



## **CITY COUNCIL MINUTES**

January 14, 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
Mary Jane Fuller	Deputy City Clerk	Present
Mark Carney	City Treasurer	Absent
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	Absent
Tony Trombino	Alderman/Ward 3	Present

The Mayor declared a quorum present.

Those present were: Retia Watson, Bookkeeper/Secretary; Marvin Oetjen, Kamper Supply; Garry Wiggs, Street Superintendent; Bud Edwards, Maintenance Superintendent; Ralph Graul, Building and Codes; Janice McConnaughy; Donnie Smoot, Crawford and Associates; Attorney Josh Bradley; Monty Jeralds, Police Chief; Bruce Talley, Fire Chief; Dennis Falmier, Candidate for County Commissioner; Mr. & Mrs. Kevin Brunk, Variance Request for Gun Shop; William Bateman, The Courier; Kim Walters; Stu & Kathy Miller; and Mike and Ronda Robinson.

**Motion 1:** Trombino moved and Gentry seconded to approve the *minutes of the Regular Meeting of December 10 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 was not present due to illness and the Mayor asked the Council members to review the Treasurer's Report before the meeting.*

**Motion 2:** Helfrich moved and Trombino seconded to approve the **December 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.

### **Recognition of Guests**

*Dennis Falmier introduced himself as the Democratic candidate for Williamson County Commissioner and announced a "Meet and Greet" event to be held on February 22, 2014 from 1:00 p.m. to 4:00 p.m. in support of his campaign.*

*There were not additional audience comments or concerns.*

### **Departments/Committees**

*Bud Edwards, Maintenance Superintendent, reported that there are no concerns at this time.*

*Bruce Talley, Fire Chief, presented a request for UL pump testing for three fire engines at a cost of \$1,200.00.*

**Motion 3:** Trombino moved and Gooden seconded to authorize **Bruce Talley to have UL complete pump testing** for our three fire engines at a cost of \$1,200.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried. *[Talley indicated that this should be the last year for this process as the Fire Marshall has equipment available to complete these tests].*

*Bruce Talley, Fire Chief, indicated that our Fire Department would be hosting at least three **IFSI Cornerstone Classes** for the Illinois Fire Service Institute at a cost of \$100.00 for each class.*

**Motion 4:** Gooden and Emery seconded to authorize the Fire Department to host at least three **IFSI Cornerstone Classes for the Illinois Fire Service Institute** at a cost of \$100.00 each. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*Bruce Talley indicated that there is increased traffic on the south side of the fire station and because of this there have been several occasions when accidents were narrowly avoided. Talley asked that Council for permission to **install a gate on the east side of the property** and prohibit through traffic on this side of the building.*

**Motion 5:** Gooden moved and Emery seconded to **temporarily close public access on the east side of the fire station** with barricades and authorize the installation of a gate after a transition period. A roll call vote was taken and all present voted yea. The Mayor declared the motion carried.

Monty Jeralds, Police Chief, indicated he had **no concerns at this time.**

Garry Wiggs, Street Superintendent, asked the Council to consider the ***purchase of a snow blower*** for use on sidewalks. He has solicited prices from dealers and Coleman Supply offers an industrial/commercial snow blower with a 27" width and 9 ½ HP motor for \$1,049.95. The dealer has reduced this to \$945.00 and may further reduce the cost.

**Motion 6:** Houseworth and Gentry seconded to authorize Garry Wiggs to ***purchase a snow blower*** at a cost not to exceed \$945.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*Mayor Robinson publicly thanked Garry Wiggs, Bud Edwards and their crews for the work completed during the recent snow and ice storms.*

*The Mayor stated that we have three requests for hearings and asked that the meeting be continued until January 28, 2014 so that these hearings can be completed this month.*

1. **912 Glenn Avenue** (Imanda Dewalt) for a garage addition (variance for setbacks). The property owner was told that her contractor had obtained a building permit.
2. **914 Valley Drive** - Brunks Gun Shop - asking for a temporary variance request until they can move their business into their storefront building on Commercial.
3. **First Southern Bank** - Rezoning R-1 to B-1 - South Division Street

**Motion 7:** Houseworth moved and Emery seconded to schedule the following hearings:

**January 28, 2014**

- 6:15 p.m.** Imanda Dewalt, 912 Glenn (Variance Hearing for setbacks on a garage addition)  
**6:30 p.m.** Kevin Brunk, 914 Valley Drive (Temporary Variance to R-1 zoning)  
**6:45 p.m.** First Southern Bank, South Division (Rezoning R-1 to B-1)

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

*The Mayor asked the City Council to create an **Office Manager Position** for the City. The Finance and Operations Committee have been working with the Mayor and office personnel who agree that because of our growth this position is needed. We have a position that has never been replaced with the City so that this is not new funding. The Mayor will work with the Finance and Operations Committee on vetting, interviewing and hiring for this position.*

**Motion 8:** Ellet moved and Emery seconded to ***create an Office Manager Position*** for the City and authorize the Mayor to advertise, interview and hire for this position. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Williamson County has given us a request for financial assistance for the ***GIS mapping system***. Donnie Smoot, Crawford and Associates, has been working with us but we do not have all the details. We may be able to approve this at the January 28<sup>th</sup> Continued Meeting. The potential commitment for this project is \$5,000.00 but we are not sure what portion belongs to the City of Carterville.

The Mayor indicated that we are interested in having a company to do an **IT evaluation** at a cost of \$600.00. The 100 page report that will be the result of this evaluation will be ours and the \$600.00 fee will be credited to the project if we use their service.

**Motion 9:** Helfrich moved and Trombino seconded to **authorize an IT evaluation** at a cost of \$600.00 (100 page report). A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*The Mayor presented information from two codification services for **Codification of Ordinances** for the City of Carterville. Code Publishing gave a price of \$11,500 for 500 pages of code and Illinois Codification Service (recommended by local communities) gave a price of \$6,400 for 450 pages.*

**Motion 10:** Helfrich moved and Trombino seconded to **contract with Illinois Codification Service** on codification of ordinances. A roll call vote was taken and all present voted yea. The Mayor declared the motion carried.

*The **Chamber of Commerce annual dinner** is scheduled on Thursday, February 13, 2014. The City has eight (8) seats provided and Council members were asked to contact the City Clerk with their reservations as soon as possible. (Already reserved: Phyllis Emery, Brad and Jodie Robinson, Curt and Christy Oetjen).*

**Rend Lake Conservancy District** is requesting letters of support regarding the rates paid to the State for water. Evidently the Corp of Engineers charges rates to Rend Lake Conservancy that are much higher than other Illinois water districts.

**Motion 11:** Gentry moved and Emery seconded to authorize the Mayor to send **letters of support** to local legislators for the **Rend Lake Conservancy District**. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

**Motion 12:** 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 13:** Emery moved and Trombino seconded to approve payment to **E & K Cleaning Service** in the amount of \$1,565.00 (15 cleanings of the Community Center \$1,415.00 and City Council Chambers \$150.00). Roll call vote: Ellet, yea; Emery, yea; Gentry, yea; Gooden, abstain; Helfrich, yea; Houseworth, yea; Trombino, yea. The Mayor declared the motion carried.

**Motion 14:** Gooden moved and Helfrich seconded to pass **Resolution No. R404-14, AN INDUCEMENT RESOLUTION FOR SKELCHER CONCRETE IN TIF 1**. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

### **Water and Sewer Board**

*The Mayor publicly thanked the water and sewer personnel for their hard work. The pump station is installed and improving our system (less electrical costs/more efficient pumps). Crawford's Office is planning the improvements for the Valley Drive lift station. We are collecting daily meter readings from both the Rend Lake meter and our pump house meter but have not found any discrepancies yet.*

### **John Crawford – Engineering Report**

*Donnie Smoot presented bills for the SIH Cancer Center utility extensions which is approximately 61.97% complete and the IDOT waterline relocation project which is approximately 33% complete.*

**Motion 15:** Helfrich moved and Houseworth seconded to approve payment of the following pay estimates for the *SIH Cancer Center utility extensions*:

<b>Wiggs Excavating</b>	<b>Pay Estimate No. 2</b>	<b>\$ 50,598.00</b>
<b>Crawford and Associates</b>	<b>Resident Inspection</b>	<b>\$ 3,478.00</b>

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

**Motion 16:** Houseworth moved and Emery seconded to approve payment of the following pay estimates for the *I.D.O.T. South Division waterline relocation project*:

<b>Mott Excavating, Inc.</b>	<b>Pay Estimate No. 2</b>	<b>\$ 29,479.29</b>
<b>Crawford and Associates</b>	<b>Resident Inspection</b>	<b>\$ 5,087.00</b>

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

**Motion 17:** Helfrich moved and Gooden seconded to accept the *annexation petition from Gary McGee for the Eagle Estates* subdivision as R-1. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

**Motion 18:** Helfrich moved and Gooden seconded to pass ***ORDINANCE NO. 1350-14, AN ANNEXATION ORDINANCE FOR GARY MCGEE'S EAGLE ESTATES SUBDIVISION***. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

**Motion 19:** Houseworth moved and Helfrich seconded to *approve payment of the invoice* to Crawford and Associates for the *Sycamore Road Estates Fourth Plat* in the amount of \$1,183.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*Donnie Smoot and Mayor Robinson explained that they have been working on the funding for projects with SIMPO and the scoring mechanism approved Carterville projects at 1, 3 and 4. Carterville was approved for \$566,000.00 in 2017 for the West Grand Avenue improvements. We also submitted the Grand/Division intersection and the Illinois/Division intersection which we may have to fund ourselves.*

**Motion 20:** Emery moved and Houseworth seconded to pass ***Resolution No. R405-14, A RESOLUTION OF SUPPORT FOR THE SAFE ROUTES TO SCHOOL GRANT***. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried. *[If we do not get funding for the sidewalks on West Grand we will still complete this project but may have to reduce the size and strength of the sidewalks]*

*Josh Bradley presented information regarding dilapidated and abandoned property:*

<u><b>Akes Property, Jackson Street</b></u>	<u><b>Demolition Order February 6, 2014</b></u>
<u><b>Corbell Property, South Division</b></u>	<u><b>Bench Trial - February 6, 2014</b></u>
<u><b>Dalzell Property, Onley Street</b></u>	<u><b>February 28, 2014 (Final Hearing)</b></u>

*The Mayor announced that thanks to Representative Bradley and Senator Forby the City of **Carterville** was awarded a **\$90,000.00 grant** for infrastructure (this was a part of the Capital Bill). We have a lift station on Valley Drive that is in serious need of repair and we are hoping that this grant will cover most of the cost of replacing this station. The Mayor publicly thanked Representative Bradley and Senator Forby and indicated he would be sending them a letter of appreciation.*

*The Mayor announced to the Council and audience that he received statistics from a citizens who works for a local realtor. **In 2013 there were 134 homes sold in the City of Carterville at a total cost of \$19,128,028.00.***

*Carterville is hosting the **Southern Illinois Mayor's Association** monthly meeting on Tuesday, January 21, 2014 at 5:15 p.m. The guest speaker will talk about health care.*

**Motion 21:** Helfrich moved and Gooden seconded to *continue* the meeting January 28, 2014 at 7:00 p.m. A roll call vote was taken, and all present voted yea. The Mayor dismissed the meeting at 8:05 p.m.

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**Michele A. Edwards, City Clerk**

**Next Ordinance No. 1351-14**

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**Bradley M. Robinson, Mayor**

**Next Resolution No. R406-14**