

**THE CITY OF FAIRVIEW HEIGHTS
ADMINISTRATION COMMITTEE MINUTES**

Wednesday, November 12, 2025 – 7:18 p.m.
Council Chambers, Fairview Heights City Hall, Fairview Heights, Illinois

Committee Members in attendance – Alderpersons Frank Menn, Anthony LeFlore-teleconf, Barb Brumfield, Pat Peck and Bill Poletti

Committee Members absent

Other Aldermen and Elected Officials in attendance – Alderpersons Brenda Wagner and Jimmy Winkeler - teleconf

Staff in attendance - City Attorney Andrew Hoerner, Finance Director Gina Rader, Public Works Director, John Harty, HR Director Becky Thompson, Chief of Police Steve Johnson-teleconf, Land Use Director Dallas Alley-teleconf, IT Director Chris Elliott-teleconf

Recorder – Dena Wylder

Public Participation – None

Approval of Minutes – October 15, 2025 - Pat Peck stated that on the Bill List—on page two of the October 15 minutes—it should read “stated” rather than “indicated.” Motion and second to approve the minutes were made by Alderpersons Brumfield and Poletti. Roll Call: Menn – Yes; LeFlore – Absent; Brumfield – Yes; Peck – Yes; Poletti – Yes. Motion carried.

Personnel Committee

Aldersperson Barb Brumfield, Chairman

HR Director, Becky Thompson, reported that the only change in the Force Level/Salary Ordinance is the adjustment to the Chief Building Official position, moving the salary range to Management 1. Tom Green is retiring in February, and this change will not affect him because retirement rules prevent altering his salary. The revised range will apply to the incoming hire. Dallas stated that he and Becky reviewed salary ranges from other local municipalities. While none are quite at \$111,000, Fairview Heights is currently the lowest on the comparable scale. In addition, the city has never classified the Chief Building Official as “Management,” even though the position manages everyone in the department except Dallas himself and Ryan Jenkins, Economic Development Coordinator. This role is effectively the highest level of management under Dallas within the department. Aldersperson Poletti moved to forward the Force Level/Salary Ordinance to the Council with a recommendation to approve, seconded by Aldersperson Peck. Roll Call: Menn – Yes; LeFlore – Yes; Brumfield – Yes; Peck – Yes; Poletti – Yes. Motion carried.

Finance Committee

Aldersperson Pat Peck, Chairman

Bill List: Aldersperson Pat Peck presented the Bill List, and there were no questions or concerns. Aldersperson Peck entertained a motion, which was made by Aldersperson Brumfield, to forward the Bill List to the City Council with a recommendation for approval in the amount of \$3,052,885.85, seconded by Aldersperson Poletti. Roll Call: Menn – Yes; LeFlore – Yes; Brumfield – Yes; Peck – Yes; Poletti – Yes. Motion carried.

Library Levy: Finance Director Gina Rader explained that these are the annual levies and abatements reviewed each year. The first item is the Library Levy, and the related documents with amounts are attached. Alderperson Poletti explained that the levy is an early estimate of next year's budget, but it must go to the City Council for approval along with an abatement, if one is to be issued. All abatements must be submitted to the County by the first week of December. If an abatement is pursued, a letter is required from the Library Board (Delores Smith). The amounts provided are estimates—not final budget figures—so that the abatement can be completed. The final library budget will be reviewed during the first-quarter budget process next year. Gina noted that on the Certification page behind the levy, the date will roll forward one year, and these will change when presented to the Council to reflect 2026–2027. Alderperson Peck entertained a motion made by Alderperson Brumfield to forward the Library Levy to the City Council with a recommendation for approval, seconded by Alderperson Menn. Roll Call: Menn – Yes; LeFlore – Yes; Brumfield – Yes; Peck – Yes; Poletti – Abstained. Motion carried.

Library Abatement – Gina Rader indicated that this is the abatement that was just voted on. Alderperson Brumfield made a motion to forward the Library Abatement to the City Council with a recommendation for approval, seconded by Alderperson Menn. Roll Call: Menn – Yes; LeFlore – Yes; Brumfield – Yes; Peck – Yes; Poletti – Abstained. Motion carried.

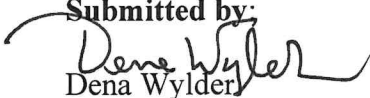
Bond 17 Abatement- Gina Rader reported that these two bonds are the City's existing bonds for the REC Center. The City issued two bonds—one in 2017 and one in 2018—and this item pertains to the 2017 bond, the first of the two. Alderperson Peck entertained a motion made by Alderperson Brumfield to forward the Fairview Heights Bond 17 Abatement to the City Council with a recommendation for approval, seconded by Alderperson Poletti. Roll Call: Menn – Yes; LeFlore – Yes; Brumfield – Yes; Peck – Yes; Poletti – Yes. Motion carried.

Bond 18 Abatement- Alderperson Peck entertained a motion to forward the Fairview Heights Bond 18 Abatement to the City Council with a recommendation for approval. The motion was made by Alderperson Poletti, seconded by Alderperson Brumfield. Roll Call: Menn – Yes; LeFlore – Yes; Brumfield – Yes; Peck – Yes; Poletti – Yes. Motion carried.

Adjournment

A motion to adjourn the Administration Committee meeting was made by Alderperson Poletti, seconded by Alderperson Peck. The meeting adjourned at 7:33 p.m.

Submitted by:



Dena Wylder
Recorder