



CITY COUNCIL MINUTES

August 13, 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 7:00 p.m.

ROLL CALL

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| Bradley M. Robinson | Mayor | Present |
| Michele A. Edwards | City Clerk | Present |
| Mary Jane Fuller | Deputy City Clerk | Present (7:10) |
| Mark Carney | City Treasurer | Present |
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| Rick Ellet | Alderman/Ward 4 | 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 |
| Curt Oetjen | Alderman/Ward 2 | 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; Janice McConnaughy; Dennis Brown, Assistant Fire Chief; Monty Jeralds, Police Chief; John Frost, Assistant Police Chief; Retia Watson (Clerk); John H. Crawford and William Lytle, Crawford & Associates (7:55 p.m.); Jan Campbell, Carterville Chamber; Josh Bradley, City Attorney; Harry Treece II, Tippy Road; Alan Summers, Pole Barn Construction; Bob Hall, Citizen; Matt Yates, Citizen; William Bateman, The Courier; and Mike and Ronda Robinson.

Motion 1: Emery moved and Helfrich seconded to approve the *minutes of the Regular Meeting* of August 13, 2013 as presented in pamphlet form. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Mark Carney presented the July 2013 Treasurer's Report.

Motion 2: Helfrich moved and Emery seconded to approve *the July 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.

Motion 3: Helfrich moved and Houseworth seconded to authorize the **transfer of \$50,850.00 from the Ambulance Fund to General Corporate Fund** to repay a loan (this leaves more than \$50,000.00 in the Ambulance Fund). A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Recognition of Guests

Jan Campbell, Carterville Chamber, invited City Council members to attend the Chamber Retreat scheduled for Friday, October 18, 2013 at Giant City Lodge. She circulated a survey form that will help the organizers of this event to determine subject matter for the day.

Departments/Committees

Bud Edwards explained that we need two more trees in James Street Park that need to be addressed. One of these has to be taken down and one of them needs to be topped.

Motion 4: Emery moved and Gooden seconded to **contract with Hodges Tree Service** for removal of trees at James Street Park at a cost of \$1,175.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*Edwards indicated that he has discussed the schedule for **Fall Baseball/Softball** which will run until October 5, 2013. Tri-C will maintain the fields and pick up trash and the City will do the mowing. The **Soccer League** will be using the soccer fields until early October. **They will use the north field for soccer and the Lion's Club will use the south field for the helicopter rides.** Therefore, our seeding program for the two soccer fields will happen in October. Phyllis Emery indicated that her husband, Jimmie, has been contracted by Tri-C to mow during this fall season. Edwards indicated he had no objection to this and would clarify this with Tri-C.*

*Dennis Brown, Assistant Fire Chief, presented information regarding two classes for firemen that they need approval to attend. Mitter and Masters are asking to attend **Rope Operations Class** at a cost of approximately \$1,300.00 and Dennis is asking to attend **Haz Mat Technician Class** at an approximate cost of \$1,300.00. Dennis indicated that the cost of the Haz Mat Class may be reimbursed by Illinois Terrorism Task Force.*

Motion 5: Emery moved and Ellet seconded to authorize **Kyle Masters and Chris Mitter to attend the Rope Operations Class** at a cost of approximately \$1,300.00. (This class will make them eligible for the regional team that we could have access to in an emergency). A roll call vote was taken and all present voted yea. The Mayor declared the motion carried.

Motion 6: Trombino and Emery seconded to authorize **Dennis Brown to attend the Haz Mat Technician B Class** at a cost of approximately \$1,300.00 (cost may be reimbursed by the Illinois Terrorism Task Force). A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

The Mayor thanked Dennis Brown and the entire Fire Department for their dedication and hard work during the past two weeks. The Chief was on vacation and Jason Sheradon was off work with an injury.

Monty Jeralds, Police Chief, explained that we have a 2005 Chevy squad car that is need of approximately \$3,500.00 in repairs (including brakes, steering column, and transmission). It was the suggestion from the Chief that we purchase a car to replace the 2005. Bud Edwards, Maintenance Superintendent, indicated that the car is not drivable at this time and the City should probably salvage it because we could be putting ourselves in liability with the brakes and transmission failing. The vehicle has 158,000 miles on it and will be due for additional maintenance work soon. Jeralds stated that the part-time police officers are using Dungan's car while he is on military duty.

Motion 7: Gooden moved and Ellet seconded to **advertise for bids for a new police car** to replace the 2005 that has been sidelined. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried. ***(The Council also agreed that we should install a camera in this new car with the additional equipment needed).***

Bud Edwards, Maintenance Superintendent, indicated that we have extended the life of our police cars and we now have three cars with over 150,000 miles.

Motion 8: Gooden moved and Emery seconded to **allow 40 hours of paid vacation for John Frost**, as specified in the Personnel Handbook. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Garry Wiggs, Street Superintendent, indicated that he has no needs or concerns at this time. The Mayor complimented Garry Wiggs and the Street Department on the milling job that they completed at the intersection of Division and Grand. We know that the crew had to work through the night and it is appreciated. We have already received several compliments from citizens.

Tony Trombino asked about mowing or spraying the curbs on our streets. Garry Wiggs indicated that the department will cut the weeds first and then spray them. Mike Helfrich indicated that Wiggs has kept the streets clean so it is more noticeable now. We need to find the worse streets and have the department work on these areas.

Bud Edwards reported that the department is installing a light on the flagpole at the cemetery on Thursday. These solar lights have been tested at Cannon Park and work well. Khrissy Hollister found these solar lights at Menards for less than \$25.00 and we have purchased several for the City flagpoles.

Jim Adams, Codes Enforcement, presented information regarding a variance request and a pole barn construction. Kristofer and Cecily Day, 104 Hampton, are requesting a variance hearing for placement of a storage shed in the side yard of their property. City ordinances only allow these buildings in the back yard. Also, Sarah and Allen Summers, 209 California, are asking for a building permit for a pole barn to replace the one lost in the May 8, 2009 storm.

Motion 9: Emery moved and Gentry seconded to **allow the construction of a pole barn building at 209 California**, owned by Alan and Sarah Summers (Alan Summers attended the meeting and answered questions). 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.

Motion 10: Gooden moved and Emery seconded to schedule a **Variance Hearing** for Kristofer and Cecily Day, 104 Hampton, at **6:45 p.m. on Tuesday, August 27, 2013**. A roll call vote was taken and all present voted yea. The Mayor declared the motion carried.

The Mayor announced that Mickey Edwards is once again organizing a **Heart Walk Team** for the City of Carterville and is asking for a budget to purchase t-shirts. Mickey Edwards encouraged the Council members to join the team and announced that the City raised \$3,500.00 for the American Heart Association in 2012.

Motion 11: Gooden moved and Emery seconded to authorize up to **\$400.00** for the purchase of **“Carterville Has ♥”** T-Shirts for the October 5, 2013 American Heart Walk. A roll call vote was taken and all present voted yea. The Mayor declared the motion carried. (The Mayor asked Dennis Brown to coordinate with Beth Walker to get ambulance coverage for the event).

The 100th Annual Lions Club Free Fair is scheduled for Friday and Saturday, September 6 and 7. The Parade Route, Ride Placement, and Helicopter Landing Pad has been established in a meeting with the Lions Club, Fire Department, Police Department, and Bud Edwards. The parade will be held at 10:00 a.m. on Saturday, September 7 with the route starting at the new Junior High School to West Grand to Cannon Drive to Cottonwood Lane and ending on Dent Street. The Chamber of Commerce has established their 5K route and this has been approved by the Police Department (copy attached). This year they are planning to start and end the race at the Community Center.

John Crawford arrived at 7:35 p.m.

It is once again time for the Chamber of Commerce to produce Street Maps for the City of Carterville through Community Link, Pinckneyville, IL. The cost of the outside back cover is \$2,995.00. This also gives us 150 copies of the map for our distribution. The Mayor suggested that before this is published that it is referred to City Hall and Fire Department for verification of streets.

Motion 12: Houseworth moved and Oetjen seconded to **authorize a \$2,995.00 ad** in the Community Link street map being produced through the Chamber of Commerce. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

The Mayor and Council scheduled the 2013 Pumpkin Path on Thursday, October 31, 2013 and notified Jan Campbell of this date. Monty Jeralds indicated that all “trick-or-treat” will be scheduled for October 31, 2013 only.

The Mayor announced that he had received a letter from Malone’s Early Learning Center asking for participation in the Downtown Economic Development Loan (\$20,000.00). The Economic Development Committee has reviewed this letter and have asked for plans and specification for the improvements and contact with a local bank before we can authorize this interest free loan.

Motion 13: Gentry moved and Gooden seconded to approve payment of the **SIMPO** contribution to Greater Egypt Regional Planning and Development Commission **in the amount of \$1,374.00**. (This contribution is based on population). A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

The Mayor announced the Southern Illinois Hunting and Fishing Days will be held on Friday, September 28th and Saturday, September 29th. The City has supported this event in past years as a \$250.00 benefactor.

Motion 14: Gooden moved and Ellet seconded to *sponsor the 2013 John A. Logan College Southern Illinois Hunting and Fishing Days* in the amount of \$250.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Motion 15: Trombino moved and Emery seconded to pay the *annual dues to the Illinois Municipal League* in the amount of \$599.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Motion 16: Emery moved and Gooden seconded to approve a sponsorship with River Radio for the 2013-2014 Carterville Football and Basketball seasons at a cost of \$85.00 per month from August 2013 thru March 2014. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

The Mayor asked the Council to form a **Marketing Budget** to work with the Operations Committee for future expenditures in advertising and marketing our community.

The Mayor explained that the City has applied for a DCEO and ICE Lighting Grant to replace the fluorescent light fixtures in the City Hall, Water Office, Fire Station, Police Station and Maintenance building. The cost of the project is \$31,667.95 and the local share is \$223.35. This application is being made to the Illinois Energy Now – Public Sector Energy Program 2013-2014.

Motion 17: Gentry moved and Gooden seconded to *ratify the grant application for Illinois Energy Now – Public Sector Energy Program* as signed and submitted by the Mayor on August 2, 2013. [Council members were polled before the application was submitted]. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

The Mayor announced that All-Electric would be switching the power in the Water Office on Wednesday and has indicated that power will be off from 9:00 a.m. to approximately 2:00 p.m. Therefore, the office will be closed on Wednesday and Mickey Edwards and Amy Simpson will work in the City Hall.

Motion 18: Gooden moved and Emery seconded to approve the *budget for the Carterville Christmas Downtown* in the amount of \$4,000.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

There is a Community Volunteer Meeting on Monday, August 19th at 6:00 p.m.

Motion 19: Emery moved and Gooden seconded to *pay the monthly bills* as listed on the spreadsheet submitted by the City Clerk. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Motion 20: Emery moved and Oetjen seconded to approve payment to *E & K Cleaning Service* in the amount of \$1,575.00 (*16 cleanings of the Community Center \$1,425.00 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 - Water and Sewer Board

The sewer extension on Prairie Road is complete with the exception of cleanup. Our water loss this month was again 3.4 million gallons. The Board contracted for a new roof on the sewer plant filter building at a cost of \$7,000.00. There were two minor leaks in July. Helfrich asked about the slave meter that we had talked about installing and Oetjen indicated that there is a slave meter in the new pump station that is being constructed in October. *Bud Edwards reported that the sludge field at the 40 acres is in better shape than he has ever seen it and commended the department staff for their hard work. John Crawford mentioned that his office is preparing a letter releasing the Prairie Road sewer line for tapping.* Helfrich asked about the flushing of hydrants and the Mayor indicated that this is usually done in October and Mike Resczenski has hydrant records.

John Crawford – Engineering Report

Crawford introduced William Lytle who distributed information regarding the **MAP 21 grant application** (Moving Ahead for Progress in the 21st century). The grant request is in the amount of \$363,803.00 for sidewalks on West Grand Avenue and Lion Drive. The **City's share** of this grant, if awarded, would be **\$72,760.62**.

Motion 21: Houseworth moved and Gooden seconded to pass **Resolution No. R403-13, A RESOLUTION OF SUPPORT**, for the application for a **MAP 21 grant for sidewalks** on West Grand Avenue and Lion Drive and commit to local share funds of \$72,760.62. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

John Crawford submitted bills for the West Grand Improvements that included Pay Estimate No. 2 to KPS, Inc. in the amount of \$50,248.62 and Resident Inspection in the amount of \$5,692.50. Crawford indicated that this is 67% complete and we still need to connect services and connect the new main.

Motion 22: Gooden moved and Emery seconded to approve payment to **KPS, Inc. in the amount of \$50,248.62 for Pay Estimate No. 2** on the waterline relocation for the West Grand Avenue improvements. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Motion 23: Emery moved and Gooden seconded to approve payment to **Crawford and Associates in the amount of \$5,692.50 for resident inspection** on the West Grand Avenue improvements. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Bids were opened on August 8, 2013 for the SIH Cancer Center water and sewer line extensions. There were three bids:

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| <i>J. M. Jones, Inc., Thompsonville, IL</i> | <i>\$252,619.00</i> |
| <i>Chris Harner Excavating, Tunnel Hill, IL</i> | <i>\$239,288.50</i> |
| <i>Wiggs Excavating Inc., Benton, IL</i> | <i>\$219,936.00</i> |

Crawford is recommending that the City accept the low bid from Wiggs Excavating Inc. in the amount of \$219,936.00 which is approximately 5% below his engineering estimate.

Motion 24: Oetjen moved and Houseworth seconded to **award the low bid** for the SIH Cancer Center water and sewer lines to **Wiggs Excavating Inc., Benton, IL** in the amount of \$219,936.00 (\$175,000.00 of this is being funded by a grant from the Delta Regional Authority). A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Motion 25: Emery moved and Gooden seconded to approve payment to ***Crawford and Associates for design engineering*** on the SIH Cancer Center project in the amount of \$30,112.32 (Crawford indicated he would check with the **DRA** to see if we should draw down grant funds for this payment). A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Motion 26: Gooden moved and Emery seconded to approve payment to ***Crawford and Associates for preparation of the SIH easements*** in the amount of \$4,455.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*The Mayor indicated that he received a letter from SIH engineers regarding **dedication of the water and sewer mains on SIH property**. They are asking that we accept these lines for maintenance after construction, inspection and recommendation from our engineer.*

Motion 27: Houseworth moved and Emery seconded to ***accept the water and sewer mains constructed on the SIH property*** when construction and inspection are complete on these lines and when our engineer recommends that this be accepted. [**These lines can be used by us to extend services in our system and SIH wants some assurance that we will accept these lines for maintenance**]. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

John Crawford indicated that the Mayor and City Clerk must sign the construction applications for these SIH extensions of water and sewer.

*Crawford explained that he has **completed the engineering for the waterline relocation and construction on South Division** in conjunction with the Route 13 project. I.D.O.T. has agreed to fund these changes because of the widening of South Division. The cost has increased to over \$300,000.00. We will be opening bids for the water lines construction on Friday, August 23, 2013 and will ask the Council to award a contract on Tuesday, August 27th at their Continued Meeting.*

*Crawford presented preliminary plans for **vacation and replat of Cedar Creek Estates (Gosha and Falmier)**. These changes will include a Roadway Petition and Ordinance, Lot Petition and Ordinance, and approval of Cedar Creek Estates Third Plat. The Mayor had some concerns about this not being on the agenda for tonight's meeting and not being reviewed by the Zoning Board. He will do some checking to see if we can act on the August 27th.*

*Tom Gentry asked about the **status of renovations on Tippy Road**. Crawford indicated that we are on hold with this project. I.D.O.T. is building a larger intersection on Division and Tippy. Curt Oetjen stated that, since I.D.O.T. has expanded their program to include JALC, the college may not use Tippy Road as an exit.*

The Mayor mentioned a request from SIH regarding parking spaces on their development. The architects and engineers from SIH want an exception to our zoning codes with regard to parking spaces. Our ordinance would require 298 parking spaces and they want to construct 202 parking spaces based on current international code and their architect's recommendation.

Motion 28: Oetjen moved and Trombino seconded to allow SIH to use current international code and architect's recommendation and establish a parking lot for 202 parking spaces. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Motion 29: Houseworth moved and Emery seconded to approve payment of the *engineering fees for Section 13-00000-00-GM* (general maintenance) in the amount of \$1,464.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Attorney Josh Bradley indicated that the Taylor property has been demolished and we should have an order of demolition by August 22nd on the Dalzell property. Houseworth asked about the rubbish that is still on the Taylor property. The Mayor explained that the structure was demolished but the rubbish outside of home/structure is not part of the contract. We may have to continue to work through our codes enforcement to clean up the rest of the lot. Josh Bradley is gathering information from other local communities regarding their policies with regard to dilapidated and abandoned property.

Phyllis Emery asked about the purchase of the Akers property on Pennsylvania. Josh Bradley indicated that this has been purchased for delinquent taxes and he is trying to get the new owner to demolish the house.

*The Mayor asked Garry Wiggs, Street Superintendent, to replace **NO PARKING** signs on Missouri and Pennsylvania because they cannot be read any longer. Wiggs indicated he would order these signs. Tony Trombino asked that he would like signs reworded to say: **NO PARKING ANYTIME ON THIS STREET.***

Jim Houseworth stated that Garry Wiggs and his department employees are still working on sidewalks as time permits. Garry will be working on sidewalks this fall on Division Street. If the weather stops us from constructing sidewalks, we may need to contract for this construction.

Motion 30: Gentry moved and Trombino seconded to *continue the meeting at 7:00 p.m. on Tuesday, August 27, 2013.* A roll call vote was taken, and all present voted yea. The Mayor dismissed the meeting at 8:39 p.m.

Michele A. Edwards, City Clerk

Next Ordinance No. 1343-13

Bradley M. Robinson, Mayor

Next Resolution No. R404-13