



## CITY COUNCIL MINUTES

June 11, 2013

### REGULAR MEETING OF THE CARTERVILLE CITY COUNCIL

The meeting was held in the Council Chambers with Mayor Bradley M. Robinson presiding. He called the meeting to order at 7:02 p.m.

#### ROLL CALL

|                     |                   |         |
|---------------------|-------------------|---------|
| Bradley M. Robinson | Mayor             | Present |
| Michele A. Edwards  | City Clerk        | Present |
| Mary Jane Fuller    | Deputy City Clerk | Present |
| Mark Carney         | City Treasurer    | Present |
| Phyllis Emery       | Alderman/Ward 4   | Present |
| Tom Gentry          | Alderman/Ward 1   | Present |
| John Gooden         | Alderman/Ward 3   | Present |
| Mike Helfrich       | Alderman/Ward 2   | Present |
| James Houseworth    | Alderman/Ward 1   | Present |
| Curtis Oetjen       | Alderman/Ward 2   | Present |
| Empty Seat          | Alderman/Ward 4   | Present |
| Tony Trombino       | Alderman/Ward 3   | Present |

The Mayor declared a quorum present.

Others present were: Marvin Oetjen , Kamper Supply; Garry Wiggs, Street Superintendent; Bud Edwards, Maintenance Superintendent; Attorney Josh Bradley; Bruce Talley, Fire Chief; Ralph Graul, Volunteer Fire Department; Monty Jerals, Police Chief; John Frost, Assistant Police Chief; Retia Watson (Clerk); John H. Crawford, Crawford & Associates (7:23 p.m.); Jim Adams, Codes Enforcement/Building Inspector; Bill Kirk, Planning/Zoning Commission; Janice McConnaughy; David Brandt, Post Frame Building Request; Mike and Rhonda Robinson; Iris Glover; and William Bateman, The Courier.

**Motion 1:** Gentry moved and Gooden seconded to approve the minutes of the Regular Meeting of May 14, 2013 as presented in pamphlet form. All voted yea and the Mayor declared the motion carried.

*Mark Carney, City Treasurer, presented the Treasurer's Report for the month of May, 2013.*

**Motion 2:** Emery moved and Gooden seconded to approve *the May 2013 Treasurer's Report* as prepared and submitted by Mark Carney. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*The Mayor introduced Rick Ellet as the person he has selected to serve the remainder of his term as Alderman/Ward 4 and asked the Council to confirm this appointment.*

**Motion 3:** Helfrich moved and Gooden seconded to **confirm the Mayor's appointment of Rick Ellet as Alderman for Ward 4.** A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*At this time the City Clerk sworn in **Rick Ellet** by having him read and sign the Oath of Office.*

**Recognition of Guests** - *There were no comments or requests from the audience.*

### **Departments/Committees**

*Bud Edwards, Maintenance Superintendent, presented information from the Park Committee meeting and asked that the City Council consider purchasing fifteen (15) additional **picnic tables** for the parks.*

**Motion 4:** Emery moved and Gooden seconded to approve the ***purchase of fifteen (15) picnic tables for the parks*** at a cost of \$99.99 each or a total of \$1,499.85 [**to be paid from Park Funds**]. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*Edwards also presented information regarding the need for **removal of a tree at James Street Park** at a cost of \$1,500.00 from Hodges Tree Service which includes taking it down, removing it, and taking out the stump. Phyllis Emery also asked that he give us a price for clearing the tree tops that are dead at James Street Park.*

**Motion 5:** Emery moved and Gooden seconded to contract with ***Hodges Tree Service for the removal of a tree at James Street Park*** at a cost of \$1,500.00 [**to be paid from Park Funds**]. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*Edwards explained that every two years his department replaces the mulch at the playground areas in both Cannon and James Street parks. The cost of the mulch is \$2,140.00 for a semi-load.*

**Motion 6:** Emery and Gentry seconded to ***purchase a semi-load of mulch for the playground areas at Cannon and James Street parks*** at a cost of \$2,140.00 [**to be paid from Park Funds**]. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*Edwards presented a picture of the **cannon that was placed at Cannon Park** showing the location that is being recommended by the Street and Maintenance Departments. This is to be located on the East side of Cannon Park near the skate park. The Park Committee approved this location.*

**Motion 7:** Gentry moved and Emery seconded to confirm the ***placement of the Cannon Park cannon*** on the east side of Cannon Drive near the sign and skate park (picture attached). A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*Edwards asked Phyllis Emery to explain the need for **benches for the dugouts at James Street Park**. Emery stated that Khrissy Hollister solicited prices and information for these benches. The price that she found was \$586.00 for two sets plus \$150.00 for delivery. Last time we bought these Bost delivered them for \$50.00 so we feel that we can get this delivery charge reduced. Tri-C Athletics has agreed to share the cost of these benches.*

**Motion 8:** Emery moved and Gooden seconded to approve the ***purchase of dugout benches for the James Street Park dugouts*** with Tri-C Athletics sharing the cost and our expense not to exceed \$736.00 **[to be paid from Park Funds]**. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*Bud Edwards reported that the **Community Market at Cannon Park** on Wednesday evenings is very well organized and the organizers feel that this will grow with the harvest of vegetables. Edwards reported that they cleaned up all the trash created during the event and it went very smoothly.*

*Phyllis Emery asked Bud Edwards about **barrels for the James Street Park**. Edwards indicated that he ordered 10 more barrels and will use these at the parks and cemetery.*

*Mayor Robinson indicated that he was notified that there is a group working on replacement of the fountain at Cannon Park and we should have an update at the next meeting.*

*Bruce Talley, Fire Chief, asked the Council to consider appointing Christina Diamond as Auxiliary Firefighter/EMT and Tylor Barber as Auxiliary Firefighter.*

**Motion 9:** Gooden moved and Emery seconded to confirm the Mayor's appointment of ***Christina Diamond*** as Auxiliary Firefighter/EMT and ***Tylor Barber*** and Auxiliary Firefighter. A roll call vote was taken and all present voted yea. The Mayor declared the motion carried.

*Talley asked that Council to **purchase a pallet of Chem Oil-Away** bags for use with auto accidents, oil spills, etc. The cost of a pallet is \$930.00.*

**Motion 10:** Gooden moved and Emery seconded to ***approve the purchase of a pallet of Chem Oil-Away*** at a cost of \$930.00 as requested by Fire Chief Bruce Talley. A roll call vote was taken, and all presented voted yea. The Mayor declared the motion carried.

*Talley presented information regarding the purchase of three additional life jackets from Charlie's Crappy Shop at a cost of \$120.00 each.*

**Motion 11:** Gooden moved and Houseworth seconded to ***purchase three life jackets*** from Charlie's Crappy Shop for the Fire Department at a cost of \$120.00 (\$360.00 total). A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*Talley explained that a few months ago there was a meeting with Jim Razor, Meteorologist from Channel 3, to develop a policy for the Storm Siren. Jim Razor reviewed the policy and indicated to Mayor Robinson that it is appropriate and it can be revisited if there is a problem.*

**Motion 12:** Houseworth moved and Oetjen seconded to adopt the **“CITY OF CARTERVILLE OUTDOOR WARNING SYSTEM OPERATION PLAN”** as presented by Fire Chief Bruce Talley. *John Gooden asked about how we would notify our citizens of this new policy. Mayor Robinson indicated that he would like to initially post this to our website and then work with the Fire Chief and the Public Safety Committee on creating a schedule of public forums for anyone who would like to be informed about how the system operates. A Courier ad may also be appropriate.* A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*Talley introduced a recommendation that Jason Sheradon be elevated to Lieutenant. Mayor Robinson indicated that this was discussed in the Public Safety Committee but no recommendation regarding compensation for this position was discussed. Therefore, the Council can confirm the appointment pending salary recommendation from the Safety Committee or table the issue until next month.*

**Motion 13:** Trombino moved and Emery seconded to confirm the Mayor’s appointment of **Jason Sheradon as Lieutenant for the Fire Department** [This approval is pending compensation recommendation from the Safety Committee and this will be placed on the July agenda to inform the Council of the decision]. *(Mike Helfrich asked if this issue must go to the Merit Board and how does this position fit into the ranks since all four firefighters will then have a title. The Mayor explained that Helfrich’s concerns are valid, but if we had a full time department with ten or twelve people then all of the firefighters would not have rank. Tom Gentry stated that this will give us a Chief, Assistant Chief, Captain and Lieutenant. Tony Trombino indicated that, like the military, this is how the department should be structured.)* A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*Talley indicated that the fireworks are right on schedule for the 4<sup>th</sup> of July. The rain date at this time is Friday, July 5<sup>th</sup>. The Mayor stated that along these lines the Lion’s Club approached him about having fireworks at the Free Fair. Speaking for the Council, he told the Lion’s Club that he did not think the City would want to spend another \$10,000.00 to have a second show. They did ask about the possibility of an alternate rain date, and I did propose to them that, if we needed an alternate rain date for the rain date, we might consider moving this to Free Fair on September 6.*

**Motion 14:** Gooden moved and Emery seconded to schedule an **alternate rain date of September 6, 2013** during the Lion’s Club Free Fair if the **fireworks** are rained out on July 4<sup>th</sup> and 5<sup>th</sup>. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*Phyllis Emery asked about the request from the Lion’s Club to move the rides to the street rather than the property east of the ball diamond. Tom Gentry stated that we had this same debate last year and had to allow this because of the rain. Bud Edwards asked about the limitations on closing the road because of the grant funds and Motor Fuel Tax Funds that were used to construct the street. John Crawford stated that this is a City street and we could close this temporarily for an event. Bud Edwards also stated that the new restroom must be pumped and they are inaccessible if the rides are located on the street. The Mayor stated that we can make a motion to disallow or we can let this issue die for lack of a motion.*

**Motion 15:** Emery moved and Gooden seconded to **prohibit the Lion’s Club from using any of the blacktop areas at Cannon Park for the Carnival** and suggest that they place the carnival south of the ball diamond and east of the Community Building. Roll call vote: Ellet, yea; Emery, yea; Gentry, yea; Gooden, yea; Helfrich, yea; Houseworth, no; Oetjen, yea; Trombino, yea. The Mayor declared the motion carried.

*Monty Jeralds, Police Chief, asked about the temporary Sergeant position and the Mayor indicated that this needs to be discussed further in committee and with the F.O.P. before we can make a decision.*

*Jeralds explained that the S.I.E.G. contract renewal is recommended by both the Police Department and the Safety Committee.*

**Motion 16:** Helfrich moved and Gooden seconded to **renew the contract with Southern Illinois Enforcement Group** (S.I.E.G.) for the per capita fee of \$1.50 or a total of \$8,244.00 based on our 2010 population figures of 5,496. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*Jeralds explained the need for a car camera for our new police car at a cost of \$4,120.00. We have a total of three cameras at this time and we need five. Therefore, he is recommending that we purchase one this year and one additional camera next year. This was discussed in committee and recommended.*

**Motion 17:** Gooden moved and Emery seconded to **purchase a car camera** for the new police car at a cost of \$4,120.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*Jeralds stated that the bullet proof vests used by the Police Department are supposed to be rotated out every four years. We have a Federal grant in the amount of \$8,700.00 and the City's match of up to \$4,000.00 must be approved before the grant can be processed.*

**Motion 18:** Gooden moved and Emery seconded to approve a match of up to **\$4,000.00 for the Police Department bullet proof vests**. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*Garry Wiggs, Street Superintendent, indicated that he had no concerns at this time. Tony Trombino asked that NO PARKING ANY TIME signs be put on the corner of each street that does not allow parking. This item will be put on the agenda for the next Street Committee meeting.*

*Bud Edwards, Maintenance Superintendent, indicated that he had no concerns at this time.*

*The Mayor asked Jim Adams to explain the two requests for post frame buildings. Adams explained the two requests from David and Lee Ann Brandt, 12567 N. Greenbriar and Dennis Vaughn, 12402 Birch Lane. Both of these structures meet the setbacks and all other zoning regulations.*

**Motion 19:** Gooden moved and Oetjen seconded to **approve the building permit for David and Lee Ann Brandt, 12567 N. Greenbriar** for construction of a post frame building. *[Mike Helfrich stated that we have had several requests recently for these post frame buildings and his concern is that as we grow they will eventually be located in the middle of subdivisions. We need to look at how these will affect us in the future. The Mayor asked that we all work together to change the policy on the pole barn issue so that they meet standards and do not have to be reviewed individually. An audience question was asked regarding notification of neighbors and he was told that if they meet setback requirements they are usually allowed].* A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

**Motion 20:** Gentry moved and Oetjen seconded to **approve the building permit for Dennis Vaughn, 12402 Birch Lane** (Polled Council). *[Mayor Robinson indicated that this is another issue that the Council needs to address as this person is building a pole barn building for storage before the residence is constructed. The language should be changed so that both the primary residence and the pole barn building are submitted for building permit at the same time.]* A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*The Mayor introduced requests from vendors who are interested in selling their wares during the July 4<sup>th</sup> Fireworks. Tom Gentry indicated that he feels that this should not be opened to vendors. The Mayor agreed, but indicated that this is a decision that the Council should make. He stated that his feeling is that this should be an evening event and we should sponsor only the fireworks display and not allow any vendors.*

**Motion 21:** Gentry moved and Trombino seconded to **allow NO PARADE and NO VENDORS for the 4<sup>th</sup> of July celebration.** Roll call vote: Ellet, yea; Emery, yea; Gentry, yea; Gooden, no; Helfrich, yea; Houseworth, no; Oetjen, yea; Trombino, yea. The Mayor declared the motion carried.

*The Mayor announced that he and his staff are working on **updates to the Personnel Policy Handbook** and two of the items to be included are a dress code for the office staff and regulations and rules regarding the time clocks.*

*The Mayor gave the Council information regarding the **Electrical Aggregate Group sponsored by the Carterville Chamber of Commerce** and asked the Council to approve the Electric Service Agreement with Ameren Energy Marketing which could save us approximately \$17,000.00 per year.*

**Motion 22:** Helfrich moved and Gooden seconded to authorize the Mayor to initiate the **Electric Service Agreement two-year contract** with Ameren Energy Marketing through the Chamber of Commerce Electrical Aggregate Group. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*The Mayor asked about **email addresses for the Council** through Google; for example, [brobinson@visitcarterville.com](mailto:brobinson@visitcarterville.com). These addresses are \$50.00 each annually for the use of the website name rather than Gmail or Hotmail which are free. Personal email accounts used for City issues can be subject to F.O.I.A. requests. An audience member indicated that we should check for other providers that do not charge for this service through our domain name. The Mayor stated that we would do some research but wanted the Council to know what the office is doing at this time.*

*The **36<sup>th</sup> Annual John A. Logan Foundation Golf Classic** was discussed. In the past we donated the cost of one team to the Foundation which provides scholarships to students. The cost for one team is \$500.00. This could be a team sponsorship or a donation.*

**Motion 23:** Gooden moved and Helfrich seconded to donate **\$500.00 to the John A. Logan College Foundation Golf Classic** to sponsor one team (or this may be a donation). A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*The Mayor circulated information from the Carterville Lion's Club regarding the 100<sup>th</sup> Annual Carterville Free Fair. The Lion's Club is asking the City to provide a sponsorship toward this event. The Mayor suggested that this IS the Carterville Free Fair and we should support this event.*

**Motion 24:** Houseworth moved and Ellet seconded to authorize a **\$500.00 sponsorship to the 100<sup>th</sup> Annual Carterville Lion's Club Free Fair.** A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*The refrigerator in the City break room is working again so we are going to hold off on replacing this until the need arises again.*

**Motion 25:** Emery moved and Helfrich seconded to **pay the monthly bills** as listed on the spreadsheet submitted by the City Clerk. [John Gooden asked Bud Edwards about the purchase of two jacks and Edwards explained that there is one small and one large. Also, the City Clerk stated that the bill to McBride Mack Sales which is listed on the spreadsheet was approved and paid last month.] A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

**Motion 26:** Emery moved and Gentry seconded to approve payment **to E & K Cleaning Service** in the amount of \$1,620.00 (15 cleanings of the Community Center \$1,470.00 and City Council Chambers \$150.00). Roll call vote: Ellet, yea; Emery, yea; Gentry, yea; Gooden, abstain; Helfrich, yea; Houseworth, yea; Oetjen, yea; Trombino, yea. The Mayor declared the motion carried.

**Curt Oetjen gave a report on the Water and Sewer Board meeting held on Monday, June 10, 2013.**

- Department had some **pump problems** last month in the oxidation ditches
- Crews have been working on **replacing the bridge to the pump station** so that we can accommodate the construction of the new pump station. We don't have an estimated date yet for the new station but the shop drawings have been approved.
- We have received our **new handheld meter reading devices** and Mickey and Amy will be upgrading the program and training on this new equipment.
- **Sewer extension on Prairie Road** has begun
- On the **SIH project**, we have the permit back for the water extension and are still waiting for the sewer extension permit to be approved by IEPA. John Crawford and Bill Mausey are working on easements.
- We still have a big question on **excess water usage** but once we get the new pump station constructed it will include a slave meter which will show the gallons being pumped and may give us a better idea of why we are wasting so much water.

**John Crawford – Engineering Report**

- The **water main relocation on South Division** being funded by I.D.O.T. is the big project at this time because of all the utilities that must be crossed.
- The **bill for striping** was presented to John Crawford for review and approval. We need paperwork for approval of payment from Motor Fuel Tax Fund.

**Motion 27:** Houseworth moved and Emery seconded to authorize payment of the bill to *America's Parking Marking* in the amount of \$803.00 (pending review and approval from John Crawford) to be paid from *Motor Fuel Tax Funds*. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*The Mayor asked Josh Bradley about progress with the Dalzell and Taylor properties on Onley. Bradley stated that this is going before a judge on Friday morning at 9:00 a.m. and we should have an order to demolish by next week. Marianne Dalzell contacted Josh Bradley about delaying this once again and the Mayor told Bradley to inform her that this is a safety issue and we have already spent too much time on this issue. Phyllis Emery asked about the Akes property.*

**Motion 28:** Gooden moved and Emery seconded to move to *EXECUTIVE SESSION* for the purpose of discussing personnel, possible litigation, and possible acquisition of property. A roll call vote was taken, and all present voted yea. The Council left regular session at 8:35 p.m.

**Motion 29:** Gooden moved and Oetjen seconded to return to *REGULAR SESSION*. A roll call vote was taken, all present voted yea, and the Council returned to regular session at 9:25 p.m.

*The Mayor read the proposed Annual Levy Ordinance and asked for approval from the Council.*

**Motion 30:** Helfrich moved and Trombino seconded to pass *Ordinance No. 1340-13, AN ORDINANCE PROVIDING FOR THE ANNUAL LEVY OF TAXES FOR THE CITY OF CARTERVILLE, ILLINOIS FOR THE FISCAL YEAR 2013-2014*. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*The Council has discussed filling a vacated position for economic development at a contractual cost of \$500.00 per month plus supplemental health insurance to be filled by retired Mayor Bill Mausey.*

**Motion 31:** Houseworth moved and Emery seconded to sign a *contractual agreement with Bill Mausey as an Economic Development Consultant* at a rate of \$500.00 per month plus payment of his supplemental health insurance. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*Mickey Edwards gave a preliminary report on the outcome of the Mayor Mausey Enhancement Fundraiser that was held on June 6, 2013. The event was very well received and the funds are being deposited into a new City account in the amount of approximately \$3,000.00 after expenses. However, Bill Mausey and Mickey Edwards will open a fundraiser account for any future events.*

*Curt Oetjen reported on a conference sponsored by the Illinois Municipal League being held at the Marion Civic Center this week and indicated he would be attending.*

*Bruce Talley reported that **All Electric** has been contracted to update the **wiring in the City Hall** and has indicated they will do this work the week of June 24, 2013. Jim Houseworth indicated he had been approached about a timetable for moving the poles from Division Street and Bruce stated that Frontier Communications is already moving their telephone lines and we must get the electrical lines for all businesses connected in the front moved before these poles can be removed.*

**Motion 32:** Gooden moved and Helfrich seconded to *adjourn the meeting*. All voted yea and the Mayor closed the meeting at 9:35 p.m.

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**Michele A. Edwards, City Clerk**

**Next Ordinance No. 1341-13**

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**Bradley M. Robinson, Mayor**

**Next Resolution No. R401-13**