make them think twice before they shoot off fireworks in the future. Alderman Jefferson asked if the person is assessed a Class A misdemeanor, does the city get any part of the fine. We do not. It is also up to the States Attorney Office to decide if there is a fine or not. Attorney Stiff went over the offenses and what the fines could be. Alderperson Oberlin asked how a hearing officer is going to know what the

offense is. There would be a Police report which would be presented as evidence during the hearing. Alderman Cipiti agrees with Alderwoman Gazal that we need to enforce and increase the fine. Not so much to increase revenue, but to put a stop to fireworks in general. Alderperson Oberlin also agreed. This is something that not only occurs on the 4th of July, but weeks before and days after. Alderman Dyke would like to have them attend a hearing. They have inconvenienced their neighbors with the fireworks. If they have to rearrange their schedule to appear in court, they'll think before shooting off fireworks the next year. Alderman Jefferson felt the penalty was too low. Attorney Stiff commented that he would need to amend the ordinance if we chose to increase the fine and have the violator attend a hearing. Alderman Dyke suggested we raise the fine to \$250.00 not to exceed \$750.00 with the violator attending an administration hearing.

Mayor Soliman asked for an informal vote on the Fireworks Possession/Explosion Fine Discussion, raising the fine to \$250.00 not to exceed \$750.00 with the violator attending an administration hearing. All members present were in agreement.

TOPIC: Wastewater Lead Operator Position

Mayor Soliman presented the Wastewater Lead Operator Position per the memo dated August 22, 2022. Director Siefert explained that this position was presented to the Council when the budget was being discussed. If this position is approved, then he would work with Attorney Stiff to get an ordinance drafted for the position. Director Siefert would like this position to be an appointment similar to the way the Deputy Chiefs are appointed. By the Department head, not by the Mayor. Alderperson Oberlin asked how long does it take to get a wastewater Class 1 license. Without the education it takes 8 years to get. With the education it would be less. If the candidate has a Class 2 license, they will have 12 months to obtain their Class 1 license. The applicant gets 12 chances to pass the test. If they cannot pass the test then they would be terminated. Alderperson Oberlin asked why we are not requiring this person to have a CDL. Director Siefert explained that this would be a non-union management position and they cannot get called out to plow unless there were no other options. Director Siefert explained that the CDL rules have recently changed, and we cannot train the employee in house. They have to go to a professional driving class. Alderperson Oberlin feels that the Council should have a say in who gets the position, with the Directors recommendation. Alderman Cipiti asked if anything that is management is typically approved by the Council. Director Siefert said that everything is a Mayoral appointment except for Deputy Police Chiefs. Alderman Cipiti asked how can you ask a salaried employee to work overtime and plow snow. Director Siefert explained this is why they would not be asked. He would have to exhaust every union employee before this person would be asked to plow. Alderwoman Gazal asked to explain a little more about the position. Director Siefert commented that when a potential candidate hears the term Mayoral appointment, they may not want to apply for the position. Administrator Marino suggested the appointment be the recommendation of the Director with Council concurrence. We would obtain applications, then the Public Works Director, Assistant Director, and Administrator would go through the applicants and chose the top one. The Council could then meet the potential candidates. Alderperson Oberlin asked if there were any current employees who would meet the criteria. There is, but they are retiring within a few years. Director Siefert explained that we will have to direct the Attorney to draft an ordinance for this position. Attorney Stiff said that you can draft it on the advice of the Director and Administrator with the consent of the Council. Alderman Vershay asked what the job duties would be. Director Siefert went over the duties which include running the lab and making the necessary adjustments as needed. Alderman Vershay asked why the Director was not doing these jobs. Director Siefert explained that running the lab is an all-

day duty. Alderman Cipiti asked who currently does the job. Director Siefert said that we have an employee on staff who has been doing this for 18 years. With the reconstruction of the West Plant, there are going to be some treatment aspects that we have not dealt with in the past such as the phosphorus. Alderman Jefferson was concerned about how this is going to be advertised. Director Siefert explained that it will be advertised in the various water/wastewater publications, American Public Works Association, ILCMA, among others. Also the various websites that pertain to water/wastewater opportunities. Alderman Oberlin asked if the person would have to live within a certain radius of the city. Director Siefert said that we don't list this as a requirement, but we usually tell them during interviews that they may be called out early in the morning. Alderman Oberlin questioned the salary. This amount would depend on their qualifications.

Mayor Soliman asked for an informal vote on the Wastewater Lead Operator Position. Seven members present were in agreement. Alderman Vershay was undecided at this time.

TOPIC: Menards Easement Agreement

Mayor Soliman presented the Menards Easement Agreement per the memo dated August 22, 2022. Director Siefert informed the Council that we have been working with Menards regarding a parcel of property for construction of well 14. The State of Illinois has awarded money for the drilling of the well. We would need to get an exclusive easement at 1.00 per square foot. Menards would still own the property and no one else including other utilities would be able to use this easement. We would be responsible for cutting the grass around the ponds. We are currently a part of the HOA, and our fee will decrease as we will be cutting the grass. The HOA fee will go towards the maintenance of the ponds. Menards cannot put anything else on this property and would need to vacate the public utility easement. Alderman Vershay asked where the property is located. This location is behind the store between the 2 ponds. Alderman Vershay asked how deep the well is going to be. This will be a part of the engineering aspect of the project. It would be 350-450 feet, but Strand will do the boring to determine the depth of the well. Attorney Stiff asked if there is anything in the agreement that the Council would like to see changed. Once this is submitted to Menards it will be close to 3 to 4 months before we hear back from them. Alderman Cipiti questioned the property that we have on Gaylord Road. Director Siefert explained that it could be a potential drop off site, or a chlorine boosting station. Once the Regional Water Commission determines a route for the future water supply, we can determine what that property can be utilized for. Alderman Cipiti asked what the property is zoned. It is either R-1 or R-2.

Mayor Soliman asked for an informal vote on the Menards Easement Agreement. All members present were in agreement.

TOPIC: Weber Crossing Residential PUD & Subdivision

Mayor Soliman presented the Weber Crossing Residential PUD & Subdivision -Discussion per the memo dated August 22, 2022. Economic Director Budzikowski informed the Council that this is the 63 acres near the northwest corner of Division and Weber. This property would be divided equally, between an owner occupied single family detached subdivision along with a multi-family subdivision with 14 buildings, 3 stories tall. The single family portion is age targeted. This was first presented to the Council in 2020. At that time it was proposed as single-family detached homes and townhomes. At that time it was proposed as all rental. Director Budzikowski would like to have discussion on the land type of usage with the Council. The builder is in attendance to give a presentation. This would be presented as a PUD. Pat Kern addressed the Council. Terry Smith the land

planner is also in attendance. Mr. Smith gave a presentation on the original site plan and the revised site plan. The original plan was for rental properties. They are still showing 14 acres of commercial property with a gas station on the northwest corner. He went over where the age targeted development would be. These lots would be slightly smaller than the City requires. There will be an open space that an HOA would take over. There will also be 3 story, 24 unit buildings. The stairwells in the buildings will only serve four units. There will be a limited number of attached garages. The units will have 2 to 4 bedrooms each. There will also be some open parking spaces. There is a wetland to the west of the property, and they would like to use this as a buffer to create a separation between the single family and multi-family units. The roadway in the single family area will be public streets and the multi-family will be private streets. This will be a gated community with limited access to Division Street. Alderwoman Gazal questioned how the gated community will be accessed. Mr. Smith explained with a fob. Alderwoman Gazal asked why are they mixing rental with single family. Mr. Kern commented that their goal is to have a class a rental community. They are open to restrictions being placed on the community. He went over the background of the company. They are more of a mom and pop company versus a large corporation. The single family portion of the subdivision will be maintenance free. Alderwoman Gazal commented that she received some phone calls about the rental portion of this. Some of the residents are not in favor of this portion of the project, due to what rental units bring. Mr. Kern explained that if the Council expressed interest in this project they would come back with a more in depth study and market research. Alderwoman Gazal explained that this proposal backs up to single family homes. There is also a senior community in this area. We have had developers in the past that made promises that were not kept. She is concerned over the impact on the schools. She is not in favor of PUDs in regard to narrower streets and restrictions they may have. Also, our percentage of rental versus owner occupied homes is high. She asked if they would consider doing the entire subdivision single family residential. They would not. Mr. Kern felt that this is too large a parcel to do all single family. Alderwoman Gazal asked if they considered townhomes. They had but would prefer the plan as they have presented it from a business perspective. Mr. Kern explained that there will be standards that will be recorded as part of the property deed. Alderwoman Gazal commented that they are asking for a 50% reduction in tap on fees, also the additional proposed population increase of 500 residents will cause the need for more Police and more water capacity. Have we contacted the school to get their input on this development. Director Budzikowski explained that his goal was to have them get the Council feedback. We have not had a discussion regarding the Council's feelings on multi-family units. If we don't like the rental part of the development then we need to let them know so that they can move forward. Alderman Albert felt that the buffering between the subdivisions was a good idea. He asked what their definition of a park is. Mr. Smith explained they would like to have a dog park, an open space, and a children's park. What is the difference between age targeted and age restricted. Age targeted refers to the design of the community and design of the homes. 90% would be seniors. Alderman Cipiti said that a smaller floor plan might be more desirable to seniors with no children or as a starter home for a young family. Alderman Cipiti felt that if you are not making this age restricted you shouldn't use the phrase age targeted. Alderman Vershay asked the percentage of 2 and 3 bedroom units. 10% would be 3 bedrooms, 45% 1 bedroom, and 45% 2 bedroom. There would be a total of 308 units. Alderman Vershay questioned the gate. It would be south of the round a bout. You would have a fob to access the property. Alderman Vershay questioned the amount of parking for the 3 bedroom units. They have an engineer who looks into the parking issue and has determined they need 1.7 parking spots per unit. There are also additional parking spaces in front of the garages. This is a large space with what they feel is adequate parking. Alderman Albert asked how many vehicles will fit in the

driveway of the single family units. There is 20 foot from the garage so there would be 2 spaces. There is also room for parking on the street. Alderman Albert questioned the curb cuts along Weber Road. These are existing. Alderman Albert questioned the roadway at the north of the property. It would be a 60 foot row. The City requires 66 foot. How wide are the private roadways. They would be 26 foot wide. Off of the private roadway you have 18 foot of angled parking. Alderperson Oberlin is not in favor of streets not built to City specifications. Also, she feels that the parking is not adequate. A number of residents use their garages for storage and can't fit their cars in them. She is also not in favor of the rental portion of the proposal. We have numerous rental units in the City now. Who is going to check to see how many families are living in one unit. Mr. Kern explained that they will have a management company that will oversee the property. Alderperson Oberlin said that we have had to deal with issues in the past with other rental communities and the problems continue. Alderperson Oberlin said that they have designated the single family portion of this development as phase 2. What happens if they do phase 1 and decided not to continue. Mr. Kern said that their plan was to do the entire property all at once. Alderwoman Gazal said that the narrow streets are an issue with parking. Some subdivisions have had to restrict it to parking on one side of the street. Mayor Soliman questioned the development that this company has in Naperville. Mayor Soliman asked in regard to the single family homes, do they all have 2 car garages. They do. In regard to the multi-unit is there 14 buildings with twenty four units per building. There was. They take 2 units out per building on the ground floor to allow for parking. Discussion followed on the amount of parking and the number of cars that could potentially be parking in the development. Director Budzikowski explained that the multi-family parking is going to be in parking lots. The single family would have garages. Alderman Jefferson said that he's seen developments like this proposal in other communities. In regard to the parking, he feels like it is adequate. Mr. Kern explained that the tenants who would live in the apartments would have to be employed and they would do background checks on them. Mayor Soliman asked how many children would occupy the units. Mr. Kern thought it would be 30 to 45. Alderman Jefferson asked if the single family development would be gated. It would not. These will be public streets. Alderman Dyke asked if there is parking in the building and there is. Are there additional detached garages. There are. There are 107 garage spaces. There are more residents that will pay to have the additional garage space in the winter versus the spring and summer months. This development will be similar to one that is in Naperville as far as construction and materials. Treasurer Conklin asked what the estimated rental fee would be. It would be from \$1800 up to \$2500 per month. Alderman Jefferson asked if this rent is in the norm. It is. Does each rental get a specific parking spot. There are going to be additional fees for parking, pets, cable, etc. Are the outdoor parking spots designated. Discussion followed. Alderman Vershay is concerned if a tenant has more than one vehicle. How are you going to accommodate the additional vehicles. There are 600 parking spaces for the development. Alderman Albert asked how they determined how many spaces per unit they needed. 1.5 to 1.7 is the national average. Director Budzikowski would like to see 2 parking spaces per unit but would like to see a parking study on this. Alderperson Oberlin asked what is going to happen when someone has guests over. There is room on the plan to add additional parking. Director Budzikowski explained that they are not locked in at a specific number of buildings. Alderperson Oberlin said that they could potentially lose green space if they increase the amount of parking. Director Budzikowski informed the Council that tonight's discussion was to determine if the developer should continue forward with the proposed plan. Alderman Cipiti is not comfortable with the rental units. Mr. Kern explained that when this plan was presented to the Council at a prior date, the majority of the Council approved the single family portion and at the time what was the townhome rental portion. More parking was added since that time. Alderman Cipiti feels

that we have enough rental units and also the impact this rental development will have on the schools and city services. We need more developments that will bring in tax dollars. Discussion followed on property taxes and impacts on the schools. Research shows that the rooftops come first, and the stores come afterwards. Alderman Jefferson asked if the rental units would be Federally funded. They would not. Because this area does not have public transportation, you would need your own vehicle to go anywhere. Alderman Jefferson doesn't have a problem with the development with it being privately funded and a leasing agent on site. Alderman Oberlin asked, didn't the developer state that they sold the other units they had. They did. They are proposing to record items against the deed of the property that would have to be adhered to. Alderman Gazal asked what was so attractive about this property. The location has good access, will attract new residents to the area, which will add to the businesses. The rent on the units will be high. Alderman Gazal said that a concern she has is younger people moving back with their parents because they can't afford to currently be on their own. There are more families moving to the area from the bigger cities. Discussion followed on similar communities that have currently been constructed further north. Alderman Gazal asked if the Council chooses to not approve the apartments would they walk away from this project. The developer would. Alderman Kubal would like to see further discussion and possibly negotiate certain items. As far as the single family development, would the grass, and snow removal be taken care of by the developer. It would. This is something that would attract seniors. Alderman Albert liked this plan better than the last one and would like to continue with further discussion on how this is going to impact the schools and city services. Alderman Cipiti is not comfortable with the current plan for this number of rental units. He would like to see some input from the schools. Alderman Oberlin agrees with Alderman Cipiti but feels there is a need for more parking and the size of the streets. Mayor Soliman feels we have way too many rental units already. He asked if they would be willing to reduce the number of apartment units and increase the number of single family. They would not. Mayor Soliman asked if they started with the single family homes and there was a demand for them, would this be a game changer. There is currently a senior community where the homes are selling in one or two days. The Mayor feels that we have enough rental property already. Alderman Gazal said that she has spoken with residents in the area, and they are not in favor of the rental units. The product they are presenting is a good product, but she has to represent the residents and their interests. Alderman Jefferson said that right now there is nothing at Division and Weber and feels like we are losing money. We have to look down the road 10 years from now for investment and growth for the City. He doesn't see a large impact on the schools from this project. Alderman Vershay likes the concept but isn't in favor of the apartments. He would like to see more single family homes. What happens down the road when residents don't want to pay the high fees for rent. He feels this project would be better in an area where there is mass transportation. Alderman Vershay explained that there is also a "bedroom" tax. A portion of this goes to the high school and grade schools. Alderman Dyke asked how this fits into the concept plan. Director Budzikowski commented that it shows single family detached, local commercial, regional commercial and mixed use. Alderman Gazal explained that there was a proposal that included multifamily for the east side of Weber Road. Alderman Dyke asked how long are we going to tell developers no. He also commented that we need to look into roof top development, as we have not had one for a long time. Director Budzikowski informed the Council that he would like to make a correction, as far as the concept plan, the northeast quadrant of this proposed property is multifamily not local commercial. Mr. Walsh explained that they have done market research on this property. The commercial needs to be supported by rooftops. The current property taxes on this property is \$10,000.00. Once it's developed it could

generate \$2 million in taxes. They will be investing around \$60 million into the property. This property has been sitting vacant for at least 7 years.

Mayor Soliman asked for an informal vote on the Weber Crossing Residential PUD & Subdivision. Alderman Cipiti asked if there was a significant interest in the single family, would they consider adding more and reducing the multi family. Alderperson Oberlin is concerned about what will happen down the road with the rental units. They all start out fine and end up going downhill. She also would like to see parking addressed and the street be built to City specifications. Mr. Kern said that this is something that can be addressed. Mr. Walsh asked how many of the rental units have been recently built. The majority of the existing ones are older. Mr. Kern would like to see what the rental fees are for the existing apartments versus what their rent will be. Mayor Soliman felt that we need to present this plan to the school districts for their input into the plan. He does not want to commit to anything tonight and would like to continue discussion with the developers on this project. Mr. Walsh said that this property lies within a TIF district, and they would benefit from this project. The City does not have a TIF district in this area as of right now. This is something that is being worked on.

TOPIC: Amend Purchasing Policy

Mayor Soliman presented the Amendment to City Purchasing Policy per the memo from Spesia & Taylor dated August 12, 2022. The Attorney presented the red line version of this policy. Attorney Stiff feels the City needs a general day to day purchasing policy. We need to amend the policy to allow emergency purchases and professional services under \$20,000.00. He believes there was confusion when the original policy was passed. It was designed to be a general purchasing policy, not an emergency one. Alderwoman Gazal felt that there was a simple solution to the confusion by altering the wording. Attorney Stiff explained that if the only concern is over the professional services we can alter it. Alderman Vershay explained that in the past we had a policy strictly for the Sewage Treatment Plant in case of emergency because the plant has to be operational. Treasurer Conklin asked if we needed to hire professional services in an emergency, would it be non-renewable and would Council vote on it. Other municipalities have run into problems with this. He would like to see any emergency professional services be non-renewable with Council consent. Discussion followed. Attorney Stiff referred to section 3.5 on page 4,. We could add language that states when you reach the \$20,000.00 cap, the contract expires, and the authority of the Administrator is exhausted. This would then have to come before the Council for either a permanent hire or contract extension. Does the Council want to have the Department Head determine a less than \$20,000.00 be entered into. Alderman Cipiti said that we are discussing this because of what happened. If we keep this as is, how do you prevent an incident from occurring without communication. The Attorney explained that we can adjust the wording as to how the Council would prefer it. Administrator Marino explained that with the building consultants, we do not know at this time how long we are going to need to utilize them, because we don't know when we are going to hire an inspector. If this contract is going to be longer than anticipated, Council would have to approve an extension. Alderman Vershay feels that hiring a person is not an emergency. Treasurer Conklin said that we could have an emergency at any time, such as a water main break, equipment, or emergency labor. Hiring people to do paperwork is not an emergency. Attorney Stiff explained anything that is over \$20,000.00 the Administrator can make the decision and then present it to Council at the next meeting. Alderman Albert said that this policy was put into place in 2009 and amended in 2019. Alderwoman Gazal would like to see the ordinance changed so that it would exclude the extension of interim or temporary employees after the \$20,000.00 cap without Council concurrence. Alderman Jefferson

agreed with Alderman Vershay. The Attorney explained that we could get into a situation where the building inspector resigns, and we don't have personnel to fill the position, or we are in the middle of an audit and the Finance Director is out on an emergency. Alderman Jefferson said that this should have been discussed when the ordinance was put in place, not 10 years later. Alderperson Oberlin said that some of the confusion is coming from the phrase "purchases" Hiring a person is not a purchase. Attorney Stiff explained that it could be considered a purchase of services. Alderperson Oberlin said that if there is a need to hire someone in an emergency, a simple email to the Council would be helpful. Attorney Stiff went over the definition of emergency services as defined on the ordinance. If you want to make section 3.5 applicable only to emergencies not to exceed the \$20,000.00 you can. Alderwoman Gazal thought that we had this emergency line item in the budget. Alderperson Oberlin would like to receive notification when an emergency purchase is made so that the Council is aware of what's going on as it occurs. Attorney Stiff went over the changes that were suggested to section 3.5 One of the items is that emergency hiring cannot be renewed after the \$20,000.00 without Council approval. He will make the changes and bring the ordinance back to the Council for final approval.

TOPIC: City Administrator Ordinance

Alderman Soliman presented the City Administrator Ordinance per the memo dated August 22, 2022. This ordinance was brought up by Alderperson Oberlin and Alderman Cipiti. Alderperson Oberlin commented that in the ordinance the wording for the Administrator is not consistent on who he is working for and answers to. As City Officials, we need to be informed of what is going on. She feels that we need to look at other municipalities to see how their chain of command is structured. Alderman Cipiti asked how you differentiate between reporting to and being responsible to. He feels that it can leave the Council out of allot of information. Attorney Stiff read the ordinance. The wording can be amended to have the Administrator provide information to the Council when asked. Alderperson Oberlin would like to see what other municipalities do. She would like this as soon as possible so that we can view them for discussion at the next work session. Alderman Vershay asked what the State Statutes say in regard to City Administrator duties. The Attorney explained that the City can define them. Alderman Albert read section M of the ordinance. Doesn't this cover what we are concerned about. Alderperson Oberlin, and Alderman Cipiti did not agree. Alderman Albert feels like you need someone to be the CEO of the City. We have to also make sure that the information we get pertains to our form of government and the right type of Administrator position. Alderman Jefferson said that he feels this came about due to lack of communication and transparency. Is there any City business that the Council is not privy to. He wants to be able to do his duty to the citizens. His concern is not who the Administrator reports to, but what information is being provided to the Council so we can do our job.

TOPIC: City Council Consideration to hire an additional Accounts Disbursement Clerk

Mayor Soliman presented the City Council's Consideration to Hire an Additional Accounts Disbursement Clerk per the memo dated August 22 2022. Treasurer Conklin explained that this is in regard to the hiring of an additional Account Disbursement Clerk. Director Banovetz informed the Council that the Treasurer's office is currently understaffed. We have one employee that does utility billing, one for accounts payable and one for payroll. There is also a need for an employee to be at the front counter to take water payments. She thanked the Clerk's Office and Administrative Assistant for all of their help in the Water Department. This person would be crossed trained in case another staff member is out of the office. Alderperson Oberlin commented that in the audit it stated that they should be

crossed trained. This is something that she would like to see happen. Director Banovetz explained that the 4th person would be crossed trained in all the Treasurer Office positions. Treasurer Conklin explained that the auditors have requested that we have a training manual in place. Employees have been crossed trained, but he would prefer to be able to have the employee do the work hands on versus reading it in a manual. Treasurer Conklin explained that we also have a Water Department that is overwhelmed. He is asking to fill an upcoming vacancy and then have the ability to hire a fourth person in the future. Discussion followed on covering time off and sick time. Treasurer Conklin said that we have staff that are working their time off around the City's needs. Alderman Jefferson asked what would happen if you lose a staff member to FMLA. You would have to hire a temporary employee, which is difficult to do. Director Banovetz would like to be trained on all aspects of the positions also. We are experiencing more customer traffic at the front window and the additional person will help eliminate the need to depend on the Clerk's Staff and Administrative Assistant to fill in at the window. This position was not budgeted for, but we will be getting an additional PPRT revenue from the State that will cover the salary for this fiscal year. If this position is approved then we would have to discuss it in the following year budget. Alderman Jefferson asked if this is a union position. It is. Attorney Stiff said that we can do a supplemental appropriation to cover the position. Alderwoman Gazal asked if this is for a new position or to fill a vacated position. Treasurer Conklin asked to move onto the next subject which ties in with this request.

TOPIC: Employee Relations Manager

Treasurer Conklin present the Employee Relations Manager-Assistant to the Director of Finance per the memo dated August 22, 2022. Director Banovetz explained that this will be a new position. We are asking to add this new position and then replace the position that is being vacated by a current employee. Alderperson Oberlin said that we are creating this new position of Employee Relations Manager, filling a position that will possibly be vacated and also creating an additional Account Disbursement Clerk position. This is accurate. Treasurer Conklin then presented discussion on the Employee Relations Manager. We currently have a candidate in house who is interested in the position. There is one change in the agreement that there be a \$2500.00 bonus upon certification of accreditation is received. This was requested by the applicant. The job description is attached. Discussion followed on the job description and salary. The Employee Relations Manager would be a non-union position. The replacement would be a union civil service position along with the additional Account Disbursement Clerk. We are looking at a tentative date of September 15, 2022. Director Banovetz explained that the current Civil Service list expires at the end of October. If this is approved, we can make the offer to the employee. Attorney Stiff asked to go over the list of items that the Council requested for the upcoming Council meetings. Director Banovetz informed the Council that item ten (Fiscal Year 2022-2023 Financial Update) on tonight's agenda is informational. There is also information on the City Center. This is something that she would like to provide as a monthly report to the Council. Treasurer Conklin then went back to item #8 on the agenda. Staff recommendation is to hire an additional Accounts Disbursement Clerk. This would bring the total staff in that department to four. Alderman Cipiti asked if this position would be taking over some of the duties of the Assistant Administrator position. It would. Treasurer Conklin is going to go over some of the items that Director Banovetz has accomplished in the last year. Many of the items are over and beyond what we have had done in the past. There were a number of items on the to do list that have gotten done. Alderman Cipiti asked if we have gotten the report from the auditors. We have not gotten it as of yet. Alderwoman Gazal asked where the funding for the additional employee is coming from. We will be getting PPRT revenue from the State that will cover the salary

for this fiscal year. Alderwoman Gazal questioned the funds that were used to pay the Finance Advisor, what has been done with these funds. This was taken out of the budget and was under contracting services. Discussion followed on where the consulting fees have been redistributed in the budget. Director Banovetz informed the Council that it would be a benefit to have the additional staff member. The Clerk's Office has been a big help with taking care of customers, but this is taking away from their duties.

Mayor Soliman asked for an informal vote on the City Council Consideration to hire an additional Accounts Disbursement Clerk. All members were in agreement.

Mayor Soliman asked for an informal vote on the Employee Relations Manager. All members were in agreement. Alderman Jefferson asked if this would take care of the position in the Clerk's Office. It would not. The Clerk's Office would be hiring off of the current Civil Service list.

TOPIC: Fiscal Year 2022-2023 Financial Update

This was discussed earlier in the meeting.

PUBLIC COMMENTS:

Stuart Soifer questioned the property that was being discussed tonight. It was mentioned that rooftops bring in businesses. Where is there available property for businesses to locate. Council members stated that the Stateville Property on the east side of Weber Road is earmarked for businesses. Mr. Soifer thought the concept was a good one but understands also where the Council is coming from. Alderman Jefferson has an issue with Civil Service which is the hiring mechanism for the City. The history is that they have discriminated in the past against persons of color. He does not have a problem hiring people, but we need to level the playing field. You have to include everyone. This also gives those who do the hiring a chance to manipulate the process. This is a proven fact that goes way back in Illinois history. Alderwoman Gazal asked if we have choice as far as Civil Service. Treasurer Conklin explained that it can only be removed by a referendum. Our Civil Service provides the process for testing and creating a list for hiring candidates for positions. Alderman Dyke said that it is a mechanism for hiring the most qualified person and should not discriminate. Alderman Jefferson said that it's not fair for someone to get the answers to a test and others can't. Alderman Oberlin thinks that what Alderman Jefferson is talking about is how the test is designed. Alderman Albert said that we have discussed this before. How do we get a referendum to get it changed. Discussion followed. Alderman Oberlin asked if this can be discussed in depth at a future work session.

MAYORS UPDATES:

Mayor Soliman informed the Council that he met with Crusade Burger today. This is going to be a restaurant and will close at 10 p.m. at night. They are looking to open at the end of September.

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

CITY ADMINISTRATOR UPDATES: City Administrator Marino informed the Council that we will be discussing the additional purchases for the City Center and changes for the Public Works Building at the August 29, 2022 special Council meeting. Public Works met with KD Landscaping today to discuss an alternative to the grass that was planted in the parking lot islands at the City Center. They are looking for something low

maintenance. Alderwoman Gazal asked for an update on the City Center. Administrator Marino went over the updates that have been done recently.

The meeting was adjourned at 10:48 p.m.

Approved this _____ day of _____, 2022

As presented _____

As amended _____

CHRISTINE VERSHAY-HALL, CITY CLERK

RAYMOND R. SOLIMAN, MAYOR

DRAFT

MINUTES OF THE SPECIAL MEETING
CITY COUNCIL OF CREST HILL
WILL COUNTY, ILLINOIS
August 29, 2022

The special 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, 1610 Plainfield Road Crest Hill, Will County, Illinois.

The Pledge of Allegiance was recited in unison.

Mayor Soliman asked everyone to remain standing for a moment of silence to honor a former City Official Linda Stryzik. She was a member of the Plan Commission and also served as an Alderwoman for many years.

Roll call indicated the following 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: City Administrator Jim Marino, Police Chief Ed Clark, Deputy Chief Jason Opiola, Deputy Chief Ryan Dobczyk, City Attorney Chris Spesia, City Attorney Mike Stiff, Finance Director Lisa Banovetz.

Absent were: City Engineer Ron Wiedeman, Interim Planner Maura Rigoni, Director of Public Works Mark Siefert, Economic and Development Director Tony Budzikowski, Director of Information Technology Service Timothy Stinnett, City Attorney Mike Stiff.

CITY ATTORNEY: (82) There were no agenda items for discussion.

CITY ADMINISTRATOR: (90) City Administrator Jim Marino presented a request to Approve Change Orders for Construction Work at the City Center per the memo dated August 29, 2022. This is a continuation of the work that Harbour is doing at the facility. The Council was provided with a list of the items that need to be done. Some of the general work that needs to be done is flooring, plumbing, mechanical, electrical, microphones, emergency power, roofing, window blinds, etc. Shawn from Harbour was in attendance to answer any questions. Alderperson Oberlin explained that she looked over the documents that have been provided to the Council. There is a common thread of things that should never have happened such as items not being up to code. Alderman Cipiti said back in previous meetings we discussed some of the items that need to be fixed because of shoddy work in the past. Who would be accountable. Have we had any luck contacting any of the company's involved and getting the errors corrected. Shawn from Harbour said that any work that was covered under warranty has been addressed. The only work that is not covered was the platform as it was done in house. He explained that the majority of the contractors have come back to fix the issues. Alderperson Oberlin questioned the tile work that was done in the Council Chambers. Shawn explained that this was approved by the inspector. Alderman Vershay questioned the items marked not included. These would be addressed under a separate topic.

(#1) Motion by Alderman Albert, seconded by Alderwoman Gazal, to approve the Change Orders for Construction Work at the City Center per the memo dated August 29, 2022.

On roll call, the vote was:

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

NAYES: None.

ABSENT: Ald. Jefferson.

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

(359)

(382) City Administrator Jim Marino presented a request to approve AN ORDINANCE SUPPLEMENTING THE APPROPRIATIONS ORDINANCE FOR THE FISCAL YEAR BEGINNING MAY 1, 2022 AND ENDING APRIL 30, 2023 FOR THE CITY OF CREST HILL, WILL COUNTY, ILLINOIS per the memo dated August 29, 2022. The amount to be appropriated is \$340,156.62. This is for the work on the dais, the furniture purchase and fitness equipment.

(#2) Motion by Alderman Albert, seconded by Alderwoman Gazal, to approve AN ORDINANCE SUPPLEMENTING THE APPROPRIATIONS ORDINANCE FOR THE FISCAL YEAR BEGINNING MAY 1, 2022 AND ENDING APRIL 30, 2023 FOR THE CITY OF CREST HILL, WILL COUNTY, ILLINOIS in the amount of \$340,156.62 per the memo dated August 29, 2022.

On roll call, the vote was:

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

NAYES: None.

ABSENT: Ald. Jefferson.

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

Ordinance #1920

(398)

(443) Administrator Marino presented a request to Approve Dais Construction Work per the memo dated August 29, 2022. The Council previously approved a new design for the dais. The cost would be \$236,899.00 without video monitors. Administrator Marino asked if the Council decided to include the monitors. Shawn from Harbour explained that the Council approved the setup for the monitors, but not the actual monitors. Alderwoman Gazal felt that the monitors are something that can be purchased in the future if needed. Alderperson Oberlin asked if we could use the existing monitors that we currently have in house. We could. Administrator Marino asked the Attorney if we have to vote on each item separate or can we vote on them as a whole.

(#3) Motion by Alderperson Oberlin, seconded by Alderwoman Gazal, to Approve Dais Construction Work in the amount of \$236,899.00 without the monitors and to include all four companies per the memo dated August 29, 2022.

On roll call, the vote was:

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

NAYES: None.

ABSENT: Ald. Jefferson.

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

(525)

(580) Administrator Marino presented a request to Approve Purchase of City Center Furniture in the amount of \$58,224.98 per the memo dated August 29, 2022. During a walk through with staff it was discovered that there were additional furniture needs that were not included in the original furniture purchase. A list of the additional furniture was included in the memo.

(#4) Motion by Alderman Albert, seconded by Alderman Vershay, to Approve Purchase of City Center Furniture in the amount of \$58,224.98 per the memo dated August 29, 2022.

On roll call, the vote was:

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

NAYES: None.

ABSENT: Ald. Jefferson.

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

(601)

(629) Alderwoman Gazal asked if we have any updates from GovHR regarding the salary study. Administrator Marino has not heard back but will contact them.

PUBLIC WORKS DEPARTMENT: (640) There were no agenda items for discussion.

CITY ENGINEER: (641) There were agenda items for discussion.

ECONOMIC DEVELOPMENT DEPARTMENT: (642) There were no agenda items for discussion. The reports were on file.

POLICE DEPARTMENT: (644) Police Chief Ed Clark presented a Request to Purchase Fitness Equipment for new Police Department per the memo dated August 29, 2022. There is an area that has been designated for a work out area. Deputy Chief Opiola and Deputy Chief Dobczyk have contacted several companies in regard to the purchase of the equipment. Alderperson Oberlin asked if this equipment will be for the use of the Police Department only or will all City staff be able to use it. The Chief explained that all of the staff would have access to the equipment. Deputy Chief Dobczyk gave a power point presentation on the gym equipment. He explained how promoting physical fitness has a positive effect on employee injury reduction and overall employee morale. He went over some of the activities that the Police Department has done in the past such as the Torch Run, basketball games, etc. These activities also promote comradery amongst the employees. Deputy Chief Dobczyk then went over the equipment that has been chosen and the cost of the equipment. We were able to view some of the equipment at the Joliet Fire Department. The equipment would be purchased from Midwest Commercial Fitness and Rogue Fitness at the cost of \$45,032.64. Alderwoman Gazal asked if the equipment has a warranty on it. Deputy Chief Dobczyk went over the warranties on the various equipment. The commercial grade equipment has a better warranty on it. Will there be a schedule for the use of the equipment. Chief Clark said that we would have a schedule as to when the equipment would be available for use by the employees only. Alderperson Oberlin asked if the company sets up the equipment. Deputy Chief Dobczyk explained what equipment will be set up by the company.

(#5) Motion by Alderperson Oberlin, seconded by Alderwoman Gazal to approve Request to Purchase Fitness Equipment for New Police Department in the amount of \$45,032.64 per the memo dated August 29, 2022.

On roll call, the vote was:

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

NAYES: None.

ABSENT: Ald. Jefferson.

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

(1227)

(1254) Alderperson Oberlin thanked the Police Department for their hard work on this project.

(1275) Chief Clark reported that the Police Department raised over \$2,000.00 at the annual Cop on a Rooftop. He thanked everyone who supported the department. We are close to raising \$8,000.00 for Special Olympics this year.

MAYOR: (1297) Mayor Raymond Soliman presented AN ORDINANCE AMENDING SECTION 5.08.100(a) LICENSE; CLASSIFICATIONS DESIGNATED; FEES OF CHAPTER 5.08 ALCOHOLIC BEVERAGES OF THE CREST HILL CITY CODE per the memo dated August 29, 2022. The reduction in license (Class A) is due to the closure of Kegler's Pub/Crest Hill Lanes.

(#6) Motion by Alderwoman Gazal, seconded by Alderperson Oberlin, to approve AN ORDINANCE AMENDING SECTION 5.08.100(A) LICENSE; CLASSIFICATIONS DESIGNATED; FEES OF CHAPTER 5.08 ALCOHOLIC BEVERAGES OF THE CREST HILL CITY CODE per the memo dated August 29, 2022.

On roll call, the vote was:

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

NAYES: None.

ABSENT: Ald. Jefferson.

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

Ordinance #1921

(1345)

(1359) Alderwoman Gazal asked why we have to reduce the number of license when a business closes. The Mayor explained that it has been past practice that we reduce the number of license. Once we get a new applicant, the Council then approves the license. Alderwoman Gazal felt that it would be more beneficial to a new business if they didn't have to wait for a license to be created when they move into the City. Mayor Soliman asked the Attorney for his comments. Attorney Stiff explained how the ordinance or policy works in other Municipalities. This is also a mechanism to not issue a license to an establishment that we would not want in the City.

CITY CLERK: (1441) City Clerk Christine Vershay-Hall presented a request for the Approval to Hire an Administrative Clerk for the Clerk's Office per the memo date August 29, 2022. This is due to an employee scheduled to retire in February of 2023.

(#7) Motion by Alderwoman Gazal, seconded by Alderperson Oberlin, to authorize Approval to Hire an Administrative Clerk for the Clerk's Office per the memo date August 29, 2022.

On roll call, the vote was:

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

NAYES: None.

ABSENT: Ald. Jefferson.

There being seven (7) affirmative votes, the MOTION CARRIED.
(1469)

CITY TREASURER: (1497) City Treasurer Glen Conklin presented a request for Approval of the Employee Relations Manager-Assistant to the director of Finance Position per the memo dated August 29, 2022. Director Banovetz informed the Council that the current employee who has been chosen for the position is Lindsay Cabay, who is in the Treasurer's Office/Finance Department. Director Banovetz went over Ms. Cabay's list of qualifications. Attorney Stiff asked if this position is a Mayoral appointment with the consent of the Council and is it a direct report to the Finance Director, or an at will position. With respect to section 2. 30.020, will the job description be amended from time to time or a coordination of the Finance Director and Administrator. The same with 2.30.030. Alderperson Oberlin asked for input from the Treasurer and Finance Director. Treasurer Conklin was fine with the highlighted changes but questioned the "appointment by". Attorney Stiff explained that most of these type of appointments are done by the Mayor with Council approval. Alderman Cipiti asked if the appointment is for a certain amount of time. Attorney Stiff explained that at this time the position is at will. Treasurer Conklin asked the Mayor if he is ready to make the appointment to the position. He was. Alderwoman Gazal asked who has the power to dismiss the person if this doesn't work out. Alderperson Oberlin would like it worded that if the employee were to be dismissed, it would be with the approval of the Council. Alderwoman Gazal felt that one person should not have the power to hire or fire an employee. Alderperson Oberlin felt that the person who are in charge of a specific office to do the hiring or dismissal of an employee. Discussion followed on how the procedure should take place in any department. Alderman Albert said that in the past the Mayor has made the appointment with the consent of the Council. We can agree or disagree with the appointment. The Mayor said that he can make a recommendation with the approval of the Council. Alderperson Oberlin felt that the Treasurer, Finance Director, and Administrator should give their recommendation to the Council for their final vote. Discussion followed. What would happen in this case if the Mayor won't make the recommendation. Alderman Cipiti felt that it should be a collaboration of the department heads, with their choice going to the Mayor for his recommendation to the Council. Administrator Marino explained this is similar to the hiring process we did for the Economic Development Director. Alderperson Oberlin asked who chose the people to make the decision. We need to make sure that the people making the recommendation have knowledge of the position to be filled. Alderwoman Gazal wants to make sure that the correct people make the recommendation to the Mayor. Attorney Stiff said that we can word the ordinance that the Public Relations Manager/Assistant to the Finance Director candidate shall be brought to the Mayor for appointment by the Treasurer, Finance Director, and City Administrator. Said appointment by the Mayor will be at the advice and consent of the City Council. This would be the gist of the wording. Attorney Stiff asked if we need to add the Treasurer to the 2 amendments discussed prior in the meeting. We did not. Alderman Albert asked the Attorney to go over the changes once

more. Attorney Stiff went over the changes that will be made to the ordinance per the Councils wishes.

(#8) Motion by Alderman Alderperson Oberlin, seconded by Alderwoman Gazal, to approve AN ORDINANCE CREATING THE POSITION OF EMPLOYEE RELATIONS MANAGER/ASSISTANT TO FINANCE DIRECTOR per the memo dated August 29, 2022 with the addition of a recommendation from the Treasurer, Finance Director, City Administrator.

On roll call, the vote was:

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

NAYES: None.

ABSENT: Ald. Jefferson.

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

Ordinance #1922

(2352)

(2438) Treasurer Conklin thanked everyone who was involved in the creation of the position and ordinance.

(2460) Finance Director Banovetz presented a request for the Appointment of Ms. Lindsay Cabay as Employee Relations Manager-Assistant to the Finance Director per the memo dated August 29, 2022.

(#9) Motion by Alderperson Oberlin, seconded by Alderman Albert, to approve the Appointment of Ms. Lindsay Cabay as Employee Relations Manager-Assistant to the Finance Director per the memo dated August 29, 2022.

On roll call, the vote was:

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

NAYES: None.

ABSENT: Ald. Jefferson.

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

(2492)

(2514) Alderwoman Gazal commended Ms. Cabay on her appointment. Alderperson Oberlin, and Alderman Albert, also commended Ms. Cabay on her work ethic, personality, and her dedication to the City.

(2563) Ms. Cabay gave a brief speech. She thanked the Administrator, Treasurer and Council for this opportunity. Treasurer Conklin thanked everyone for their support.

UNFINISHED BUSINESS: (2621) There was no unfinished business.

NEW BUSINESS: (2622) There was no new business.

COMMITTEE/LIAISON REPORTS: (2624) There were no committee/liaison reports.

COUNCIL COMMENTS: (2630) Alderman Dyke congratulated Ms. Cabay. Alderman Vershay congratulated Ms. Cabay. Alderwoman Gazal congratulated Ms. Cabay. She also thanked everyone who supported the Richland Band. She also thanked Director Siefert for

pitching in to help wash cars. Alderperson Oberlin congratulated Ms. Cabay on her appointment. She thanked everyone who was involved with this appointment. Alderman Cipiti congratulated Ms. Cabay and wished her many more years with the City. Alderman Albert congratulated Ms. Cabay on her appointment. He announced that the Crest Hill Lions Club Annual Luau will be September 4, 2022 at St. Joes Park in Joliet from noon to 10:00 p.m. He went over the list of events scheduled for the day. Alderman Kubal congratulated Ms. Cabay and wished her well.

PUBLIC COMMENT: (2785) There were no citizens wishing to address the Council.

There being no further business before the Council, a motion for adjournment was in order.

(#10) Motion by Alderman Dyke, seconded by Alderman Vershay, to adjourn the August 29, 2022 Special City Council meeting.

On roll call, the vote was:

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

NAYES: None.

ABSENT: Ald. Jefferson.

There being affirmative seven (7) votes, the MOTION CARRIED.
(2797)

The meeting was adjourned at 8:15 p.m.

Approved this _____ day of _____, 2022

As presented _____

As amended _____

CHRISTINE VERSHAY-HALL, CITY CLERK

RAYMOND R. SOLIMAN, MAYOR

SPESIA & TAYLOR

MEMO

To: City Council
From: Spesia & Taylor
Date: 09/06/2022
Re: Amendment to City Purchasing Policy

Issue: At the work session of 8/22/22 I was asked to present an amendment to the City Purchasing Policy to incorporate changes discussed at the work session.

DISCUSSION

In reviewing the current purchasing policy, it is not intended to be used solely for emergency purchases. Rather, it is designed to cover all purchasing by the City, from ordinary course office supplies to the professional services discussed at the work session. The 8-page document covers all aspects of the purchase process, including ethics, conflicts of interest, and general procedures regarding the types of vendors to be selected, competitive bidding, and the documentation of purchases.

In your packets you should have a clean version of the policy with the amendments to Section 4.1 along with a redlined version showing the changes as requested by the City Council at the August 22 work session.

PURCHASING POLICY

SECTION 1 - PURPOSE

The purpose of this policy is to provide general guidelines for purchasing activities under \$20,000 and to expedite processing of City purchases in a timely, efficient manner while assuring adequate internal controls and purchasing authority. This policy is designed to be a fluid document and will be modified from time to time to conform to changes in legislation, technology, and actual practice. Purchases over \$20,000 are intended to be covered by competitive bidding requirements (with the exception of “Emergency Purchases” as detailed herein).

The City Administrator, or his/her designee, shall be the final authority concerning enforcement of any of the provisions of this policy. Failure to follow the procedures outlined in this policy may lead to disciplinary action in accordance with the provisions of the City of Crest Hill Personnel Manual. The Finance Supervisor will establish written procedures consistent with this purchasing policy and may amend the written procedures in a manner not inconsistent with this policy, local ordinances, or state statutes.

SECTION 2 – ETHICS

2.1 CODE OF ETHICS

All City personnel engaged in purchasing and related activities shall conduct business dealings in a manner above reproach in every respect. Transactions relating to expenditure of public funds require the highest degree of public trust to protect the interests of the City and the residents and businesses of Crest Hill. City employees shall strive to:

- Ensure that public money is spent efficiently and effectively and in accordance with statutes, regulations, and City policies.
- Maintain confidentiality at all times.
- Not accept gifts or favors from current or potential suppliers, which might compromise the integrity of their purchasing function.
- Specify generic descriptions of goods wherever possible in lieu of brand names when compiling specifications.
- Never allow purchase orders for identical goods, services to be split, or variations to City Council approvals to be made in order to circumvent established policy.

- Purchase without favor or prejudice.
- Ensure that all potential suppliers are provided with adequate and identical information upon which to base their offer or quotation and that any subsequent information is made available to all bidders.
- Establish and maintain procedures to ensure that fair and equal consideration is given to each offer or quotation received and selection is based upon the lowest total cost compliant bid.
- Offer a prompt and courteous response to all inquiries from potential or existing suppliers.

2.2 CONFLICT OF INTEREST

Except as may be disclosed to and permitted by the City Council, it shall be a breach of ethical standards for any employee to participate directly or indirectly in the purchasing process when the employee knows that:

- The employee is contemporaneously employed by a bidder, vendor or contractor involved in the procurement transaction; or
- The employee, the employee's partner, or any member of the employee's immediate family holds a position with a bidder, offeror, or contractor such as an officer, director, trustee, partner or the like, or is employed in a capacity involving personal and substantial participation in the procurement transaction, or owns or controls an interest in the company; or
- The employee, the employee's partner, or any member of the employee's immediate family has a financial interest arising from the procurement transaction; or
- The employee, the employee's partner, or any member of the employee's immediate family is negotiating, or has an arrangement concerning, prospective employment with a bidder, vendor, or contractor.
- The employee's immediate family shall be defined as a spouse, children, parents, brothers and sisters and any other person living in the same household as the employee.

2.3 QUALIFIED LOCAL BUSINESSES

To the extent not prohibited by state statute, it shall be the policy of the City to procure goods and services from qualified local businesses to the greatest extent possible. To be considered a qualified local business, a business must meet each of the following criteria:

1. Business must be located within limits of the City.
2. Employs year-round staff located at the business within the City.
3. Is current with all payments to the City.

4. Has adequately qualified/trained staff to service the bid item.

SECTION 3 - PURCHASING PROCEDURES

The City Administrator is authorized to make, in the ordinary course of business, all purchases of materials, supplies and services necessary for the City, including the Cable Department, as provided for in the annual budget; provided that on purchases of more than \$20,000, the City Manager shall first procure the approval of the Council before making such purchases. Although any employee of the City may make budgeted purchases, the Department Head is responsible for ensuring that any employee in his/her department is appropriately trained and adequately supervised to ensure that no inappropriate purchases are made. The specific dollar limits of employees' purchasing authority are outlined below and include contracts for the same.

1. For budgeted purchases less than \$1,000, only the purchaser's approval is required with the review of the Department Head.
2. For budgeted purchases between \$1,000 and \$4,999.99, the purchaser and the Department Head's approval are required. Three verbal quotes are required.
3. For budgeted purchases between \$5,000 and \$20,000.00, the City Administrator, the purchaser, the Department Head, and the Finance Director must approve the purchase. Three written quotes are required.
4. For any purchases greater than \$20,000, Council approval must be obtained prior to the purchase.

3.1 PURCHASES AND CONTRACTS UNDER \$1,000

Purchases and contracts under \$1,000 must be authorized the purchaser and reviewed by the Department Head. These purchases require no special rules for comparative pricing; they generally consist of low-cost items needed quickly or other items purchased from a pre-approved vendor. Department Heads are expected to ensure that the City is paying a reasonable amount for the items involved and periodically obtain price quotes to ensure competitive pricing.

3.2 PURCHASES AND CONTRACTS BETWEEN \$1,000 AND \$5,000

Purchases in excess of \$1,000 and less than \$5,000 must be authorized by the Department Head or his/her designee. The purchases require three verbal competitive quotes. When possible, request for quotes should be solicited from a minimum of five (5) vendors to ensure that a respectable level of solicitation has been attempted. Department Heads are expected to ensure that the City is paying a reasonable amount for the items involved and periodically obtain price quotes to ensure competitive pricing.

3.3 PURCHASES AND CONTRACTS BETWEEN \$5,000 AND \$20,000

Purchases in excess of \$5,000 and less than \$20,000 generally require three written competitive quotes. When possible, request for quotes should be solicited from a minimum of five (5) vendors to ensure that a respectable level of solicitation has been attempted. If three quotes cannot be acquired, staff must provide supporting information as to why three quotes could not be acquired. This information should include documentation of the advertisement and solicitation process, direct vendor solicitation methodology including, vendor contact information and vendor outreach scope and attempts via a memo from the Department Head. The Finance Supervisor will make a recommendation to the City Administrator as to whether the purchase should be made with less than three quotes or continue solicitations to obtain additional quotes.

3.4 GENERAL PURCHASING PROCEDURES

The following procedure will be used for all general purchasing processes unless the purchase is required to be made by competitive bidding procedures.

1. The operating department will make every effort to obtain a minimum of three written, email, or fax, price quotes from vendors who are eligible to provide the item or service;
 - a. Only the City Administrator or designee can waive the three-quote requirement;
 - b. No purchases or work is to be initiated until the three-quote requirement has been waived by the City Administrator or designee.
2. Responding vendors must provide quote responses on their letterhead or company form with a company authorized signature.
3. The operating department will review the quotes received to determine which vendor provided the lowest responsible and responsive quote;
4. Generally, no purchases can be made until a requisition and/or purchase order is created and fully approved.

There are occasions when it is beneficial and expeditious for a department to utilize a current or past vendor that provided a favorable price and/or service. In these instances the City Administrator or designee is authorized to waive the three quotes requirement when it is determined the City can quickly, efficiently and effectively correct a problem or purchase an item.

- ### **3.5 EMERGENCY PROCUREMENT OF PROFESSIONAL SERVICES.**
- This policy shall not apply to purchasing or obtaining professional services, which are governed separately from the normal procurement process. Professional services, where possessing a high degree of professional skill and the ability and fitness of the individual plays an important part are subject to state law requirements. In an emergency situation as defined in Section 4.1 of this Purchasing Policy, the City Administrator is authorized to engage the services of engineers, attorneys, consultants, or other professionals for any need so long as the engagement will not create an obligation for such services which exceeds twenty

thousand dollars (\$20,000) without prior approval of the City Council. However, in such emergency situations, the City Administrator must notify the City Council via email as soon as practicable prior to engaging such emergency professional services. Any contract for the engagement of emergency professional services pursuant to this section shall not be extended or renewed once the threshold of \$20,000 has been reached without City Council approval.

Contracts for architectural, engineering, land surveying services and other professional services as designated by the City Administrator (for example, public relations consultation services), shall be entered into on the basis of demonstrated competence and qualifications for the type of services required and at fair and equitable compensation. If the City has a satisfactory, established relationship with a firm, a professional services agreement may be negotiated with that firm without contacting other firms providing it has been determined the firm has the necessary qualifications and experience for the particular project. The City Administrator may sign all such contracts. All professional services agreements in excess of \$20,000 must be approved by the City Council.

3.6 DEPARTMENT RESPONSIBILITIES

Departments are responsible for adhering to the following purchase procedures:

1. Enter, review, and approve requisitions daily.
2. Instruct vendors to mail invoices directly to the Finance Department.
3. Obtain a W9 from all new vendors and forward to the Finance Department.
4. Paperclip completed and approved purchase order to applicable packing slip and additional supporting documents and forward to the Finance Department.
5. Ensure that vendor payment terms are never less than 30 days.
6. Once the invoice is received, the Finance department will review the information and return unbalanced documents to Department Heads to rectify and resolve problems and discrepancies between the invoices and purchase orders (work orders, packing slips, and quotes are not acceptable replacements for invoices).

3.7 PETTY CASH

Responsibility for custody and safeguarding of each fund and for all fund disbursements rests with the appropriate Department Head. The Department Head may designate an employee in their department as custodian of the petty cash fund. Petty cash is to be used to reimburse employees for City expenses which the employee incurs up front and for small purchases which are handled most efficiently by utilizing petty cash. The following restrictions apply:

1. Individual petty cash purchases are limited to a maximum of \$50.00 unless approval is given by the City Administrator.

2. Employee must prepare a petty cash voucher which is approved by the Department Head.
3. Receipts documenting the expense must be attached to the petty cash voucher.
4. Disbursements from petty cash funds cannot be ultimately approved without receipts. If cash is provided in advance of the purchase, the employee must return the unused cash along with the receipt. If an employee cannot provide a receipt, alternative verification approved by the Department Head must be attached.
5. Each department is responsible for balancing and reconciling its own petty cash fund. The Deputy City Clerk is responsible for balancing and reconciling the Mayor's, City Administrator's, and Clerk's petty cash funds

SECTION 4 – COMPETITIVE PURCHASING AND EXCEPTIONS

It is the policy of the City of Crest Hill to procure needed materials, supplies, labor, and public improvements from the lowest responsible and responsive vendor. Additionally, certain conditions may warrant waiving of the competitive bidding process when the purchase is over \$20,000. Only the City Council may waive the competitive bidding requirement with a two-thirds vote. Staff must indicate the reason for recommending waiving competitive bidding and the reason must be stated publicly when the City Council approves a purchase. Acceptable reasons to waive the competitive bidding requirement may include, but are not limited to (all items below are subject to the purchase procedures and regulations as outlined in this policy):

1. Emergency purchases;
2. Proprietary and Sole Source purchases;
3. Equipment standardization;
4. Manufacturer, Repairs and Authorized Dealers/Sellers;
5. Technical nature of item makes competition impractical or will negate standardization;
6. Joint Governmental or Cooperative purchasing programs;
7. Vendors Currently Under Contract: Utilization of a vendor currently under contract or that serves as the City's designated vendor for system maintenance (for example, utilize the same vendor that installed the building security system to install additional equipment)

4.1 EMERGENCY PURCHASES. Emergency purchases are those unforeseen purchases where there is an immediate threat to public health or safety, or to meet emergencies rising from unforeseen causes, which necessitate the need for immediate delivery of items or services, or to prevent delays in work or construction schedules. Departments must notify the City Administrator immediately when they become aware of the need for an emergency

purchase. Documentation including an explanation of the emergency must be submitted to the City Administrator in writing within five (5) working days of the department becoming aware of the emergency. The City Administrator or his/her designee is authorized to make emergency purchases over twenty thousand dollars (\$20,000) and must report to the City Council at the earliest opportunity for their approval and ratification. All emergency purchases must be thoroughly documented.

4.2 PROPRIETARY AND SOLE SOURCE PURCHASES. Contracts for parts, supplies or equipment that are available only from a single source are referred to as sole source purchases. Sole source procurements may arise from the following circumstances:

1. Equipment and/or material for which there is no comparable competitive product or is available only from one supplier;
2. public utility services from natural or regulated monopolies;
3. a component or replacement part for which there is no commercially available substitute, and which can be obtained only from the manufacturer;
4. An item where compatibility is the overriding consideration, such as computer software.

These items shall not be subject to requirements for seeking competitive quotes or bids. However, purchases in excess of \$20,000 shall be presented to the City Council prior to acquisition with a request to waive bids, approve the purchase and enter into a formal contract. Formal bidding for work or public improvements over \$20,000 may be waived by two-thirds vote of the alderpersons.

4.3 EQUIPMENT STANDARDIZATION. Occasionally, because of the technical nature of certain items, standardization of a particular supplier's specifications may be desirable upon the user department director's documentation. In such a case, the final determining body for standardization will be the City Council. A decision to standardize must be weighed against:

1. the problems associated with having only one supplier available; and,
2. the economy of the alternative of non-standardization.

4.4 MANUFACTURER REPAIRS AND AUTHORIZED DEALERS/SELLERS. In some cases, expenditures involving the purchase, service, repair, modification, or calibration of equipment, can only be performed by the manufacturer of the equipment. The purchase of some items which are only available to be purchased from an authorized or regional dealer/seller.

4.5 TECHNICAL NATURE OF ITEM. In instances where the City has existing software, machinery or other technical equipment, the department is not required to purchase something incompatible with what the City already has in place. It is impractical to purchase something that would not be attuned to material already in place.

4.6 JOINT PURCHASING PROGRAM (COOPERATIVES). Cooperative purchasing between the City of Crest Hill and the State of Illinois, other local governments, local and national cooperatives such as South Suburban Mayors and Managers Association (SSMMA) or the Suburban Purchasing Cooperative (SPC) and Sourcewell –*formerly National Joint Powers Alliance*, or arrangements with other organizations can result in significant savings on the purchase price of many items.

Department Heads are responsible for analyzing the desirability of taking advantage of cooperative purchasing arrangements and making recommendations to the City Administrator. Department Heads should research cooperative purchasing arrangements to ensure that competitive prices have been obtained.

4.7 VENDORS CURRENTLY UNDER CONTRACT or that serve as the City's designated vendor for system maintenance activities (for example: cost saving in utilizing the same vendor that installs the building security system to install additional equipment).

4.8 PURCHASES BETWEEN \$5,000 AND \$20,000. There are occasions when past use of known vendors expedites the purchase process. These expedited purchases increase City operation efficiency. The City Administrator or designee is authorized to waive the three quotes requirement when it is determined the City can quickly and effectively correct a problem or purchase an item.

SECTION 5 - DOCUMENTATION

5.1 CONTRACT SUBMISSION AND REVIEW. Contracts for goods or services less than \$20,000 must be reviewed by the City Administrator and may be reviewed by the City Attorney as determined by the City Administrator. Contracts for goods or services equal to or exceeding \$20,000 must be approved by the City Administrator and City Attorney, (if requested by the City Administrator), before submission to the City Council for consideration. Contracts resulting from competitive bidding may be submitted to the City Council for bid acceptance, contingent upon final contract approval by the City Administrator and City Attorney.

5.2 CONTRACT SIGNATURES. The City Administrator or designee will sign approved contracts between \$1,000 and \$20,000. Department Heads or designees will sign contracts

less than \$5,000. The Mayor will sign contracts over \$20,000 as approved by the City Council.

RESOLUTION NO. _____**A RESOLUTION AMENDING THE PURCHASING POLICY FOR THE
CITY OF CREST HILL**

WHEREAS, the City of Crest Hill seeks to provide an effective and efficient guide for the City employees to requisition and purchase goods and services used within the scope of their employment; and

WHEREAS, the Corporate Authorities of the City of Crest Hill have previously adopted a Purchasing Policy which has from time to time been amended due to the growth of the City and other needs; and

WHEREAS, for such purposes Corporate Authorities deem it in the best interests of the City to Amend its previously adopted Purchasing Policy as attached hereto and incorporated herein as "Exhibit A".

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Crest Hill, Will County, Illinois, as follows:

SECTION 1: PREAMBLE: The recitals set forth above are found to be true and incorporated herein and made part hereof.

SECTION 2: APPROVAL TO AMEND: The Purchasing Policy as attached hereto and incorporated herein as "Exhibit A" is hereby adopted by the City of Crest Hill as the official policy of the City relative to purchases.

SECTION 3: REPEALER: All ordinances, resolutions or parts or ordinances or resolutions conflicting with any of the provisions of this Resolution shall be and the same are hereby repealed.

SECTION 4: EFFECTIVE DATE: This Resolution shall take effect immediately upon its passage and approval as provided by law.

RESOLVED THIS 6th DAY OF SEPTEMBER, 2022.

	Aye	Nay	Absent	Abstain
Alderman John Vershay	_____	_____	_____	_____
Alderman Scott Dyke	_____	_____	_____	_____
Alderwoman Claudia Gazal	_____	_____	_____	_____
Alderman Darrell Jefferson	_____	_____	_____	_____
Alderpersion Tina Oberlin	_____	_____	_____	_____
Alderman Mark Cipiti	_____	_____	_____	_____
Alderman Nate Albert	_____	_____	_____	_____
Alderman Joe Kubal	_____	_____	_____	_____
Mayor Raymond R. Soliman	_____	_____	_____	_____

Christine Vershay-Hall, City Clerk

APPROVED THIS 6TH DAY OF SEPTEMBER, 2022.

Raymond R. Soliman, Mayor

ATTEST:

Christine Vershay-Hall, City Clerk



PURCHASING POLICY

SECTION 1 - PURPOSE

The purpose of this policy is to provide general guidelines for purchasing activities under \$20,000 and to expedite processing of City purchases in a timely, efficient manner while assuring adequate internal controls and purchasing authority. This policy is designed to be a fluid document and will be modified from time to time to conform to changes in legislation, technology and actual practice. Purchases over \$20,000 are intended to be covered by competitive bidding requirements (with the exception of "Emergency Purchases" as detailed herein).

The City Administrator, or his/her designee, shall be the final authority concerning enforcement of any of the provisions of this policy. Failure to follow the procedures outlined in this policy may lead to disciplinary action in accordance with the provisions of the City of Crest Hill Personnel Manual. The Finance Supervisor will establish written procedures consistent with this purchasing policy and may amend the written procedures in a manner not inconsistent with this policy, local ordinances, or state statutes.

SECTION 2 – ETHICS

2.1 CODE OF ETHICS

All City personnel engaged in purchasing and related activities shall conduct business dealings in a manner above reproach in every respect. Transactions relating to expenditure of public funds require the highest degree of public trust to protect the interests of the City and the residents and businesses of Crest Hill. City employees shall strive to:

- Ensure that public money is spent efficiently and effectively and in accordance with statutes, regulations and City policies.
- Maintain confidentiality at all times.
- Not accept gifts or favors from current or potential suppliers, which might compromise the integrity of their purchasing function.
- Specify generic descriptions of goods wherever possible in lieu of brand names when compiling specifications.
- Never allow purchase orders for identical goods, services to be split, or variations to City Council approvals to be made in order to circumvent established policy.

- Purchase without favor or prejudice.
- Ensure that all potential suppliers are provided with adequate and identical information upon which to base their offer or quotation and that any subsequent information is made available to all bidders.
- Establish and maintain procedures to ensure that fair and equal consideration is given to each offer or quotation received and selection is based upon the lowest total cost compliant bid.
- Offer a prompt and courteous response to all inquiries from potential or existing suppliers.

2.2 CONFLICT OF INTEREST

Except as may be disclosed to and permitted by the City Council, it shall be a breach of ethical standards for any employee to participate directly or indirectly in the purchasing process when the employee knows that:

- The employee is contemporaneously employed by a bidder, vendor or contractor involved in the procurement transaction; or
- The employee, the employee's partner, or any member of the employee's immediate family holds a position with a bidder, offeror or contractor such as an officer, director, trustee, partner or the like, or is employed in a capacity involving personal and substantial participation in the procurement transaction, or owns or controls an interest in the company; or
- The employee, the employee's partner, or any member of the employee's immediate family has a financial interest arising from the procurement transaction; or
- The employee, the employee's partner, or any member of the employee's immediate family is negotiating, or has an arrangement concerning, prospective employment with a bidder, vendor or contractor.
- The employee's immediate family shall be defined as a spouse, children, parents, brothers and sisters and any other person living in the same household as the employee.

2.3 QUALIFIED LOCAL BUSINESSES

To the extent not prohibited by state statute, it shall be the policy of the City to procure goods and services from qualified local businesses to the greatest extent possible. In order to be considered a qualified local business, a business must meet each of the following criteria:

1. Business must be located within limits of the City.
2. Employs year round staff located at the business within the City.
3. Is current with all payments to the City.

4. Has adequately qualified/trained staff to service the bid item.

SECTION 3 - PURCHASING PROCEDURES

The City Administrator is authorized to make, in the ordinary course of business, all purchases of materials, supplies and services necessary for the City, including the Cable Department, as provided for in the annual budget; provided that on purchases of more than \$20,000, the City Manager shall first procure the approval of the Council before making such purchases. Although any employee of the City may make budgeted purchases, the Department Head is responsible for ensuring that any employee in his/her department is appropriately trained and adequately supervised to ensure that no inappropriate purchases are made. The specific dollar limits of employees' purchasing authority are outlined below and include contracts for the same.

1. For budgeted purchases less than \$1,000, only the purchaser's approval is required with the review of the Department Head.
2. For budgeted purchases between \$1,000 and \$4,999.99, the purchaser and the Department Head's approval are required. Three verbal quotes are required.
3. For budgeted purchases between \$5,000 and \$20,000.00, the City Administrator, the purchaser, the Department Head and the Finance Supervisor must approve the purchase. Three written quotes are required.
4. For any purchases greater than \$20,000, Council approval must be obtained prior to the purchase.

3.1 PURCHASES AND CONTRACTS UNDER \$1,000

Purchases and contracts under \$1,000 must be authorized the purchaser and reviewed by the Department Head. These purchases require no special rules for comparative pricing; they generally consist of low cost items needed quickly or other items purchased from a pre-approved vendor. Department Heads are expected to ensure that the City is paying a reasonable amount for the items involved and periodically obtain price quotes to ensure competitive pricing.

3.2 PURCHASES AND CONTRACTS BETWEEN \$1,000 AND \$5,000

Purchases in excess of \$1,000 and less than \$5,000 must be authorized by the Department Head or his/her designee. The purchases require three verbal competitive quotes. When possible, request for quotes should be solicited from a minimum of five (5) vendors to ensure that a respectable level of solicitation has been attempted. Department Heads are expected to ensure that the City is paying a reasonable amount for the items involved and periodically obtain price quotes to ensure competitive pricing.

3.3 PURCHASES AND CONTRACTS BETWEEN \$5,000 AND \$20,000

Purchases in excess of \$5,000 and less than \$20,000 generally require three written competitive quotes. When possible, request for quotes should be solicited from a minimum of five (5) vendors to ensure that a respectable level of solicitation has been attempted. In the event that three quotes cannot be acquired, staff must provide supporting information as to why three quotes could not be acquired. This information should include documentation of the advertisement and solicitation process, direct vendor solicitation methodology including, vendor contact information and vendor outreach scope and attempts via a memo from the Department Head. The Finance Supervisor will make a recommendation to the City Administrator as to whether the purchase should be made with less than three quotes, or continue solicitations to obtain additional quotes.

3.4 GENERAL PURCHASING PROCEDURES

The following procedure will be used for all general purchasing processes unless the purchase is required to be made by competitive bidding procedures.

1. The operating department will make every effort to obtain a minimum of three written, email, or fax, price quotes from vendors who are eligible to provide the item or service;
 - a. Only the City Administrator or designee can waive the three-quote requirement;
 - b. No purchases or work is to be initiated until the three-quote requirement has been waived by the City Administrator or designee.
2. Responding vendors must provide quote responses on their letterhead or company form with a company authorized signature.
3. The operating department will review the quotes received to determine which vendor provided the lowest responsible and responsive quote;
4. Generally, no purchases can be made until a requisition and/or purchase order is created and fully approved.

There are occasions when it is beneficial and expeditious for a department to utilize a current or past vendor that provided a favorable price and/or service. In these instances the City Administrator or designee is authorized to waive the three quotes requirement when it is determined the City can quickly, efficiently and effectively correct a problem or purchase an item.

~~3.5.3.5 PROFESSIONAL SERVICES. This policy shall not apply to purchasing or obtaining professional services, which are governed separately from the normal procurement process. Professional services, where possessing a high degree of professional skill and the ability and fitness of the individual plays an important part are subject to state law requirements. The City Administrator is authorized to engage the services of engineers, attorneys or other professionals for any matter that will create an obligation for such services not exceeding twenty thousand dollars (\$20,000) without prior approval of the City Council.~~

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EMERGENCY PROCUREMENT OF PROFESSIONAL SERVICES. This policy shall not apply to purchasing or obtaining professional services, which are governed separately from the normal procurement process. Professional services, where possessing a high degree of professional skill and the ability and fitness of the individual plays an important part are subject to state law requirements. In an emergency situation as defined in Section 4.1 of this Purchasing Policy, the City Administrator is authorized to engage the services of engineers, attorneys, consultants, or other professionals for any need so long as the engagement will not create an obligation for such services which exceeds twenty thousand dollars (\$20,000) without prior approval of the City Council. However, in such emergency situations, the City Administrator must notify the City Council via email as soon as practicable prior to engaging such emergency professional services. Any contract for the engagement of emergency professional services pursuant to this section shall not be extended or renewed once the threshold of \$20,000 has been reached without City Council approval.

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Contracts for architectural, engineering, land surveying services and other professional services as designated by the City Administrator (for example, public relations consultation services), shall be entered into on the basis of demonstrated competence and qualifications for the type of services required and at fair and equitable compensation. If the City has a satisfactory, established relationship with a firm, a professional services agreement may be negotiated with that firm without contacting other firms providing it has been determined the firm has the necessary qualifications and experience for the particular project. The City Administrator may sign all such contracts. All professional services agreements in excess of \$20,000 must be approved by the City Council.

3.6 DEPARTMENT RESPONSIBILITIES

Departments are responsible for adhering to the following purchase procedures:

1. Enter, review and approve requisitions daily.
2. Instruct vendors to mail invoices directly to the Finance Department.
3. Obtain a W9 from all new vendors and forward to the Finance Department.
4. Paperclip completed and approved purchase order to applicable packing slip and additional supporting documents and forward to the Finance Department.
5. Ensure that vendor payment terms are never less than 30 days.
6. Once the invoice is received, the Finance department will review the information and return unbalanced documents to Department Heads to rectify and resolve problems and discrepancies between the invoices and purchase orders (work orders, packing slips, and quotes are not acceptable replacements for invoices).

3.7 PETTY CASH

Responsibility for custody and safeguarding of each fund and for all fund disbursements rests with the appropriate Department Head. The Department Head may designate an employee in their department as custodian of the petty cash fund. Petty cash is to be used to reimburse employees for City expenses which the employee incurs up front and for small purchases which are handled most efficiently by utilizing petty cash. The following restrictions apply:

1. Individual petty cash purchases are limited to a maximum of \$50.00 unless approval is given by the City Administrator.
2. Employee must prepare a petty cash voucher which is approved by the Department Head.
3. Receipts documenting the expense must be attached to the petty cash voucher.
4. Disbursements from petty cash funds cannot be ultimately approved without receipts. If cash is provided in advance of the purchase, the employee must return the unused cash along with the receipt. If an employee cannot provide a receipt, alternative verification approved by the Department Head must be attached.
5. Each department is responsible for balancing and reconciling its own petty cash fund. The Deputy City Clerk is responsible for balancing and reconciling the Mayor's, City Administrator's and Clerk's petty cash funds

SECTION 4 – COMPETITIVE PURCHASING AND EXCEPTIONS

It is the policy of the City of Crest Hill to procure needed materials, supplies, labor, and public improvements from the lowest responsible and responsive vendor. Additionally, certain conditions may warrant waiving of the competitive bidding process when the purchase is over \$20,000. Only the City Council may waive the competitive bidding requirement with a 2/3 vote. Staff must indicate the reason for recommending waiving competitive bidding and the reason must be stated publicly when the City Council approves a purchase. Acceptable reasons to waive the competitive bidding requirement may include, but are not limited to (all items below are subject to the purchase procedures and regulations as outlined in this policy):

1. Emergency purchases;
2. Proprietary and Sole Source purchases;
3. Equipment standardization;
4. Manufacturer, Repairs and Authorized Dealers/Sellers;
5. Technical nature of item makes competition impractical or will negate standardization;
6. Joint Governmental or Cooperative purchasing programs;
7. Vendors Currently Under Contract: Utilization of a vendor currently under contract or that serves as the City's designated vendor for system maintenance (for example, utilize the same vendor that installed the building security system to install additional equipment)

4.1 EMERGENCY PURCHASES. Emergency purchases are those unforeseen purchases where there is an immediate threat to public health or safety, or to meet emergencies rising from unforeseen causes, which necessitate the need for immediate delivery of items or services, or to prevent delays in work or construction schedules. Departments must notify the City Administrator immediately when they become aware of the need for an emergency purchase. Documentation including an explanation of the emergency must be submitted to the City Administrator in writing within five (5) working days of the department becoming aware of the emergency. The City Administrator or his/her designee is authorized to make emergency purchases over twenty thousand dollars (\$20,000) and must report to the City Council at the earliest opportunity for their approval and ratification. All emergency purchases must be thoroughly documented.

4.2 PROPRIETARY AND SOLE SOURCE PURCHASES. Contracts for parts, supplies or equipment that are available only from a single source are referred to as sole source purchases. Sole source procurements may arise from the following circumstances:

1. Equipment and/or material for which there is no comparable competitive product or is available only from one supplier;
2. public utility services from natural or regulated monopolies;
3. a component or replacement part for which there is no commercially available substitute, and which can be obtained only from the manufacturer;
4. An item where compatibility is the overriding consideration, such as computer software.

These items shall not be subject to requirements for seeking competitive quotes or bids. However, purchases in excess of \$20,000 shall be presented to the City Council prior to acquisition with a request to waive bids, approve the purchase and enter into a formal contract. Formal bidding for work or public improvements over \$20,000 may be waived by 2/3 vote of the trustees.

4.3 EQUIPMENT STANDARDIZATION. Occasionally, because of the technical nature of certain items, standardization of a particular supplier's specifications may be desirable upon the user department director's documentation. In such a case, the final determining body for standardization will be the City Council. A decision to standardize must be weighed against:

1. the problems associated with having only one supplier available; and,
2. the economy of the alternative of non-standardization.

4.4 MANUFACTURER REPAIRS AND AUTHORIZED DEALERS/SELLERS. In some cases, expenditures involving the purchase, service, repair, modification, or calibration of equipment, can only be performed by the manufacturer of the equipment. The purchase of some items are only available to be purchased from an authorized or regional dealer/seller.

4.5 TECHNICAL NATURE OF ITEM. In instances where the City has existing software, machinery or other technical equipment, the department is not required to purchase something incompatible with what the City already has in place. It is impractical to purchase something that would not be attuned to material already in place.

4.6 JOINT PURCHASING PROGRAM (COOPERATIVES). Cooperative purchasing between the City of Crest Hill and the State of Illinois, other local governments, local and national cooperatives such as South Suburban Mayors and Managers Association (SSMMA) or the Suburban Purchasing Cooperative (SPC) and Sourcewell *—formerly National Joint Powers Alliance*, or arrangements with other organizations can result in significant savings on the purchase price of many items.

Department Heads are responsible for analyzing the desirability of taking advantage of cooperative purchasing arrangements and making recommendations to the City Administrator. Department Heads should research cooperative purchasing arrangements to ensure that competitive prices have been obtained.

4.7 VENDORS CURRENTLY UNDER CONTRACT or that serve as the City's designated vendor for system maintenance activities (for example: cost saving in utilizing the same vendor that installs the building security system to install additional equipment).

4.8 PURCHASES BETWEEN \$5,000 AND \$20,000. There are occasions when past use of known vendors expedites the purchase process. These expedited purchases increase City operation efficiency. The City Administrator or designee is authorized to waive the three quotes requirement when it is determined the City can quickly and effectively correct a problem or purchase an item.

SECTION 5 - DOCUMENTATION

5.1 CONTRACT SUBMISSION AND REVIEW. Contracts for goods or services less than \$20,000 must be reviewed by the City Administrator and may be reviewed by the City Attorney as determined by the City Administrator. Contracts for goods or services equal to or exceeding \$20,000 must be approved by the City Administrator and City Attorney, (if

requested by the City Administrator), before submission to the City Council for consideration. Contracts resulting from competitive bidding may be submitted to the City Council for bid acceptance, contingent upon final contract approval by the City Administrator and City Attorney.

- 5.2 CONTRACT SIGNATURES.** The City Administrator or designee will sign approved contracts between \$1,000 and \$20,000. Department Heads or designees will sign contracts less than \$5,000. The Mayor will sign contracts over \$20,000 as approved by the City Council.



Agenda Memo

Crest Hill, IL

Meeting Date:	September 6, 2022
Submitter:	Ronald J Wiedeman
Department:	Engineering
Agenda Item:	Award the contract to Patriot Pavement Maintenance for the 2022/2023 MFT City Wide Crack Filling program in the amount of \$29,250.00.

Summary: The City through the Engineering Department has advertised and solicited for qualified contractors to provide unit price costs to perform crack filling at various locations throughout the city.

The project solicited quotes from Illinois Department of Transportation Qualified Contractors . A total of three (3) local prequalified contractors received a copy of the quote package. Quotes were received until 5:00 PM local time on Monday, August 8, 2022. Proposals were opened and read aloud on Tuesday, August 9, 2022 at 10:00 AM. The following is a list of the quote received:

Results

- | | |
|--|-------------|
| 1. <i>Patriot Pavement Maintenance</i> | \$29,250.00 |
| 2. SKC Construction | \$50,130.00 |

I have reviewed the quotes and found them to be correct and in order, and I feel that the quotes do reflect the market as it exists today. Therefore, we recommend the City of Crest Hill award the project to Patriot Pavement Maintenance for \$29,250.00.

.This work will be paid out of account number 05-00-5300.

Recommended Council Action: Award the contract to Patriot Pavement Maintenance for the 2022/2023 MFT City Wide Crack Filling program in the amount of \$29,250.00.

Financial Impact: There will be no change in the overall MFT budget approved in this year's budget. Original amount budgeted in MFT Maintenance program for this line items is \$20,000. Additional funding required to pay the cost of the crack filling contract will come from the saving on this year's MFT Resurfacing projects. The crack filling program ended up above estimate this year due to the increase gasoline and current economic inflation crisis that was not known at the time the MFT budget was prepared.

Funding Source: Motor Fuel Tax

Budgeted Amount: \$20,000.00

Cost: \$29,250.00

Attachments: Bid Tabulations

City of Crest Hill 2022 Crack Filling Program RFP

Bid Tabulation
CBBEL Project No. 210079
Received August 8, 2022

					ENGINEEER'S ESTIMATE		PATRIOT PAVEMENT		SKC CONSTRUCTION	
ITEM NO	SP	ITEM	UNIT	QUANTITY	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	#	CRACK FILLING (SPECIAL)	POUND	13000	\$ 1.75	\$ 22,750.00	\$ 2.25	\$ 29,250.00	\$ 3.87	\$ 50,310.00
# DENOTES SPECIAL PROVISION					TOTAL		\$ 22,750.00		\$ 29,250.00	
							\$ 50,310.00			



Agenda Memo

Crest Hill, IL

Meeting Date:	9/6/22
Submitter:	Mark Siefert, Director of Public Works
Department:	Public Works
Agenda Item:	Approve an easement agreement with Menard Inc. for a property behind Menard for Well 14.

Summary: Staff has been working with Menards and their real estate team to come to an agreement for a plat of land near the back of Menards. This piece of property would be the new site for Well 14, with a transmission main running to Well 10 where the water would be treated. This option was the cheapest option presented to council.

Also, state funds will be paying for the drilling of the well as it was placed in the appropriations budget for the State of Illinois fiscal year.

Menards would require:

- \$5,000 for the land
- The city would cut the grass around the ponds.

Recommended Council Action:

Approve an easement agreement with Menard Inc. for a property behind Menard for Well 14.

Financial Impact:

Funding Source: Water/Sewer

Budgeted Amount: \$5,000

Cost: \$5,000

Attachments:

Letter from Chris Spesia
 Agreement with Menard's
 Plat of Vacation
 Easement Document

SPESIA & TAYLOR

MEMO

To: Mark Siefert, City of Crest Hill
From: Spesia & Taylor
Date: August 3, 2022
Re: Menard – Well Site Easement

Menard Inc. has agreed to the attached exclusive Well Site Easement with the addition of language that requires the City to mow the detention area. Menard has requested \$5,000.00 for their administrative expenses related to this transaction.

Please note that the Easement references \$10 consideration but that is a standard recitation that is included in the recorded document and does not replace the \$5,000 administrative fee.

Menard Inc. has also agreed to vacate the public utility easement in the Well Site Area for the protection of the well site improvements.

CGS/rlb
Attachment

State of Illinois
County of Will

Prepared by:
Christian G. Spesia
Spesia & Taylor
1415 Black Road
Joliet, Illinois 60435

Return to:
City Administrator
City of Crest Hill
1610 Plainfield Road
Crest Hill, Illinois 60403

Grantor: Menard, Inc.
Address: Vacant Lands West of 17441 S. Weber Road, Crest Hill, Illinois 60403
PIN: 04-29-301-008

GRANT OF WELL SITE EASEMENT

The undersigned, **MENARD, INC.** (hereinafter referred to as "Grantor"), being the owner of the real estate legally described as the Serviant Parcel on **Exhibit A** attached hereto and incorporated herein (hereinafter referred to as the "Subject Property"), for and in consideration of the sum of Ten Dollars (\$10.00) in hand paid and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, does hereby grant, bargain, sell, and convey unto the **CITY OF CREST HILL**, an Illinois Municipal Corporation, having its office at 1610 Plainfield Road, Crest Hill, Illinois 60403 (hereinafter referred to as "Grantee"), its successors and assigns, the right, privilege, permanent and exclusive easement in and to, above and below, the surface of the following described property of Grantor in the City of Crest Hill, County of Will, State of Illinois, said permanent and exclusive easement being legally described and depicted as the Easement Parcel on **Exhibit A** (the "Easement Area") for the exclusive use and occupancy thereof for the purpose of drilling, constructing, erecting, operating, maintaining, protecting, altering, repairing, abandoning, replacing and removing, a public water well (for the purpose of drawing water from beneath the Subject Property), such well to be drilled to any depth that Grantee may from time to time elect, and such pumps, well head, valves, bollards, regulators, fittings, water mains, electric lines and equipment, equipment enclosure building, generator, security equipment, poles, facilities, structures and driveway for access thereto, and all other appurtenances, equipment, rights and benefits used, useful or convenient in connection therewith, together with the rights of ingress and egress over and across the Easement Area at convenient points for the enjoyment of the uses, rights and privileges referenced herein.

1. The Grantee hereby acknowledges that there is an existing Storm Water Detention, Drainage and Utility Easement (the "Existing Easement"), that encumbers the Subject Property which has been vacated from the Easement Area for utility purposes. This Grant of Well Site Easement shall be subject to the Existing Easement and in no way materially limit, alter, or impair the drainage and detention facilities located on the Subject Property.
2. Grantee shall have the right but not the obligation to gravel the surface of the Easement Area and to fence and enclose the Easement Area within a single fence or to fence any of the facilities installed thereon in separate enclosures.
3. Grantee shall have the right to clear, and keep cleared, all trees, undergrowth and other obstructions from the Easement Area. Grantee shall maintain the Easement Area including maintenance of the drainage and detention facilities located within the Easement Area and the mowing of the drainage and detention facilities located outside of the Easement so that the facilities have a uniform and slightly appearance. Grantor shall remain responsible for maintenance of the Subject Property including maintenance of the drainage and detention facilities located on the Subject Property outside of the Easement Area.
4. Grantee shall indemnify, defend, save, and hold harmless Grantor and Grantor's heirs, devisees, successors, and assigns from and against all liabilities, claims, suits, fines, penalties, damages, losses, charges, costs, expenses, and attorneys' fees which may be imposed upon, incurred by, or asserted against Grantor or any of Grantor's successors and assigns by reason of any of the following:
 - a. Any work or thing done or to be done in, on, or about the Easement Area by Grantee or any of Grantee's contractors, agents, employees, licensees, or invitees.
 - b. Any act or omission on the part of Grantee or any of Grantee's contractors, agents, employees, licensees, or invitees.
 - c. Any accident, injury (including death), or damage to any person or property occurring in, on, or about the Easement Area or adjoining land of the Grantor caused by Grantee, its contractors, agents, servants, employees, licensees or invitees.
 - d. Any failure of Grantee or Grantee's contractors, agents, servants, employees, licensees, or invitees to comply with any of the terms or conditions contained in this Grant of Well Site Easement.

Notwithstanding the foregoing, the indemnification provisions herein are not intended to cover claims, suits, liabilities, penalties, damages, losses, charges, costs, expenses and attorney's fees resulting from the Grantor's or Grantor's agents, invitees, heirs, devisees, personal representatives, successors and assigns (hereinafter the "Grantor Parties") negligent or willful and wanton conduct, nor shall

the indemnification provisions apply to disputes resulting from Grantor Parties' breach of this Grant of Well Site Easement. Notwithstanding the foregoing, Grantor shall not be liable for any contamination or pollution of the Well Site that occurs as a result of the use of the Easement Area or adjacent property as drainage and detention facilities.

5. This Grant of Well Site Easement shall become effective on the first date that it has been signed by representatives of both the Grantor and the Grantee and shall continue in perpetuity unless released in writing by the Grantee.
6. This Grant of Well Site Easement is made under and by virtue of the laws of the State of Illinois and shall be construed, interpreted, and applied pursuant thereto without the application of any conflicts of laws principles.
7. Grantor hereby knowingly, intentionally, and voluntarily submits, to the fullest extent permitted by law, to the personal and subject-matter jurisdiction of the Circuit Court for the Twelfth Judicial Circuit, Will County, Illinois.
8. In the event of any litigation between Grantor and Grantee related to this instrument, Grantor and Grantee shall each be responsible for their own attorney's fees and costs of suit.
9. All notices, elections and other communications between Grantor and Grantee shall be in writing and shall be mailed by certified mail, return receipt requested, postage prepaid, or delivered personally, at the following addresses, or at such other addresses as Grantor or Grantee may, by written notice, designate:

If to Grantor	Menard, Inc. Attn: Properties Division 5101 Menard Drive Eau Claire, WI 54703
---------------	--

If to Grantee	City Clerk The City of Crest Hill 1610 Plainfield Road Crest Hill, Illinois 60403
---------------	--

With a copy to:	Christian Spesia Spesia & Taylor 1415 Black Road Joliet, Illinois 60435
-----------------	--

Notices shall be deemed received on the fourth (4th) business day following deposit in the United States Mail, if given by certified mail as aforesaid, and upon receipt or refusal, if personally delivered.

10. This Grant of Well Site Easement is and shall constitute a covenant which runs with the land and the terms, covenants and conditions herein contained shall be binding upon and inure to the benefit of Grantor and Grantee and their respective heirs, successors, transferees and assigns.
11. If any part, term or provision of this Grant of Well Site Easement is, by a court of competent jurisdiction or regulatory authority having jurisdiction over said Easement Area, held to be illegal, void, or unenforceable, or to be in conflict with the laws of the State of Illinois, the validity of the remaining provisions or portions hereof shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if this Grant of Well Site Easement did not contain the particular part, term, or provision to be held invalid.
12. This Grant of Well Site Easement together with the exhibits incorporated herein by reference, if any, embodies the whole agreement of the parties. There are no other promises, terms, conditions, or obligations other than those contained herein.
13. The parties hereby represent that they have authority to enter into this Grant of Well Site Easement and bind their respective interests.

IN WITNESS WHEREOF, Grantor has executed this Grant of Well Site Easement on this _____ day of _____, 2022.

GRANTOR:

MENARD, INC.

By: Theron J. Berg

Its: Real Estate Manager

STATE OF WISCONSIN)
) SS
COUNTY OF EAU CLAIRE)

ACKNOWLEDGEMENT

I, the undersigned, a Notary Public in and for said County and State, does hereby certify that Theron J. Berg, the Real Estate Manager of Menard, Inc., personally known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person and acknowledged that he/she signed and delivered the said instrument as his/her own free and voluntary act and as the free and voluntary act of Menard, Inc., for the uses and purposes therein set forth.

Given under my hand and official seal this _____ day of _____, 20____.

Notary Public

My Commission Expires:

_____, 20____

Accepted by the City of Crest Hill this _____ day of _____, 2022

CITY OF CREST HILL

By: _____
 Raymond R. Soliman
 Its: Mayor

Attest:

By: _____
 Christine Vershay-Hall
 Its: City Clerk

STATE OF ILLINOIS)
) SS
 COUNTY OF WILL)

I, the undersigned Notary Public in and for the State and County aforesaid, do hereby certify that Raymond R. Soliman and Christine Vershay-Hall, personally known to me to be the same persons whose names are subscribed to the foregoing instrument as Mayor and Clerk of the City of Crest Hill, respectively, acknowledged to me that they signed said instrument as their free and voluntary act and as the free and voluntary act of said City for the uses and purposes therein set forth.

Given under my hand and notarial seal this ____ day of _____, 2022.

 Notary Public

My Commission Expires: _____

(SEAL)

EXHIBIT A

Legal Description/Plat of Easement

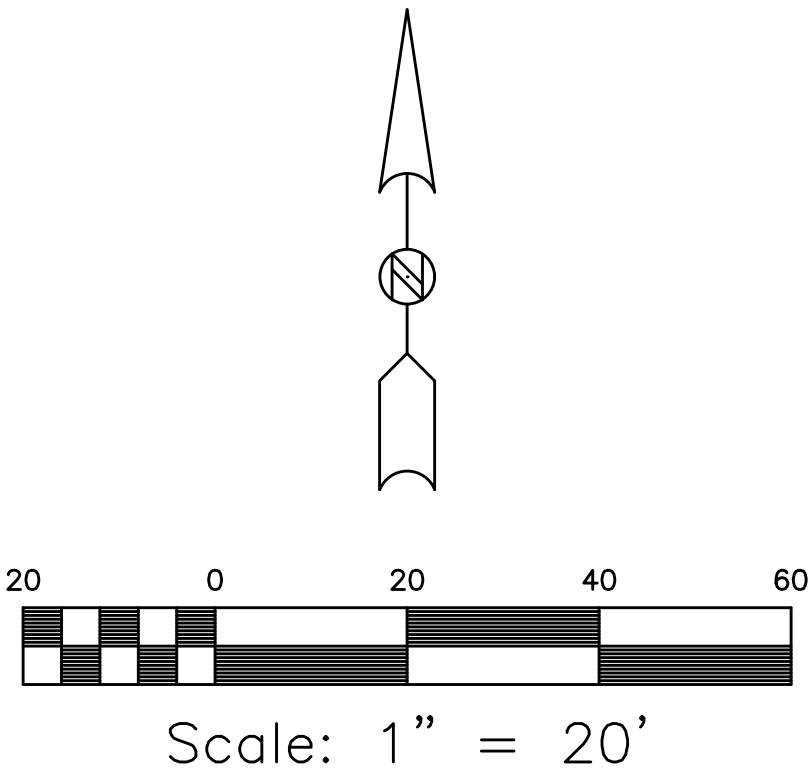
PLAT OF EASEMENT (WATER WELL)

P.I.N. 04-29-301-008
COMMON ADDRESS: VACANT LANDS WEST OF
17441 S WEBER ROAD
CREST HILL, IL 60403

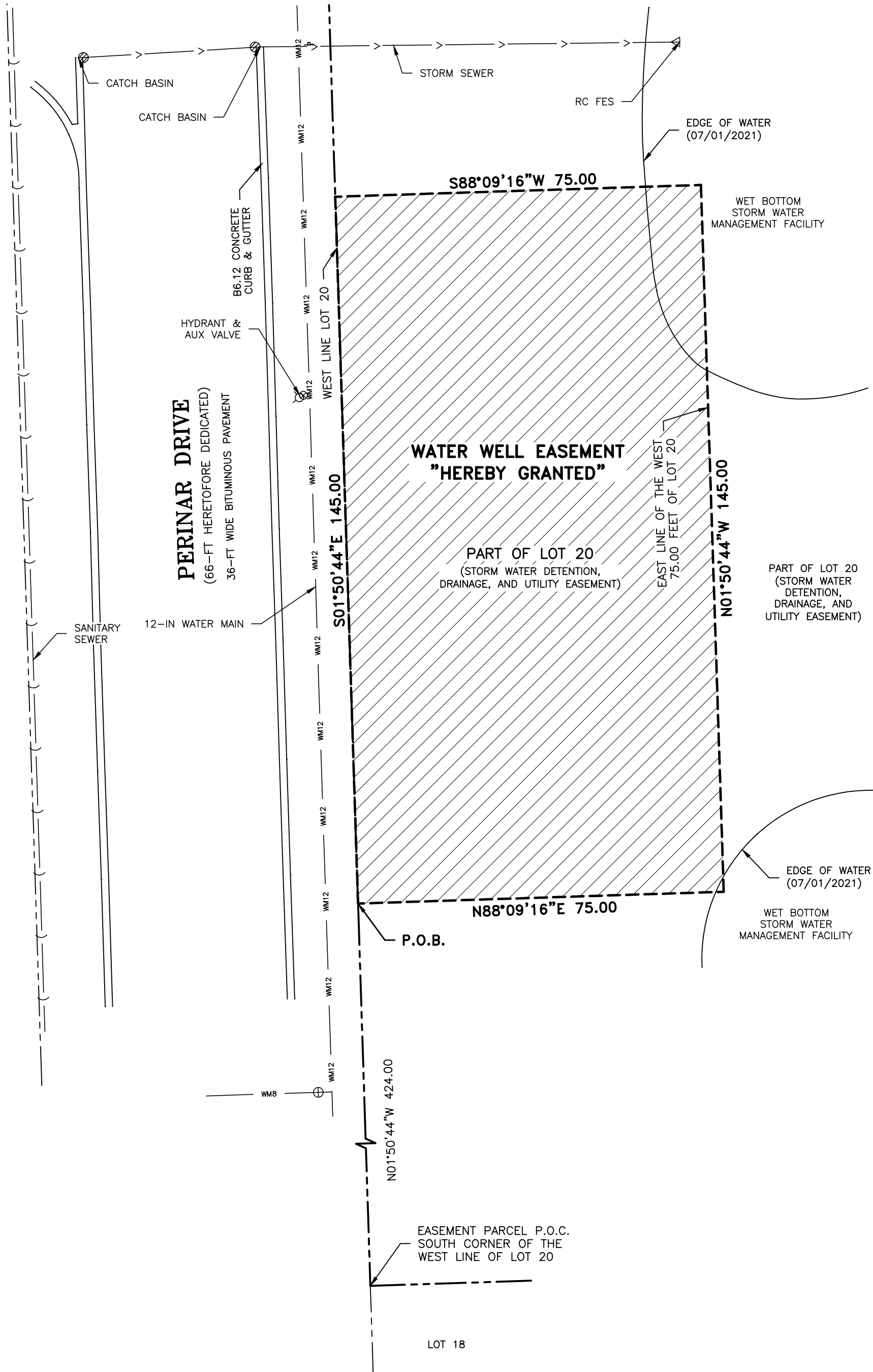
SERVIENT PARCEL:
LOT 20 IN WEBER FARM CROSSINGS OF CREST HILL, BEING A SUBDIVISION OF PART OF THE SOUTHWEST QUARTER OF SECTION 29, TOWNSHIP 36 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED SEPTEMBER 27, 2005, AS DOCUMENT NUMBER R2005166985, AND CERTIFICATE OF CORRECTION RECORDED NOVEMBER 7, 2005, IN WILL COUNTY, ILLINOIS.

EASEMENT PARCEL:
THAT PART OF THE WEST 75.00 FEET LOT 20 IN WEBER FARM CROSSINGS OF CREST HILL, BEING A SUBDIVISION OF PART OF THE SOUTHWEST QUARTER OF SECTION 29, TOWNSHIP 36 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED SEPTEMBER 27, 2005, AS DOCUMENT NUMBER R2005166985, AND CERTIFICATE OF CORRECTION RECORDED NOVEMBER 7, 2005, AS DOCUMENT NUMBER R2005195649, DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTH CORNER OF THE WEST LINE OF SAID LOT 20, THENCE NORTH 01 DEGREES 50 MINUTES 44 SECONDS WEST ALONG SAID WEST LINE, 424.00 FEET TO THE POINT OF BEGINNING; THENCE NORTH 88 DEGREES 09 MINUTES 16 SECONDS EAST 75.00 FEET TO A POINT ON THE EAST LINE OF THE WEST 75.00 FEET OF AFORESAID LOT 20; THENCE NORTH 01 DEGREES 50 MINUTES 44 SECONDS WEST ALONG SAID EAST LINE, 145.00 FEET; THENCE SOUTH 88 DEGREES 09 MINUTES 16 SECONDS WEST 75.00 FEET TO A POINT ON THE WEST LINE OF AFORESAID LOT 20; THENCE SOUTH 01 DEGREES 50 MINUTES 44 SECONDS EAST ALONG SAID WEST LINE, 145.00 FEET TO THE POINT OF BEGINNING, IN WILL COUNTY, ILLINOIS.

- NOTES:**
1. THIS PROFESSIONAL SERVICE DOESN'T CONSTITUTE A BOUNDARY SURVEY.
 2. GEOTECH INCORPORATED IS PROFESSIONAL DESIGN FIRM NUMBER 184-000165.
 3. FOR A SURVEY TO BE CONSIDERED TO BE AN ORIGINAL IT MUST BE SIGNED AND HAVE EITHER AN EMBOSSED SEAL OR A RUBBER STAMP SEAL IN THE COLOR RED OF AN ILLINOIS PROFESSIONAL LAND SURVEYOR.
 4. UNLESS OTHERWISE NOTED, ALL DIMENSIONS ARE IN FEET AND DECIMAL PARTS THEREOF.
 5. THE BASIS OF BEARING FOR THE PLAT AND SURVEY, SHOWN HEREON, IS THE STATE PLANE OF ILLINOIS, ZONE EAST [NAD83 (2011)], BASED ON GNSS OBSERVATIONS UTILIZING THE TRIMBLE NOW VRS NETWORK.
 6. EXISTING IMPROVEMENTS, SHOWN HEREON, ARE BASED ON FIELD CONDITIONS OBSERVED ON JULY 1, 2021.



EASEMENT PROVISIONS
(TO BE PROVIDED BY CITY)



STATE OF WISCONSIN)
COUNTY OF EAU CLAIRE)SS

THIS IS TO CERTIFY THAT MENARD INC. IS THE HOLDER OF RECORD TITLE TO THE PROPERTY DESCRIBED HEREON, AND HAS CAUSED THE SAME TO BE SURVEYED AND ACCEPTED, AS SHOWN BY THIS PLAT OF EASEMENT FOR THE USES AND PURPOSES HEREIN SET FORTH AND THAT SAID MENARD INC. HEREBY ACKNOWLEDGES AND ADOPTS THE SAME UNDER THE STYLE AND TITLE HEREON SHOWN.

DATED THIS _____ DAY OF _____, 2021 A.D.

MENARD INC.
4777 MENARD DRIVE
EAU CLAIRE, WI 54703

BY: _____ BY: _____
NAME: _____ NAME: _____
ITS: _____ ITS: _____

STATE OF WISCONSIN)
COUNTY OF EAU CLAIRE)SS

I, _____, A NOTARY PUBLIC IN AND FOR SAID COUNTY, IN THE STATE AFORESAID, DO HEREBY CERTIFY THAT _____ AND _____, AS

_____ AND _____ RESPECTIVELY, OF MENARD INC., PERSONALLY KNOWN TO ME TO BE THE SAME PERSONS WHOSE NAMES ARE SUBSCRIBED TO THE FOREGOING INSTRUMENT, APPEARED BEFORE ME THIS DAY IN PERSON AND ACKNOWLEDGED THAT THEY SIGNED AND DELIVERED THE FOREGOING INSTRUMENT AS THEIR OWN FREE AND VOLUNTARY ACT, AS OFFICERS OF MENARD INC. FOR THE USES AND PURPOSES SET FORTH.

GIVEN UNDER MY HAND AND SEAL THIS _____ DAY OF _____, 2021, A.D.

NOTARY PUBLIC

STATE OF ILLINOIS)SS
COUNTY OF WILL)

I, CHRISTOPHER M. PAPESH, A PROFESSIONAL LAND SURVEYOR IN THE STATE OF ILLINOIS, DO HEREBY CERTIFY THAT I HAVE PREPARED THIS PLAT OF EASEMENT OVER THE ABOVE CAPTIONED LANDS AND THAT THIS IS A CORRECT REPRESENTATION THEREOF, DATED AT CREST

HILL, ILLINOIS THIS 20th DAY OF July, 2021, A.D.

ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 3369
LICENSE EXPIRATION DATE: 11/30/2020

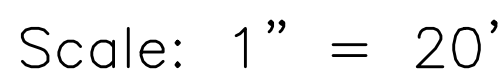
REVISED 07/20/2021 CJT ADDED FIELDWORK DATE

GEOTECH INC. CONSULTING ENGINEERS - LAND SURVEYORS			
1207 CEDARWOOD DRIVE		CREST HILL, ILLINOIS 60403	815/730-1010
PROJECT: CITY OF CREST HILL	FIELD BOOK #: V-36-10 PG 16		
DRAWN BY: CJT	DATE: 7/14/21	SCALE: 1"=20'	JOB NO. 21038
COMPARE THIS PLAT WITH YOUR RECORDS AND IMMEDIATELY REPORT ANY DISCREPANCIES			

P.I.N. 04-29-301-008
COMMON ADDRESS: VACANT LANDS WEST OF
17441 S WEBER ROAD
CREST HILL, IL 60403

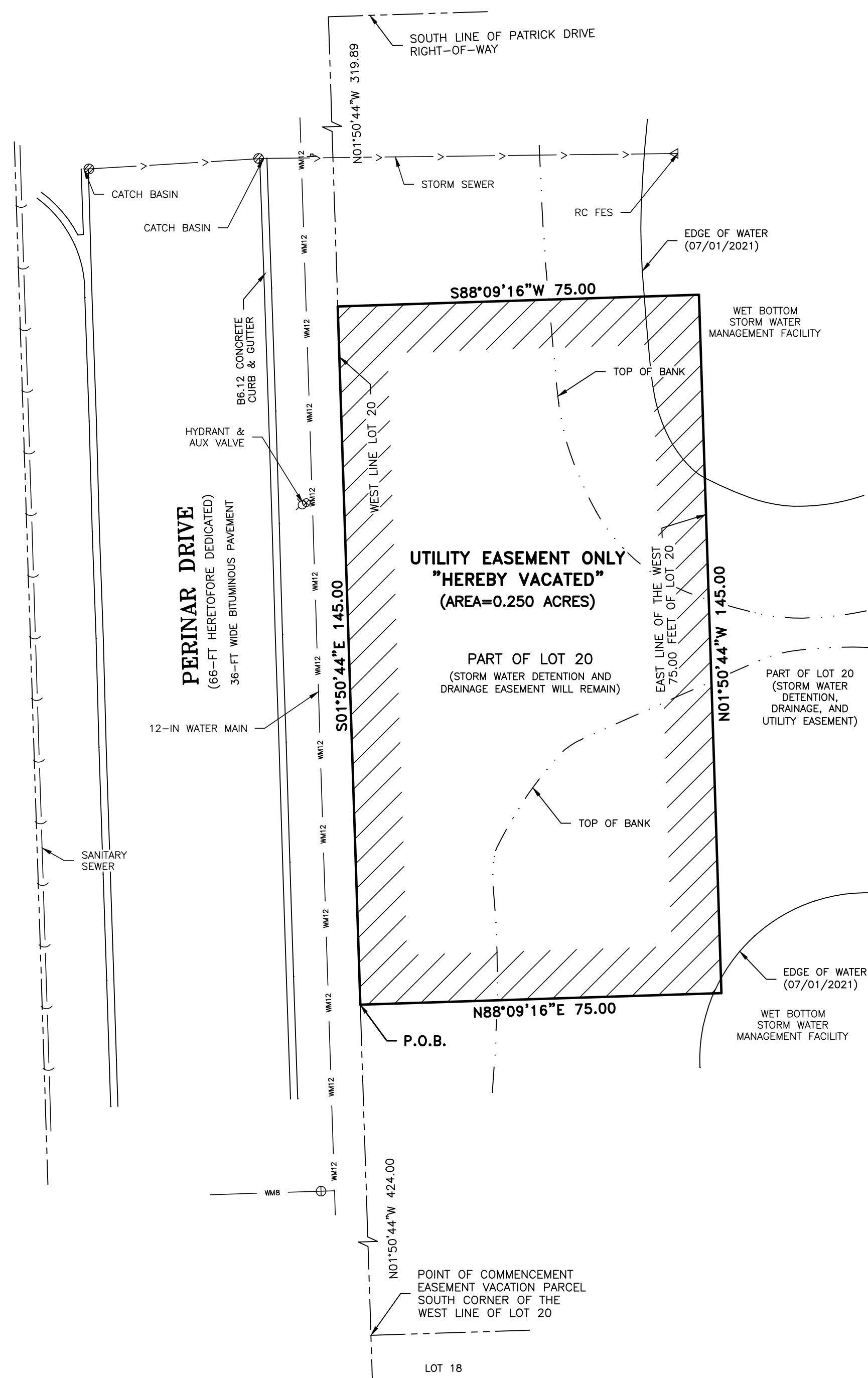
PREPARED BY:
GEOTECH, INC.
1207 CEDARWOOD DRIVE
CREST HILL, ILLINOIS 60403
PHONE: 815-730-1010

MAIL TO:
CITY OF CREST HILL
1610 PLAINFIELD ROAD
CREST HILL, ILLINOIS 60403
PHONE: 815-741-5100



NOTES:

1. WETBCH INCORPORATED IS PROFESSIONAL DESIGN FIRM NUMBER 184A-000165.
2. FOR A SURVEY TO BE CONSIDERED TO BE AN ORIGINAL IT MUST BE HANDWRITTEN AND HAVE EITHER AN EMBOSSED SEAL OR A RUBBER STAMP IN THE COLOR RED OF AN ILLINOIS PROFESSIONAL LAND SURVEYOR.
3. THE BASIS OF BEARING FOR THE PLAT AND SURVEY, SHOWN HEREIN, IS THE PLAT OF ILLINOIS, ZONE EAST (NAD83, 2011), BASED ON GNSS OBSERVATIONS UTILIZING THE TRIMBLE NOW VRS NETWORK.
4. THIS PLAT OF VACATION INTENDS TO ONLY VACATE THE UTILITY PORTION OF THE EASEMENT LOCATED WITHIN THE LIMITS OF THIS PLAT OF VACATION. THE REMAINING PORTION OF THE EASEMENT WILL REMAIN, AS HOW THEY WERE GRANTED BY WEBER FARM CROSSINGS OF CREST HILL, RECORDED AS DOCUMENT NUMBER R2005166985 AND THE PORTION OF CORRECTION RECORDED AS DOCUMENT NUMBER R2005195649.



STATE OF ILLINOIS)
COUNTY OF WILL) SS

I, CHRISTOPHER M. PAPESH, A PROFESSIONAL LAND SURVEYOR IN THE STATE OF ILLINOIS, DO HEREBY CERTIFY THAT UNDER THE DIRECTION OF THE OWNER THEREOF, I HAVE SURVEYED THE FOLLOWING DESCRIBED PARCEL OF LAND:

THAT PART OF THE WEST 75.00' LOT 20 IN WEBER FARM CROSSINGS OF CREST HILL, BEING A SUBDIVISION OF PART OF THE SOUTHWEST QUARTER OF SECTION 29, TOWNSHIP 36 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED SEPTEMBER 27, 2005, AS DOCUMENT NUMBER R2005166985, AND ACCORDING TO THE PLAT THEREOF RECORDED SEPTEMBER 27, 2005, AS DOCUMENT NUMBER R2005166985, AND AS FOLLOWS: COMMENCING AT THE SOUTH CORNER OF THE WEST LINE OF SAID LOT 20, THENCE NORTH 01 DEGREES 50 MINUTES 44 SECONDS WEST ALONG SAID WEST LINE, 424.00 FEET TO THE POINT OF BEGINNING; THENCE NORTH 88 DEGREES 01 MINUTES 16 SECONDS WEST ALONG SAID WEST LINE, 145.00 FEET TO THE POINT OF BEGINNING; THENCE SOUTH 01 DEGREES 50 MINUTES 44 SECONDS WEST ALONG SAID WEST LINE, 145.00 FEET TO THE POINT OF BEGINNING; THENCE SOUTH 88 DEGREES 09 MINUTES 16 SECONDS WEST 75.00 FEET TO A POINT ON THE WEST LINE OF AFORESAID LOT 20, THENCE NORTH 01 DEGREES 50 MINUTES 44 SECONDS EAST ALONG SAID WEST LINE, 145.00 FEET TO THE POINT OF BEGINNING, IN WILL COUNTY, ILLINOIS.

I DO FURTHER CERTIFY THAT:

1. THE ACCOMPANYING PLAT IS A TRUE AND CORRECT REPRESENTATION OF SAID PLAT OF VACATION AS MADE BY ME.
2. THE PROPERTY OR PLAT IS SITUATED WITHIN THE CORPORATE LIMITS OF THE CITY OF CREST HILL.
3. ALL DIMENSIONS ARE GIVEN IN FEET AND DECIMAL PARTS THEREOF.

DATED AT CREST HILL, ILLINOIS THIS 21st DAY OF June, 2022, A.D.

ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 3369
EXPIRATION DATE: 11-30-2022
cpapesh@geotechincorp.com

CERTIFICATE OF OWNERSHIP

STATE OF WISCONSIN)
COUNTY OF CHIPPEWA) SS

THIS IS TO CERTIFY THAT MENARDS, INC. IS THE HOLDER OF RECORD TITLE TO THE PROPERTY DESCRIBED HEREON, AND HAS CAUSED THE SAME TO BE VACATED, AS SHOWN BY THIS PLAT FOR THE USES AND PURPOSES HEREIN SET FORTH AND HEREBY ACKNOWLEDGES AND ADOPTS THE SAME UNDER THE STYLE AND TITLE HEREON SHOWN.

DATED THIS _____ DAY OF _____, 20_____, A.D.

MENARDS, INC.
4777 MENARDS DRIVE
EAU CLAIRE, WI 54703

ATTEST: _____
SECRETARY

BY: _____
VICE-PRESIDENT

STATE OF WISCONSIN)
COUNTY OF CHIPPEWA) SS

I, _____, A NOTARY PUBLIC IN AND FOR SAID COUNTY, IN THE STATE AFORESAID, DO HEREBY

CERTIFY THAT _____ AND _____, RESPECTIVELY, OF MENARDS, INC., PERSONALLY KNOWN TO ME TO BE THE SAME PERSONS WHOSE NAMES ARE SUBSCRIBED TO THE FOREGOING INSTRUMENT, APPEARED BEFORE ME THIS DAY IN PERSON AND ACKNOWLEDGED THAT THEY SIGNED AND DELIVERED THE FOREGOING INSTRUMENT AS THEIR OWN FREE AND VOLUNTARY ACT, AS OFFICERS OF MENARDS, INC., FOR THE USES AND PURPOSES SET FORTH.

GIVEN UNDER MY HAND AND SEAL THIS _____ DAY OF _____, 20_____, A.D.

NOTARY PUBLIC

CERTIFICATE OF CORPORATE AUTHORITIES APPROVAL

STATE OF ILLINOIS)
COUNTY OF WILL) SS

THIS PLAT WAS APPROVED BY THE CITY OF CREST HILL, WILL COUNTY, ILLINOIS AT

A MEETING HELD _____ DAY OF _____, 20_____, A.D.

BY: _____
CITY CLERK
1610 PLAINFIELD ROAD
CREST HILL, ILLINOIS 60403

CERTIFICATE OF COUNTY RECORDER

STATE OF ILLINOIS)
COUNTY OF WILL) SS

THIS INSTRUMENT NO. _____ WAS FILED FOR RECORD IN THE RECORDER'S OFFICE

OF WILL COUNTY, AFORESAID, ON THIS _____ DAY OF _____, 20_____, A.D. AT _____

_____ O'CLOCK _____.M.

WILL COUNTY RECORDER

GJN21038



CITY OF CREST HILL
PLAT OF VACATION

LOT 20 (PART)
WEBER FARM CROSSINGS

DRAWN BY: CJT JOB # GJN21038
CHECKED BY: CMP DATE: 06.21.2022

06.28.2022	CP	ADDED NOTE #4
DATE	BY	REVISION

ORDINANCE NO. _____**AN ORDINANCE AUTHORIZING A PLAT OF VACATION
(Utility Easement on Vacant Land East of Menard's Store)**

WHEREAS, the City Council of the City of Crest Hill has the authority to adopt ordinances and to promulgate rules and regulations that pertain to its government and affairs and protect the public health, safety, and welfare of its citizens; and

WHEREAS, the City of Crest Hill currently holds a Stormwater Detention, Drainage and Utility Easement located on the portion of vacant land east of the Menard's Store in the City of Crest Hill depicted on the Plat of Vacation attached hereto and incorporated herein as Exhibit A within the City of Crest Hill, Will County, Illinois (hereinafter the "Vacation Parcel"); and

WHEREAS, it is in the best interests of the City of Crest Hill and the public interests will be served in vacating the Utility Easement only in the Vacation Parcel described and depicted on the Plat of Vacation attached hereto as Exhibit A for the protection of the proposed well to be located on the Vacation Parcel; and

WHEREAS, the City Council has determined that it is necessary, expedient, and in the best interests of the City and its citizens to authorize said Plat of Vacation and vacate the Existing Easement described and depicted therein.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CREST HILL, WILL COUNTY, ILLINOIS, PURSUANT TO ITS STATUTORY AUTHORITY, AS FOLLOWS:

SECTION 1: The City Council hereby finds that all of the recitals contained in the preamble to this Ordinance are true, correct, and complete and are hereby incorporated by reference hereto and made a part hereof.

SECTION 2: The Plat of Vacation vacating the Utility Easement only attached hereto and incorporated herein as Exhibit A is hereby authorized by the City of Crest Hill and the City Clerk is authorized and directed to execute the Plat of Vacation.

SECTION 3: In the event that any provision or provisions, portion or portions, or clause or clauses of this Ordinance shall be declared to be invalid or unenforceable by a Court of competent jurisdiction, such adjudication shall in no way affect or impair the validity or enforceability of any of the remaining provisions, portions, or clauses of this Ordinance that may be given effect without such invalid or unenforceable provision or provisions, portion or portions, or clause or clauses.

SECTION 4: All ordinances, resolutions, motions, or parts thereof, conflicting with any of the provisions of this Ordinance, are hereby repealed to the extent of the conflict.

SECTION 5: The City Clerk is hereby directed to publish this Ordinance in pamphlet form.

SECTION 6: This Ordinance shall be in full force and effect from and after the end of the current fiscal year as provided by law.

PASSED THIS _____ DAY OF _____, 2022.

	Aye	Nay	Absent	Abstain
Alderman John Vershay	_____	_____	_____	_____
Alderman Scott Dyke	_____	_____	_____	_____
Alderwoman Claudia Gazal	_____	_____	_____	_____
Alderman Darrell Jefferson	_____	_____	_____	_____
Alderpersion Tina Oberlin	_____	_____	_____	_____
Alderman Mark Cipiti	_____	_____	_____	_____
Alderman Nate Albert	_____	_____	_____	_____
Alderman Joe Kubal	_____	_____	_____	_____
Mayor Raymond R. Soliman	_____	_____	_____	_____

Christine Vershay-Hall, City Clerk

APPROVED THIS _____ DAY OF _____, 2022.

Raymond R. Soliman, Mayor

ATTEST:

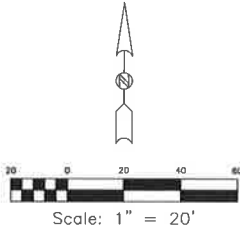
Christine Vershay-Hall, City Clerk

EXHIBIT A
Plat of Vacation

PLAT OF VACATION

COMMON ADDRESS: P.L.N. 04-29-301-008
17441 S WEBER ROAD
CREST HILL, IL 60403

Item 6.



PREPARED BY:
GEOTECH INC.
1207 CEDARWOOD DRIVE
CREST HILL, ILLINOIS 60403
PHONE: 815-730-1010

MAIL TO:
CITY OF CREST HILL
1610 PLAINFIELD ROAD
CREST HILL, ILLINOIS 60403
PHONE: 815-741-3100

- NOTES:
1. GEOTECH INCORPORATED IS PROFESSIONAL DESIGN FIRM NUMBER 184-100183.
 2. FOR A SURVEY TO BE CONSIDERED TO BE AN ORIGINAL, IT MUST BE SIGNED AND HAVE EITHER AN EMBOSSER SEAL OR A RUBBER STAMP SEAL WITH THE COLOR RED OF AN ILLINOIS PROFESSIONAL LAND SURVEYOR.
 3. THE BASIS OF BEARING FOR THE PLAT AND SURVEY, SHOWN HEREON, IS THE TRUE PLANE OF ILLINOIS, ZONE EAST (NAD83) BASED ON CHAIN BRIDGEWORKS UTILIZING THE TRIMBLE NOW VRS NETWORK.
 4. THIS PLAT OF VACATION INTENDS TO GRANT VACATE THE UTILITY PORTION OF THE EASEMENT LOCATED WITHIN THE LIMITS OF THIS PLAT OF VACATION. THE STORM WATER DETENTION AND DRAINAGE EASEMENT WILL REMAIN AS NOW THEY WERE GRANTED BY DEED FROM CROSSINGS OF CREST HILL, RECORDED AS DOCUMENT NUMBER 10003195418 AND THE CERTIFICATE OF CORRECTION RECORDED AS DOCUMENT NUMBER 12005195419.



STATE OF ILLINOIS
COUNTY OF WILL CO.

I, CHRISTOPHER W. PARSON, A PROFESSIONAL LAND SURVEYOR IN THE STATE OF ILLINOIS, DO HEREBY CERTIFY THAT UNDER THE DIRECTION OF THE OWNER THEREOF, I HAVE SURVEYED THE FOLLOWING DESCRIBED PARCELS OF LAND:

THAT PART OF THE WEST 75.00 FEET LOT 20 IN WEBER FARM CROSSINGS OF CREST HILL, BEING A SUBDIVISION OF PART OF THE SOUTHWEST QUARTER OF SECTION 29, TOWNSHIP 38 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED SEPTEMBER 23, 2005, AS DOCUMENT NUMBER 10003195418, AND CERTIFICATE OF CORRECTION, RECORDED NOVEMBER 2, 2005, AS DOCUMENT NUMBER 12005195419, DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTH CORNER OF THE WEST LINE OF SAID LOT 20; THENCE NORTH 01 DEGREES 50 MINUTES 44 SECONDS WEST ALONG SAID WEST LINE, 124.00 FEET TO THE POINT OF BEGINNING; THENCE NORTH 88 DEGREES 05 MINUTES 15 SECONDS EAST 75.00 FEET TO A POINT ON THE EAST LINE OF THE WEST 75.00 FEET OF AFORESAID LOT 20; THENCE NORTH 01 DEGREES 50 MINUTES 44 SECONDS WEST ALONG SAID EAST LINE, 145.00 FEET; THENCE SOUTH 88 DEGREES 05 MINUTES 15 SECONDS WEST 75.00 FEET TO A POINT ON THE WEST LINE OF AFORESAID LOT 20; THENCE SOUTH 01 DEGREES 50 MINUTES 44 SECONDS EAST ALONG SAID WEST LINE, 145.00 FEET TO THE POINT OF BEGINNING, IN WILL COUNTY, ILLINOIS.

I DO FURTHER CERTIFY THAT:

1. THE ACCOMPANYING PLAT IS A TRUE AND CORRECT REPRESENTATION OF SAID PLAT OF VACATION AS MADE BY ME.
2. THE PROPERTY OR PLAT IS SITUATED WITHIN THE CORPORATE LIMITS OF THE CITY OF CREST HILL.
3. ALL DIMENSIONS ARE GIVEN IN FEET AND DECIMAL PARTS THEREOF.

DATED AT CREST HILL, ILLINOIS THIS 21st DAY OF June, 2022, A.D.

ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 1389
EXPIRATION DATE: 11-30-2022
cpcpen@geotecnco.com

CERTIFICATE OF OWNERSHIP

STATE OF ILLINOIS
COUNTY OF SAU CLARE) 55

THIS IS TO CERTIFY THAT HEWARD, INC. IS THE HOLDER OF RECORD TITLE TO THE PROPERTY DESCRIBED HEREON, AND HAS CAUSED THE SAME TO BE VACATED AS SHOWN BY THIS PLAT FOR THE USES AND PURPOSES HEREIN SET FORTH AND HEREBY ACKNOWLEDGES AND ADOPTS THE SAME UNDER THE STYLE AND TITLE HEREON SHOWN.

DATED THIS _____ DAY OF _____, 20____, A.D.

HEWARD, INC.
1101 HEWARD DRIVE
EAU CLAIRE, WI 54601

BY: THELSON J. BEND, REAL ESTATE MANAGER

STATE OF WISCONSIN
COUNTY OF EAU CLAIRE) 55

I, _____, A NOTARY PUBLIC IN AND FOR SAID COUNTY IN THE STATE OF WISCONSIN,

CERTIFY THAT THELSON J. BEND, REAL ESTATE MANAGER OF HEWARD, INC., PERSONALLY KNOWN TO ME TO BE THE SAME PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT, APPEARED BEFORE ME THIS DAY IN PERSON AND ACKNOWLEDGED THAT THEY SIGNED AND DELIVERED THE FOREGOING INSTRUMENT AS THEIR OWN FREE AND VOLUNTARY ACT, AS OFFICER OF HEWARD, INC., FOR THE USES AND PURPOSES SET FORTH.

GIVEN UNDER MY HAND AND SEAL THIS _____ DAY OF _____, 20____, A.D.

NOTARY PUBLIC

CERTIFICATE OF CORPORATE AUTHORITIES APPROVAL

STATE OF ILLINOIS
COUNTY OF WILL CO.) 55

THIS PLAT WAS APPROVED BY THE CITY OF CREST HILL, WILL COUNTY, ILLINOIS AT

A MEETING HELD _____ DAY OF _____, 20____, A.D.

BY: CITY CLERK
1610 PLAINFIELD ROAD
CREST HILL, ILLINOIS 60403

CERTIFICATE OF COUNTY RECORDER

STATE OF ILLINOIS
COUNTY OF WILL CO.) 55

THIS INSTRUMENT NO. _____ WAS FILED FOR RECORDS IN THE RECORDER'S OFFICE

OF WILL COUNTY, ILLINOIS, ON THIS _____ DAY OF _____, 20____, A.D. AT

_____ O'CLOCK _____ P.M.

WILL COUNTY RECORDER

GEOTECH INC.
CONSULTING ENGINEERS - LAND SURVEYORS
1207 CEDARWOOD DRIVE CREST HILL, ILLINOIS 60403 815/730-1010

CITY OF CREST HILL
PLAT OF VACATION

LOT 20 (PART)
WEBER FARM CROSSINGS
DRAWN BY: CJT JOB # 01N21038
CHECKED BY: CMP DATE: 06.21.2022

06.21.2022 CP REVELED OWNER CLAY
06.21.2022 CP REVELED CITY CLERK
DATE BY REVISION

RESOLUTION NO. _____

**A RESOLUTION ACCEPTING AND APPROVING
A GRANT OF WELL SITE EASEMENT
(Menard, Inc. Well Site)**

WHEREAS, the Corporate Authorities of the City of Crest Hill, Will County, Illinois, have the authority to adopt resolutions and to promulgate rules and regulations that pertain to the City's government and affairs and protect the public health, safety, and welfare of its citizens; and

WHEREAS, it is in the best interests of the City of Crest Hill to accept and approve the Grant of Well Site Easement from Menard, Inc. attached hereto and incorporated herein as **Exhibit A** granting a well site easement located on vacant lands east of the Menard's Store in the City of Crest Hill in exchange for the payment of a \$5,000.00 administrative fee to Menard, Inc.; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Crest Hill, Illinois, pursuant to its statutory authority, as follows:

SECTION 1: PREAMBLE. The City Council hereby finds that all of the recitals contained in the preamble to this Resolution are true, correct and complete and are hereby incorporated by reference thereto and made a part hereof.

SECTION 2: ACCEPTANCE AND APPROVAL. The Grant of Well Site Easement attached hereto is hereby accepted and approved and the payment of \$5,000.00 is hereby authorized. All necessary signatures and approvals on the Grant of Well Site Easement should be made by the respective City Officials including the Mayor and City Clerk.

SECTION 3: SEVERABILITY. If any section, paragraph, clause or provision of this Resolution is held invalid, the invalidity of such section, paragraph, clause or provision shall not affect any other provision of this Resolution.

SECTION 4: REPEALER. All ordinances, resolutions or orders, or parts thereof, which conflict with the provisions of this Resolution, are to the extent of such conflict hereby repealed.

SECTION 5: EFFECTIVE DATE. This Resolution shall be in full force and effect immediately upon its passage and publication according to law.

PASSED THIS _____ DAY OF _____, 2022.

	Aye	Nay	Absent	Abstain
Alderman John Vershay	_____	_____	_____	_____
Alderman Scott Dyke	_____	_____	_____	_____
Alderwoman Claudia Gazal	_____	_____	_____	_____
Alderman Darrell Jefferson	_____	_____	_____	_____
Alderperson Tina Oberlin	_____	_____	_____	_____
Alderman Mark Cipiti	_____	_____	_____	_____
Alderman Nate Albert	_____	_____	_____	_____
Alderman Joe Kubal	_____	_____	_____	_____
Mayor Raymond R. Soliman	_____	_____	_____	_____

Christine Vershay-Hall, City Clerk

APPROVED THIS _____ DAY OF _____, 2022.

Raymond R. Soliman, Mayor

ATTEST:

Christine Vershay-Hall, City Clerk

EXHIBIT A

GRANT OF WELL SITE EASEMENT

State of Illinois
County of Will

Prepared by:
Christian G. Spesia
Spesia & Taylor
1415 Black Road
Joliet, Illinois 60435

Return to:
City Administrator
City of Crest Hill
1610 Plainfield Road
Crest Hill, Illinois 60403

Grantor: Menard, Inc.
Address: Vacant Lands West of 17441 S. Weber Road, Crest Hill, Illinois 60403
PIN: 04-29-301-008

GRANT OF WELL SITE EASEMENT

The undersigned, **MENARD, INC.** (hereinafter referred to as "Grantor"), being the owner of the real estate legally described as the Serviant Parcel on **Exhibit A** attached hereto and incorporated herein (hereinafter referred to as the "Subject Property"), for and in consideration of the sum of Ten Dollars (\$10.00) in hand paid and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, does hereby grant, bargain, sell, and convey unto the **CITY OF CREST HILL**, an Illinois Municipal Corporation, having its office at 1610 Plainfield Road, Crest Hill, Illinois 60403 (hereinafter referred to as "Grantee"), its successors and assigns, the right, privilege, permanent and exclusive easement in and to, above and below, the surface of the following described property of Grantor in the City of Crest Hill, County of Will, State of Illinois, said permanent and exclusive easement being legally described and depicted as the Easement Parcel on **Exhibit A** (the "Easement Area") for the exclusive use and occupancy thereof for the purpose of drilling, constructing, erecting, operating, maintaining, protecting, altering, repairing, abandoning, replacing and removing, a public water well (for the purpose of drawing water from beneath the Subject Property), such well to be drilled to any depth that Grantee may from time to time elect, and such pumps, well head, valves, bollards, regulators, fittings, water mains, electric lines and equipment, equipment enclosure building, generator, security equipment, poles, facilities, structures and driveway for access thereto, and all other appurtenances, equipment, rights and benefits used, useful or convenient in connection therewith, together with the rights of ingress and egress over and across the Easement Area at convenient points for the enjoyment of the uses, rights and privileges referenced herein.

1. The Grantee hereby acknowledges that there is an existing Storm Water Detention, Drainage and Utility Easement (the "Existing Easement"), that encumbers the Subject Property which has been vacated from the Easement Area for utility purposes. This Grant of Well Site Easement shall be subject to the Existing Easement and in no way materially limit, alter, or impair the drainage and detention facilities located on the Subject Property.
2. Grantee shall have the right but not the obligation to gravel the surface of the Easement Area and to fence and enclose the Easement Area within a single fence or to fence any of the facilities installed thereon in separate enclosures.
3. Grantee shall have the right to clear, and keep cleared, all trees, undergrowth and other obstructions from the Easement Area. Grantee shall maintain the Easement Area including maintenance of the drainage and detention facilities located within the Easement Area and the mowing of the drainage and detention facilities located outside of the Easement so that the facilities have a uniform and slightly appearance. Grantor shall remain responsible for maintenance of the Subject Property including maintenance of the drainage and detention facilities located on the Subject Property outside of the Easement Area.
4. Grantee shall indemnify, defend, save, and hold harmless Grantor and Grantor's heirs, devisees, successors, and assigns from and against all liabilities, claims, suits, fines, penalties, damages, losses, charges, costs, expenses, and attorneys' fees which may be imposed upon, incurred by, or asserted against Grantor or any of Grantor's successors and assigns by reason of any of the following:
 - a. Any work or thing done or to be done in, on, or about the Easement Area by Grantee or any of Grantee's contractors, agents, employees, licensees, or invitees.
 - b. Any act or omission on the part of Grantee or any of Grantee's contractors, agents, employees, licensees, or invitees.
 - c. Any accident, injury (including death), or damage to any person or property occurring in, on, or about the Easement Area or adjoining land of the Grantor caused by Grantee, its contractors, agents, servants, employees, licensees or invitees.
 - d. Any failure of Grantee or Grantee's contractors, agents, servants, employees, licensees, or invitees to comply with any of the terms or conditions contained in this Grant of Well Site Easement.

Notwithstanding the foregoing, the indemnification provisions herein are not intended to cover claims, suits, liabilities, penalties, damages, losses, charges, costs, expenses and attorney's fees resulting from the Grantor's or Grantor's agents, invitees, heirs, devisees, personal representatives, successors and assigns (hereinafter the "Grantor Parties") negligent or willful and wanton conduct, nor shall

the indemnification provisions apply to disputes resulting from Grantor Parties' breach of this Grant of Well Site Easement. Notwithstanding the foregoing, Grantor shall not be liable for any contamination or pollution of the Well Site that occurs as a result of the use of the Easement Area or adjacent property as drainage and detention facilities.

5. This Grant of Well Site Easement shall become effective on the first date that it has been signed by representatives of both the Grantor and the Grantee and shall continue in perpetuity unless released in writing by the Grantee.
6. This Grant of Well Site Easement is made under and by virtue of the laws of the State of Illinois and shall be construed, interpreted, and applied pursuant thereto without the application of any conflicts of laws principles.
7. Grantor hereby knowingly, intentionally, and voluntarily submits, to the fullest extent permitted by law, to the personal and subject-matter jurisdiction of the Circuit Court for the Twelfth Judicial Circuit, Will County, Illinois.
8. In the event of any litigation between Grantor and Grantee related to this instrument, Grantor and Grantee shall each be responsible for their own attorney's fees and costs of suit.
9. All notices, elections and other communications between Grantor and Grantee shall be in writing and shall be mailed by certified mail, return receipt requested, postage prepaid, or delivered personally, at the following addresses, or at such other addresses as Grantor or Grantee may, by written notice, designate:

If to Grantor Menard, Inc.
 Attn: Properties Division
 5101 Menard Drive
 Eau Claire, WI 54703

If to Grantee City Clerk
 The City of Crest Hill
 1610 Plainfield Road
 Crest Hill, Illinois 60403

With a copy to: Christian Spesia
 Spesia & Taylor
 1415 Black Road
 Joliet, Illinois 60435

Notices shall be deemed received on the fourth (4th) business day following deposit in the United States Mail, if given by certified mail as aforesaid, and upon receipt or refusal, if personally delivered.

10. This Grant of Well Site Easement is and shall constitute a covenant which runs with the land and the terms, covenants and conditions herein contained shall be binding upon and inure to the benefit of Grantor and Grantee and their respective heirs, successors, transferees and assigns.
11. If any part, term or provision of this Grant of Well Site Easement is, by a court of competent jurisdiction or regulatory authority having jurisdiction over said Easement Area, held to be illegal, void, or unenforceable, or to be in conflict with the laws of the State of Illinois, the validity of the remaining provisions or portions hereof shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if this Grant of Well Site Easement did not contain the particular part, term, or provision to be held invalid.
12. This Grant of Well Site Easement together with the exhibits incorporated herein by reference, if any, embodies the whole agreement of the parties. There are no other promises, terms, conditions, or obligations other than those contained herein.
13. The parties hereby represent that they have authority to enter into this Grant of Well Site Easement and bind their respective interests.

IN WITNESS WHEREOF, Grantor has executed this Grant of Well Site Easement on this _____ day of _____, 2022.

GRANTOR:

MENARD, INC.

By: Theron J. Berg

Its: Real Estate Manager

STATE OF WISCONSIN)
) SS
COUNTY OF EAU CLAIRE)

ACKNOWLEDGEMENT

I, the undersigned, a Notary Public in and for said County and State, does hereby certify that Theron J. Berg, the Real Estate Manager of Menard, Inc., personally known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person and acknowledged that he/she signed and delivered the said instrument as his/her own free and voluntary act and as the free and voluntary act of Menard, Inc., for the uses and purposes therein set forth.

Given under my hand and official seal this _____ day of _____,
20_____.

Notary Public

My Commission Expires:

_____, 20____

Accepted by the City of Crest Hill this _____ day of _____, 2022

CITY OF CREST HILL

By: _____
 Raymond R. Soliman
 Its: Mayor

Attest:

By: _____
 Christine Vershay-Hall
 Its: City Clerk

STATE OF ILLINOIS)
) SS
 COUNTY OF WILL)

I, the undersigned Notary Public in and for the State and County aforesaid, do hereby certify that Raymond R. Soliman and Christine Vershay-Hall, personally known to me to be the same persons whose names are subscribed to the foregoing instrument as Mayor and Clerk of the City of Crest Hill, respectively, acknowledged to me that they signed said instrument as their free and voluntary act and as the free and voluntary act of said City for the uses and purposes therein set forth.

Given under my hand and notarial seal this _____ day of _____, 2022.

 Notary Public

My Commission Expires: _____

(SEAL)

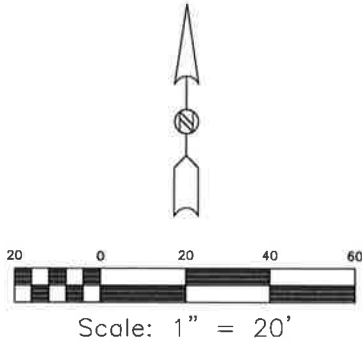
EXHIBIT A

Legal Description/Plat of Easement

PIN No. 04-29-301-008

PLAT OF EASEMENT (WATER WELL)

P.I.N. 04-29-3
COMMON ADDRESS: VACANT LANDS WEST OF
17441 S WEBER ROAD
CREST HILL, IL 60403



SERVANT PARCEL:

LOT 20 IN WEBER FARM CROSSINGS OF CREST HILL, BEING A SUBDIVISION OF PART OF THE SOUTHWEST QUARTER OF SECTION 29, TOWNSHIP 36 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED SEPTEMBER 27, 2005, AS DOCUMENT NUMBER R2005166985, AND CERTIFICATE OF CORRECTION RECORDED NOVEMBER 7, 2005, IN WILL COUNTY, ILLINOIS.

EASEMENT PARCEL:

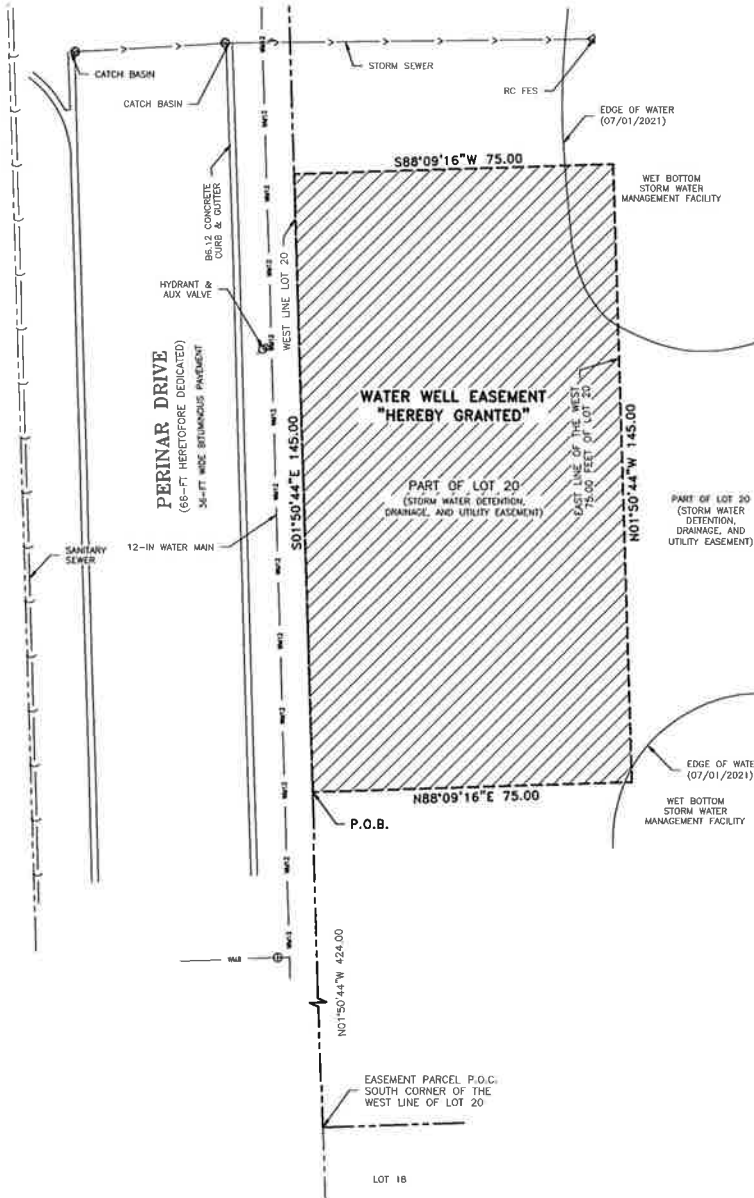
THAT PART OF THE WEST 75.00 FEET LOT 20 IN WEBER FARM CROSSINGS OF CREST HILL, BEING A SUBDIVISION OF PART OF THE SOUTHWEST QUARTER OF SECTION 29, TOWNSHIP 36 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED SEPTEMBER 27, 2005, AS DOCUMENT NUMBER R2005166985, AND CERTIFICATE OF CORRECTION RECORDED NOVEMBER 7, 2005, AS DOCUMENT NUMBER R2005195649, DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTH CORNER OF THE WEST LINE OF SAID LOT 20, THENCE NORTH 01 DEGREES 50 MINUTES 44 SECONDS WEST ALONG SAID WEST LINE, 424.00 FEET TO THE POINT OF BEGINNING; THENCE NORTH 88 DEGREES 09 MINUTES 16 SECONDS EAST 75.00 FEET TO A POINT ON THE EAST LINE OF THE WEST 75.00 FEET OF AFORESAID LOT 20; THENCE NORTH 01 DEGREES 50 MINUTES 44 SECONDS WEST ALONG SAID EAST LINE, 145.00 FEET; THENCE SOUTH 88 DEGREES 09 MINUTES 16 SECONDS WEST 75.00 FEET TO A POINT ON THE WEST LINE OF AFORESAID LOT 20; THENCE SOUTH 01 DEGREES 50 MINUTES 44 SECONDS EAST ALONG SAID WEST LINE, 145.00 FEET TO THE POINT OF BEGINNING, IN WILL COUNTY, ILLINOIS.

NOTES:

1. THIS PROFESSIONAL SERVICE DOESN'T CONSTITUTE A BOUNDARY SURVEY.
2. GEOTECH INCORPORATED IS PROFESSIONAL DESIGN FIRM NUMBER 184-000185.
3. FOR A SURVEY TO BE CONSIDERED TO BE AN ORIGINAL IT MUST BE SIGNED AND HAVE EITHER AN EMBOSSED SEAL OR A RUBBER STAMP SEAL IN THE COLOR RED OF AN ILLINOIS PROFESSIONAL LAND SURVEYOR.
4. UNLESS OTHERWISE NOTED, ALL DIMENSIONS ARE IN FEET AND DECIMAL PARTS THEREOF.
5. THE BASIS OF BEARING FOR THE PLAT AND SURVEY, SHOWN HEREON, IS THE STATE PLANE OF ILLINOIS, ZONE EAST (NAD83 (2011)), BASED ON GNSS OBSERVATIONS UTILIZING THE TRIMBLE NOW VRS NETWORK.
6. EXISTING IMPROVEMENTS, SHOWN HEREON, ARE BASED ON FIELD CONDITIONS OBSERVED ON JULY 1, 2021.

EASEMENT PROVISIONS

(TO BE PROVIDED BY CITY)



STATE OF WISCONSIN)
COUNTY OF EAU CLAIRE)SS

THIS IS TO CERTIFY THAT MENARD INC. IS THE HOLDER OF RECORD TITLE TO THE PROPERTY DESCRIBED HEREON, AND HAS CAUSED THE SAME TO BE SURVEYED AND ACCEPTED, AS SHOWN BY THIS PLAT OF EASEMENT FOR THE USES AND PURPOSES HEREIN SET FORTH AND THAT SAID MENARD INC. HEREBY ACKNOWLEDGES AND ADOPTS THE SAME UNDER THE STYLE AND TITLE HEREON SHOWN.

DATED THIS _____ DAY OF _____, 2021 A.D.

MENARD INC.
4777 MENARD DRIVE
EAU CLAIRE, WI 54703

BY: _____

BY: _____

NAME: _____

NAME: _____

ITS: _____

ITS: _____

STATE OF WISCONSIN)
COUNTY OF EAU CLAIRE)SS

I, _____, A NOTARY PUBLIC IN AND FOR SAID COUNTY, IN THE STATE AFORESAID, DO HEREBY CERTIFY THAT _____ AND _____ AS _____ AND _____ RESPECTIVELY, OF MENARD INC., PERSONALLY KNOWN TO ME TO BE THE SAME PERSONS WHOSE NAMES ARE SUBSCRIBED TO THE FOREGOING INSTRUMENT, APPEARED BEFORE ME THIS DAY IN PERSON AND ACKNOWLEDGED THAT THEY SIGNED AND DELIVERED THE FOREGOING INSTRUMENT AS THEIR OWN FREE AND VOLUNTARY ACT, AS OFFICERS OF MENARD INC. FOR THE USES AND PURPOSES SET FORTH.

GIVEN UNDER MY HAND AND SEAL THIS _____ DAY OF _____, 2021, A.D.

NOTARY PUBLIC

STATE OF ILLINOIS)
COUNTY OF WILL)SS

I, CHRISTOPHER M. PAPESE, A PROFESSIONAL LAND SURVEYOR IN THE STATE OF ILLINOIS, DO HEREBY CERTIFY THAT I HAVE PREPARED THIS PLAT OF EASEMENT OVER THE ABOVE CAPTIONED LANDS AND THAT THIS IS A CORRECT REPRESENTATION THEREOF, DATED AT CREST HILL, ILLINOIS THIS 20th DAY OF July, 2021, A.D.

ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 3369
LICENSE EXPIRATION DATE: 11/30/2020

REVISED 07/20/2021 CMT ADDED FIELDWORK DATE

GEOTECH INC.
CONSULTING ENGINEERS - LAND SURVEYORS

1207 CEDARWOOD DRIVE CREST HILL, ILLINOIS 60403 815/730-1010

PROJECT: CITY OF CREST HILL FIELD BOOK #: V-38-10 PG 18

DRAWN BY: CMT DATE: 7/14/21 SCALE: 1"=20' JOB NO. 2101

COMPARE THIS PLAT WITH YOUR RECORDS AND IMMEDIATELY REPORT ANY DISCREPANCIES



Agenda Memo**Crest Hill, IL**

Meeting Date: 09-06-2022
Submitter: Police Chief Edward Clark
Department: Police Department
Agenda Item: Fireworks Possession/Explosion Fine Increase

Summary: Crest Hill City Council requested the topic of reviewing and potentially raising the fine for possession or explosion of illegal fireworks.

On 08-22-22 the issue was discussed at the City Council work session. It was determined, at that time, that an increase of \$100(Minimum fine of \$250.00) and a mandatory administrative hearing appearance was to be enacted. The ordinances indicate the fine increase and I have attached a interdepartmental directive mandating a mandatory hearing appearance.

Recommended Council Action: Fine increase from \$150 to \$250 and mandatory hearing appearance.

Financial Impact: N/A

Funding Source: N/A

Budgeted Amount: N/A

Cost: N/A

Attachments:

Amended ordinance. Directive.



Fireworks 2020, 2021, 2022

Municipality	Fine Amount	Calls for service	Tickets Written
Joliet	\$500	2562	53
Shorewood	\$50	238	27
Channahon	\$250	176	3
Plainfield	\$100	548	19
Romeoville	\$30	520	4
Lockport	\$100	325	1
Crest Hill	\$150	247	17

ORDINANCE NO. _____

**AN ORDINANCE AMENDING SECTIONS 9.42.040 AND 7.32.50 OF THE
CODE OF ORDINANCES OF THE CITY OF CREST HILL, ILLINOIS**

WHEREAS, the City of Crest Hill is authorized by Section 11-20-5 of the Illinois Municipal Code to make regulations which may be necessary or expedient for the promotion of health (65 ILCS 5/11-20-5) as well as ordinances which pertain to its government and affairs and which will protect the public health, safety and welfare of its citizens;

WHEREAS, pursuant to 65 ILCS 5/1-2-1 of the Illinois Municipal Code, the City may pass all ordinances and make all rules and regulations proper or necessary to carry into effect the powers granted to municipalities; and

WHEREAS, the City of Crest Hill is authorized by Section 11-1-1 and 11-60-2 of the Illinois Municipal Code to pass and enforce all necessary police ordinances and may define, prevent and abate excessive noise and nuisances (65 ILCS 5/11-1-1, 65 ILCS 5/11-60-2, and 65 ILCS 5/11-5-2); and

WHEREAS, The City of Crest Hill is authorized to regulate and prevent the use of fireworks (65 ILCS 5/11-8-4, 425 ILCS 30/24).

WHEREAS, the City of Crest Hill has previously exercised said authority to prohibit the possession and use of prohibited fireworks, in addition to making unlawful the explosion of fireworks which is disruptive or creates excessive noise; and

WHEREAS, pursuant to its express authority granted by the Illinois Municipal Code, the City of Crest Hill has from time to time deemed it necessary to amend its Code of Ordinances; and

WHEREAS, the City of Crest Hill has determined that to protect the safety and welfare of the Citizens of Crest Hill, its Code of Ordinances regarding the fines and penalties for violations of its fireworks and fireworks noise prohibitions should be amended, as follows:

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Crest Hill, Illinois, as follows:

SECTION 1: PREAMBLE. The preamble of this Ordinance is declared to be true and correct and is incorporated by reference as if fully set forth in this Section 1.

SECTION 2: APPROVAL. That Title 9 Public Peace, Morals and Welfare, Chapter 9.42 Noise, Section 9.42.040 Violations; Penalty for violations of the prohibition of loud or unnecessary noises is hereby repealed in its entirety and replaced and amended with the following:

§ 9.42.040 VIOLATIONS; PENALTY.

Any person found guilty of a violation of §§ 9.42.10, 9.42.020 (not fireworks), 9.42.030(B) or 9.42.035 shall be fined not less than \$75, but no more than \$750 for each offense. Any person found guilty of a violation of §9.42.020 (fireworks) §9.43.030(A) shall be fined not less than \$250 nor more than \$750 for each offense as determined by the City Administrative Hearing Officer. Separate occurrences occurring on the same day shall be deemed separate offenses for purposes of imposing a penalty.

('78 Code, § 9.42.040) (Ord. 267, passed - -70; Am. Ord. 998, passed 7-1-96; Am. Ord. 999, passed 8-5-96)

And that Title 7 Health and Safety, Chapter 7.32 Fireworks, Section 7.32.50, Violations; Penalty for violations on the prohibition of possession or use/explosion of prohibited fireworks shall be repealed in its entirety and replaced and amended with the following:

§7.32.50 VIOLATIONS; PENALTY.

In addition to the seizure and forfeiture of illegally possessed fireworks, the penalty for illegal possession or use/explosion of fireworks shall be not less than \$250 nor more than \$750 for each offense as determined by the City Administrative Hearing Officer. Nothing in this chapter 7.32 shall prevent the City, through its authorized agents or peace officers, from citing an individual for disturbing the peace or loud or unnecessary noise pursuant to Chapter 9.42 or to in any way limit the City to citations under this section. Separate occurrences occurring on the same day shall be deemed separate offenses for purposes of imposing a penalty.

SECTION 3: SEVERABILITY. If any section, paragraph, clause or provision of this Ordinance is held invalid, the invalidity of such section, paragraph, clause or provision shall not affect any other provision of this Ordinance.

SECTION 4: REPEALER. All ordinances, resolutions or orders, or parts thereof, which conflict with the provisions of this Ordinance are to the extent of such conflict hereby repealed.

SECTION 5: EFFECTIVE DATE. This Ordinance shall be in full force and effect immediately upon its passage and publication according to law.

[left intentionally blank]

PASSED THIS 6th DAY OF SEPTEMBER 2022.

	Aye	Nay	Absent	Abstain
Alderman John Vershay	_____	_____	_____	_____
Alderman Scott Dyke	_____	_____	_____	_____
Alderwoman Claudia Gazal	_____	_____	_____	_____
Alderman Darrell Jefferson	_____	_____	_____	_____
Alderpersion Tina Oberlin	_____	_____	_____	_____
Alderman Mark Cipiti	_____	_____	_____	_____
Alderman Nate Albert	_____	_____	_____	_____
Alderman Joe Kubal	_____	_____	_____	_____
Mayor Raymond R. Soliman	_____	_____	_____	_____

Christine Vershay-Hall, City Clerk

APPROVED THIS 6TH DAY OF SEPTEMBER 2022.

Raymond R. Soliman, Mayor

ATTEST:

Christine Vershay-Hall, City Clerk



CREST HILL
POLICE DEPARTMENT
1610 Plainfield Road
Crest Hill, IL 60403
815-741-5111
cityofcresthill.com

Item 7.

Directive 22-01

Fireworks/Loud & Unnecessary Noise

Must appear at Administrative Hearing

On 09-06-2022 the city council voted to increase the fine for possession or explosion of fireworks, 9.42.020 (fireworks) §9.43.030(A) to \$250.00. This also includes sections for loud and unnecessary noise or disturbing the peace due to fireworks.

Officers shall check the box on the administrative citation and notify the violator that they must appear before the administrative hearing officer on the prescribed date and time.

Please let me know if you have any questions regarding this directive.

Edward Clark

Chief of Police



Agenda Memo**Crest Hill, IL**

Meeting Date:	September 6, 2022
Submitter:	Mayor Raymond R. Soliman
Department:	Mayor's Office
Agenda Item:	Proclamation for Constitution Week September 17-23, 2022

Summary: Members of the Daughter's of the American Revolution will be present to accept Proclamation at the September 6, 2022 city council meeting. Wards 1 & 2 will read the Proclamation.

Recommended Council Action:**Financial Impact:****Funding Source:****Budgeted Amount:****Cost:****Attachments:**

Proclamation

WHEREAS, The Constitution of the United States of America, the guardian of our liberties, embodies the principles of limited government in a Republic dedicated to rule by law; and

WHEREAS, it is the privilege and duty of the American people to commemorate the two hundred and thirty-fifth anniversary of the drafting of the Constitution of the United States of America with appropriate ceremonies and activities; and

WHEREAS, it is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary, and to the patriotic celebrations which will commemorate it; and

WHEREAS, Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week,

NOW THEREFORE, I, Raymond R. Soliman, by virtue of the authority vested in me as the Mayor of the City of Crest Hill, do hereby proclaim the week of September 17 through 23, 2022 as

CONSTITUTION WEEK

AND urge all of our citizens to study the Constitution and reflect on the privilege of being an American with all the rights and responsibilities which that privilege involves.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Corporate Seal of the City of Crest Hill this 6th day of September, 2022.

Raymond R. Soliman, Mayor



Agenda Memo**Crest Hill, IL**

Meeting Date:	August 22, 2022
Submitter:	Raymond R. Soliman
Department:	Mayor's Office
Agenda Item:	Certificate of Recognition-Jordan Mae Kolaski

Summary:

Recognizing Jordan Mae Kolaski for her achievements in Boy Scouts.

Recommended Council Action:

Financial Impact:**Funding Source:****Budgeted Amount:****Cost:****Attachments:**

Certificate

Raymond R. Soliman
Mayor

Christine Vershay-Hall
Clerk



Glen Conklin
Treasurer

September 6, 2022

Ward 1
Scott Dyke
John Vershay

Ms. Jordan Mae Kolaski
20427 Spruce Lane
Crest Hill, Illinois 60403

Ward 2
Claudia Gazal
Darrell Jefferson

Dear Jordan,

I would like to take this opportunity to congratulate you on earning your Eagle Scout Award on July 12, 2022. This designation is a strong testimony to your commitment, dedication, and loyalty to both the Boy Scouts and your community.

Ward 3
Tina Oberlin
Mark Cipiti

I am impressed that during your Scouting career you have earned 21 Merit Badges, and served in a variety of leadership roles, which included Senior Patrol Leader for the Girls Troop 83. You also completed a community project by designing, constructing, and installing a memorial bench for the fallen firefighters of the Plainfield Fire Department at the Plainfield Fire Training Facility.

Ward 4
Nate Albert
Joe Kubal

Earning the Eagle Scout designation proves that you are responsible, dedicated, and community minded. As you continue to build on this foundation, I am confident that you will be very successful in any life path that you choose.

Jim Marino
City Administrator

Congratulations on your Eagle Scout Award and keep up the good work!

Sincerely,

A handwritten signature in blue ink that reads "Raymond R. Soliman".

Raymond R. Soliman
Mayor
City of Crest Hill

CITY OF CREST HILL

1610 Plainfield Road
Crest Hill, IL 60403

815-741-5100
cityofcresthill.com

Certificate of Recognition

This Certificate Is Awarded To

Jordan Mae Kolaski

For her Achievements In Boy Scouts

and earning Eagle Scout Honors for designing, constructing, and installing a memorial bench for the fallen firefighters of the Plainfield Fire Department at the Plainfield Fire Training Facility, and for her dedication to the citizens of the City of Crest Hill, Illinois.

Dated in Crest Hill, Illinois this 15th day of August, 2022.

Christine Vershay-Hall, Clerk

Raymond R. Soliman, Mayor



Agenda Memo**Crest Hill, IL**

Meeting Date: August 22, 2022
Submitter: Raymond R. Soliman
Department: Mayor
Agenda Item: Police Pension Board Appointment-John Smith

Summary:

I am recommending Mr. John Smith for appointment to the Crest Hill Police Pension Board effective September 7, 2022 and his term to expire April 30, 2024.

Recommended Council Action:**Financial Impact:****Funding Source:****Budgeted Amount:****Cost:****Attachments:**

Application
Resume

COMMISSIONER APPLICATION

- | | |
|--|---|
| <input type="checkbox"/> Plan Commission | <input type="checkbox"/> Veterans' Committee |
| <input type="checkbox"/> Civil Service Commission | <input type="checkbox"/> Events Committee |
| <input checked="" type="checkbox"/> Police Pension Board | <input type="checkbox"/> Beautification Committee |
| <input type="checkbox"/> Deputy Liquor Commissioner | |

Name: John A. Smith Phone: 815-577-6880

Home Address: 21506 Victory Lake Way

Years as Crest Hill Resident: 21 Registered Voter: yes

Email Address: JASmith6435@yahoo

Present Employer: RETIRED Position: _____

College or University, if appropriate: _____

Degree and Major: _____

Previous experiences related to Commission of interest:

Current membership in local organizations and offices held:

F.O.P

Past membership in local organizations and offices held:

Please attach resume and letter of intent and add additional pertinent information you feel would exemplify you as a Commission member – Why do you want to

serve? I believe that I can be A Asset to the Board. Every Citizen Should Contribute to their Community is Asked.

John A. Smith

Signature

Aug 11, 2022

Date

Return Application to: Raymond R. Soliman, Mayor

Aug. 11, 2022

Position: Police Pension Board, City of Crest Hill
Name: John A. Smith DOB: 07/10/1941
21506 Victory Lake Way, Crest Hill, Ill 60403
Phone: 815-577-6880

I am seeking appointment to the Police Pension Board of Crest Hill. I and my wife are 21 year residents of the city, moving here in 2001 from Chicago. My wife and I are about to celebrate our 60th Anniversary next year. I have two children and 4 grandchildren, all living in the State of Illinois. I am currently retired.

I, along with my wife, have been involved in various activities in our community since moving here and we currently host a monthly function and have done so for the past 17 years. I have worked on numerous committees here in our association.

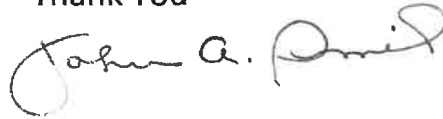
I was a member of the Chicago Police Department for 34 years, retiring with the rank of Detective. I was assigned to the Homicide section for 27 years after working a patrol car in the district and after serving time in the Special Operations Unit.

In my career in law enforcement with Chicago, I received 2 Department Commendations, over a 100 Honorable Mentions and numerous citizen letters of appreciation. I have dealt with people my entire Police career, and I believe that I learned to listen to people, which has guided me my entire life.

As a retired Police Officer, who is drawing a pension, I believe that I can bring a view point and understanding of the problems facing not only the Pension Board but also the retiree.

I ask that you consider and approve my appointment to the Police Pension Board

Thank You

A handwritten signature in dark ink, appearing to read "John A. Smith". The signature is written in a cursive style with a large initial "J" and a distinct "S".



Agenda Memo**Crest Hill, IL**

Meeting Date:	September 6, 2022
Submitter:	Mayor Raymond R. Soliman
Department:	Mayor's Office
Agenda Item:	Reconsideration of Amended Ordinance #1918

Summary:

Pursuant to my statutory veto power, 65 ILCS 5/3.1-40-55, I am asking for reconsideration of amended ordinance #1918 for action at the September 6, 2022 city council meeting.

Recommended Council Action:**Financial Impact:****Funding Source:****Budgeted Amount:****Cost:****Attachments:**

ORDINANCE NO. 1918

AN ORDINANCE AMENDING TITLE 2 (ADMINISTRATION AND PERSONNEL), CHAPTER 26 (FINANCE DIRECTOR) OF THE CREST HILL CITY CODE

WHEREAS, the City Council of the City of Crest Hill has the authority to adopt ordinances and to promulgate rules and regulations that pertain to its government and affairs and protect the public health, safety, and welfare of its citizens; and

WHEREAS, pursuant to Section 3.1-30-5(a) of the Illinois Municipal Code (65 ILCS 5/3.1-30-5(a)), the Mayor is authorized to appoint, subject to the advice and consent of the City Council, any and all officers necessary to carry into effect the powers conferred upon the City by the constitution and laws of the State of Illinois; and

WHEREAS, the Mayor and City Council previously exercised this grant of authority to create the office of Finance Director for the City of Crest Hill, as set forth in Title 2 (Administration and Personnel), Chapter 26 (Finance Director); and

WHEREAS, the Corporate Authorities of the City are empowered to amend its Code of Ordinances from time to time, as necessary to further the best interests of the City of Crest Hill and its residents; and

WHEREAS, the Corporate Authorities of the City have determined that it is in the best interests of the City and its citizens to amend the Ordinance relating to the position of City Finance Director in Title 2, Chapter 26 of the City Code as set forth herein.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CREST HILL, WILL COUNTY, ILLINOIS, PURSUANT TO ITS STATUTORY AUTHORITY, AS FOLLOWS:

SECTION 1: The City Council hereby finds that all of the recitals contained in the preamble to this Ordinance are true, correct, and complete and are hereby incorporated by reference hereto and made a part hereof.

SECTION 2: Title 2 (Administration and Personnel), Chapter 26 (Finance Director) of the Crest Hill City Code is hereby repealed and replaced, in its entirety, with the following:

CHAPTER 26: FINANCE DIRECTOR

Section

2.26.010 Creation of office; appointment

2.26.020 Salary

2.26.030 Duties and responsibilities

§ 2.26.010 CREATION OF OFFICE; APPOINTMENT.

The office of Finance Director is created. The Finance Director shall serve as head of the Treasurer's Office and shall be appointed by the Mayor with the advice and consent of the City Council. The Finance Director shall report to the City Treasurer. (Ord. 1689, passed 5-18-15; Am. Ord 1869, passed 8-2-21)

§ 2.26.020 SALARY.

The annual salary of the Finance Director shall be in an amount as fixed by the City Council. (Ord. 1689, passed 5-18-15; Am. Ord 1869, passed 8-2-21)

§ 2.26.030 DUTIES AND RESPONSIBILITIES.

The Finance Director shall have the following duties:

- (A) Effectuates city financial policies and practices and represents the city's interests by taking or recommending discretionary actions that effectively control or implement city financial policy.
- (B) Supervises and directs the employees of the Treasurer's Office and Utility Billing by consistently using independent judgment for the scheduling of employees, evaluating employee performance, correcting employee deficiencies, and effectively recommending the hiring, suspension, promotion, discharge and discipline of Treasurer's Office and Utility Billing employees.
- (C) Management and supervision of month-end processing including but not limited to journal entries, posting revenue and manual items, reviewing accounts payable and clearing accounts, posting payroll and benefits, reconciling all cash and investment accounts, posting all interest earned, reviewing and producing all monthly financial material listed on Council agendas, accounts payable and payroll posting to general ledger.
- (D) Budget preparation through EXCEL, including revenue estimates, salary and benefit calculations for all employee groups, all year end estimates, posting final numbers to general ledger, City Council presentations at budget sessions, department submittal reviews and meetings, final document, all lines of insurance calculations, debt service reserve calculations.
- (E) Audit work-paper preparation including accounting system year end close, year-end accrual calculations and posting, confirmation letters, capital construction contracts, utility billing calculations.
- (F) Payroll quarterly reporting: 941's, IMRF, police pension, unemployment, state

and federal, annual W2's, and preparation of 1099 forms.

- (G) **Banking duties: daily deposit review, bank reconciliations, all city banking communications, investment monitoring, wire transfers, manual checks.**
- (H) **Attend City Council meetings and work sessions as required. Prepares reports for the Mayor, City Council and City Administrator as required including the following monthly reports to be submitted by the 15th of the month for the previous month:**
 - (1) **Statement of receipts and source thereof.**
 - (2) **Statement of actual expenditures by general ledger account only; that is. not to include departmental expenditures.**
 - (3) **Statement of cash transactions and balances in bank by fund, which statement shall include the following:**
 - (a) **Beginning cash balances on first of month, receipts, disbursements, and end of month cash balances; and**
 - (b) **The end of month balances should be reflected by fund and by bank account, showing the name of the bank, the account name and balance.**
 - (4) **A complete list of obligations or accounts payable, including unpaid tax warrants, notes payable, bonds payable or any other balances or obligations payable, including due dates of each obligation.**
- (I) **Bring to the attention of the City Council, at the time a purchase is proposed, the fact that such purchase might result in over-expended appropriation. Transfers between appropriations must be approved by the City Council before such transfer is made.**
- (J) **Supervise verification and payment of invoices, preparation of vouchers, and preparation of accounts payable ledger by vendor and by fund.**
- (K) **Oversight and management of the Property Tax Rebate Check Program.**
- (L) **Oversight, management, and compliance with GFOA criteria and requirements.**
- (M) **Preparation and submission of the Annual Tax Levy.**
- (N) **Create a separate account for any project for which public funds in excess of**

Five Hundred Thousand Dollars (\$500,000.00) are to be expended, regularly monitor said account and expenditures, and report monthly to the City Council regarding the status of said project and account.

- (O) With respect the account(s) and projects as designated in Paragraph (N), the Finance Director shall immediately, or as soon as practicable, inform the City Council, City Treasurer, City Administrator and Mayor of any expenses which exceed the budgeted amounts for said project.

- (P) Perform other duties as assigned by the City Treasurer.

(Ord. 1689, passed 5-18-15; Am. Ord. 1702, passed 12-21-15; Am. Ord 1869, passed 8-2-21)

SECTION 3: In the event that any provision or provisions, portion or portions, or clause or clauses of this Ordinance shall be declared to be invalid or unenforceable by a Court of competent jurisdiction, such adjudication shall in no way affect or impair the validity or enforceability of any of the remaining provisions, portions, or clauses of this Ordinance that may be given effect without such invalid or unenforceable provision or provisions, portion or portions, or clause or clauses.

SECTION 4: That all ordinances, resolutions, motions, or parts thereof, conflicting with any of the provisions of this Ordinance, are hereby repealed to the extent of the conflict.

SECTION 5: That the City Clerk is hereby directed to publish this Ordinance in pamphlet form.

SECTION 6: That this Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form as provided by law.

Intentionally Blank

PASSED THIS 1st DAY OF AUGUST 2022.

	Aye	Nay	Absent	Abstain
Alderman John Vershay	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alderman Scott Dyke	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alderdwoman Claudia Gazal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alderman Darrell Jefferson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alderperson Tina Oberlin	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alderman Mark Cipiti	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alderman Nate Albert	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alderman Joe Kubal	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mayor Raymond R. Soliman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Christine Vershay-Hall, City Clerk

APPROVED THIS 1st DAY OF AUGUST 2022.

Raymond R. Soliman, Mayor

ATTEST:

Christine Vershay-Hall, City Clerk



Agenda Memo**Crest Hill, IL**

Meeting Date: 9/6/2022
Submitter: Christine Vershay-Hall
Department: Clerk's Office
Agenda Item: Approval of Block Party for 16153 Laurel Oak Dr. – James Hernandez

Summary:

James Hernandez, is seeking approval to have a block party on Saturday, September 10, 2022, from 3 p.m. until 11:00 p.m.

The request is to close off Laurel Oak Dr. from Laurel Oak Ct.

Recommended Council Action:

Approval of a Block Party for Laurel Oak Dr - James Hernandez

Financial Impact:

Funding Source:

Budgeted Amount:

Cost:

Attachments:

Block Party Application



1610 Plainfield Rd.
Crest Hill, IL 60403
815-741-5100

Item 12.

Block Party Application

Date of Block Party: 9-10-22 Hours of the block party: 3pm - 11pm

Name and address of person requesting the block party: JAMES HERNANDEZ

16153 LAUREL OAK DR Phone number: 815 382-7140

We are asking to close off: LAUREL OAK DR & LAUREL OAK CT.
(street names and/or to address and from address)

From and To intersection of _____

(**Per Ordinance #1032-Any loud noise heard after 11:00 p.m. on Friday and Saturday and after 10:00 p.m. on Sunday through Thursday is considered a nuisance and can be charged with a violation of Ordinance #1032**).

Would you like the Police Department to stop and talk with the residents if available? Yes ☒ No ☐

Would you like the Lockport Fire Department to stop and talk with the residents if available? Yes ☒ No ☐

The Crest Hill Public Works Department will supply you with barricades that will be dropped off the day prior to the block party at the applicant's house and will be picked up the next available workday after your party.

You are not allowed to have open liquor on the city streets.

You are not allowed to have open fires on the City streets, but you can have grills.

Please make sure that all garbage is cleaned up and tables, chairs and grills are removed prior to the street being reopened.

The City of Crest Hill hopes that you have a safe and enjoyable block party.

******NOTE******

Please mark one of the following:

Yes Yes, I will be attending a City Council meeting to seek approval for the block party.

No No, I will not be attending a City Council meeting, but request the City Clerk to seek permission from the Council and notify me of the decision.

[Signature]
(Signature)

8-17-22
(Date)

City Clerk's Office Check List

OFFICE USE ONLY: (Give copies to the following departments after approval granted by Council)

Fax a copy to the Lockport Fire Department at (815) 838-9141 _____ Copy given to Police Department _____

Copy given to Public Works Department _____ Permission letter mailed to applicant _____

Email copy to: jsternal@cityofcresthill.com amartino@cityofcresthill.com msiefert@cityofcresthill.com



Agenda Memo**Crest Hill, IL**

Meeting Date: September 6, 2022
Submitter: Christine Vershay-Hall
Department: Clerk's Office
Agenda Item: Approval of Block Party for 21503 Loch Ln – Pat Rowe

Summary:**Recommended Council Action:**

Approval of Block Party for 21503 Loch Ln – Pat Rowe

Financial Impact:

Funding Source: NA

Budgeted Amount: NA

Cost: NA

Attachments:

Application & Map

**Block Party Application**

Date of Block Party: September 24, 2022 Hours of the block party: 7pm-11pm

Name and address of person requesting the block party: Pat Rowe

21503 Loch Lane Phone number: 708-250-8114

We are asking to close off: East side of Loch Ln. pond
(street names and/or to address and from address)

From and To intersection of Loch Ln & Abbey Ln. to Prestwick Dr. & Abbey Ln.

(**Per Ordinance #1032-Any loud noise heard after 11:00 p.m. on Friday and Saturday and after 10:00 p.m. on Sunday through Thursday is considered a nuisance and can be charged with a violation of Ordinance #1032**).

Would you like the Police Department to stop and talk with the residents if available? Yes ☒ No ☐

Would you like the Lockport Fire Department to stop and talk with the residents if available? Yes ☒ No ☐

The Crest Hill Public Works Department will supply you with barricades that will be dropped off the day prior to the block party at the applicant's house and will be picked up the next available workday after your party.

You are not allowed to have open liquor on the city streets.

You are not allowed to have open fires on the City streets, but you can have grills.

Please make sure that all garbage is cleaned up and tables, chairs and grills are removed prior to the street being reopened.

The City of Crest Hill hopes that you have a safe and enjoyable block party.

******NOTE******

Please mark one of the following:

☒ Yes, I will be attending a City Council meeting to seek approval for the block party.

☐ No, I will not be attending a City Council meeting, but request the City Clerk to seek permission from the Council and notify me of the decision.

Pat Rowe

8-26-2022

(Signature)

(Date)

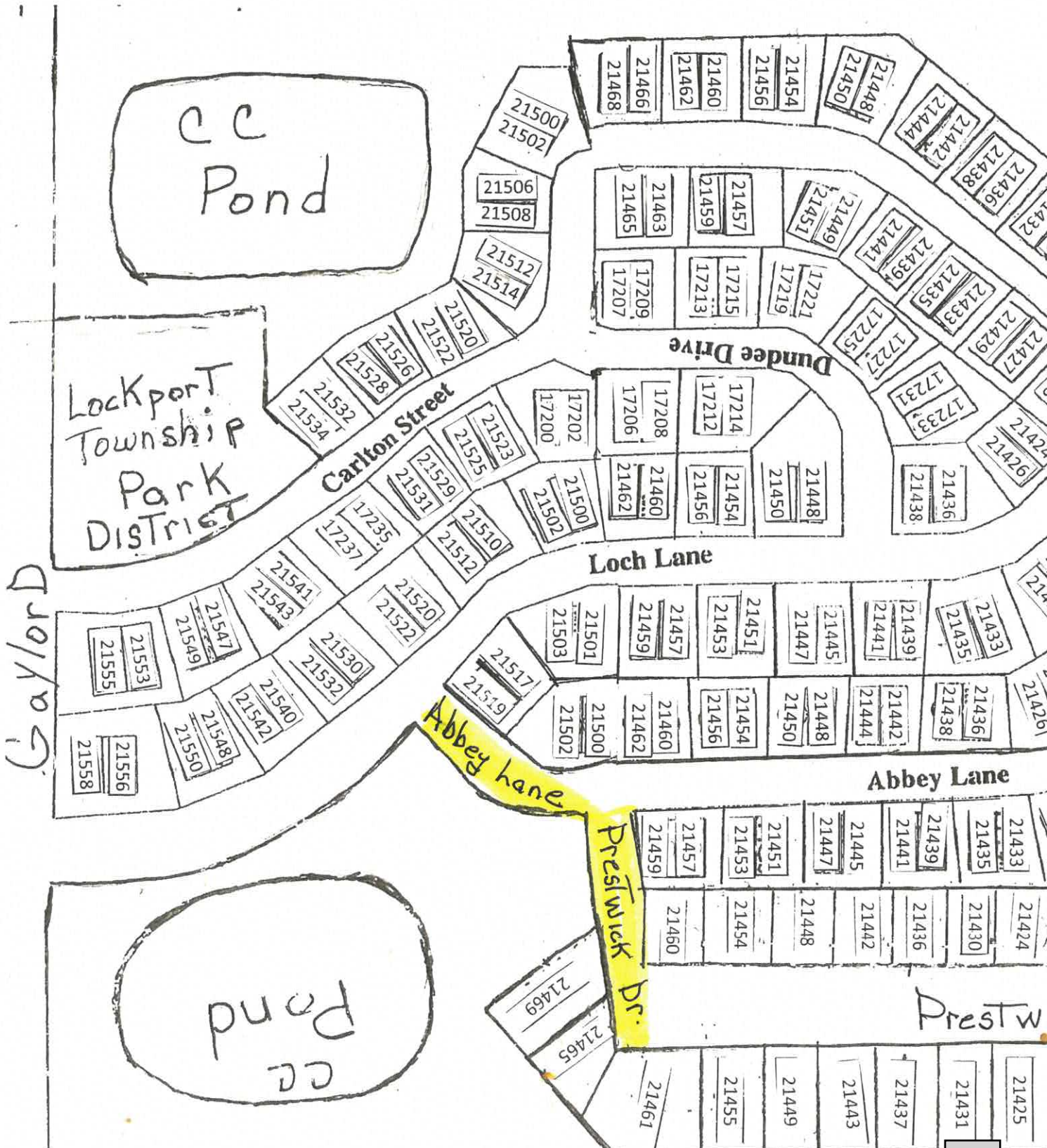
City Clerk's Office Check List

OFFICE USE ONLY: (Give copies to the following departments after approval granted by Council)

Fax a copy to the Lockport Fire Department at (815) 838-9141 NA Copy given to Police Department NA

Copy given to Public Works Department Permission letter mailed to applicant

Email copy to: jsternal@cityofcresthill.com amartino@cityofcresthill.com msiefert@cityofcresthill.com





Agenda Memo**Crest Hill, IL**

Meeting Date:	September 6, 2022
Submitter:	Lisa Banovetz, Director of Finance/ Glen Conklin, Treasurer
Department:	Administration
Agenda Item:	Approve an Ordinance Supplementing the Appropriation Ordinance for The Fiscal Year Beginning May 1, 2022, and Ending April 30, 2023, for the Appropriation Ordinance for an Accounts Disbursement Clerk

Summary: The City is respectfully requesting the Council's approval for an Ordinance Supplementing the Appropriation Ordinance for The Fiscal Year Beginning May 1, 2022, and Ending April 30, 2023, for the Appropriation Ordinance for an Accounts Disbursement Clerk for \$55,161.60 which was discussed at the August 29, 2022 City Council meeting.

Recommended Council Action: Approve an Ordinance Supplementing the Appropriation Ordinance for The Fiscal Year Beginning May 1, 2022, and Ending April 30, 2023, for the Appropriation Ordinance for an Accounts Disbursement Clerk for \$55,161.60

Financial Impact:

Funding Source: Water/Sewer Fund

Budgeted Amount: N/A

Cost: \$55,161.60

Attachments: Ordinance

ORDINANCE NO. _____

**A SUPPLEMENTAL APPROPRIATION AND BUDGET AMENDMENT ORDINANCE
FOR THE FISCAL YEAR BEGINNING MAY 1, 2022, AND ENDING APRIL 30, 2023,
FOR THE CITY OF CREST HILL, WILL COUNTY, ILLINOIS**

WHEREAS, the City Council of the City of Crest Hill has the authority to adopt ordinances and to promulgate rules and regulations that pertain to its government and affairs and protect the public health, safety, and welfare of its citizens; and

WHEREAS, on May 16, 2022, the City Council passed Ordinance No. 1902 entitled “An Ordinance Making Appropriations for All Corporate Purposes for the Fiscal Year Beginning May 1, 2022, and Ending April 30, 2023, for the City of Crest Hill, Will County, Illinois” (hereinafter referred to as the “Fiscal Year 2022-2023 Appropriation Ordinance”); and

WHEREAS, on May 16, 2022, the City Council passed Ordinance No. 1903 entitled “An Ordinance Adopting a City-Wide Budget for the 2022-2023 Fiscal Year” (the “Fiscal Year 2022-2023 Budget Ordinance”); and

WHEREAS, since the adoption of the Fiscal Year 2022-2023 Appropriation Ordinance and the Fiscal Year 2022-2023 Budget Ordinance the City has learned that it is eligible to receive, and will receive, additional revenues in the total amount of seventy-eight thousand, seven hundred fifty-eight and 00/100 dollars (\$78,758.00) (the “Additional Revenues”) from the Illinois Department of Revenue for its share of the Illinois Personal Property Replacement Taxes (“PPRT”); and

WHEREAS, the Additional Revenues have not yet been appropriated by the City and were not accounted for in the Fiscal Year 2022-2023 Appropriation Ordinance and the Fiscal Year 2022-2023 Budget Ordinance; and

WHEREAS, pursuant to Section 8-2-9 of the Illinois Municipal Code (65 ILCS 5/8-2-9), the City Council is authorized to adopt this Supplemental Appropriation Ordinance in order to appropriate the Additional Revenues to defray expenses and liabilities of the City, as set forth herein; and

WHEREAS, the City Council has determined that it is necessary, expedient, and in the best interests of the City and its citizens to adopt this Supplemental Appropriation Ordinance in order to appropriate fifty-five thousand one hundred sixty-one and 60/100 dollars (\$55,161.60) of the Additional Revenues to defray expenses and liabilities of the City, as set forth herein; and

WHEREAS, the City Council has determined that it is necessary, expedient, and in the best interests of the City and its citizens to amend the Fiscal Year 2022-2023 Budget Ordinance to account for the supplemental appropriation accomplished by this Ordinance.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CREST HILL, WILL COUNTY, ILLINOIS, PURSUANT TO ITS STATUTORY AUTHORITY, AS FOLLOWS:

SECTION 1: The City Council hereby finds that all of the recitals contained in the preamble to this Ordinance are true, correct, and complete and are hereby incorporated by reference hereto and made a part hereof.

SECTION 2: A total amount of fifty-five thousand one hundred sixty-one and 60/100 dollars (\$55,161.60), the same being part of the Additional Revenues described above (the “Additional Appropriated Funds”), is hereby appropriated by the City of Crest Hill for Fiscal Year 2022-2023 and allocated to the objects and purposes specified on Exhibit A, attached hereto and fully incorporated herein.

SECTION 3: Any unexpended balance of any item of any appropriation made by this Ordinance may be expended in making up any insufficiency in any item of appropriation made by this Ordinance, as may be directed by the City Council, by appropriate action.

SECTION 4: The Fiscal Year 2022-2023 Appropriation Ordinance, as described above, as well as all prior supplemental appropriation ordinances of the City of Crest Hill for Fiscal Year 2022-2023 are and shall remain in full force and effect without change.

SECTION 5: The Fiscal Year 2022-2023 Budget Ordinance is hereby amended as necessary to account for the Additional Appropriated Funds appropriated hereby, as well as the allocation thereof to the objects and purposes specified on Exhibit A. The Finance Director of the City is hereby authorized and directed to take any and all actions necessary to amend the City’s Fiscal Year 2022-2023 Budget to incorporate the Additional Appropriated Funds appropriated by this Ordinance.

SECTION 5: In the event that any provision or provisions, portion or portions, or clause or clauses of this Ordinance shall be declared to be invalid or unenforceable by a Court of competent jurisdiction, such adjudication shall in no way affect or impair the validity or enforceability of any of the remaining provisions, portions, or clauses of this Ordinance that may be given effect without such invalid or unenforceable provision or provisions, portion or portions, or clause or clauses.

SECTION 6: That all ordinances, resolutions, motions, or parts thereof, conflicting with any of the provisions of this Ordinance, are hereby repealed to the extent of the conflict.

SECTION 7: That the City Clerk is hereby directed to publish this Ordinance in pamphlet form.

SECTION 8: That this Ordinance shall be in full force and effect from and after the end of the current fiscal year as provided by law.

PASSED THIS 6th DAY OF September, 2022.

	Aye	Nay	Absent	Abstain
Alderman John Vershay	_____	_____	_____	_____
Alderman Scott Dyke	_____	_____	_____	_____
Alderwoman Claudia Gazal	_____	_____	_____	_____
Alderman Darrell Jefferson	_____	_____	_____	_____
Alderperson Tina Oberlin	_____	_____	_____	_____
Alderman Mark Cipiti	_____	_____	_____	_____
Alderman Nate Albert	_____	_____	_____	_____
Alderman Joe Kubal	_____	_____	_____	_____
Mayor Raymond R. Soliman	_____	_____	_____	_____

Christine Vershay-Hall, City Clerk

APPROVED THIS _____ DAY OF _____, 2022.

Raymond R. Soliman, Mayor

ATTEST:

Christine Vershay-Hall, City Clerk

EXHIBIT A

Account	Description	Original Appropriation	July 5, 2022 Supplemental Appropriation	July 5, 2022 Aggerate Appropriation	August 29, 2022 Supplemental Appropriation	August 29, 2022 Aggerate Appropriation	September 6, 2022 Supplemental Appropriation*	September 6, 2022 Aggerate Appropriation

Water & Sewer Administration								
07-09-4100	Salaries	\$ 475,000	\$ -	\$ 475,000	\$ -	\$ 475,000	\$ 55,161.60	\$ 530,161.80

	Water & Sewer Administration Total	\$ 6,060,588	\$ -	\$ 6,060,588	\$ -	\$ 6,060,588	\$ 55,161.60	\$ 6,115,749.96

Grand Total		\$ 43,938,298	\$ 1,129,384	\$ 45,067,682	\$ 340,156.62	\$45,407,838.14	\$ 55,161.60	\$45,462,999.94



Agenda Memo

Crest Hill, IL

Meeting Date: 8/29/2022

Submitter: Lisa Banovetz/ Glen Conklin/ Jim Marino

Department: Treasurer's Office

Agenda Item: Approval to hire an Accounts Disbursement Clerk

Summary:

During the Fiscal Year 2022~2023 budget process, there were discussions of adding an additional Accounts Disbursement Clerk to the Treasurer's Office, but the position was not accounted for in the current year's budget.

The City is respectfully requesting Council's approval to add an additional Accounts Disbursement Clerk to the current Treasurer's Office staff. If City Council approves this request, the Treasurer's Office would have three (3) Accounts Disbursement Clerks and one (1) Utility Billing Supervisor.

The Treasurer's Office currently struggles to complete all the duties which are required of this office with the current number of employees in its department. The Treasurer's Office does receive assistance from the Clerk's Office staff in addition to receiving assistance from the City's Administrative Assistant to help the Treasurer's Office with not only the collection and processing of water bill payments, but also assists with the City's annual Property Tax Rebate program. Adding one Full Time Equivalent (FTE) Accounts Disbursement Clerk in the Treasurer's Office would reduce the frequency for the need to ask other departments for assistance to ensure that the City is providing excellent customer service to its residents.

Per the current International Union of Operating Engineers, Local 150 contract, the salary for the Accounts Disbursement Clerk position would be \$26.52 an hour (or \$55,161.60 annually) plus health insurance and Illinois Municipal Retirement Fund (IMRF) benefits. This would be a new International Union of Operating Engineers, Local 150 position and would be funded from the City's Water and Sewer Administration fund.

This position is not currently in the Fiscal Year 2022~2023 budget. However, the City recently received notification that it will be receiving an additional \$78,758 more than it had budgeted for in revenue from the Illinois Department of Revenue (IDOR) for its share of the Personal Property Replacement Taxes (PPRT). PPRT are revenues collected by the state of Illinois and

paid to local governments to replace money that was lost by local governments when their powers to impose personal property taxes on corporations, partnerships, and other business entities were taken away.

The additional PPRT revenue is a one-time increase that will cover the unbudgeted salary and benefits for this position for the current fiscal year. A budget amendment will not be required. This will be a position that will be budgeted for, if approved by the City Council, in the Fiscal Year 2023~2024 budget.

This position is subjected to the City's current Civil Service hiring process. The current Civil Service list expires in October 2022.

Recommended Council Action:

To hire a full time Accounts Disbursement Clerk from the City's current Civil Service list as discussed at the September 22, 2022 City Council Work Session.

Financial Impact:

Funding Source: Water/Sewer Fund

Budgeted Amount: \$0

Cost: \$55,161.60 plus benefits to be offset by the unbudgeted increase in the PPRT revenue which will be received during the Fiscal Year 2022~2023

Attachments:



City Council Agenda Memo

Crest Hill, IL

Meeting Date:	September 06, 2022
Submitter:	Lisa Banovetz, Director of Finance / Glen Conklin, Treasurer
Department:	Treasurer's Office
Agenda Item:	Approval of the List of Bills from August 01, 2022 through September 07, 2022 in the amount of \$828,725.08.

Summary: Attached is the list of bills issued through 09-07-2022 in the amount of \$828,725.08.

Recommended Council Action: Approval of the List of Bills from August 01, 2022 through September 07, 2022 in the amount of \$828,725.08.

Financial Impact:

Funding Source: Expenditures will be paid from the respective fund from which the expenditure originated.

Budgeted Amount:

Cost:

Attachments: List of bills

Report Criteria:

Detail report type printed

[Report].Check Issue Date = 08/01/2022,08/25/2022,09/01/2022,09/07/2022

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	GL Period	GL Account
26	Aflac	August 2022	AFLAC 08-2022	08/26/2022	1,365.24	1,365.24	18761	09/07/2022	822	01002439
Total 26:					1,365.24	1,365.24				
41	Alexander Ch	58625	CHLORINE	08/31/2022	49.50	49.50	18763	09/07/2022	822	07065421
Total 41:					49.50	49.50				
46	Republic Ser	0721-007281	AUGUST 2022 RESIDE	08/20/2022	108,950.66	108,950.66	18853	09/07/2022	822	80005300
Total 46:					108,950.66	108,950.66				
56	SYNC/AMAZ	4449539563	CANVAS BAGS	08/11/2022	39.90	39.90	18864	09/07/2022	822	01115401
		4684989894	RED CANVAS BAGS -4	08/14/2022	30.40	30.40	18864	09/07/2022	822	01115401
		4837868569	YELLOW TONER FOR	08/18/2022	123.12	123.12	18864	09/07/2022	822	01165401
		4953337964	CANVAS BAGS	08/14/2022	59.96	59.96	18864	09/07/2022	822	01115401
		4979947956	RED CANVAS BAG	08/10/2022	30.40	30.40	18864	09/07/2022	822	01115401
		4979947956	FEBREEZE - 2	08/10/2022	16.95	16.95	18864	09/07/2022	822	01115401
		4979947956	30 PC POLY ENVELOP	08/10/2022	55.36	55.36	18864	09/07/2022	822	01115401
		5664376738	8 PIN TIMER	08/18/2022	334.50	334.50	18864	09/07/2022	822	07085366
		5857376976	AVERY LABELS	08/18/2022	26.54	26.54	18864	09/07/2022	822	01115401
		5899377683	DRUM FOR BROTHER	08/24/2022	179.46	179.46	18864	09/07/2022	822	01115401
		5934756333	11 PIN TIMERS	08/18/2022	126.66	126.66	18864	09/07/2022	822	07085366
		6749676844	PHILLIPS VOICE RECO	08/24/2022	159.00	159.00	18864	09/07/2022	822	01115401
		6838683666	RED CANVAS BAG - 1	08/13/2022	9.33	9.33	18864	09/07/2022	822	01115401
		7574585887	CELL PHONE HOLDER	08/11/2022	28.07	28.07	18864	09/07/2022	822	01035400
		8533788579	FIRST TACTICAL GLOV	08/05/2022	59.99	59.99	18864	09/07/2022	822	01025400
		8535369868	COFFEE	08/23/2022	27.99	27.99	18864	09/07/2022	822	01165401
		8759985869	CANVAS BAG	08/11/2022	13.30	13.30	18864	09/07/2022	822	01105401
		8896386499	BLACK TONER FOR P	08/18/2022	116.00	116.00	18864	09/07/2022	822	01165401
		9696873945	LOUD SPEAKER AMPL	08/12/2022	249.99	249.99	18864	09/07/2022	822	01025402
Total 56:					1,607.46	1,607.46				
58	American Ca	G. Ragdowsk	DONATION-G RAGDO	08/15/2022	100.00	100.00	18766	09/07/2022	822	01105312
Total 58:					100.00	100.00				
68	American Wa	7002044454	RENEWAL MEMBERSH	07/27/2022	83.00	83.00	18767	09/07/2022	822	07065341
Total 68:					83.00	83.00				
82	Aramark	6030042416	MATS FOR CITY HALL/	08/09/2022	132.90	132.90	18770	09/07/2022	822	01045300
		6030042418	UNIFORMS FOR WATE	08/09/2022	55.21	55.21	18770	09/07/2022	822	07065300
		6030042418	UNIFORMS FOR EAST	08/09/2022	55.20	55.20	18770	09/07/2022	822	07085300
		6030042421	UNIFORMS FOR WEST	08/09/2022	29.46	29.46	18770	09/07/2022	822	07085300
		6030044200	UNIFORMS FOR STRE	08/12/2022	262.31	262.31	18770	09/07/2022	822	01035300
		6030045351	MATS FOR CITY HALL/	08/16/2022	30.02	30.02	18770	09/07/2022	822	01045300
		6030045356	UNIFORMS FOR EAST	08/16/2022	53.36	53.36	18770	09/07/2022	822	07085300
		6030045356	UNIFORMS FOR WATE	08/16/2022	53.36	53.36	18770	09/07/2022	822	07065300
		6030045358	UNIFORMS FOR WEST	08/16/2022	29.46	29.46	18770	09/07/2022	822	07085300
		6030047158	UNIFORMS FOR PW	08/19/2022	153.06	153.06	18770	09/07/2022	822	01035300
		6030048303	MATS FOR CITY HALL/	08/23/2022	233.04	233.04	18770	09/07/2022	822	01045300

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	GL Period	GL Account
		6030048305	UNIFORMS FOR EAST	08/23/2022	57.47	57.47	18770	09/07/2022	822	07085300
		6030048305	UNIFORMS FOR WATE	08/23/2022	57.47	57.47	18770	09/07/2022	822	07065300
		6030048306	UNIFORMS FOR WEST	08/23/2022	29.46	29.46	18770	09/07/2022	822	07085300
		6030050039	UNIFORMS FOR STRE	08/26/2022	262.31	262.31	18770	09/07/2022	822	01035300
Total 82:					1,494.09	1,494.09				
92	Associated T	35927	EMERGENCY LEAK LO	08/10/2022	920.00	920.00	18772	09/07/2022	822	07065430
		35968	LEAK LOCATE THEOD	08/18/2022	1,124.00	1,124.00	18772	09/07/2022	822	07065430
		35982	LEAK LOCATE ARBOR	08/22/2022	1,028.00	1,028.00	18772	09/07/2022	822	07065430
Total 92:					3,072.00	3,072.00				
93	AT&T STP Lo	August 2022	MONTHLY STATEMENT	08/01/2022	6.99	6.99	18774	09/07/2022	822	07085350
Total 93:					6.99	6.99				
108	AT&T 831-00	4301461705	INTERNET SERVICES	08/11/2022	690.02	690.02	18773	09/07/2022	822	01065350
Total 108:					690.02	690.02				
118	Autozone	4405380884	UNIT #091, UNIT #092	08/19/2022	15.36	15.36	18775	09/07/2022	822	01075400
Total 118:					15.36	15.36				
125	Azavar Audit	156154	ONBOARDING FEE FO	08/30/2022	1,000.00	1,000.00	18776	09/07/2022	822	01065301
Total 125:					1,000.00	1,000.00				
137	Battery Servi	0090208	POLICE-STOCK BATTE	08/17/2022	455.80	455.80	18778	09/07/2022	822	01075400
Total 137:					455.80	455.80				
231	Certified Lab	7889533	HAND SANITIZER/WEE	08/04/2022	1,395.40	1,395.40	18779	09/07/2022	822	07085402
		7889533	12076464 LOK-CEASE	08/04/2022	740.00	740.00	18779	09/07/2022	822	07065470
Total 231:					2,135.40	2,135.40				
287	Ciox Health	0383582198	SUBPOENA MEDICAL	08/04/2022	108.93	108.93	18781	09/07/2022	822	01025310
Total 287:					108.93	108.93				
295	Clarke Enviro	001026627	MOSQUITO ABATEME	08/23/2022	3,784.00	3,784.00	18782	09/07/2022	822	01035300
Total 295:					3,784.00	3,784.00				
318	Comcast 877	August 2022	COMCAST BUSINESS	08/16/2022	2.11	2.11	18784	09/07/2022	822	01105350
Total 318:					2.11	2.11				
320	ComEd 1494	Augsut 2022	MONTHLY STATEMENT	08/24/2022	18.79	18.79	18785	09/07/2022	822	07065353
Total 320:					18.79	18.79				
323	ComEd 6121	August 2022	1306-1/2 HARVEST DR	08/24/2022	23.42	23.42	18787	09/07/2022	822	07075353

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	GL Period	GL Account
					23.42	23.42				
324	ComEd 7379	August 2022	0 ROOT BERTA	08/24/2022	23.07	23.07	18788	09/07/2022	822	07075353
					23.07	23.07				
334	ComEd 4715	August 2022	STREET LIGHTS	08/18/2022	164.48	164.48	18786	09/07/2022	822	01035351
					164.48	164.48				
382	Creative Pro	147547	DARE ITEMS	08/29/2022	543.40	543.40	18799	09/07/2022	822	01025402
		147547	SHIPPING	08/29/2022	72.99	72.99	18799	09/07/2022	822	01025402
					616.39	616.39				
451	Constellation	6327254580	ELECTRICITY FOR WE	08/26/2022	761.34	761.34	18797	09/07/2022	822	07065353
					761.34	761.34				
452	Constellation	6319495960	EAST PLANT ELECTRI	08/16/2022	4,530.52	4,530.52	18792	09/07/2022	822	07085353
					4,530.52	4,530.52				
453	Constellation	6327254050	ELECTRIC FOR WEST	08/25/2022	2,742.29	2,742.29	18795	09/07/2022	822	07085353
					2,742.29	2,742.29				
454	Constellation	6328049280	ELECTRIC FOR WELL	08/29/2022	989.23	989.23	18789	09/07/2022	822	07065353
					989.23	989.23				
455	Constellation	6319495100	WELL 10 ELECTRCI	08/16/2022	1,178.27	1,178.27	18791	09/07/2022	822	07065353
					1,178.27	1,178.27				
457	Constellation	6328052570	ELECTRIC FOR WELL	08/29/2022	931.64	931.64	18793	09/07/2022	822	07065353
					931.64	931.64				
458	Constellation	6319497750	ELECTRIC FOR WELL	08/16/2022	146.36	146.36	18794	09/07/2022	822	07065353
					146.36	146.36				
459	Constellation	6327254060	ELECTRIC FOR WELL	08/25/2022	888.23	888.23	18796	09/07/2022	822	07065353
					888.23	888.23				
461	Constellation	6325028690	MONTHLY INVOICE	08/23/2022	1,037.65	1,037.65	18790	09/07/2022	822	07065353
					1,037.65	1,037.65				
493	ERA Waters	017148	DMRQA CORRECTIVE	08/16/2022	597.33	597.33	18801	09/07/2022	822	07085420
					597.33	597.33				
503	Evident, Inc.	192885A	LATENT PRINT FIELD	08/02/2022	109.61	109.61	18802	09/07/2022	822	01025400

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	GL Period	GL Account
Total 503:					109.61	109.61				
526	FedEx	7-854-30763	FEDEX GROUND SER	08/17/2022	43.43	43.43	18804	09/07/2022	822	01105322
		9-632-74921	FEDEX EXPRESS SER	08/24/2022	3.32	3.32	18804	09/07/2022	822	01105322
Total 526:					46.75	46.75				
532	Ferro Asphalt	7048	ASPHALT FOR WATER	08/11/2022	1,230.23	1,230.23	18805	09/07/2022	822	07065430
		7067	ASPHALT FOR WATER	08/12/2022	3,313.50	3,313.50	18805	09/07/2022	822	07065430
		7113	SURFACE - ROAD PAT	08/17/2022	634.50	634.50	18805	09/07/2022	822	01035400
		7136	SURFACE - ROAD PAT	08/19/2022	634.50	634.50	18805	09/07/2022	822	01035400
Total 532:					5,812.73	5,812.73				
549	Fleet Safety	79497	UNIT #6 SAFETY LIGH	07/22/2022	480.01	480.01	18806	09/07/2022	822	11007301
Total 549:					480.01	480.01				
591	Geotech Inc	51399	PROFESSIONAL SURV	08/16/2022	480.00	480.00	18809	09/07/2022	822	07065332
Total 591:					480.00	480.00				
606	GovHR USA	2-06-22-323	ADVERTISING RECRUI	04/30/2022	6,013.00	6,013.00	18810	09/07/2022	822	01105300
Total 606:					6,013.00	6,013.00				
610	Grainger	9399295634	TOOLS FOR METER IN	08/03/2022	553.41	553.41	18811	09/07/2022	822	07065430
		9399295634	TOOLS FOR METER IN	08/03/2022	553.42	553.42	18811	09/07/2022	822	07095470
		9400521960	DRAIN GUARD	08/04/2022	88.64	88.64	18811	09/07/2022	822	01035400
		9404498058	DAYTON 4YG30A BAN	08/09/2022	107.40	107.40	18811	09/07/2022	822	01075400
		9410165873	DAYTON 4YG30A BAN	08/12/2022	22.67	22.67	18811	09/07/2022	822	01075400
Total 610:					1,325.54	1,325.54				
640	Hawkins Inc	6257253	AZONE 15 - EPA REG	08/04/2022	2,244.00	2,244.00	18812	09/07/2022	822	07065421
		6265068	CHLORINE	08/15/2022	320.00	320.00	18812	09/07/2022	822	07065421
		6270174	BLEACH	08/15/2022	6,514.95	6,514.95	18812	09/07/2022	822	07065421
Total 640:					9,078.95	9,078.95				
641	Hawthorne L	18784	VEGETATION CUTTIN	08/12/2022	130.00	130.00	18813	09/07/2022	822	01165300
Total 641:					130.00	130.00				
644	Core & Main	Q403022	METERS	08/04/2022	18,288.00	18,288.00	18798	09/07/2022	822	07095470
		R378054	METER WIRE	08/11/2022	111.72	111.72	18798	09/07/2022	822	07095470
		R397067	SMART POINTS MXU	08/18/2022	40,095.00	40,095.00	18798	09/07/2022	822	07095470
		R410388	METERS	08/17/2022	643.50	643.50	18798	09/07/2022	822	07095470
Total 644:					59,138.22	59,138.22				
752	Illinois Sectio	200074751	TRAINING JEREMY MA	08/15/2022	102.00	102.00	18815	09/07/2022	822	07065341
Total 752:					102.00	102.00				
783	APWA, Illinoi	M. Brown 20	MATT BROWN IPSI	08/31/2022	775.00	775.00	18768	09/07/2022	822	07085341

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	GL Period	GL Account
Total 783:					775.00	775.00				
792	J&J Newell C	22-5967	2022 WATER MAIN BR	08/04/2022	61,845.00	61,845.00	18816	09/07/2022	822	07065430
Total 792:					61,845.00	61,845.00				
796	JCM Uniform	784440	GREEN STRYKE PANT	07/28/2022	149.98	149.98	18817	09/07/2022	822	01025344
		784440	RAPID ASSAULT SHIR	07/28/2022	120.00	120.00	18817	09/07/2022	822	01025344
Total 796:					269.98	269.98				
826	JP Morgan C	02G0124499	5 GALLON BOTTLED W	07/12/2022	55.95	55.95	328	08/25/2022	722	01105300
		02G8480005	5 GALLON BOTTLED W	08/02/2022	292.77	292.77	328	08/25/2022	722	01025310
		02H0124499	5 GALLON BOTTLED W	08/10/2022	183.84	183.84	328	08/25/2022	722	01105300
		22G8105553	WATER-	08/04/2022	139.90	139.90	328	08/25/2022	722	07085343
	Action Target		CARDBOARD TARGET	07/29/2022	285.00	285.00	328	08/25/2022	722	01025341
	Beggars Pizz		BEGGAR'S PIZZA	08/02/2022	260.00	260.00	328	08/25/2022	722	01025402
	Comcast 0600		INTERNET AND PHON	07/10/2022	151.84	151.84	328	08/25/2022	722	07065350
	Comcast 025		INTERNET AND PHON	07/12/2022	207.49	207.49	328	08/25/2022	722	07075350
	Comcast 025		INTERNET AND PHON	07/06/2022	156.34	156.34	328	08/25/2022	722	07065350
	Comcast 055		FAX LINES NEW CITY	08/09/2022	215.78	215.78	328	08/25/2022	722	01105350
	Comcast 059		INTERNET AND PHON	07/12/2022	155.83	155.83	328	08/25/2022	722	07075350
	Comcast 059		INTERNET AND PHON	07/11/2022	155.83	155.83	328	08/25/2022	722	07075350
	Comcast 060		INTERNET AND PHON	07/21/2022	17.92	17.92	328	08/25/2022	722	07065350
	Comcast 064		INTERNET AND PHON	08/01/2022	154.60	154.60	328	08/25/2022	722	07065350
	Defensive Ed		ARMORER COURSE	08/08/2022	550.00	550.00	328	08/25/2022	722	01025341
	FedEx July 2		OVERNIGHT AGREEM	07/17/2022	96.72	96.72	328	08/25/2022	722	07065300
	GFS July 202		PAPER-PLASTIC DINN	07/12/2022	151.40	151.40	328	08/25/2022	722	01025343
	Go To Techn		ANNUAL GO-TO MEETI	07/15/2022	163.20	163.20	328	08/25/2022	722	01065301
	Hilton August		HOTEL STAY FOR IML-	08/05/2022	6,952.47	6,952.47	328	08/25/2022	722	01015342
	IACP July 20		IACP DUES-CLARK22	08/13/2022	190.00	190.00	328	08/25/2022	722	01025341
	IML August 2		IML 2022 CONFERENC	08/02/2022	1,860.00	1,860.00	328	08/25/2022	722	01015341
	IML August 2		IML CONFERENCE FO	08/03/2022	310.00	310.00	328	08/25/2022	722	01015341
	Microsoft Au		MONTHLY 365 BUSINE	08/04/2022	60.50	60.50	328	08/25/2022	722	01065301
	MyFax July 2		FAX LINE MAIN ADMIN	07/28/2022	12.00	12.00	328	08/25/2022	722	01065350
	Office Max A		USB'S	08/09/2022	93.95	93.95	328	08/25/2022	722	01025400
Total 826:					12,873.33	12,873.33				
846	Kimball Midw	100195801	BOLTS FOR EAST	08/11/2022	391.52	391.52	18822	09/07/2022	822	07085366
Total 846:					391.52	391.52				
905	Lockwood Fu	104025	CITY HALL AC REPAIR	07/28/2022	479.00	479.00	18825	09/07/2022	822	01045300
Total 905:					479.00	479.00				
917	LumberZach	8-16-22	TREE REMOVAL	08/16/2022	2,474.00	2,474.00	18826	09/07/2022	822	01035300
		8-25-22	TREE REMOVAL	08/25/2022	1,850.00	1,850.00	18826	09/07/2022	822	01035300
Total 917:					4,324.00	4,324.00				
932	APWA, Michi	M. Siefert 20	2023 MAPSI	08/31/2022	695.00	695.00	18769	09/07/2022	822	07085341
Total 932:					695.00	695.00				

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	GL Period	GL Account
941	Ada Martino	August 2022	CANDY FOR NATIONA	08/02/2022	53.52	53.52	18760	09/07/2022	822	01025402
Total 941:					53.52	53.52				
956	McMaster Ca	83287025	PUMP CONTROLLER	08/17/2022	394.72	394.72	18828	09/07/2022	822	07085365
Total 956:					394.72	394.72				
958	Meade, Inc.	701419	STREET SIGN MAINT	08/31/2022	600.00	600.00	18829	09/07/2022	822	01035300
Total 958:					600.00	600.00				
961	Menards	40466	GREY PRIMER	08/01/2022	29.96	29.96	18830	09/07/2022	822	07085365
		40471	FISH TAPE FOR METE	08/01/2022	78.96	78.96	18830	09/07/2022	822	01035400
		40524	MEGA NOODLES	08/02/2022	8.97	8.97	18830	09/07/2022	822	01025402
		40606	PUBLIC WORKS FENC	08/04/2022	675.10	675.10	18830	09/07/2022	822	13007640
		40649	PUBLIC WORKS FENC	08/05/2022	62.91	62.91	18830	09/07/2022	822	13007640
		40827	SUPPLIES FOR EAST	08/09/2022	106.73	106.73	18830	09/07/2022	822	07085365
		40835	TIRES FOR LAWN CAR	08/09/2022	57.98	57.98	18830	09/07/2022	822	01075400
		40854	UNION	08/09/2022	9.38	9.38	18830	09/07/2022	822	07085365
		40878	POST SLEEVE	08/10/2022	149.97	149.97	18830	09/07/2022	822	13007640
		40939	MAINT AND SUPPLIES	08/11/2022	140.64	140.64	18830	09/07/2022	822	07065361
		40977	FLORESCENT LIGHT B	08/12/2022	49.95	49.95	18830	09/07/2022	822	07065361
		40979	DRILL BITS	08/12/2022	22.40	22.40	18830	09/07/2022	822	01035400
		41268	RIVETS	08/18/2022	10.38	10.38	18830	09/07/2022	822	13007310
		41309	PVC PIPE	08/19/2022	9.63	9.63	18830	09/07/2022	822	07065361
		41318	FLEET CAR WASH BR	08/19/2022	679.96	679.96	18830	09/07/2022	822	01075400
		41324	TAP CONS	08/19/2022	10.90	10.90	18830	09/07/2022	822	07065361
Total 961:					2,103.82	2,103.82				
962	Menards Inc	2295911A	COMMON AREA MAINT	09/01/2022	88.08	88.08	18831	09/07/2022	822	01105300
		August 2022	MENARDS EASEMENT	08/22/2022	5,000.00	5,000.00	18831	09/07/2022	822	12007615
Total 962:					5,088.08	5,088.08				
973	Microbac Lab	L22003120	SEMI-ANNUAL EFFLUE	07/26/2022	813.50	813.50	18832	09/07/2022	822	07085306
		L22003121	QUARTERLY LAND AP	07/26/2022	813.50	813.50	18832	09/07/2022	822	07085306
Total 973:					1,627.00	1,627.00				
986	Allegra Joliet	122295	WINDOW ENVELOPES	08/05/2022	299.43	299.43	18764	09/07/2022	822	07095321
		122295	WINDOW ENVELOPES	08/05/2022	299.44	299.44	18764	09/07/2022	822	01105321
		122296	REGULAR ENVELOPE	08/05/2022	107.94	107.94	18764	09/07/2022	822	07095321
		122296	REGULAR ENVELOPE	08/05/2022	107.95	107.95	18764	09/07/2022	822	01105321
Total 986:					814.76	814.76				
991	MOE Fringe	October 2022	10-2022 LOCAL 150	09/01/2022	2,977.50	2,977.50	329	09/01/2022	822	01024200
		October 2022	10-2022 LOCAL 150	09/01/2022	8,621.60	8,621.60	329	09/01/2022	822	01034200
		October 2022	10-2022 LOCAL 150	09/01/2022	5,116.00	5,116.00	329	09/01/2022	822	01074200
		October 2022	10-2022 LOCAL 150	09/01/2022	1,341.60	1,341.60	329	09/01/2022	822	01114200
		October 2022	10-2022 LOCAL 150	09/01/2022	419.50	419.50	329	09/01/2022	822	01124200
		October 2022	10-2022 LOCAL 150	09/01/2022	3,397.00	3,397.00	329	09/01/2022	822	01164200
		October 2022	10-2022 LOCAL 150	09/01/2022	5,040.65	5,040.65	329	09/01/2022	822	07064200
		October 2022	10-2022 LOCAL 150	09/01/2022	3,078.25	3,078.25	329	09/01/2022	822	07074200
		October 2022	10-2022 LOCAL 150	09/01/2022	4,491.40	4,491.40	329	09/01/2022	822	07084200

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	GL Period	GL Account
		October 2022	10-2022 LOCAL 150	09/01/2022	5,313.50	5,313.50	329	09/01/2022	822	07094200
		September 2	09-2022 LOCAL 150	08/01/2022	2,977.50	2,977.50	326	08/01/2022	722	01024200
		September 2	09-2022 LOCAL 150	08/01/2022	8,621.60	8,621.60	326	08/01/2022	722	01034200
		September 2	09-2022 LOCAL 150	08/01/2022	5,116.00	5,116.00	326	08/01/2022	722	01074200
		September 2	09-2022 LOCAL 150	08/01/2022	1,341.60	1,341.60	326	08/01/2022	722	01114200
		September 2	09-2022 LOCAL 150	08/01/2022	419.50	419.50	326	08/01/2022	722	01124200
		September 2	09-2022 LOCAL 150	08/01/2022	3,397.00	3,397.00	326	08/01/2022	722	01164200
		September 2	09-2022 LOCAL 150	08/01/2022	5,040.65	5,040.65	326	08/01/2022	722	07064200
		September 2	09-2022 LOCAL 150	08/01/2022	3,078.25	3,078.25	326	08/01/2022	722	07074200
		September 2	09-2022 LOCAL 150	08/01/2022	4,491.40	4,491.40	326	08/01/2022	722	07084200
		September 2	09-2022 LOCAL 150	08/01/2022	5,313.50	5,313.50	326	08/01/2022	722	07094200
Total 991:					79,594.00	79,594.00				
1003	Factory Moto	50-4043035	PUBLIC WORKS F-350	08/17/2022	685.44	685.44	18803	09/07/2022	822	01075400
		53-430983	PUBLIC WORKS F-350	08/17/2022	275.00	275.00	18803	09/07/2022	822	01075400
		55-822522	PUBLIC WORKS F-350	08/17/2022	42.80	42.80	18803	09/07/2022	822	01075400
		60-344187	PUBLIC WORKS F-350	08/17/2022	83.12	83.12	18803	09/07/2022	822	01075400
Total 1003:					1,086.36	1,086.36				
1058	Nicor 94-96-3	July 2022	MONTHLY STATEMENT	08/09/2022	152.84	152.84	18844	09/07/2022	822	07085350
Total 1058:					152.84	152.84				
1059	Nicor 39-52-5	July 2022	MONTHLY STATEMENT	08/17/2022	84.56	84.56	18839	09/07/2022	822	07065350
Total 1059:					84.56	84.56				
1060	Nicor 56-57-8	July 2022	MONTHLY STATEMENT	08/10/2022	8.54	8.54	18841	09/07/2022	822	07065350
Total 1060:					8.54	8.54				
1061	Nicor 43-23-2	July 2022	MONTHLY STATEMENT	08/05/2022	157.31	157.31	18840	09/07/2022	822	01105350
Total 1061:					157.31	157.31				
1062	Nicor 89-13-6	July 2022	MONTHLY STATEMENT	08/05/2022	229.22	229.22	18842	09/07/2022	822	07065350
Total 1062:					229.22	229.22				
1063	Nicor 24-66-3	July 2022	MONTHLY STATEMENT	08/05/2022	50.80	50.80	18838	09/07/2022	822	07075350
Total 1063:					50.80	50.80				
1065	Nicor 95-25-4	July 2022	MONTHLY STATEMENT	08/05/2022	242.46	242.46	18845	09/07/2022	822	07065350
Total 1065:					242.46	242.46				
1066	Nicor 08-01-5	July 2022	MONTHLY STATMENT	08/05/2022	157.31	157.31	18834	09/07/2022	822	07065350
Total 1066:					157.31	157.31				
1067	Nicor 89-80-1	July 2022	MONTHLY STATEMENT	08/05/2022	283.33	283.33	18843	09/07/2022	822	07085350
Total 1067:					283.33	283.33				

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	GL Period	GL Account
1079	Notary Public	A. Korach 20	NOTARY RENEWAL - A.	08/30/2022	59.00	59.00	18846	09/07/2022	822	01025401
Total 1079:					59.00	59.00				
1140	Petty Cash F	August 2022-	JULY 2022 MILEAGE	08/19/2022	50.00	50.00	18847	09/07/2022	822	01015342
Total 1140:					50.00	50.00				
1195	Quill LLC	26857905	MULTIFOLD PAPER TO	08/05/2022	189.95	189.95	18850	09/07/2022	822	01025400
Total 1195:					189.95	189.95				
1222	Reliance Sta	September 2	RELIANCE STD 09-202	09/01/2022	272.00	272.00	18852	09/07/2022	822	01002438
Total 1222:					272.00	272.00				
1237	Robinson En	22080167	CTH CATON FARM & B	08/17/2022	165.00	165.00	18855	09/07/2022	822	01165300
		22080168	CTH 75 ACRE PARCEL	08/17/2022	1,624.50	1,624.50	18855	09/07/2022	822	01165300
		22080169	CTH INDECK 36 ACRE	08/17/2022	198.00	198.00	18855	09/07/2022	822	01165300
		22080170	CTH INTERIM PLANNE	08/17/2022	3,749.00	3,749.00	18855	09/07/2022	822	01165300
		22080171	CTH WEBER ROAD TIF	08/17/2022	4,233.50	4,233.50	18855	09/07/2022	822	01165300
		22080311	CTH RICH FOODS-PRE	08/24/2022	883.00	883.00	18855	09/07/2022	822	01105300
		22080312	CTH MISC ENGINEERI	08/24/2022	549.00	549.00	18855	09/07/2022	822	01165300
		22080313	RT 30 WATERMAIN LIN	08/24/2022	26,500.00	26,500.00	18855	09/07/2022	822	12007602
		22080387	WASTEWATER PRETR	08/26/2022	15,254.50	15,254.50	18855	09/07/2022	822	07075330
Total 1237:					53,156.50	53,156.50				
1243	Ray OHerron	2213859	STRYKE PDU NAVY SH	08/16/2022	88.00	88.00	18851	09/07/2022	822	01025344
		2213859	FLAG USA	08/16/2022	1.99	1.99	18851	09/07/2022	822	01025344
Total 1243:					89.99	89.99				
1283	SEECO Con	05627	TESTING	08/25/2022	2,860.00	2,860.00	18856	09/07/2022	822	07085365
Total 1283:					2,860.00	2,860.00				
1302	Shorewood H	01-321102	ZERO TURN MOWER	07/28/2022	222.71	222.71	18857	09/07/2022	822	01075400
		01-321438	MOWER ZERO TURN	07/29/2022	371.85	371.85	18857	09/07/2022	822	01075400
		01-323527	UNIT #311 DOOR WAS	08/11/2022	50.00	50.00	18857	09/07/2022	822	01075400
		01-323527	UNIT #311 DOOR WAS	08/11/2022	72.97	72.97	18857	09/07/2022	822	01075400
Total 1302:					717.53	717.53				
1309	Sirchie Finge	0557986-IN	DUI KITS	08/26/2022	141.75	141.75	18858	09/07/2022	822	01025400
		0557986-IN	SHIPPING	08/26/2022	30.28	30.28	18858	09/07/2022	822	01025400
Total 1309:					172.03	172.03				
1351	Stage Right	18600	CITY COUNCIL MEETI	08/24/2022	200.00	200.00	18859	09/07/2022	822	01105300
		18600	SPECIAL CITY COUNCI	08/24/2022	200.00	200.00	18859	09/07/2022	822	01105300
		18600	PLAN COMMISION ME	08/24/2022	100.00	100.00	18859	09/07/2022	822	01105300
Total 1351:					500.00	500.00				
1355	Standard Eq	U00991	VAC TRUCK	08/24/2022	75,000.00	75,000.00	18860	09/07/2022	822	11007301

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	GL Period	GL Account
					75,000.00	75,000.00				
1366	Stewart Spre	3099	SLUDGE TRANSFER	08/24/2022	5,124.00	5,124.00	18861	09/07/2022	822	07085373
					5,124.00	5,124.00				
1373	Strand Assoc	0187097	OCCT DESKTOP	08/11/2022	620.00	620.00	18862	09/07/2022	822	07065332
		0187208	WEST WRF EXPANSIO	08/11/2022	5,620.00	5,620.00	18862	09/07/2022	822	35007513
		0187221	EAST PLANT PHOSPH	08/11/2022	13,882.64	13,882.64	18862	09/07/2022	822	35007513
		0187222	ALTERNATIVE WATER	08/11/2022	10,457.23	10,457.23	18862	09/07/2022	822	07065332
					30,579.87	30,579.87				
1379	Suburban La	205579	RICH PRODUCTS BAS	08/11/2022	774.00	774.00	18863	09/07/2022	822	07085306
					774.00	774.00				
1392	SWAHM	August 2022	08-2022 SWAHM	08/01/2022	100,018.50	100,018.50	327	08/01/2022	722	01002438
		September 2	SWAHM 09-2022	09/01/2022	97,765.68	97,765.68	330	09/01/2022	822	01002438
					197,784.18	197,784.18				
1425	Third Millenni	28094	PAST DUE NOTICES R	08/25/2022	341.59	341.59	18866	09/07/2022	822	07095321
					341.59	341.59				
1431	Arctic Glacier	3038221610	ICE	08/04/2022	290.01	290.01	18771	09/07/2022	822	01035400
					290.01	290.01				
1497	UIC Analytic	H1029	FORENSIC TESTING	05/23/2022	180.00	180.00	18867	09/07/2022	822	01025310
					180.00	180.00				
1502	Underground	056468	8" PLUG	08/16/2022	400.00	400.00	18868	09/07/2022	822	13007310
		056519	6" CAP FOR DOWN SP	08/29/2022	11.00	11.00	18868	09/07/2022	822	01045400
					411.00	411.00				
1503	Uni-Max Man	4196	JANITORAL SERVICES	08/16/2022	3,700.00	3,700.00	18869	09/07/2022	822	01045300
					3,700.00	3,700.00				
1506	United Rental	200525154-0	ROAD PLATE	08/14/2022	377.00	377.00	18870	09/07/2022	822	07075300
					377.00	377.00				
1515	Unlimited Gr	123317	UNIT# 6, UNIT #7 VEHI	08/19/2022	21.95	21.95	18871	09/07/2022	822	01075400
		123317	UNIT# 6, UNIT #7 VEHI	08/19/2022	250.00	250.00	18871	09/07/2022	822	01075400
					271.95	271.95				
1521	USABlueBoo	070739	TNT AND AMMONIA TE	08/08/2022	247.23	247.23	18872	09/07/2022	822	07085420
		080100	STICKY DOTS	08/16/2022	83.90	83.90	18872	09/07/2022	822	07065430
		080753	BOIL ORDER TAGS	08/16/2022	723.13	723.13	18872	09/07/2022	822	07065430
		084985	PH BUFFER AND PRO	08/19/2022	204.98	204.98	18872	09/07/2022	822	07085420

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	GL Period	GL Account
		089842	TIMERS, SETTLERS, T	08/24/2022	1,025.47	1,025.47	18872	09/07/2022	822	07085420
	Total 1521:				2,284.71	2,284.71				
1549	Verizon Wirel	9912443454	MONTHLY STATEMENT	08/01/2022	108.09	108.09	18874	09/07/2022	822	01065350
		9912443454	MONTHLY STATEMENT	08/01/2022	1,132.55	1,132.55	18874	09/07/2022	822	01105350
		9912443454	MONTHLY STATEMENT	08/01/2022	743.66	743.66	18874	09/07/2022	822	07065350
	Total 1549:				1,984.30	1,984.30				
1563	VSP of Illinois	September 2	09-2022 VSP	08/17/2022	413.07	413.07	18875	09/07/2022	822	01002438
	Total 1563:				413.07	413.07				
1621	Will County C	2022	ANNUAL CED INVEST	08/09/2022	2,000.00	2,000.00	18877	09/07/2022	822	01105345
	Total 1621:				2,000.00	2,000.00				
1629	Work Zone S	56652	SIGNS	07/23/2022	193.20	193.20	18878	09/07/2022	822	05007640
		56777	SIGNS	08/04/2022	153.60	153.60	18878	09/07/2022	822	05007640
		56780	SIGNS	08/02/2022	88.00	88.00	18878	09/07/2022	822	01035400
	Total 1629:				434.80	434.80				
1630	Wermer Rog	76315	AUDITING AND FINAN	08/08/2022	9,687.50	9,687.50	18876	09/07/2022	822	01125300
		76315	AUDITING AND FINAN	08/08/2022	9,687.50	9,687.50	18876	09/07/2022	822	07095300
	Total 1630:				19,375.00	19,375.00				
1651	Portable Joh	267048	RENTAL OF PORTABL	08/01/2022	560.00	560.00	18848	09/07/2022	822	01025402
	Total 1651:				560.00	560.00				
1678	Chapple Desi	August 2022	PW BUILDING REPAIR	08/23/2022	3,440.00	3,440.00	18780	09/07/2022	822	13007310
	Total 1678:				3,440.00	3,440.00				
1693	Full Circle K9	1225	K9 TRAINING	04/01/2022	3,600.00	3,600.00	18807	09/07/2022	822	01025346
	Total 1693:				3,600.00	3,600.00				
1694	Nicor 13-03-7	July 2022	MONTHLY STATEMENT	08/05/2022	224.92	224.92	18835	09/07/2022	822	07065350
	Total 1694:				224.92	224.92				
1697	GBJ Sales, L	4531	GLOVES - LARGE AND	08/20/2022	590.00	590.00	18808	09/07/2022	822	07085366
		4531	GLOVES FOR LAB	08/20/2022	590.00	590.00	18808	09/07/2022	822	07075420
		4531	WASP & HORNET SPR	08/20/2022	669.60	669.60	18808	09/07/2022	822	07085365
		4531	SHIPPING	08/20/2022	58.00	58.00	18808	09/07/2022	822	07085366
	Total 1697:				1,907.60	1,907.60				
1734	Velan Solutio	477	COUNSELING SERVIC	05/27/2022	768.00	768.00	18873	09/07/2022	822	01025310
	Total 1734:				768.00	768.00				
1745	Bannon Exter	14006	EXTERMINATION SER	08/18/2022	160.00	160.00	18777	09/07/2022	822	07085366

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	GL Period	GL Account
		14016	PUBLIC WORKS EXTE	08/24/2022	175.00	175.00	18777	09/07/2022	822	01035300
	Total 1745:				335.00	335.00				
1747	Rickson Grap	2670	UNITS #6 AND #7 GRA	08/24/2022	880.00	880.00	18854	09/07/2022	822	01075400
	Total 1747:				880.00	880.00				
1755	Comcast 877	August 2022	MONTHLY SERVICE A	08/14/2022	10.53	10.53	18783	09/07/2022	822	01025310
	Total 1755:				10.53	10.53				
1762	Edward J. Ba	August 2022	PROPERTY APPRAISA	08/28/2022	850.00	850.00	18800	09/07/2022	822	07065332
	Total 1762:				850.00	850.00				
1766	The Conserv	12903	DEICING WORKSHOP	08/29/2022	100.00	100.00	18865	09/07/2022	822	01035341
	Total 1766:				100.00	100.00				
1778	Konica Minolt	9008791106	MONTHLY COPIER MAI	08/14/2022	475.92	475.92	18823	09/07/2022	822	01065301
	Total 1778:				475.92	475.92				
1795	Konica Minolt	480499128	KONICA COPY MACHI	08/19/2022	436.00	436.00	18824	09/07/2022	822	01065301
	Total 1795:				436.00	436.00				
1862	Kathleen Vali	332	SIGN LANGUAGE INTE	08/15/2022	130.00	130.00	18820	09/07/2022	822	01015300
	Total 1862:				130.00	130.00				
1867	Jim's Truck In	191562	UNIT #106 SAFETY INS	05/03/2022	37.00	37.00	18818	09/07/2022	822	01075300
		191566	UNIT #101 SAFETY INS	05/03/2022	37.00	37.00	18818	09/07/2022	822	01075300
		191604	UNIT #43 SAFETY INS	05/04/2022	35.00	35.00	18818	09/07/2022	822	01075300
		191606	UNIT #037 TRUCK INS	05/04/2022	35.00	35.00	18818	09/07/2022	822	01075300
		191610	UNIT #002 TRUCK INS	05/04/2022	35.00	35.00	18818	09/07/2022	822	01075300
		191611	UNIT #033 SAFETY INS	05/04/2022	35.00	35.00	18818	09/07/2022	822	01075300
	Total 1867:				214.00	214.00				
1879	Nicor 24-47-6	July 2022	NICOR MONTHLY STAT	08/08/2022	157.58	157.58	18837	09/07/2022	822	01105350
	Total 1879:				157.58	157.58				
1880	Nicor 17-28-8	July 2022	NICOR MONTHLY STAT	08/08/2022	162.60	162.60	18836	09/07/2022	822	01105350
	Total 1880:				162.60	162.60				
1885	2022 Utility R	August 2022	REFUND OVERPAYME	08/29/2022	262.00	262.00	18821	09/07/2022	822	91001005
	Total 1885:				262.00	262.00				
1900	Matco Tools	134978	SOCKETS FOR WATER	04/02/2021	65.90	65.90	18827	09/07/2022	822	07065430
	Total 1900:				65.90	65.90				

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	GL Period	GL Account
1903	Kane McKen	18803	PROPOSED TIF DISTRI	07/30/2022	6,650.00	6,650.00	18819	09/07/2022	822	01105300
Total 1903:					6,650.00	6,650.00				
1948	Motorola Sol	3202653804	IN-CAR DEVICE LICEN	07/27/2022	150.00	150.00	18833	09/07/2022	822	01065301
Total 1948:					150.00	150.00				
1950	Pure Water P	1317389	WATER FOR STP	08/03/2022	206.25	206.25	18849	09/07/2022	822	07085343
		1317389	WATER FOR PW	08/03/2022	206.25	206.25	18849	09/07/2022	822	01045343
		1324681	EAST PLANT WATER	08/21/2022	150.00	150.00	18849	09/07/2022	822	07085343
Total 1950:					562.50	562.50				
1951	HOLCIM - M	716599537	STONE FOR BREAKS	07/31/2022	2,989.02	2,989.02	18814	09/07/2022	822	07065430
		716707282	STONE	08/19/2022	909.04	909.04	18814	09/07/2022	822	07065430
Total 1951:					3,898.06	3,898.06				
1952	Airy's Inc	26705	MAIN BREAK ON THE	08/18/2022	6,543.65	6,543.65	18762	09/07/2022	822	07065430
Total 1952:					6,543.65	6,543.65				
1953	Amazon Capi	1GCV-XGYG	INK FOR PW	08/29/2022	233.97	233.97	18765	09/07/2022	822	01035401
		1K7L-T4L3-F	DESK SPEAKERS BAN	08/28/2022	34.99	34.99	18765	09/07/2022	822	01065400
		1NF1-7TJX-3	USB CABLE	08/28/2022	11.54	11.54	18765	09/07/2022	822	01025400
Total 1953:					280.50	280.50				
Grand Totals:					828,725.08	828,725.08				

Report Criteria:

Detail report type printed

[Report].Check Issue Date = 08/01/2022,08/25/2022,09/01/2022,09/07/2022