

THE CITY OF FAIRVIEW HEIGHTS

ADMINISTRATION COMMITTEE MINUTES

Wednesday, March 13, 2019 – 7:00 p.m.

**Continued Tuesday, March 19, 2019 – immediately following the
City Council meeting
City Council Chambers
10025 Bunkum Road, Fairview Heights, IL**

Committee Members in attendance –Brenda Wagner, Roger Lowry, Pat Peck, and Denise Williams, Mark Kupsky (Ex-Officio Member)

Committee Members absent – Joshua Frawley

Other Aldermen and Elected Officials in attendance – Pat Baeske, Frank Menn, Harry Zimmerman, Bill Poletti (arrived at 7:05 p.m.), Ryan Vickers (left at 9:06 p.m.), and Karen Kaufhold

Staff in attendance – Chief of Police Chris Locke, Lt. John Proffitt, Director of Finance Gina Rader, Director of Parks & Recreation Angie Beaston, Director of Land Use & Development Andrea Riganti, Lt. CJ Beyersdorfer, Cpt. John Proffitt, Director of Economic Development Paul Ellis, Cathy Bryant, Amanda Bushnell, Amber Reynolds (left at 9:00 p.m.) and City Attorney Representative Jim Gehrs

Recorder – Becky Thompson

Public Participation

No public participation.

Approval of Minutes

Motion and second were made by Alderman Pat Peck/Alderman Brenda Wagner to approve the February 13, 2019 minutes. The motion carried by voice vote and was unanimous.

Law Enforcement

Alderman Brenda Wagner, Chairman

Chief Locke asked if there were any questions about his State of the Department Report. No questions at this time.

Finance

Alderman Roger Lowry, Chairman

Bill List

Motion and second were made by Alderman Denise Williams/Alderman Brenda Wagner to approve the bill list in the amount of \$2,844,657.37. The motion carried by voice vote and was unanimous.

Salary Ordinance

The contract employees received a 2% raise this year. Per the contract they received 2%/2.5%/2%. The non-contract employees are behind the contract employees by .75%. Mayor Kupsky proposed a 2% raise. Alderman Wagner and Alderman Williams were not in favor of the raise and Alderman Menn stated the employees were doing a lot of work, especially for The Rec, which was approved by the City Council. Committee will come back to the item after discussing the budget.

Insurance

Bob Stewart and Amanda Bushnell reported on the insurance renewal. Cost went up 7.48% for medical, but not for vision or dental. Committee discussed Smart Choice Program (HSA).

Motion and second were made by Alderman Denise Williams/Alderman Brenda Wagner to forward the insurance renewal to City Council. The motion carried by voice vote and was unanimous.

Budget Review:

Clerk's Office

Cathy Bryant gave an overview of the Clerk's Office budget. Property liability insurance went up a little. Alderman Wagner asked about the safety incentive and Christmas bonus. Discussion was held about travel and meeting expenses – Clerks Institute and Academy. Committee agreed Elected Officials did not need to attend, only employees.

Motion and second to reduce 207 from \$1500 to \$700 was made by Alderman Brenda Wagner/Alderman Pat Peck. The motion carried by voice vote and was unanimous.

Motion and second were made to reduce the Volunteer Dinner to \$500 by Alderman Brenda Wagner/Alderman Pat Peck. The motion carried by voice vote and was unanimous.

Motion and second to forward the Clerk's Office budget as amended in the amount of \$889,762.00 was made by Alderman Brenda Wagner/Alderman Pat Peck. The motion carried by voice vote and was unanimous.

Administration

Discussion was held about the Metro East Regional Chamber of Commerce and what is included for the \$5,000 membership.

Motion and second to reduce the chamber membership from \$5,000 to \$2,500 and to move to Hotel/Motel was made by Alderman Brenda Wagner/Alderman Denise Williams. The motion carried by voice vote and was unanimous.

Motion and second to reduce the 50th Celebration from \$50,000 to \$25,000 was made by Alderman Brenda Wagner/Alderman Roger Lowry. The motion carried by voice vote and was unanimous.

Motion and second to reduce 207 (A) from \$2,500 to \$1,500 was made by Alderman Pat Peck/Alderman Brenda Wagner. The motion carried by voice vote and was unanimous.

Motion and second to move 301 (B) \$5,000 to the Hotel/Motel Fund was made by Alderman Pat Peck/Alderman Denise Williams. The motion carried by voice vote and was unanimous.

Motion and second to move 301 (C) \$1,500 to the Hotel/Motel Fund was made by Alderman Brenda Wagner/Alderman Pat Peck. The motion carried by voice vote and was unanimous.

Motion and second to forward the Administration Department budget as amended in the amount of \$2,056,652.00 was made by Alderman Brenda Wagner/Alderman Pat Peck. The motion carried by voice vote and was unanimous.

Library

Motion and second to forward the Library Department budget as presented was made by Alderman Roger Lowry/Alderman Brenda Wagner. The motion carried by voice vote and was unanimous.

Land Use and Development

Motion and second to forward the Land Use and Development Department budget as presented was made by Alderman Brenda Wagner/Alderman Denise Williams. The motion carried by voice vote and was unanimous.

TIF Funds

Motion and second were made by Alderman Brenda Wagner/Alderman Pat Peck to forward the budget for TIF Funds as presented. The motion carried by voice vote and was unanimous.

Parks & Recreation

Discussion was held about reducing the amount in General Supplies.

Motion and second to reduce General Supplies from \$35,000 to \$30,000 was made by Alderman Pat Peck/Alderman Brenda Wagner. The motion carried by voice vote and was unanimous.

Motion and second to forward the Parks budget as amended were made by Alderman Pat Peck/Alderman Denise Williams. The motion carried by voice vote and was unanimous.

Motion and second to forward the Recreation budget as presented were made by Alderman Brenda Wagner/Alderman Roger Lowry. The motion carried by voice vote and was unanimous.

The Rec Complex

Motion and second to forward the Rec Complex budget as presented were made by Alderman Brenda Wagner/Alderman Denise Williams. The motion carried by voice vote and was unanimous.

CIP – Parks & Recreation

Motion and second to forward the CIP – Parks & Recreation budget as presented were made by Alderman Brenda Wagner/Alderman Pat Peck. The motion carried by voice vote and was unanimous.

Police Department

Motion and second to reduce 470 from \$14,000 to \$7,000 were made by Alderman Brenda Wagner/Alderman Denise Williams. The motion carried by voice vote and was unanimous.

Motion and second to forward the amended Police Department budget were made by Alderman Brenda Wagner/Alderman Roger Lowry. The motion carried by voice vote and was unanimous.

ESDA

Motion and second to forward the ESDA budget as presented were made by Alderman Brenda Wagner/Alderman Pat Peck. The motion carried by voice vote and was unanimous.

CIP – PD

Motion and second were made to reduce POL-11 by \$51,000 by Alderman Pat Peck/Alderman Denise Williams. The motion carried by voice vote and was unanimous.

Motion and second to forward the amended CIP-PD budget were made by Alderman Pat Peck/Alderman Denise Williams. The motion carried by voice vote and was unanimous.

Motion and second were made by Alderman Brenda Wagner/Alderman Pat Peck to adjourn the Administration Committee meeting until March 19, 2019, immediately following the City Council meeting at 7:00 p.m.

Adjournment: 10:05 p.m.

March 19, 2019

CONTINUED FROM MARCH 13, 2019 ADMINISTRATION COMMITTEE MEETING

Committee Members Present: Brenda Wagner, Roger Lowry, Denise Williams, Josh Frawley, and Pat Peck

Other Aldermen & Elected Officials in Attendance: Pat Baeske, Harry Zimmerman, Frank Menn, Ryan Vickers, Bill Poletti, Karen Kaufhold, and Mark Kupsky

Staff in Attendance: Director of Finance Gina Rader, Chief of Police Chris Locke, Director of Public Works John Harty, Lt. John Proffitt, Lt. CJ Beyersdorfer, Director of Economic Development Paul Ellis, and Attorney Representative Jim Gehrs.

Recorder: Becky Thompson

Public Participation

No public participation.

Public Works Department:

Engineering/MFT

Discussion was held about the Laborers being moved back to the Parks Department, cost of equipment, fire hydrant rental from the City of O'Fallon, supplies to maintain streets, and the additional money in the budget for Supervisor and Secretary.

Motion and second to move the \$6,000 from semi-monthly salaries to Electric Utility were made by Alderman Denise Williams/Alderman Brenda Wagner. The motion carried by voice vote and was unanimous.

Municipal Complex

Alderman Peck questioned the Technical and Outside Services for \$92,000, the Emergency Repairs/Remodeling, and how much we spend on coffee for the employees.

Motion and second were made to forward the Municipal Complex budget as presented by Alderman Brenda Wagner/Alderman Denise Williams. The motion carried by voice vote and was unanimous.

Vehicle Maintenance

Discussion was held about the contract employee raises, the price of gasoline, the aging fleet, and tuition reimbursement.

Motion and second were made to forward the Vehicle Maintenance budget as presented by Alderman Brenda Wagner/Alderman Denise Williams. The motion carried by voice vote and was unanimous.

Library (In-kind)

Motion and second were made by Alderman Brenda Wagner/Alderman Denise Williams to forward the Library (in-kind) budget as presented. The motion carried by voice vote and was unanimous.

CIP – Public Works

Add Caseyville Weinel Hills Sewer for \$64,000 to Public Works other debt services for FY19-20.

Motion and second were made by Alderman Brenda Wagner/Alderman Pat Peck to forward the CIP as amended. The motion carried by voice vote and was unanimous.

Finance

Motion and second were made by Alderman Pat Peck/Alderman Brenda Wagner to forward the Finance budget as presented. The motion carried by voice vote and was unanimous.

Mayor & City Council

Discussion was held about Hotel/Motel funds and the two main events in Fairview Heights, Midwest Salute to the Arts and Midwest Wingfest. Director Ellis said SIUE and Lindenwood can do a cost analysis study for free.

Motion and second was made by Alderman Josh Frawley/Alderman Pat Peck to decrease the amount from \$80,000 to \$60,000 for Hotel/Motel. The motion carried by voice vote and was unanimous.

Motion and second was made by Alderman Brenda Wagner/Alderman Denise Williams to forward the Mayor and City Council budget as amended. The motion carried by voice vote and was unanimous.

Other changes to the Budget –

Public Works

Discussion was held about the street lights in the Fountains North Neighborhood. The estimated cost for the street lights are \$30,000, 6 lights at \$5,000 each.

Motion and second for discussion were made by Alderman Brenda Wagner/Alderman Josh Frawley to take the \$30,000 from Hotel/Motel to fund the street lights.

Alderman Josh Frawley made a motion to fund 3 street lights now and 3 streets lights at the 6 month budget review. Motion failed for lack of second.

Alderman Brenda Wagner made a motion to fund 3 street lights at the present time. Alderman Brenda Wagner withdrew her motion.

Motion and second for discussion were made by Alderman Pat Peck/Alderman Roger Lowry to take the \$30,000 from general fund and have the builder pay back the City. Roll call on the motion showed Aldermen Denise Williams, Roger Lowry, Josh Frawley, and Pat Peck voting YEA, and Alderman Brenda Wagner voting NAY. Motion passed on 4 YEAS and 1 NAY.

Motion and second to forward the Public Works budget as amended were made by Alderman Josh Frawley/Alderman Denise Williams. The motion carried by voice vote and was unanimous.

Administration

Discussion was held again about the Metro East Regional Chamber of Commerce. The City of Fairview Heights has a platinum membership for \$5,000 and the Village of Swansea pays \$1,500.

Motion and second were made by Alderman Brenda Wagner/Alderman Pat Peck to reduce the amount to \$1,500. Roll call on the motion showed Aldermen Brenda Wagner and Pat Peck voting YEA and Aldermen Roger Lowry, Josh Frawley, and Denise Williams voting NAY. The motion failed. The amount will stay at \$2,500.

CIP Police Department

POL - 12 – Motion and second were made by Alderman Pat Peck/Alderman Roger Lowry to move the purchase of body cameras to FY2020. The motion carried by voice vote and was unanimous.

POL – 14 – Motion and second were made by Alderman Pat Peck/Alderman Brenda Wagner to add \$22,685 to replace all the in car mobile devices. The motion carried by voice vote and was unanimous.

Motion and second were made to forward as amended by Alderman Pat Peck/Alderman Denise Williams.

POL – 05 – Motion and second were made by Alderman Josh Frawley/Alderman Brenda Wagner to add \$10,000 for traffic calming on Holy Cross Road. The motion carried by voice vote and was unanimous.

Salary Ordinance

Motion and second were made by Alderman Josh Frawley/Alderman Roger Lowry to forward a 2% raise for non-contract employees to City Council. Roll call on the motion showed Aldermen Josh Frawley and Roger Lowry voting YEA and Aldermen Brenda Wagner, Pat Peck, and Denise Williams voting NAY. Motion failed on 2 YEAS and 3 NAYS.

Motion and second were made by Alderman Brenda Wagner/Alderman Roger Lowry to forward a 1% raise for non-contract employees to City Council. Roll call on the motion showed Aldermen Brenda Wagner, Pat Peck, and Denise Williams voting YEA and Aldermen Josh Frawley and Roger Lowry voting NAY. Motion passed on 3 YEAS and 2 Nays.

Motion and second were made by Alderman Denise Williams/Alderman Brenda Wagner to forward the amended budget to City Council. The motion carried by voice vote and was unanimous.

Adjournment 10:19 p.m.

Submitted By:


Recorder