



## CITY COUNCIL MINUTES

Tuesday, September 9, 2014

### **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**

Bradley M. Robinson	Mayor	Present
Michele A. Edwards	City Clerk	Present
Khristina Hollister	Deputy City Clerk	Present
Mark Carney	City Treasurer	Present
Phyllis Emery	Alderman/Ward 4	Present
Tom Gentry	Alderman/Ward 1	Present
Rick Ellet	Alderman/Ward 4	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
Tony Trombino	Alderman/Ward 3	Present

The Mayor declared a quorum present.

Others present were: Marvin Oetjen, Kamper's Supply; Garry Wiggs, Street Superintendent; John Frost, Assistant Police Chief; Monty Jeralds, Police Chief; Janice McConaughy, Office Manager; Mike and Rhonda Robinson; Harry Treece II; Josh Bradley, City Attorney; Ralph Graul, Codes Enforcement and Building Inspector; Bud Edwards, Maintenance Superintendent; Todd Elles and Devin Miller, Big Muddy Media; Wesley Lehman, Citizen/Shawnee Trail; William Simons, Pole Barn Building; Jan Campbell, Chamber of Commerce; Bruce Talley, Fire Chief (8:01 p.m.); Lee Eklund, Malone's Child Care; Retia Watson, Bookkeeper; and William Bateman, The Courier.

**Motion 1:** Helfrich moved and Emery seconded to *approve the minutes* of the August 12, 2014 Regular Council Meeting and the August 26, 2014 Continued Council Meeting. All present voted yea. The Mayor declared the motion carried.

Mark Carney presented the *Treasurer's Report* for the month of August 2014.

**Motion 2:** Emery moved and Trombino seconded to approve the *August 2014 Treasurer's Report* as presented. All present voted yea. The Mayor declared the motion carried.

### **Recognition of Guests**

Harry Treece II, 106 Tippy Road, complained about the *excavation that is being done on the Christian Covenant Church* property that is causing run off onto his property. The State of Illinois is very weak on this issue. The Mayor stated that we are researching what the City can do with regard to water flow problems, and we may, in the future, require a special permit for improvement to land for paving. For example, if you are constructing a large parking lot, which could possibly affect people downstream or right-of-ways or the City, it would be necessary to get a water shed study and/or approval from the City engineer that states that the excess water would be handled.

Todd Elles and Devin Miller, *Big Muddy Media*, addressed the Council regarding video production that his firm is completing for Carterville. They are in the process of launching a business model and using Carterville as their example. These short video productions could be put on our website at no cost to the City. The first video produced was on the Carterville Farmer's Market. The second video was from the Free Fair (with no narration). Big Muddy Media is in the business of selling video for advertising on a three tier pricing schedule. The examples placed on our website would give Big Muddy Media positive acknowledgement of their services. They would like a letter on City letterhead stating that this Big Muddy Media will be highlighting a series of videos on our website and will be contacting members of the local business community to offer participation in their video advertising program.

**Motion 3:** Houseworth moved and Trombino seconded to *authorize the Mayor to send a letter to Big Muddy Media* approving the use our website for promotional highlight videos of our community as advertising for their firm (the City will have approval of all content before it is posted on our website). All present voted yea and the Mayor declared the motion carried.

### **Departments/Committees**

*Bud Edwards explained that we received a letter from Tri-C Athletics regarding Dent Street Football Fields Usage from August 27, 2014 to October 25, 2014. Council agreed that this is acceptable.*

*Bud Edwards announced that his department is starting two projects at Cannon Park; the handicapped swings and the fountain. These projects should be done in the near future.*

*The Mayor announced that we had received a request from John A. Logan College for a fee waiver at the Community Center for their Literacy Program Fundraiser to be held in February 2015.*

**Motion 4:** Emery moved and Gentry seconded to approve a *Community Center fee waiver* for the John A. Logan College Literacy Program on February 20, 2015. All voted yea and the Mayor declared the motion carried.

The Mayor announced that the advertisement went out on the bid for *the brush truck chassis and cab*. The bid opening is scheduled for Monday, September 15, 2014 and we have received two bids.

Monty Jeralds, Police Chief, had nothing to report.

Garry Wiggs, Street Superintendent, reported that the **Fall Cleanup Days** are scheduled for Monday, October 6 (north of Grand) and Tuesday, October 7 (south of Grand).

**Malone Child Care** is requesting that two parking spaces be **designated "Loading Zone"** in front of their center. Lee Eklund, Malone's Child Care, is requesting this for loading and unloading Monday through Friday from 6:00 a.m. to 9:00 a.m. The Street Committee and Safety Committee were concerned about the lack of parking in the downtown area, but did not realize that this would only be effective for three hours in the morning.

**Motion 5:** Oetjen moved and Houseworth seconded to **allow the posting of a "Loading Zone"** in front of the Malone Child Care building with restrictions from 6:00 a.m. to 9:00 a.m. All voted yea and the Mayor declared the motion carried.

*Bud Edwards, Maintenance Superintendent, indicated he had no Cemetery issues.*

*John Crawford arrived at 7:37 p.m.*

*Ralph Graul, Building Inspector, explained a request for construction of a post frame building on property at 616 Pear Street. There are two applications because William Simons is considering two different buildings because of setbacks and height.*

**Motion 6:** Gooden moved and Emery seconded **to allow the construction of a two-story post frame building** on William Simon's property at 616 Pear. Roll call vote: Ellet, yea; Emery, yea; Gentry, no; Gooden, yea; Helfrich, yea; Houseworth, no; Oetjen, yea; Trombino, yea. The Mayor declared the motion carried.

Jan Campbell, Executive Director of Chamber of Commerce, stated that there are **186 members** in our Chamber and we have recently had three ribbon cuttings. The **Twilight 5K Run** had 336 runners and was a huge success. Malone's had **150 kids who participated in the Fun Run**. The homes along the 5K route supported the event which brought hundreds of people to the Free Fair. She thanked the City employees and officials for their help with the event. The **Pumpkin Path** is scheduled for Friday, October 31, 2014. The Chamber will sponsor **"A Visit with Santa"** at the Downtown Christmas Party.

*The Mayor introduced a request from the Carterville High School Yearbook staff for the purchase of an ad in the yearbook. The cost is \$500.00 for a full-page ad. We also received a letter from the Carterville Girls and Boys Basketball Programs asking that we sponsor their Golf Scramble.*

**Motion 7:** Emery moved and Gooden seconded to purchase a **full-page ad in the Carterville High School Yearbook** at a cost of \$500.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

**Motion 8:** Trombino moved and Emery seconded to purchase a \$75.00 sponsorship for *the 2<sup>nd</sup> Annual Carterville Girls and Boys Basketball Golf Scramble*. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*The Mayor announced that John A. Logan College Hunting and Fishing Days is scheduled for September 27 and 28, 2014. The sponsorship that we usually give is \$250.00. Monty Jeralds indicated that this event does not generally require assistance from our Police Department.*

**Motion 9:** Gooden moved and Emery seconded to *donate \$250.00 to the John A. Logan College Hunting and Fish Days*. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

The Mayor presented information about the planning of the *Employee Christmas Party* and asked that a budget be approved for this event, greeting cards, and Christmas Eve brunch. Also, because of the demands for the Community Center in December it was suggested that we rent the bowling alley for a couple of hours so that employees could include their children in this event on Sunday, December 7, 2014.

**Motion 10:** Houseworth moved and Emery seconded to allow a budget of \$2,500.00 for the *Annual Employee Christmas Party* and move this event to S.I. Bowl on Sunday, December 7, 2014 so that families can be involved. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

The Mayor introduced an item from the agenda regarding the *sale of surplus property* from Ordinance No. 1328-12. This surplus property was never sold and we need to start advertising for bids on this property.

**Motion 11:** Emery moved and Helfrich seconded to *advertise for bids on surplus property* as stated in Ordinance No. 1328-12. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

The Mayor described a need for the *purchase of property* adjacent to our cemetery and wastewater treatment plant that is owned by Linda Hampton. The Council agreed to purchase this property for \$60,000.00 for future expansion of the cemetery or wastewater treatment plant and also to accommodate the new interceptor sewer line that is being constructed.

**Motion 12:** Gentry moved and Emery seconded to purchase property from Linda Hampton which is adjacent to City property at a cost of \$60,000.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried. **[This is to be purchase ½ from Perpetual Care Fund and ½ from the Sanitation Fund].**

**Motion 13:** Helfrich moved and Emery seconded to approve payment of the *monthly bills* as presented by the City Clerk. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

**Motion 14:** Trombino moved and Gentry seconded to pay the cleaning bill to *E&K Cleaning 25Service* in the amount of \$1,400.00 (*\$1,350.00 for 13 cleanings at the Community Center and \$150.00 for cleaning Council Chambers*). 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.

The Mayor introduced an *ordinance on weight limits* on streets and roadways that was discussed in the Street Committee. The streets affected by this restriction are Division, Grand Avenue, Greenbriar Road, and the exemptions are vehicles servicing a local business, construction inside, or vehicle owned and operated by the City.

**Motion 15:** Houseworth moved and Oetjen seconded to pass *Ordinance No. 1364-14 AN ORDINANCE REGARDING VEHICLE/FREIGHT WEIGHT LIMITS ON MUNICIPAL STREETS AND ROADWAYS*. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*The Mayor stated that we have an additional nuisance ordinance that refers to animals and dogs that will be reviewed by the Council and passed at a subsequent meeting.*

*The demolition of 409 Barr was discussed and Garry Wiggs was asked to solicit prices for demolition of this house and garage.*

Curt Oetjen gave the *Water and Sewer Board* report as follows:

- *There were 141 delinquent accounts in the amount of \$10,284.00*
- *Leak credits were given in the amount of \$634.10*
- *Water Loss was 703,914 gallons for August*
- *Flushing Hydrants in October*
- *The SIH lift station is operating and the contractor has removed the Ivey Lane lift station.*
- *Adam Decker, new WWTP Class I Operator, reported on very costly improvements that must be made to bring us into compliance with IEPA regulations*
- *Need two new ordinances for the sewer:*
  - *Mandatory backflow valve on sewer lines for new construction*
  - *Regulations on Grease Traps*

*Houseworth requested that weight limit signs be ordered and installed as soon as possible. Also, Helfrich asked how we will weigh trucks and the Mayor stated that we may have to purchase scales for the Police Department. This ordinance will be advertised in the local newspaper.*

*John Crawford indicated that there was a pre-construction meeting held with Mott Excavating on the Interceptor Sewer Project and a Notice to Proceed has been issued. He presented bills for the South Division Street water main relocation.*

**Motion 16:** Houseworth moved and Gooden seconded to approve payment of the following bills for the South Division Street water main relocation:

**Mott Excavating, Inc.                      Pay Estimate No. 9                      \$4,061,35**

A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

John Crawford gave a letter requesting reimbursement from I.D.O.T. for signature.

John Crawford gave the Mayor a list of property owners and a map of the area around *VTI/STC Campus*. This information was distributed to the Mayor for further discussion with property owners about annexation and/or easements for the new waterline to this facility.

Crawford gave the Mayor a *Project Development Report* for street repairs on West Grand including Dent Street to Lion Drive sidewalks. The Mayor signed and returned this form.

Abandoned/Dilapidated properties were discussed. There is a house that has been under construction for over a decade on *Cottonwood Drive*. The Mayor feels that this is the next property that we need to address. The building permit was given to Norm Boettcher in 1996 and this is the next property that the Attorney and the Building Inspector will be trying to improve or remove.

Phyllis Emery stated that the *Akes property* on Jackson Street has been cleared and looks good. Tom Gentry thanked Garry Wiggs for the sidewalk on North Division.

The *Mayor thanked* all the organizations; Lion's Club, Chamber, Rotary, the various Churches, City employees and individuals who worked so hard to make the 5K and the Free Fair a success.

**Reminders:**

September 20                      Knights of Columbus Bucket Collection  
September 27 & 28              John A. Logan College Hunting and Fishing Days  
September 27                      High School Basketball Golf Scramble  
October 13                          Downtown Merchant's Meeting

**Motion 17:** Oetjen moved and Trombino seconded to continue the meeting at 7:00 p.m. Tuesday, September 16, 2014 to approve bids for the Brush Truck. All voted yea and the Mayor dismissed the meeting at 8:20 p.m.

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**Michele A. Edwards, City Clerk**

**Next Ordinance No. 1365-14**

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**Bradley M. Robinson, Mayor**

**Next Resolution No. R412-14**