City of Fairview Heights
CITY COUNCIL MEETING AGENDA
10025 BUNKUM ROAD
OCTOBER 15, 2019
7:00 P.M.

A. Call to Order

B. Pledge of Allegiance

C. Invocation

D. Roll Call

E. Public Participation

F. Consent Agenda:
   City Council Minutes – October 1, 2019
   Finance Director’s Report
   Presentation of bills: $2,257,014.35

G. Committee Reports

H. Communications from Mayor

I. Communications from Elected Officials

J. UNFINISHED BUSINESS

None

K. NEW BUSINESS

Proposed Resolution No. 51-’19, a Resolution authorizing the Mayor to enter into a purchase agreement with DSLR Pros for the purchase of a DJI Matrice 200 Drone V2 for use by the Fairview Heights Police Department. (Administration Committee)

Proposed Resolution No. 52-’19, a Resolution authorizing the Mayor to enter into an agreement with Clinton Auto Auction, Inc., for the disposal of seized and certain fleet vehicles. (Administration Committee)

Proposed Resolution No. 54-’19, a Resolution authorizing the Mayor on behalf of the City to enter into an agreement with Woolpert, Inc. to provide Professional Architectural Services for the design of Aluminum Storefront System Units (Window Replacement) at the City’s Library. (Operations Committee)

L. ADJOURNMENT
The regular meeting of the Fairview Heights City Council was called to order at 7:00 P.M. by Mayor Mark Kupsky in the Municipal Complex, 10025 Bunkum Road, Fairview Heights, IL with the Pledge of Allegiance and Invocation by City Clerk Karen J. Kaufhold.

ROLL CALL

Roll call of Aldermen present: Frank Menn, Joshua Frawley, Pat Baeske, Brenda Wagner, Harry Zimmerman, Pat Peck, Anthony LeFlore, Ryan Vickers, Bill Poletti and Denise Williams. Mayor Mark Kupsky, City Clerk Karen J. Kaufhold and City Attorney Garrett Hoerner were also present.

PUBLIC PARTICIPATION

None.

CONSENT AGENDA

Alderman Williams moved to approve the September 17th City Council minutes, the September 3, 2019 Executive Session minutes and the Finance Director's Report. Seconded by Alderman Wagner. Motion carried.

COMMITTEE REPORTS

Mayor Kupsky announced the Operations Committee will meet October 2, 2019, 7:00 P.M.

COMMUNICATIONS FROM THE MAYOR

Mayor Kupsky wished Alderman Frawley a Happy Birthday; Mayor announced the 50th Anniversary Ball will be held on October 5th and tickets are still available; Mayor stated that October 2, 1969 is the date of our incorporation as a city.

COMMUNICATIONS FROM ELECTED OFFICIALS

None.

UNFINISHED BUSINESS

None.
NEW BUSINESS

Proposed Resolution No. 51-'19, a Resolution authorizing the Mayor to enter into a purchase agreement with DSLR Pros for the purchase of a DJI Matrice 200 Drone V2 for use by the Fairview Heights Police Department. Alderman Peck moved to forward Proposed Resolution No. 51-'19 to the Administration Committee. Seconded by Alderman Wagner. Motion carried.

Proposed Resolution No. 52-'19, a Resolution authorizing the Mayor to enter into an agreement with Clinton Auto Auction, Inc., for the disposal of seized and certain fleet vehicles. Alderman Peck moved to forward Proposed Resolution No. 52-'19 to the Administration Committee. Seconded by Alderman Wagner. Motion carried.


Alderman Williams moved to accept Planning Commission’s recommendation to approve an amendment to a Site Development Plan for 120 Commerce Lane. Seconded by Alderman Vickers. Motion carried.

Alderman Poletti moved to adjourn. Seconded by Alderman Zimmerman. Motion carried.

Meeting adjourned at 7:05 P.M.

Respectfully submitted,

KAREN J. KAUFHOLD
CITY CLERK
Memo

To: Mayor & City Council
From: Gina Rader – Finance Director
CC: City Clerk & Directors
Date: October 10, 2019
Re: Finance Report – October 15, 2019 City Council Meeting

Bill List
The Finance Committee will meet prior to the City Council Meeting to review the September Payment Approval List in the amount of $2,257,014.35.

Audit
The City’s portion of the Annual Audit is complete, the auditing firm is currently working on the Police Pension Audit, as it is a portion of the City overall. As soon as this is complete, a representative from Scheffel Boyle will present to the Finance Committee.
PROPOSED RESOLUTION NO. 51-'19

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO A PURCHASE AGREEMENT WITH DSLR PROS FOR THE PURCHASE OF A DJI MATRICE 200 DRONE V2 FOR USE BY THE FAIRVIEW HEIGHTS POLICE DEPARTMENT.

WHEREAS, the Police Department is in need of a drone to be utilized to assist with calls involving missing persons and other various Police Department functions.

WHEREAS, DSLR Pros, 109850 Nordhoff Place, Chatswork, CA 91311 has submitted a proposal for a DJI Matrice 200 Drone V2 equipped with a camera (zoom capabilities), thermal imagery and related equipment for a total of NINETEEN THOUSAND EIGHT HUNDRED SEVENTY FIVE DOLLARS AND NINETY NINE CENTS ($19,875.99).

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FAIRVIEW HEIGHTS, ILLINOIS:

That the Mayor be and is hereby authorized to enter into a purchase agreement with DSLR Pros, 109850 Nordhoff Place, Chatswork, CA 91311 for the purchase of a DJI Matrice 200 Drone V2 as per the purchase agreement attached hereto, made a part hereof and marked “EXHIBIT A.”

This Resolution shall be in full force and effect from and after its passage and approval as provided by law.

PASSED:

APPROVED:  MARK T. KUPSKY – MAYOR  
CITY OF FAIRVIEW HEIGHTS

ATTEST:  

KAREN J. KAUFHOLD – CITY CLERK
M200 v2 Series - First Responder - Aerial Kit

Prepared by: Derek Wheeler
DSLRPros.com
sales@dslrpros.com
Date Created: Aug 08, 2019

Prepared for: Tim Mueller
Fairview Heights (IL) Police Department
Quote ID: UELDT-TLXKT-PEGRX-Z29ZQ

Pricing valid for 30 days after date received
Matrice 200 Series v2.0

Payment Options

- Financing Available
- Purchase Orders
- Wire Transfer Method

Signatures
# Pricing Matrix

<table>
<thead>
<tr>
<th>Name</th>
<th>Price</th>
<th>QT</th>
<th>SKU</th>
<th>Subtotal</th>
</tr>
</thead>
</table>

This document contains sensitive and proprietary information from DSLRPros.com. Use or disclosure of the information contained herein is NOT permitted without prior written consent.
ESSENTIAL KIT

☑ DJI Matrice 200 Drone V2 $6,700.00 1 S-DJI-M200V2 $6,700.00

This product include(s)
- One Year Enterprise Shield Basic
- Aircraft Body X1
- Remote Controller X1
- Landing Gear X2
- Propeller (Pair) X4
- Intelligent Flight Battery X2
- Battery Charger X1
- Charging Hub X1
- AC Power Cable X1
- USB Cable X1
- Mobile Device Holder X1
- WB37 Intelligent Flight Battery X1
- CrystalSky Mounting Bracket X1
- USB Extension Cable X1
- Remote Controller Strap X1
- Micro SD Card (64GB) X1
- Carrying Case X1
- Driver Set X1
- Cendence Controller Stick Covers (Pair) X1
- Cendence Control Stick Cover X1
- Spare Waterproof Rear Port Cover X1

☐ DJI Matrice 210 Drone V2 $9,600.00 1 S-DJI-M210V2 $9,600.00

This product include(s)
- One Year Enterprise Shield Basic
- Aircraft Body X1
- Remote Controller (Cendence S) X1
- Landing Gear X2
- CrystalSky 7.85-Inch Monitor X1
- WCH2 Charging Hub X1
- WB37 Intelligent Battery X2
- Intelligent Flight Battery (TB55) X2
- Battery Charger X1
- Charging Hub X1
- AC Power Cable X1
- Propeller (Pair) X4
- USB Cable X1
- Mobile Device Holder X1
- Carrying Case X1
- Gimbal Damper (X3)
- USB Extension Cable X1
- Remote Controller Strap X1
- Micro SD 64GB X1
- Rear Port Cover Screw X6
- Screwdriver X1
- Cendence Control Stick Covers (Pair) X1
- Cendence Control Stick Cover Mounting Key X1
- Spare Waterproof Rear Port Cover X1

*** FREE Firmware Upgrade Service ***

We'll upgrade your drone to the latest firmware and activate the product before shipping to ensure it's Ready To Fly upon delivery.

<table>
<thead>
<tr>
<th>Item</th>
<th>Price</th>
<th>Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>DJI Zenmuse XT2 R 336 13MM (30hz)</td>
<td>$7,900.00</td>
<td>S-DJI-ZEN-XT2-336-30-13</td>
</tr>
<tr>
<td>Zenmuse Z30</td>
<td>$2,999.00</td>
<td>S-DJI-Z30</td>
</tr>
</tbody>
</table>

Zenmuse Z30
- 30x optical zoom
- Digital zoom up to 6x (total magnification up to 180x)
- Tap Zoom
- Stabilization Within 0.01°
- Extremely stable even when fully zoomed in

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(QTY2) Matrice 200 - TB55 Intelligent Flight Battery

Pair of higher capacity batteries for the Matrice 200 Series.

Estimated flight time:
- No Payload = 38 min
- X4S Gimbal = 35 Min
- X5S Gimbal = 33 min
- Z30 Gimbal = 32 min
- Z30 + XT Gimbal = 28 min
- Z30 + X5S Gimbal = 26 min

*** FREE Matrice 200 Multicharger for TB50 & TB55 Intelligent Flight Batteries ***

Charges 4 x TB55/TB50 Batteries & 1 x RC
** Simultaneously charges 4 batteries under 80 minutes **

*** FREE Night Operations Red/Green Navigation Strobe Light Kit ***

Necessary for legal night operations (FAA - 14 CFR Part 107.31 Page 130)

Includes:
- 1x Red Night Ops Strobe & Housing
- 1x Green Night Ops Strobe & Housing
- 2x 9v Batteries

*** FREE Lume Cube Lighting Kit for DJI Matrice 200 Series ***

- 1.5” Cubes output up to 1500 Lumens each
- Adjustable brightness
- Waterproof
- Universal mounting hardware
- Up to 2 hours operation at 50% power

$738.00  3  S-DJI-M200-TB55-BATT  $2,214.00

$0.00   1  S-NB-TB50-MCHG   $0.00

$0.00   1  B-NB-RGNAV   $0.00

$0.00   1  S-LUME-M200   $0.00
- Also compatible with Matrice 600 / Pro

*** FREE GoProfessional Cases DJI Matrice 200 Case ***
Capable of safely storing everything that comes with the Matrice 200 drone and more in the custom cut foam.
*** If you require the OEM case, you will need to pay additional shipping fee ***

Polar Pro - 7.85" DJI CrystalSky Screen Cover
- Custom-fit cover protects CrystalSky 7.85" screen during transit or when not in use
- Made from a durable injection molded rubber
- Securely attaches to the CrystalSky
- Soft textured inside surface
- Lifetime warranty with US-based customer support

**SHIPPING AND HANDLING**

<table>
<thead>
<tr>
<th>Description</th>
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<th>Subtotal</th>
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<tr>
<td>Hazardous Materials Handling</td>
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<td>1</td>
<td>V-NB-HAZMAT</td>
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<tr>
<td>Estimated Shipping ( FREE )</td>
<td>$0.00</td>
<td>1</td>
<td>V-NB-ES-SHP</td>
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Subtotal $19,875.99
Total $19,875.99
Matrice 200 Series v2.0

Built to Endure. Engineered to Adapt.

The ultimate platform for aerial productivity combines a rugged design and simple configurability to work as a solution for a variety of industrial applications. Improvements to the M200 Series V2 enhance intelligent control systems, flight performance, and add flight safety and data security features.
Payment Options

Financing Available

Affirm financing provides innovative, technology-powered finance solutions for America’s businesses as well as individuals. Basically – we’re here for you so let’s succeed together.

Purchase Orders

We support and welcome purchase order requisitions from local county, state and federal agencies as well as academic institutions.

Wire Transfer Method

We only recommend wire transfers for amounts over $2,000 USD.

Please contact us for information on how to complete the wire transfer to place your order.
Signatures

Again, we want to thank you for purchasing your equipment or services with DSLRProms.com. By signing below you agree to our terms and conditions and have read and understand the pricing provided. You also agree not to share the information & pricing provided in this document to anyone outside of your organization. https://www.dslrpros.com/terms-of-use

Signature Date

Name Title

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PROPOSED RESOLUTION NO. 52-'19

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH CLINTON AUTO AUCTION, INC. FOR THE DISPOSAL OF SEIZED AND CERTAIN FLEET VEHICLES.

WHEREAS, the Police Department wishes to utilize an auction service for the disposal of seized vehicles and those fleet vehicles purchased with Asset Forfeiture Funds.

WHEREAS, Clinton Auto Auction Inc., 9750 Revere Road, Clinton, IL 61727 has submitted a proposal for the disposal of seized vehicles and those fleet vehicles purchased with Asset Forfeiture Funds.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FAIRVIEW HEIGHTS, ILLINOIS:

That the Mayor be and is hereby authorized to enter into an agreement with Clinton Auto Auction Inc, for the disposal of seized vehicles and those fleet vehicles purchased with Asset Forfeiture Funds as per the agreement attached hereto, made a part hereof and marked "EXHIBIT A."

This Resolution shall be in full force and effect from and after its passage and approval as provided by law.

PASSED:

APPROVED:

MARK T. KUPSKY – MAYOR
CITY OF FAIRVIEW HEIGHTS

ATTEST:

KAREN J. KAUFHOLD – CITY CLERK
Fairview P.D. and Clinton Auto Auction agree to the following fees and charges:

1. **Transport Fee**: CAA will assess a fee of $150 per vehicle for transport from any point in the state of Illinois to CAA.

2. **Clean-Up Fee**: CAA will assess a fee of $30 per vehicle for light detailing in order to prepare the vehicle for sale.

3. **Auction Fee**: CAA will assess a fee of four percent (4.0%) of gross sales price of each vehicle sold.

4. **Storage Fee**: CAA will not assess a fee for storage to either Fairview P.O. or the owner, unless the vehicle is awarded back to the owner. If a vehicle is awarded back to the person it was seized from, CAA will notify the owner, and allow them seven (7) days to pick up the vehicle. After the seven (7) days, the owner will be assessed a storage fee of $10.00 per day.

5. **Personal property fee**: CAA will assess a fee of ten percent (10%) of gross sales price for each item sold.

**Term:**

1. This Agreement shall become effective pursuant to Paragraph 3 below and shall continue through December 31, 2019. CAA and Fairview P.D. may agree to extensions of this Agreement, by written agreement.

2. This Agreement may be amended in writing from time to time by mutual consent of the parties. All amendments to this Agreement must be in writing and fully executed by the parties.

3. This Agreement becomes effective when executed by all parties.

IN WITNESS WHEREOF, CAA and Fairview P.D. caused this Agreement to be executed by duly authorized representative of the respective parties on the dates shown below.

<table>
<thead>
<tr>
<th>Clinton Auto Auction</th>
<th>Fairview P.D.</th>
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<tr>
<td>By: __________________</td>
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<td>Print: ________________</td>
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<td>Date: ________________</td>
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PROPOSED RESOLUTION NO. 54-'19

A RESOLUTION AUTHORIZING THE MAYOR ON BEHALF OF THE CITY TO ENTER INTO AN AGREEMENT WITH WOOLPERT, INC. TO PROVIDE PROFESSIONAL ARCHITECTURAL SERVICES FOR THE DESIGN OF ALUMINUM STOREFRONT SYSTEM UNITS (WINDOW REPLACEMENT) AT THE CITY’S LIBRARY.

WHEREAS, it has been determined that window replacement is necessary at the City’s Library to prevent water leakage into the facility; and

WHEREAS, Woolpert, Inc. has served the City in the past and has been selected now to perform said professional architectural services.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FAIRVIEW HEIGHTS:

That the Mayor be and is hereby authorized to enter into an agreement with Woolpert, Inc., 343 Fountains Parkway, Suite 100, Fairview Heights, IL 62208 for professional architectural services for the design and preparation of construction documents for removal and reconstruction of two (2) aluminum storefront systems units in the amount of SIX THOUSAND NINE HUNDRED FIFTY-SIX DOLLARS AND NO CENTS ($6,956.00) per Woolpert, Inc.’s proposal, attached hereto, made a part hereof, and marked “EXHIBIT A.”

This Resolution shall be in full force and effect from and after its passage and approval as provided by law.

PASSED:

APPROVED:
MARK T. KUPSKY - MAYOR
CITY OF FAIRVIEW HEIGHTS

ATTEST:

KAREN J. KAUFHOLD - CITY CLERK
August 30, 2019

John Harty
Director of Public Works
City of Fairview Heights
10025 Bunkum Road
Fairview Heights, Illinois 62208

Re: Public Library – Aluminum Storefront Unit Reconstruction
Design and Construction Documents Proposal

John:

Woolpert appreciates the opportunity to work with the City of Fairview Heights on the Window Unit Replacement project. We will be performing all work on this project out of our Fairview Heights office. Denise Breunig will be the project manager and Janfrey Scott will be the project architect.

Woolpert proposes the following scope of services for this project:

**Scope:**

Provide professional services for design and preparation of construction documents for removal and reconstruction of two (2) Aluminum Storefront systems units.

**Design Services:**

- Perform site visit to gather information regarding existing conditions.
- Prepare architectural construction documents (plans and specifications) to remove and reconstruct two existing Aluminum Storefront System Units. Improvements to the systems will consist of a new sill pan under each unit, along with new gaskets at all glass panels and sealant at entire unit.

Woolpert will attend three on-site visits/meetings (one person in attendance at each meeting).

  a. One trip for pre-construction meeting.
  b. One trip during construction.
  c. One trip for final punch list and closeout.
Bidding Services

- Respond to questions from contractors during the bidding process.
- Attend a pre-bid conference with the interested contractors to discuss the project and answer questions from the interested contractors (included in trips outlined above).

Deliverables

- Two hard copy signed/sealed set of construction documents (full size construction plan set and specification book).
- Construction plans and specification book in electronic format (pdf and MS Word).

Items Required from the Client

- Access to the premises as necessary for site visit/field investigation.

Items Not Included

- Responsibility for the correction of any deficiencies in the building or building systems not specifically addressed above.
- Hazardous material work of any kind.
- Redesign work required to reduce the cost of the installation (minor changes in conjunction with contractor input can be accommodated).

Woolpert proposes to perform the above scope of work for a lump sum fee of:

ARCHITECTURAL CONSTRUCTION DOCUMENTS (CA INCLUDED) .................................................. $6,956
CONSTRUCTION ADMINISTRATION .................................................................................. $0
TOTAL ................................................................................................................................. $6,956

Woolpert will invoice reimbursable expenses in addition to the above lump sum fee. Reimbursable expenses will include the following items:

- Actual cost of reproduction of all documents prepared for the City’s use for review and bidding purposes in excess of those stated above, as requested by the City. No Reimbursable Expense shall be paid for documents prepared for Consultant's in-house review and use or for re-printing of any submittal rejected by the City.
- Actual cost of "express" mail required in connection with the project.
- Actual cost of any additional items provided upon the City's written request.
We look forward to working with you on this project and are prepared to start work immediately upon notice to proceed.

Please contact our office with any questions, comments, or if you need any additional information.

Sincerely,

Woolpert, Inc.

Denise Breunig, AIA, LEED AP BD+C, NCARB
Discipline Leader and Project Manager