



CITY COUNCIL MINUTES

Tuesday, April 14, 2015

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	Absent
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: Garry Wiggs, Street Superintendent; John Frost, Assistant Police Chief; Cassy Roaden, Auxiliary Police Officer; Janice McConnaughy, Office Manager/H R Specialist; Shawlyn Dungan, Wife of Officer Mike Dungan; Mike and Ronda Robinson, Citizens; Ralph Graul, Codes Enforcement and Building Inspector; Bud Edwards, Maintenance Superintendent; Kyle Houseright, Parks Department; Jan Campbell, Chamber of Commerce; Bill Kirk, Zoning Board Member; Charles Liebenrood, Alderman Elect/Ward 4; Doug Brinkley, Alderman Elect/Ward 3; Marsha and Bruce Talley, Retired Fire Chief; Jane Stalker and Sharon Holmes, Heritage Foundation; Doug Williams, J. David Thompson Realty; Marvin Oetjen, Kamper Supply; Harry Treece II, Citizen; Heather Reno, New Police Chief; Stan Reno, Carterville Merit Board; Retia Watson, Bookkeeper; Jenny Brunner, Mello Antiques/2nd Annual Treasure Trail; Donnie Smoot, Crawford & Associates; Ron Rains, Fire Chief; Mike Dungan, Police Sergeant; Channel 3 News Crew; and William Bateman, The Courier.

Motion 1: Oetjen moved and Ellet seconded to *approve the minutes* of the March 10, 2015 regular Council Meeting as presented. All present voted yea. The Mayor declared the motion carried.

Mark Carney, City Treasurer, presented the March Treasurer's Report.

Motion 2: Emery moved and Gentry seconded to approve the *March 2015 Treasurer's Report* as presented. All present voted yea. The Mayor declared the motion carried.

Recognition of Guests

Marvin Oetjen, Kamper Supply, invited everyone to their Annual Open House on May 1-3. Kamper Supply is celebrating their 40th year of service in Carterville.

Sharon Holmes and Jane Stalker, Heritage and Preservation Foundation, asked about the street closing for their Car and Motorcycle Show on June 5, 2015. This Mayor indicated that this is on the agenda for Council approval.

No other guests had comments.

Departments/Committees

Bud Edwards, Maintenance Superintendent, reported that we received two bids for cleaning of the Community Center. E & K Cleaning (Ellen Gooden) was the low bid and the Committee is recommending that we contract with E & K Cleaning for this service.

Motion 3: Emery moved and Oetjen seconded to ***contract with E & K Cleaning*** (Ellen Gooden) for the cleaning of the Community Center. Roll call vote: Emery, yea; Gentry, yea; Gooden, abstain; Helfrich, yea; Houseworth, yea; Oetjen, yea; Trombino, yea. The Mayor declared the motion carried.

*A request was made to once again have a **Community Market at the Cannon Park** parking lot beginning in May, 2015. The Committee recommended that this be approved contingent upon presentation of their liability insurance certificate and 501c3 (Not for Profit) status. Alderman Gentry indicated that they have secured a 501c3 status.*

Motion 4: Emery moved and Gooden seconded to ***allow the Cannon Park Community Market*** beginning in May (*contingent upon presentation of liability insurance certificate and proof of their 501c3 status*). A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

The Mayor indicated that the “Feed Carterville Project” has been tabled for further review and is scheduled to begin in June.

*Ron Rains, Fire Chief, presented a new **S.O.P. for the Fire Department** and asked for its approval by the Council. This was recommended by the Safety Committee.*

Motion 5: Gooden moved and Helfrich seconded to ***approve the Fire Department S.O.P.*** (Standard Operating Procedures) as submitted by Fire Chief Ron Rains. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*Ron Rains asked the Council for approval to replace the **eight (8) handsets** damaged by the recent storm at a cost of approximately \$4,371.00.*

Motion 6: Gooden moved and Emery seconded to confirm approve the *replacement of eight (8) radio handsets* damaged in the recent storm at a cost of \$4,371.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*Ron Rains explained the need for funding of the **Light and Fight Training** and the **Fire College training** to be held the first week of June.*

Motion 7: Gentry moved and Gooden seconded to approve the *Light and Fight Training* for the Fire Department (training is free but the overnight stay is \$179.08 and they will travel in the department's Expedition). A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Motion 8: Emery moved and Gooden seconded to approve *up to \$3,000.00 for Fire College training* for three firefighters the first week of June. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*Ron Rains asked the Council to purchase a remote control Master Stream **Deck Gun** for the 903 Fire Truck. Rains has negotiated with a distributor for a demo model at a cost of \$4,752.00. The original price of this gun is \$10,500.00.*

Motion 9: Houseworth moved and Oetjen seconded to approve the purchase of a *Master Stream Deck Gun for Engine 903* at a cost of \$4,752.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*The **steel entrance doors** on the east side of the Fire Station are rusted out and need to be replaced. Even the kick plates are rusted.*

Motion 10: Emery moved and Helfrich seconded to approve the cost of *Steel Doors on the east side of the Fire Station* at a cost of \$639.99 each (\$1,359.90). A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Motion 11: Emery moved and Gooden seconded to approve the expense for Ron Rains to attend a *Pension Class in Addison, Illinois* (class costs \$125.00 and the approximately cost of the motel is \$159.00). A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Motion 12: Oetjen moved and Emery seconded to approve the cost of *fireworks for the July 4th* display (which is being coordinated by Bruce Talley and Ralph Graul on Saturday, July 4, 2015 with a rain date on Sunday, July 5) at a cost not to exceed \$9,000.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Motion 13: Emery moved and Oetjen seconded to approve a *vacation pay request from Dennis Brown* (his request meets the guidelines). All voted yea and the Mayor declared the motion carried.

John Frost, Assistant Police Chief, explained that Police Chief Monty Jeralds is off on Worker Compensation from a knee injury during a wreck while directing traffic. He explained that we have three police cars that are over 150,000 miles and he asked that a new car be advertised for bid for an all-wheel drive police car and the three old cars be donated to the Hurst Police Department. (Tom Gentry asked if we can donate these without cost and the attorney indicated that this would be an intergovernmental transfer). John Frost indicated that he would develop specifications for the police vehicle bid.

Motion 14: Emery moved and Gentry seconded to declare **three police cars and the blazer** as surplus property and donate these vehicles to the City of Hurst. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*Tom Gentry asked if we still have the **old fire truck and dump truck** that were declared surplus property that are parked on the forty areas. Bud Edwards also mentioned the old **SRECO sewer machine** and Curt Oetjen indicated that this could also be advertised for sale.*

Motion 15: Oetjen moved and Gentry seconded to **advertise for bids for a new police vehicle** (specifications being developed by John Frost). All voted yea and the Mayor declared the motion carried.

Bud Edwards, Maintenance Superintendent, explained that he received two bids for trade of the City mowers: Coleman was \$6,590.00 and McAffoos was \$7,770.00. The Committee recommended that we go with Coleman's trade bid of \$6,590.00 difference.

Motion 16: Emery moved and Gooden seconded to approve the **mower trade with Coleman's** at a cost of \$6,590.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Motion 17: Gooden moved and Emery seconded to **approve the summer work program** (four [4] High School Students for the Maintenance Department and two [2] for the Street Department with hiring handled through the Department Heads and coordinated with the H. R. Director for paperwork). A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*Garry Wiggs explained that we received a request from a handicapped person at **732 E. Illinois for help with repair/replacement of sidewalks on East Illinois** because he cannot use his wheelchair on existing sidewalks. Phyllis Emery indicated that this sidewalk has been in need of repair for about ten years and is inaccessible for handicapped. The Committee recommended that we depart from existing regulations for sidewalk repair and make the necessary repairs to this sidewalk.*

Motion 18: Houseworth moved and Gentry seconded to make necessary repairs to **sidewalks on East Illinois Avenue** with no charge to residents. All voted yea and the Mayor declared the motion carried.

Bud Edwards, Maintenance Superintendent, explained that we received two bids for mowing at the cemetery: Russell Mowing \$1,300 per mowing and Joe's Lawn Care \$1,700.00 per mowing. The Committee recommended we accept the low bid from Russell Mowing.

Motion 19: Emery moved and Gentry seconded to **contract with Russell Mowing** for the cemetery mowing at a cost of \$1,300.00 per mowing. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

The Mayor informed the Council that the Ordinance to be rescinded is not #1262-11 but #1227-08 which states that signatures for surrounding property owners are required before a building permit is issued to construction of multi-family housing in R-2 and R-3 zones. Since this number is incorrect on the agenda we will discuss this at the May meeting.

Ralph Graul, Building and Codes, reported that there are 40 open permits.

Jan Campbell, Chamber of Commerce Executive Director, noted the following Chamber news:

- **May 6th General Membership Meeting & Luncheon** - Jim Marlo, Speaker
- **Ribbon Cuttings:** Home Re-Nu located at Merchant's Walk; Integrated Health of Southern Illinois; Guy DiMaggio State Farm; Volkswagen of Marion.
- **Small Business Workshop** held March 12 and was well attended
- **Carterville Chamber/Rotary 17th Annual Hurricane Golf Outing** - May 8th
- **Carterville Community Night at Miner's Park** – Friday, May 29
- **Twilight 5K "Glow Run/Walk"** will be held September 11, 2015 in conjunction with the Free Fair.

Motion 20: Gooden moved and Trombino seconded to move to **EXECUTIVE SESSION** for the purpose of discussing personnel. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried and the Council left at 7:36 p.m.

Motion 21: Gooden moved and Emery seconded to return to **REGULAR SESSION**. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried and the Council reconvened at 8:06 p.m.

Motion 22: Gooden moved and Helfrich seconded to **hire Heather Reno as the new Police Chief** of the Carterville Police Department. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried and *congratulated Heather Reno who was in the audience.*

Motion 23: Gooden moved and Helfrich seconded to approve a conditional offer of employment to **Chris Mitter as a full-time firefighter**. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Motion 24: Gentry moved and Emery seconded to **allow sidewalk sales on May 16th** in conjunction with the 2nd Annual Treasure Trail. All voted yea and the Mayor declared the motion carried.

The Mayor announced that Keith Moran from Moran Economic Development has offered to complete the audit reports for our TIF Districts and to advise us, when needed, on an hourly basis. Robert Vancil is currently our representative and we were not aware that we had to send audit reports to the Illinois Comptroller's Office annually since we formed out TIF Districts. Therefore, we reached out to Keith Moran who had contacted us earlier regarding assistance with these TIFs.

Motion 25: Helfrich moved and Emery seconded to ***contract with Moran Economic Development*** for completion of annual audit reports to the Comptroller's Office at a cost of \$2,850.00 with additional assistance billed on an hourly rate. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

The City received a request from the Heritage and Preservation Foundation to close Division Street downtown for a Car and Motorcycle Show on June 5, 2015 from 5:30 to 8:30 p.m.

Motion 26: Oetjen moved and Emery seconded to allow the ***closure of downtown Division Street*** for the Heritage and Preservation Foundation Car Show on June 5, 2015 from 5:30 to 8:30 p.m. All voted yea and the Mayor declared the motion carried. *[John Frost asked about Police Department coverage and the Mayor indicated we should have the same coverage as in past downtown events].*

*The City received a proposal for **planting and maintaining the flower beds at the Veteran's Memorial.** Barbara Kerley and Rich Stevenson have volunteered their time and are asking for a budget of \$250.00 to purchase flowers.*

Motion 27: Gooden moved and Gentry seconded to authorize the ***purchase of flowers for the Veteran's Memorial*** at a cost of \$250.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*The Mayor presented information regarding **damage to the building at 101 S. Division.** The structural engineer is asking for not more than \$4,500.00 for a structural assessment. We have had brick masons removing the damaged bricks and sealing the area at the parapet wall, and it has been deemed safe for occupancy. The engineer has indicated that the parapet wall was damaged by the roof freezing and thawing and pushing toward the wall.*

Motion 28: Trombino moved and Emery seconded to approve payment of an amount not to exceed \$4,500.00 for a complete ***structural assessment of the building damage at 101 S Division Street*** by B. F. W. Structural Engineering. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Motion 29: Helfrich moved and Emery seconded to contract with ***Taylor Mitchell for the cleaning of City Hall, 103 S. Division Street and the Police Department at 121 W. Illinois Avenue*** at a cost of \$425.00 per month. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

The Mayor explained a request from Max Falmier and Mitch Gosha for a speed limit of 10 mph in his Cedar Creek development. This will be referred to the Street Committee for a recommendation and further review.

Motion 30: Emery moved and Gooden seconded to *donate \$200.00 to Project Graduation 2015*. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Motion 31: Gentry moved and Oetjen seconded to approve a two-year contract with William Kelley for *Mosquito Abatement* in the City of Carterville at a cost of \$6,600.00 per year. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried. *[It was suggested that we establish a way to determine when and where Mr. Kelley completes his spraying].*

The Mayor explained a request from The Courier and The Herrin Independent regarding an ad for *Top Achievers!!!* in the Carterville, Herrin and Johnston City High Schools. The cost is \$300.00 for a half-page ad which also includes sponsorship of the graduate luncheon at the KC Hall in Herrin on May 8th.

Motion 32: Emery moved and Houseworth seconded to approve a \$300.00 ½ page ad for *“Top Achievers!!” in the Courier and the Independent* for the top six seniors in Carterville, Herrin and Johnston City. Roll call vote: Emery, yea; Gentry, yea; Gooden, yea; Helfrich, yea; Houseworth, yea; Oetjen, no; Trombino, yea. The Mayor declared the motion carried.

Motion 33: Emery moved and Helfrich seconded to *approve payment of the monthly bills* as presented. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Motion 34: Emery moved and Helfrich seconded to pay the cleaning bill to *E&K Cleaning Service* in the amount of \$1605.00 (*\$1530.00 for 17 cleanings at the Community Center and \$150.00 for Council Chambers*). A roll call vote was taken: Emery, yes; Gentry, yes; Gooden, abstain; Helfrich, yes; Houseworth, yea; Oetjen, yes; Trombino, yes. The Mayor declared the motion carried.

Motion 35: Houseworth moved and Emery seconded to accept the *petition for annexation* from *J. D. Carney at 1515 W. Grand Avenue*. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Motion 36: Houseworth moved and Oetjen seconded to approve *Ordinance No. 1272-15, AN ANNEXATION ORDINANCE FOR PROPERTY LOCATED AT 1515 W GRAND AVENUE*. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Motion 37: Oetjen moved and Helfrich seconded to approve *Ordinance No. 1273-15, ORDINANCE TO CONFORM TO AN ACT REGULATING WAGES OR LABORERS, MECHANICS AND OTHER WORKERS EMPLOYED IN ANY PUBLIC WORKS BY THE STATE, COUNTY, CITY OR ANY PUBLIC BODY OR ANY POLITICAL SUBDIVISION OR BY ANY ONE UNDER CONTRACT FOR PUBLIC WORKS, APPROVED JUNE 26, 1941, CODIFIED AS AMENDED 820 ILCS 120/I ET SEQ. (1993). FORMERLY ILL REV. STAT., CH. 48, PAR. 39S-1 ET SEQ.* A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

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

- **163 delinquent accounts** in the amount of \$21,296.69
- **Leak and pool credits** were given in the amount of \$514.62
- **Water Loss** was 3.867,008 million gallons for March.
- **Leak in the elevated water tower** has been patched and we will get estimates on permanent fix
- **Interceptor Sewer Project** is almost complete (600 feet remaining)
- **Several taps** to be made
- We are pumping 1.2 million gallons through the plant and it has caused a breach in the emergency bi-pass at the lagoon. Adam notified the IEPA and completed sampling for them.
- **The Bar Screen** at the plant had to be fast tracked for replacement
- Adam Decker has completed the procedures with local restaurants for **grease traps**
- **The UV Disinfectant System** equipment is ordered and will now bid for installation
- **East Grand Manholes** have been replaced or repaired

Donnie Smoot, Crawford and Associates

Motion 38: Houseworth moved and Oetjen seconded to approve **Change Order No. 1 to Mott Excavating** for the IDOT waterline relocation for a net increase of \$12,130.79 (to be reimbursed by I.D.O.T.). A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Motion 39: Helfrich moved and Houseworth seconded to approve payment of the following bills for the waterline relocation (I.D.O.T. will reimburse):

Mott Excavating	Pay Estimate No. 11	\$16,724.69
Crawford & Associates	Resident Inspection	\$ 2,452.00

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

Motion 40: Houseworth moved and Gooden seconded to pay the bill from Crawford and Associates for review of the plans for the Forsythe Williamson Manor subdivision. *[There was a discussion regarding the responsibility of the developer to reimburse this cost].* A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Motion 41: Emery moved and Gooden seconded to approve payment to **Crawford & Associates** for design engineering services for the **Pin Oak Road and Division and Greenbriar** repairs in the amount of \$27,890.00 (*Williamson County to reimburse \$5,560.00- contact Greg Smothers at Williamson County Highway Department*). A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Reminders: **Downtown Merchants** - Monday, May 11, 2015 at 10:30 a.m.; **SIMPO meeting** - Monday, May 11, 2015 at 1:00 p.m. at GERPDC; **Block Party** - April 24 (rain date May 1) - **Mausey Fundraiser** "Carterville's Got Talent" - June 4. John Frost announced the **Disable Veteran's Car Show** at JALC Saturday, April 18.

Motion 42: Emery moved and Helfrich seconded to adjourn the meeting. All voted yea and the meeting was dismissed at 8:43 p.m.

Michele A. Edwards, City Clerk

Next Ordinance No. 1374-15

Bradley M. Robinson, Mayor

Next Resolution No. R413-15