

**THE CITY OF FAIRVIEW HEIGHTS
ADMINISTRATION COMMITTEE MINUTES
Wednesday, March 15, 2023, 7:34 p.m.
Council Chambers
10025 Bunkum Road
Fairview Heights, IL 62208
Also, Video/Audio Teleconference**

Committee Members in attendance – Aldermen Frank Menn, Ryan Vickers, Barbara Brumfield, Pat Peck, Denise Williams, and Mark Kupsky (Ex-Officio Member)

Committee Members absent –

Other Aldermen and Elected Officials in attendance – Aldermen Josh Frawley, Anthony LeFlore, Harry Zimmerman, Brenda Wagner, Bill Poletti, and Karen Kaufhold

Staff in attendance – Public Works Director John Harty, Finance Director Gina Rader (virtual), Police Chief Steve Johnson, Land Use and Development Director Dallas Alley (virtual), Parks and Recreation Director Angie Beaston, HR Manager Becky Thompson (virtual), IT Manager Chris Elliot, Public Works Administrative Assistant Jill Huffman, and Attorney Andrew Hoerner

Recorder – Kathy Frawley

Mayor Mark Kupsky announced that the Administrations Committee meeting will be continued on Tuesday, March 21st immediately following the City Council meeting for the purpose of the Budget Review under Finance Committee as well as if needed Wednesday, March 22nd immediately following the Community Committee meeting.

PUBLIC PARTICIPATION

None

APPROVAL OF MINUTES

Motion and second were made by Alderman Pat Peck/Alderman Denise Williams to approve the February 15, 2023 Administrations Committee minutes. Roll call to approve the February 15, 2023 Administrations Committee minutes showed Aldermen Menn, Vickers, Brumfield, Peck, and Williams voting “Yea.” Motion carried.

FINANCE

Alderman Frank Menn, Chairman

BILL LIST

Motion and a second were made by Alderman Pat Peck/Alderman Barb Brumfield to forward the bill list to City Council for approval in the amount of \$1,632,008.39. Roll call to forward the bill list in the amount of \$1,632,008.39 to Council showed Aldermen Menn, Vickers, Brumfield, Peck, and Williams voting "Yea." Motion carried.

Budget Review

Continued to Tuesday, March 21, 2023 immediately following the City Council meeting.

PERSONNEL

Alderman Pat Peck, Chairman

Temporarily Increase Sworn Personnel

Motion and a second were made by Alderman Frank Menn/Alderman Denise Williams to forward to City Council to authorize the Chief to temporarily increase his force level to 46 and return to 45 upon attrition. Roll call to forward to City Council showed Aldermen Menn, Vickers, Brumfield, Peck, and Williams voting "Yea." Motion carried.

Part Time Seasonal Unskilled Laborer (Land Use & Development)

Motion and a second were made by Alderman Denise Williams/Alderman Frank Menn to forward to City Council to add the Part Time Seasonal Unskilled Laborer position to Lane Use and Development. Roll call to forward to City Council showed Aldermen Menn, Vickers, Brumfield, Peck, and Williams voting "Yea." Motion carried.

Full Time Horticulturist (Parks Department)

Director Angie Beaston review why a full time Horticulturist is needed in the Parks Department. Director Beaston stated that there has been an increase of 50 plus acres of properties in the last 5 - 10 years and no new staff has been added. Director Beaston stated that in the Parks Department there needs to be specification and knowledge. Director Beaston feels that to keep the appearance of the City this would be a good addition.

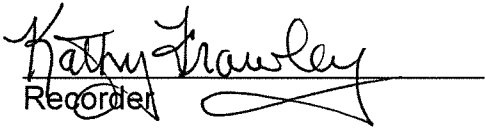
Mayor Kupsky review what has been added to the city that needs upkeep and that there is not enough man power available to maintain these areas.

Questions and comments were discussed.

This position would be placed in the budget for the next fiscal year.

This meeting is continued to Tuesday, March 21, 2023 immediately following the City Council meeting for the purpose of Budget Review and budget related items and should it need to be continued beyond that it will be continued Wednesday, March 22, 2023 immediately following the Community Committee meeting.

Submitted By:


Kathy Frawley
Recorder