

THE CITY OF FAIRVIEW HEIGHTS
OPERATIONS COMMITTEE MINUTES
Wednesday, June 14, 2023, 7:00 p.m.
Council Chambers
Fairview Heights City Hall
Fairview Heights, Illinois

Committee Members in attendance – Aldermen Josh Frawley, Anthony LeFlore, Brenda Wagner, Harry Zimmerman, Bill Poletti, Mayor Mark Kupsy, Ex-officio

Committee Members absent – None

Other Aldermen and Elected Officials in attendance – City Clerk Karen Kaufhold, Aldermen Frank Menn, Ryan Vickers (arrived at 7:09 p.m.) Barb Brumfield, Pat Peck, Denise Williams

Staff in attendance – City Attorney Andrew Hoerner, City Engineer Tom Quirk, Finance Director Gina Rader – video/teleconference, IT Manager Chris Elliott – video/teleconference, Human Resource Manager Becky Thompson, Police Lieutenant James Mason, Administrative Assistant Kathy Frawley

Recorder – Jill Huffman

Public Participation

None

Approval of Minutes, May 10, 2023

Motion and second to approve minutes were made by Aldermen Wagner/LeFlore. Discussion: Alderman Zimmerman relayed that Alderman Peck's name is listed on the roll call votes in the May Operations Committee Meeting Minutes, however, she is no longer on the Operations Committee. These roll call votes should read Alderman Harry Zimmerman who was named to the Committee. Alderman Peck relayed that on page 2 of the Meeting Minutes, Fairview Heights Police Department to Relinquish Ownership of a 2008 Infiniti G35X and a 2008 Dodge Nitro to Clinton Auto Auction, Inc. – Resolution, second paragraph, the zip code should be changed from 62727 to 61727. The Mayor stated that the minutes will be amended as stated. Roll call vote: Aldermen Frawley – yes, LeFlore – yes, Wagner - yes, Zimmerman - yes, Poletti – yes. Motion carried.

Law Enforcement Committee

Alderman Josh Frawley, Chairman

STATEMENT OF THE DEPARTMENT

The Chief of Police presented his written report to the elected officials for their review.

Alderman Frawley reminded everyone not to comment on open investigations and to wait for official statements from the police department.

The Mayor stated that the body cams have been deployed and are very useful.

Alderman Peck stated that last month soliciting and permits were discussed, and noted in the minutes that this would be discussed this month to which Lt. Mason relayed this would be discussed next month.

Alderman Peck questioned Lt. Mason if he knows what the force level status is in the police department as it was discussed to increase the force level by hiring one officer with the anticipation that one officer would be leaving the department. Lt. Mason stated that the one officer has not left but should be soon, probably before the end of summer.

Alderman Peck relayed that in Ward 4 there is a possibility of a homeless encampment of one person. This has been discussed with Code Enforcement and she understands there is a homeless person living in the area between Orlando Drive and McDonalds Restaurant. Alderman Zimmerman added that the area is behind Captain D's where a tarp is located. The Police Department will investigate.

ASHLAND MEADOWS HOA NEIGHBORHOOD PICNIC ON SATURDAY, JULY 8TH

Alderman Peck spoke on behalf on the HOA President and Board, that this event was held annually until COVID. The HOA has obtained permission from residents whose driveways will be blocked as depicted in the highlighted area on the map distributed to council members. She stated that residents can access their driveways except those couple residents where the road will be blocked. It was commented that barricades are dropped off by Public Works.

Motion and second to allow the Ashland Meadows HOA to hold a neighborhood picnic on Saturday, July 8, from 4:00 p.m. to 6:00 p.m. provided that they receive approval from the residents who are blocked by Aldermen Wagner/Zimmerman. Roll call vote showed Aldermen Frawley – yes, LeFlore – yes, Wagner – yes, Zimmerman – yes, Poletti – yes. Motion carried.

The Mayor mentioned that the Police Department is having another pop-up event. The previous events have been successful, the first being in Ward 4, last month was in Ward 1, and the next one is next Thursday in Ward 5. Communication for the Ward 5 event is forthcoming. Alderman Peck stated that in Ward 4 it was for The Fountains subdivision only.

Public Works Committee

Alderman Bill Poletti, Chairman

FOREST AVENUE – RIGHT-OF-WAY VACATION

The City Engineer presented information for the Forest Avenue, right-of-way vacation. The City has never used it as right-of-way and a couple of residents have utilized it as a driveway access. The right-of-way is 390 feet long and 50 feet wide and would be offered to the adjacent property owners.

Aldermen Peck stated in her Ward, the property owners were responsible for the recording of the deeds and asked if these property owners or the City will be responsible for the recording fees. Alderman Poletti stated that the property owners would be responsible for the recording fees at the courthouse and negotiating property access. Alderman Peck asked if this has already been approved and Alderman Poletti replied yes.

Stan Harr spoke and stated there are two property owners, one being his daughter. He stated that he and his daughter have been maintaining that piece of property. When his daughter bought her property 20 years ago, the only access to her property was from the Forest Avenue right-of-way. There is a Dead End sign off Old Bunkum onto the right-of-way. She never had access from Bunkum Road to her property until the Bunkum Road improvement, and the Forest Avenue right-of-way was not included in the improvement. He and his daughter would like to maintain this property between Old Bunkum Road and her house. The area being discussed is the property to be potentially vacated.

The City Attorney will research and discuss this matter with the Director of Public Works. The Mayor stated if Committee approves for the staff to proceed, the Director, City Engineer, and City Attorney will work on producing legal documents.

Stan Harr stated that he and his daughter have had the police to the property several times as the other property owner is blocking the access and claiming this is his property. Lt. Mason will follow up on this matter.

It was questioned if this item should be tabled. Alderman Poletti relayed that the intent is to move forward and perhaps assist the two property owners in coming to a final, reasonable solution for dividing the right-of-way. Alderman Frawley agreed to give staff approval to move forward.

Motion and second to allow the City to move forward in negotiation for vacation of this property by Aldermen Wagner/Frawley. Roll call vote showed Aldermen Frawley – yes, LeFlore – yes, Wagner – yes, Zimmerman – no, Poletti – yes. Motion carried.

CREATIVE LANDSCAPE – ALLEY VACATION

The City Engineer presented information pertaining to the vacation of alley property at Creative Landscape, 5515 Old Collinsville Road, which is comprised of four parcels with a 16-foot wide alley bisecting the parcels in an east-west direction. Creative Landscape hired a professional land surveyor to prepare a vacation plat for the City to release the alley. The City does not have a useful purpose of this alley nor has it been maintained by the City.

Motion and second to forward to City Council with the recommendation of approval, the alley vacation plat located at 5515 Old Collinsville Road by Aldermen Wagner/LeFlore. Roll call vote showed Aldermen Frawley – yes, LeFlore – yes, Wagner – yes, Zimmerman – yes, Poletti – yes. Motion carried.

Alderman Poletti stated in viewing the alley on the provided plat, Creative Landscape built a greenhouse in that right-of-way and believes that a building permit would not have been issued to build a structure on an alley way. He suggested that perhaps Code Enforcement review this matter and retroactively fine Creative Landscape for building without a building permit. Alderman Frawley relayed that this property has changed hands. Alderman Williams stated that

regardless of ownership, this should be reviewed. Alderman Frawley relayed this is a question for the Land Use Department and is curious how a greenhouse would be classified. Alderman Poletti stated this needs to be reviewed because the greenhouse appears in the later satellite views but not in the earlier views.

LINCOLN TRAIL SIDEWALKS ENGINEERING PROPOSAL – HORNER & SHIFRIN

The City Engineer presented the engineering proposal from Horner & Shifrin. Engineering was started by Horner & Shifrin before COVID and is approximately 30 percent complete. Staff would like to for the consultant to resume design work. This section of sidewalk is located on the south side of Lincoln Trail from Union Hill Road to Bunkum Road. The supplemental agreement, in the amount of \$9,900.55, is for engineering salary increases during the past three years and staff believes is equitable compensation. The project is TIF funded.

Motion and second to forward to City Council with the recommendation of approval, the supplemental agreement from Horner & Shifrin associated with the Lincoln Trail Sidewalks for the sum of \$9,900.55 by Aldermen Wagner/Leflore. Roll call vote showed Aldermen Frawley – yes, LeFlore – yes, Wagner – yes, Zimmerman – yes, Poletti – yes. Motion carried.

FAIRVIEW HILLS IMPROVEMENTS ENGINEERING PROPOSAL – MILLENNIA PROFESSIONAL SERVICES

The City Engineer presented an engineering proposal from Millennia Professional Services in the amount of \$123,010.00 for the Fairview Hills subdivision located off of Bunkum Road. These streets/infrastructure were recently purchased by the City and the intent is to bring the roadway infrastructure to a satisfactory condition. It is anticipated to bid and construct the upgrade of the roadway and infrastructure in the next budget year. The Mayor relayed that this project is TIF funded.

The Mayor stated that the City recently purchased the streets and infrastructure which are in terrible condition. These streets were never accepted by the City as they were not built to city standards. He stated that this will be a great improvement for the area.

Motion and second to forward to City Council with the recommendation of approval, the Preliminary Engineering Services Agreement from Millennia Professional Services associated with the Fairview Hills Improvements for the sum of \$123,010.00 by Aldermen Frawley/Wagner. Roll call vote showed Aldermen Frawley – yes, LeFlore – yes, Wagner – yes, Zimmerman – yes, Poletti – yes. Motion carried.

MOTION TO SOLICIT BIDS – ASPHALT OVERLAY

The City Engineer asked for a motion to solicit bids for asphalt overlay for Laurel Drive, South Point Road, Marcinah Lane, Helen Court, Susan Court and Forest Avenue. The asphalt overlay will be funded by the Capital Improvement Projects fund.

Motion and second to allow staff to solicit bids for this fiscal year's asphalt overlay by Aldermen Wagner/Frawley. Roll call vote showed Aldermen Frawley – yes, LeFlore – yes, Wagner – yes, Zimmerman – yes, Poletti – yes. Motion carried.

MOTION TO SOLICIT BIDS – CITY MATERIALS/SERVICES

The City Engineer asked for Committee approval for staff to prepare a materials/services proposal for HFE-150 oil, slag chips and trucking services. This is funded by the General Fund.

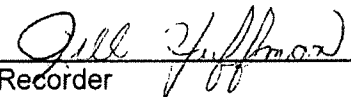
Motion and second to allow staff to solicit bids for city materials and services by Aldermen Zimmerman/Wagner. Roll call vote showed Aldermen Frawley – yes, LeFlore – yes, Wagner – yes, Zimmerman – yes, Poletti – yes. Motion carried.

DIRECTOR'S REPORT/PROJECT UPDATES

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

Adjournment 7:32 p.m.

Submitted By:


Recorder