

**THE CITY OF FAIRVIEW HEIGHTS**  
**OPERATIONS COMMITTEE MINUTES**  
**Wednesday, June 8, 2016 - 7:00 p.m.**  
**City Council Chambers**  
**10025 Bunkum Road, Fairview Heights, IL**

**Committee Members in attendance** – Dennis Baricevic, Denise Williams, Pat Baeske, Harry Zimmerman

**Committee Members absent** – Roger Lowry

**Other Aldermen and Elected Officials in attendance** – Justin Gough, Frank Menn, Patricia Peck, Bill Poletti, Brenda Wagner, City Treasurer Karen Kaufhold

**Staff in attendance:** Public Services Director John Harty, Human Resource Coordinator Dana Mehrmann (left at 7:15 p.m.), City Attorney Katherine Ann Porter

**Recorder** – Jill Huffman

**Public Participation**

None

**Approval of Minutes, March 2, 2016**

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

**Personnel Committee**

*Alderman Harry Zimmerman, Chairman*

**HUMAN RESOURCES REPORT**

Human Resource Coordinator mentioned that the employee luncheon held on June 3 was attended by approximately 65 to 70 employees which cost approximately \$420. Staff appreciates the Employee Relations line in the budget and the employees who attended had a good time.

**PERSONNEL CODE REVISION**

The Human Resource Coordinator explained that the current Personnel Code is comprised of Exhibits A and B, which were previously passed by City Council. The Coordinator has combined both exhibits into one document, revised the index, and added page numbers. This document

is attached to the Agenda. As discussed with the Personnel Chairman, this will make it easier to maneuver through the document.

The Personnel Code applies to all non-contractual employees.

The Coordinator requests that a Resolution is forwarded to City Council to pass the Code as a complete and current document for future modifications.

Motion and second to forward a Resolution to City Council recommending the passage of the new copy of the Personnel Code by Aldermen Williams/Baricevic. The motion carried by voice vote and was unanimous.

### **Public Services Committee**

*Alderman Dennis Baricevic, Chairman*

### **FOX CREEK WALK PATHS**

An Agreement was composed by the City and signed by the Pontiac William Holliday School District for 50 percent participation in the construction of a sidewalk through Fox Creek Park connecting Columbia and Traubel Drives.

The Chairman questioned if cost overruns occur, will the District participate in sharing the cost 50 percent. The Director stated he does not believe there will be overruns, and there is some contingency built into the \$880 material costs. If the Agreement would have to be revised, the District would need to present the revised Agreement to their Board which would add at least a month to the process.

Motion and second to forward a Resolution to City Council recommending the Mayor on behalf of the City enter into an Agreement with Pontiac William Holliday School District 105 to construct a sidewalk through Fox Creek Park connecting Columbia and Traubel Drives with the District financially responsible for half of the cost of the sidewalk in the amount \$1,936 to be paid to the City upon completion of the sidewalk construction by Aldermen Baeske/Williams. The motion carried by voice vote and was unanimous.

### **LIBRARY ROOF – CONTRACT**

A bid opening was held on June 2, 2:00 p.m., for the work associated with replacing the Library Roof. Two bids were received and D.E. Martin was the low bidder. The Director recommends D.E. Martin be awarded the work.

Discussed that there is a considerable difference between the two bids received, however, the Director is satisfied with the bid.

Questioned the Alternate Bid to which it is the fascia or flashing around the top of the Library.

Motion and second to forward a Resolution to City Council recommending the Mayor on behalf of the City enter an Agreement with D.E. Martin Roof Company to provide labor, materials, and equipment for the Roof Replacement, Public Library in the amount of \$46,606.00 with an alternate bid of \$5,753.00 by Aldermen Baeske/Zimmerman. The motion carried by voice vote and was unanimous.

## **CITY HALL ROOF - CONTRACT**

A bid opening was held on June 2, 3:00 p.m., for the work associated with the reroofing of the municipal building. Three bids were received and D.E. Martin was the low bidder. The Director recommends D.E. Martin be awarded the work.

Questioned the additional deck price. The Director stated when an old roof is removed, the decking may need to be replaced, therefore, a unit price was requested. This potential additional work may increase the total cost of the roof replacement.

Motion and second to forward a Resolution to City Council recommending the Mayor on behalf of the City enter an Agreement with D.E. Martin Roof Company to provide labor, materials, and equipment for the Re-Roof Fairview Heights Municipal Building project in the amount of \$79,316.00 and the unit price for additional decking at \$3.50 per square foot by Aldermen Baeske/Zimmerman. The motion carried by voice vote and was unanimous.

## **OLD LINCOLN TRAIL – CIP PRIORITY LIST**

Discussed adding the improvements to Old Lincoln Trail to the Capital Improvements Priority List. The Mayor questioned if this project would be eligible for Motor Fuel Tax funds to which the Director replied yes it would, however, if MFT funds are utilized, the City would have to comply with the State's rules and regulations. It was stated that the road surface is in good shape. The Director stated he believes there is a concern of the mobility of pedestrians. Therefore, this would include the installation of curb and gutter with sidewalk behind the curb and gutter. Because this would be a large project, it would probably be constructed in phases.

The Chairman stated that the Rec Center is not included on the CIP list. The Mayor stated the Rec Center should be added to the list and the reason it was not previously added was because the feasibility of constructing a recreation was being evaluated to determine if it is economical for the City to construct and operate.

It was questioned how much additional land would be required to install the curb and gutter and sidewalk to which the Director replied approximately 16 feet from the existing pavement edge. Questioned if there is room to do this work to which the reply it is doubtful. It was stated that on the north side of the road the ground drops off.

The Director stated he will study and evaluate the Old Lincoln Trail project and that it could be started in three years. The Mayor stated that perhaps some minor shoulder work would be necessary in the interim.

The Mayor questioned if the City still scores streets to which we do not.

Motion and second to forward a Resolution to City Council recommending amendment to Resolution No. 3978-2016 to amend the Capital Improvement Priority List to add the Recreation Center as Item 8, and the Old Lincoln Trail Improvements as Item 9 by Aldermen Williams/Zimmerman. The motion carried by voice vote and was unanimous.

## PUBLIC WORKS VEHICLE/EQUIPMENT PURCHASES

The Director presented three vehicles and one tractor for purchase:

<u>Vehicle</u>	<u>Cost</u>	<u>Budgeted</u>
Tandem w/plow	\$118,955.00	\$130,000.00
Pick-up Truck (PW)	\$25,969.00	\$25,000.00
Ford Taurus (LUD)	\$18,195.00	\$25,000.00
John Deer Tractor w/ attach (PA)	\$53,889.57	\$51,000.00
Total	\$217,008.57	\$231,000.00

The Mayor relayed that police vehicles taken out of service are rotated into City Hall for staff's use.

The Director stated that the City utilizes an extensive rating system on the life of its vehicles and equipment.

Motion and second to forward a Resolution to City Council recommending that the Mayor on behalf of City Council enter into a Purchase Agreement with Rush Truck Centers for the purchase of a 2017 International 7400 SFA 6x4 truck at a total cost of \$118,955.00 which includes the trade in of a 2000 International 4900 Tandem truck of \$10,000.00 by Aldermen Baeske/Baricevic. The motion carried by voice vote and was unanimous.

Motion and second to forward a Resolution to City Council recommending that the Mayor on behalf of City Council enter into a Purchase Agreement with Morrow Brothers for the purchase of a 2016 Ford F250 4x4 truck in the amount of \$25,969.00 by Aldermen Baeske/Baricevic. The motion carried by voice vote and was unanimous.

Motion and second to forward a Resolution to City Council recommending that the Mayor on behalf of City Council enter into a Purchase Agreement with Landmark Ford for the purchase of a 2016 Ford Taurus SE in the amount of \$18,195.00 by Aldermen Baeske/Baricevic. The motion carried by voice vote and was unanimous.

Motion and second to forward a Resolution to City Council recommending that the Mayor on behalf of City Council enter into a Purchase Agreement with John Deere for the purchase of a John Deere 4066R Compact Utility Tractor with wing mower and loader at a total cost of \$53,889.57 which includes the trade in of a Ford 2910 tractor with 84" Land Pride 3 point hitch mount finish mower of \$2,500.00 by Aldermen Baeske/Baricevic. The motion carried by voice vote and was unanimous.

The Director requested permission to bid a track-type skid loader to replace the 18-year old skid loader for which \$70,000.00 is in the current budget.

Motion and second to permit staff to solicit bids for a truck-type skid loader to replace the 18-year old skid loader by Aldermen Baeske/Zimmerman. The motion carried by voice vote and was unanimous.

## **CITY HALL NORTH WING ROOF/TUCK-POINTING – ARCHITECTURAL SERVICES**

The north wing of City Hall requires tuckpointing before roof replacement. The Director stated that brick replacement will be included in the project.

Motion and second to forward a Resolution to City Council recommending the Mayor on behalf of the City enter an Agreement with EWR Architects, Inc. to provide architectural services for tuck-pointing in the amount of \$9,800.00 and reroofing in the amount of \$5,800.00 of the north wing of City Hall by Aldermen Baeske/Zimmerman. The motion carried by voice vote and was unanimous.

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

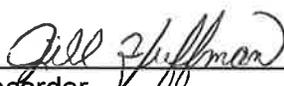
Director of Public Works presented his written report to the elected officials for their review.

The following items were discussed:

- Lincoln Trail Sidewalks – The contractor is working on the south side Lincoln Highway and making good progress. The bus stop has been moved to the front of Fortel's Pizza from Randall's Liquor which was coordinated with Bi-State.
- Joseph Drive – The contractor is on site performing concrete removal and replacement. Christ Asphalt will begin the road reclamation process. This project will not be complete before July 4. Residents will be informed.
- Fox Creek Storm Water Improvements – The contractor is essentially finished with the relief sewer. Some manhole lids needs to be adjusted. The gravel placed over the pipe crossing on Northwestern Drive needs to settle before paving. The contractor will proceed to the construction of the intermediate detention structure and will wait until the ground is completely dry. Aldermen stated that residents have expressed satisfaction with the contractor's work and are happy the City is doing the project.
- Kassing Avenue Improvements – The contractor for Caseyville Township Sewer District has completed the manhole relocations and replaced the clay and ductile iron pipe with new sewer pipe near IL Rte 159. This project will be advertised on June 19 and bids will be opened on July 1, 10:00. Bid results will be reported at the July Operations Committee Meeting.

**Adjournment 7:42 p.m.**

Submitted By:

  
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Recorder