

**THE CITY OF FAIRVIEW HEIGHTS**  
**OPERATIONS COMMITTEE MINUTES**  
**Wednesday, May 2, 2018 - 7:00 p.m.**  
**City Council Chambers**  
**10025 Bunkum Road, Fairview Heights, IL**

**Committee Members in attendance** – Pat Baeske, Frank Menn, Harry Zimmerman, Denise Williams

**Committee Members absent** – Roger Lowry

**Other Aldermen and Elected Officials in attendance** – Mayor Mark Kupsky, Clerk Karen Kaufhold, Aldermen Pat Peck, Ryan Vickers, and Brenda Wagner

**Staff in attendance** – Public Works Director John Harty, Police Lt. Jim Krummrich, Human Resource Specialist Amanda Bushnell (left at 7:10), City Attorney Katherine Ann Porter

**Recorder** – Jill Huffman

**Public Participation**

None

**Approval of Minutes, April 4, 2018**

Motion and second to approve minutes were made by Aldermen Zimmerman/Williams. The motion carried by voice vote and was unanimous.

**Personnel Committee**

*Alderman Denise Williams, Chairman*

The HR Specialist presented her written report to the elected officials for their review.

The Mayor added that he spoke with the summer laborers at their first day of training and welcomed them to the City. He stressed safe work habits to them and addressed safety to aldermen present.

It was questioned how many employees participate in the cafeteria insurance plan to which the Specialist replied approximately 30 and explained that the 125 plan is a premium only plan and not an FSA that can be connected with the 125 plan. The City's 125 is administered by AFLAC and is only for health insurance.

The intended question was regarding the health savings accounts, which saves the City money, to which the Specialist replied that there are four employees enrolled in that program. It was

questioned if a presentation could be scheduled for employees to attend to which the Specialist replied that a presentation was previously held. She stated that she had scheduled an open enrollment with Town and Country Bank and Bob Stewart which resulted in very low attendance and believes that employees who have worked here between 20 and 35 years do not want to switch from the deductible plan to the HSA plan. She believes she did a really good job in educating this year. It was questioned if a mandatory meeting could be scheduled to explain to employees the monetary benefits. It was mentioned that the HSA plan also benefits the City as the premium is less in cost. The Specialist stated she distributed, to all employees, a comparison between the deductible insurance plan and HSA plan.

The Mayor stated that the City's employees are accustomed to the deductible plan and have a hard time understanding the value of the HSA plan.

It was suggested that the HSA plan could be discussed at the sexual harassment training, which is mandatory for all employees. Perhaps enrollment will increase.

The Specialist stated that the City cannot make it a requirement for new employees to enroll in the HSA plan due to the City's union contracts which prevents the City from making changes, especially to health insurance.

**Public Services Committee**

*Alderman Pat Baeske, Chairman*

**INTERGOVERNMENTAL AGREEMENT – FAIRVIEW HEIGHTS/CASEYVILLE TOWNSHIP HOLLANDIA PROJECT**

The Director stated this project is to improve the storm water drainage situation at the rear yards of 20, 40 and 60 Hollandia Drive. The City is hoping to overland flow path the water to the south toward the bank of the Grace Church property. In doing so, it will be on top of Caseyville Township's manholes and infrastructure. By agreement, and in joint effort, the City will address the storm water improvements and the Township will be responsible for the relocation of their sanitary sewer. This project will be under one contractor and the neighborhood will be disturbed one time. The agreement outlines the City's and the Township's responsibilities and estimated division of costs. The City will take the lead on the project including an inspection of the storm water and the Township will be present where sanitary sewer may be affected.

Motion and second to forward a Resolution to City Council with recommendation of approval of the Intergovernmental Agreement between the City of Fairview Heights and Caseyville Township for the Hollandia project by Aldermen Zimmerman/Menn. The motion carried by voice vote and was unanimous.

**RECREATION CENTER PERMANENT EASEMENT – AMEREN GAS**

The Director stated that Ameren has requested a 20-foot wide easement between Bunkum Road and the end of Randal Court where their gas main will be located to feed the Rec Center. This will remain the City's property, but the easement will grant Ameren the right of access to maintain their infrastructure.

Motion and second to forward a Resolution to City Council with recommendation of approval the granting of Ameren Illinois permanent easement within the Recreation property for a gas line to

service the new Recreation Center by Aldermen Williams/Zimmerman. The motion carried by voice vote and was unanimous.

### **MARKET PLACE STREETScape PHASE I – LIGHTING/LANDSCAPING CONTRACT**

The Director stated at 2:00 p.m. today the City opened bids for the landscape and lighting portion of the Market Place Streetscape Phase I project. However, the Director requested time to review the bids and make a recommendation at the Finance Committee meeting next week.

Motion and second to table this item and move to the Finance Committee meeting of May 9 by Aldermen Zimmerman/Williams. The motion carried by voice vote and was unanimous.

### **CITY HALL NORTH ENTRANCE – ARCHITECT CONTRACT – WOOLPERT**

The Director stated that the handrail and ramp structure is in disrepair at the north entrance to City Hall. Money is budgeted in the CIP to reconstruct the north entrance and the Department is in need of an architect's knowledge for design. Woolpert, Inc. of Fairview Heights provided a proposal of \$19,620 to provide design services for construction.

It was questioned about the option for the south entrance. The Director stated this would include a survey and topo for the south entrance, but will be done at a later date.

Motion and second to forward a Resolution to City Council with recommendation of approval of the contract with Woolpert, Inc., for \$19,620 for the design work of the North City Hall Entrance by Aldermen Menn/Williams. The motion carried by voice vote and was unanimous.

### **MARKET PLACE STREETScape PHASE I CONSTRUCTION STAKING CONTRACT – OATES ASSOCIATES**

The Director relayed that a proposal has been received from Oates Associates, the design engineer for the Market Place Streetscape Phase I infrastructure, CMAQ project. The proposal presented a Not to Exceed cost of \$15,000 for construction layout and staking for both packages of Phase I, the hardscape, which is Federally funded, and also for the lighting and landscaping package, which will be discussed at the Finance Committee meeting next week. Twenty thousand dollars was budgeted in the current CIP listed under the Market Place Streetscape project.

Motion and second to forward a Resolution to City Council with recommendation of approval of the contract with Oates Associates, Inc. for the sum Not to Exceed \$15,000 for the construction staking associated with the Market Place Streetscape Phase I by Aldermen Zimmerman/Menn. The motion carried by voice vote and was unanimous.

### **DIRECTOR'S REPORT – PROJECT UPDATES**

The Director of Public Works presented his written report to the elected officials for their review.

The Director relayed that on April 16 and 17, two projects were completed, namely, Old Collinsville Road Joint Repair and Dogwood/South Point asphalt overlay. The Department has received positive feedback from residents and traveling public regarding the Old Collinsville

Road Joint Repair project. It was mentioned that an attendant from a meeting of last week complained of the surface of, and traffic on, Old Collinsville Road.

**Adjournment 7:22 p.m.**

Submitted By:

  
Recorder