

**CITY OF FAIRVIEW HEIGHTS  
ADMINISTRATION COMMITTEE MINUTES  
Wednesday, June 14, 2023, 7:33 p.m.  
Council Chambers  
10025 Bunkum Road  
Fairview Heights, IL 62208  
Also, Video/Audio Teleconference**

**Committee Members in attendance** – Aldermen Frank Menn, Anthony LeFlore, 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, Ryan Vickers, Brenda Wagner, Harry Zimmerman, Bill Poletti, and Karen Kaufhold

**Staff in attendance** – HR Director Becky Thompson, Lieutenant Mason, Finance Director Gina Rader (virtual), IT Manager Chris Elliot (virtual), Public Works Administrative Assistant Jill Huffman, and Attorney Andrew Hoerner

**Recorder** – Kathy Frawley

**PUBLIC PARTICIPATION**

Sharon Zajac – Thanked the City for Mueller Furniture moving to the City. Ms. Zajac stated that the Library change in staff is all for the better and Ms. Zajac also thanked the Fairview Heights Police Department for the wonderful job that they do in the city.

Bill Poletti – Stated that on Sunday, June 25<sup>th</sup> there will be a hand radio meet at Pleasant Ridge Park from 12:00 to 3:00 p.m.

**APPROVAL OF MINUTES**

Motion and a second were made by Alderman Pat Peck/Alderman Denise Williams to approve the May 10, 2023 Administrative Committee minutes. Roll call to approve the May 10, 2023 Administrative Committee minutes showed Aldermen Menn, LeFlore, Brumfield, Peck, and Williams voting “Yea.” Motion carried.

**FINANCE**

*Alderman Pat Peck, Chairman*

**BILL LIST**

Alderman Pat Peck stated on page 3 of the bill list under 001-110-5-302-00 Public Relations, Gifts for Individuals should go under 001-115-5-302-00 Public Relations. No change to grand total.

Motion and a second were made by Alderman Barb Brumfield/Alderman Anthony LeFlore to forward the bill list to City Council for approval in the amount of \$2,048,258.42. Roll call to forward the bill list in the amount of \$2,048,258.42 to City Council showed Aldermen Menn, LeFlore, Brumfield, Peck, and Williams voting "Yea." Motion carried.

#### **Application for Business Assistance Program – 10860 Lincoln Trail**

Motion and a second were made by Alderman Frank Menn/Alderman Anthony LeFlore to forward the \$55,000.00 in TIF and \$323,306.65 in sales tax rebate to City Council for approval. Roll call to forward the \$55,000.00 in TIF and 323,306.65 in sales tax rebate to City Council showed Aldermen Menn, LeFlore, Brumfield, Peck, and Williams voting "Yea." Motion carried.

#### **Application for Business Assistance Program – 51 Commerce Lane**

Motion and a second were made by Alderman Denise Williams/Alderman Anthony LeFlore to forward the \$300,000.00 in TIF and \$550,000.00 in sales tax rebate to City Council for approval. Roll call to forward the \$300,000.00 in TIF and \$550,000.00 in sales tax rebate to City Council showed Aldermen Menn, LeFlore, Brumfield, Peck, and Williams voting "Yea." Motion carried.

#### **SALARY RANGE**

Motion and a second were made by Alderman Barb Brumfield/Alderman Frank Menn to forward the updated salary range to City Council for approval. Roll call to forward the updated salary range to City Council showed Aldermen Menn, LeFlore, Brumfield, Peck, and Williams voting "Yea." Motion carried.

#### **PERSONNEL**

*Alderman Denise Williams, Chairman*

#### **JUNETEENTH**

Mayor Kupsky stated that Monday, June 19<sup>th</sup> at 8:30 a.m. there will be a flag raising ceremony for Juneteenth. Mayor Kupsky stated that Juneteenth is not a scheduled holiday for city employees. Mayor Kupsky stated before he made a decision to keep City Hall open or close for Juneteenth, he would like to get the committee's/council's thoughts and input whether the city would recognize the holiday or not. Comments were discussed and a majority of the council is saying it should not be a holiday and should be brought back up in the next negotiations. Mayor Kupsky stated if the employee wishes to take the day off, they may work with their supervisor to request a vacation day off. It was recommended that Monday, June 19<sup>th</sup> be a regular work day.

#### **FINANCE DEPARTMENT/CITY CLERK'S DEPARTMENT REALIGNMENT**

Mayor Kupsky went over the proposal of the realignment of the Finance Department and City Clerk's Department.

Director Gina Rader and City Clerk Karen Kaufhold agrees with the changes.

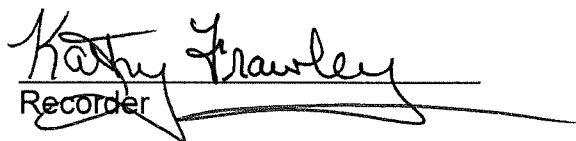
Motion and a second were made by Alderman Frank Menn/Alderman Barb Brumfield to authorize the mayor to move forward to work with the clerk on implementing the

realignment plan to City Council for approval. Roll call to forward the Finance Department and City Clerk's Department realignment to City Council showed Aldermen Menn, LeFlore, Brumfield, Peck, and Williams voting "Yea." Motion carried.

**ADJOURNMENT**

8:37 p.m.

Submitted By:

  
Recorder