



CITY COUNCIL MINUTES

Tuesday, May 12, 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	Absent

The Mayor declared a quorum present.

Others present were: Garry Wiggs, Street Superintendent; John Frost, Assistant Police Chief; Janice McConnaughy, Office Manager; Mike and Ronda Robinson, Citizens; Ralph Graul, Codes Enforcement and Building Inspector; Bud Edwards, Maintenance Superintendent; Kyle Houseright, Parks Department; Donnie Smoot, Crawford and Associates; Jan Campbell, Chamber of Commerce; Billy Mathews, Citizen; Doug Brinkley, Ward 3 Alderman; Jerri Lynn and Cami Jo Brinkley, Citizens; Marv Oetjen, Citizen; Heather Reno, Police Chief; Tom Liebenrood, Ward 4 Alderman; Michelle and Jaycee Liebenrood, Citizens; Mary Stoner, Director of Anne West Lyndsey Library; Harry Treece, Jr., Citizen; Bruce and Marsha Talley, Citizens; Retia Watson, Bookkeeper; Dennis Brown, Assistant Fire Chief; and William Bateman, The Courier.

Motion 1: Gentry moved and Helfrich seconded to *approve the minutes* of the April 14, 2015 regular Council Meeting as presented. All present voted yea. The Mayor declared the motion carried.

Mark Carney, City Treasurer, presented the April 2015 Treasurer's Report.

Motion 2: Helfrich moved and Gooden seconded to approve the *April 2015 Treasurer's Report* as presented. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Recognition of Guests

Billy Mathews, 915 Whitecotton Drive, introduced himself and explained he was present for a pole barn request. The Mayor welcomed him and advised that this is on the agenda and will be discussed with the Building Inspector Report.

William Long, 124 Stable Drive, introduced himself and asked for an update on the status of the proposed dog ordinance. He continues to have problems with a neighbor's dog. The Mayor indicated that this issue had become stagnant, but had been referred to the City Attorney. The City Attorney will be contacted, and an update will be available at the June Council Meeting.

Mary Stoner, New Director for the Anne West Lyndsey Library, introduced herself. She explained that there are many new things happening with the Library, including a Facebook page and new Website. Summer Reading Programs are also ready to be advertised.

Motion 3: Emery moved and Oetjen seconded to *pay the monthly bills as presented*. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Motion 4: Emery moved and Gentry seconded to pay the E&K Cleaning bill as presented. (*\$1,175.00 for 14 cleanings at the Community Center*). Roll call vote: Emery, yea; Gentry, yea; Gooden, abstain; Helfrich, yea; Houseworth, yea; Oetjen, yea. The Mayor declared the motion carried.

The Mayor asked for a motion for a brief recess to install new Officers.

Motion 5: Oetjen moved and Emery seconded to have a brief recess to install new elected officials. All voted yea and the Council recessed at 7:09 p.m..

<p>Michele A. Edwards, City Clerk, presented an Oath of Office to each of the following aldermen: Tom Gentry, Ward 1; Michael Helfrich, Ward 2; Doug Brinkley, Ward 3; Tom Liebenrood, Ward 4 The elected alderman read the Oath aloud and each was presented with a Certificate of Election.</p>

The meeting was reconvened with the new alderman and Bradley M. Robinson presiding. He called the meeting to order at 7:12 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
Douglas Brinkley	Alderman/Ward 3	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
Tom Liebenrood	Alderman/Ward 4	Present
Curtis Oetjen	Alderman/Ward 2	Present

The Mayor declared a quorum present.

Departments/Committees

Bud Edwards, Maintenance Superintendent, reported the need for mulch for the park playgrounds at a cost of \$2,140.00 and asked that the Council advertise for bids for security cameras and a roof for the Community Center.

Motion 1: Emery moved and Gentry seconded to purchase *mulch for the park playgrounds* at a cost of \$2,140.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Motion 2: Gooden moved and Emery seconded to advertise for *bids for a camera security system* for Cannon Park. All voted yea and the Mayor declared the motion carried.

Motion 3: Helfrich moved and Emery seconded to advertise for *bids for a roof for the Community Center* (after a second opinion if obtained regarding replacement). All voted yea and the Mayor declared the motion carried. [Mike Helfrich is compiling specifications for this roof replacement].

Ron Rains, Fire Chief, explained that we received one bid from Sentinel Emergency Solutions for the SCBA (M7XT air packs) with a bid of \$30,000.00. He and the Safety Committee recommend that we accept this bid.

Motion 4: Gooden moved and Emery seconded to accept the bid from Sentinel Emergency Solutions for *SCBA (air packs)* at a cost of \$30,000.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried. *(This should be paid from the Sanitation Fund).*

*John Frost, Assistant Police Chief, presented a request from Dr. Charles Rubright, Event Director for **Herrinfesta Italiana**, asking for support for the triathlon on May 23, 2015. The bike course for this event goes from John A. Logan College to Greenbriar Road, right on Grand Avenue and continues on North Division to Colp. Frost indicated that he would have coverage at all intersections and would use Auxiliary Officers as much as possible. He also indicated that he had coordinated this with Heather Reno, our new Police Chief.*

Motion 5: Helfrich moved and Gooden seconded *to revise the contract for Heather Reno* by changing her start date to May 29, 2015. All voted yea and the Mayor declared the motion carried.

Motion 6: Gentry moved and Emery seconded to *purchase an additional car camera* for the police department car at a cost of \$6,000.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried. *[This purchase will give all of the police cars a camera except Monty Jeralds' vehicle].*

*John Frost indicated that we will be advertising for the **new police car** with bids to be opened on June 2, 2015 before the monthly Committee Meetings.*

*John Frost asked about the purchase of a **new steel door for the evidence locker** at the Police Department at a cost of \$799.99. Tom Gentry asked that we table this decision until we get an additional price from South Side Lumber as he felt this was too high.*

*Garry Wiggs, Street Superintendent, asked that we look into **purchasing a finish mower** for our tractor and indicated he would solicit prices for a 5' and 6' mower. This is needed due to the additional mowing we will be doing near Route 13. Also, the **trackhoe** is being repaired by McAffoos and it was not as drastic a repair as we thought as the pins did not have to be replaced.*

Ralph Graul, Codes Enforcement/Building Inspector, had several issues to report including construction of two post framed buildings and the need for three variance hearings.

Motion 7: Houseworth moved and Gooden seconded to schedule a *variance hearing for a fence* on property at 1000 Meadowlark Drive owned by Prema Narayan at 6:15 p.m. on Tuesday, May 26, 2015. All voted yea and the Mayor declared the motion carried.

Motion 8: Gooden moved and Houseworth seconded to schedule a *variance hearing for placement of a storage building* on the Christian Church property on Pine Street at 6:30 p.m. on Tuesday, May 26, 2015. All voted yea and the Mayor declared the motion carried.

Motion 9: Oetjen moved and Gooden seconded to schedule a *variance hearing for a fence* on property at 812 S. Division owned by David Clark at 6:45 p.m. on Tuesday, May 26, 2015. All voted yea and the Mayor declared the motion carried.

Motion 10: Gentry moved and Emery seconded to approve the *placement of a 40x24x8 post framed building* on property at **915 Whitecotton Drive** owned by Billy Mathews. 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 *placement of a 43x28x9 post framed building* on property at **909 Whitecotton Drive** owned by Paul Mayhugh. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Ralph Graul indicated that he has several active building permits, pool permits and fence permits at this time and distributed a list to all Council members.

Jan Campbell, Chamber of Commerce, indicated that the Carterville Community 17th Annual Hurricane Golf Outing was a big success. Carterville Community Night at Miner's Park is being held on Friday, May 29, 2015 and will include a fireworks display. Tickets are \$8.00 each and can be purchased from the Chamber Office or at City Hall. The Twilight 5K on September 11, 2015 will be "race certified" this year making it more official.

The Mayor introduced a letter from Greater Egypt Regional Planning and Development Commission asking for payment of our annual appropriation for S.I.M.P.O.

Motion 12: Gentry moved and Emery seconded to approve payment of the *annual appropriation for S.I.M.P.O.* in the amount of \$692.35. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

The Mayor introduced information regarding (Freedom of Information Act) regulations and designation of an additional F.O.I.A. Officer.

Motion 13: Oetjen moved and Helfrich seconded to appoint Janice McConnaughy as a F.O.I.A. Officer for the City of Carterville (Michele Edwards is also an Officer). All voted yea and the Mayor declared the motion carried.

Motion 14: Helfrich moved and Oetjen seconded to approve the posting of F.O.I.A. regulations on the website (\$0.15 per copy over 50 as specified by statute). All voted yea and the Mayor declared the motion carried.

*The Mayor stated that next on the agenda is the review of **Executive Session Minutes** and asked the Council to request that our attorney review our executive session minutes and make recommendations to the committee regarding which of these can be released (with or without redaction). If these minutes are released then we will post them on the website along with regular minutes.*

Motion 15: Oetjen moved and Houseworth seconded to authorize our attorney to review Executive Session minutes and advise the Council on their release. All voted yea and the Mayor declared the motion carried.

*The Mayor asked that the Council hold the **annual donation to the Chamber of Commerce** until the Continued Meeting as their Board is meeting to discuss this issue.*

Motion 16: Emery moved and Oetjen seconded to approve payment of the **annual pledge to R.E.D.C.O.** in the amount of \$8,500.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*The Mayor explained that our contract with **GFI Digital** for technical support has expired and we feel that this should be continued at a discounted price as we are still trying to get our server fully operational and there are still some issues from time to time with our water billing software.*

Motion 17: Emery moved and Helfrich seconded to contract with **GFI Digital** for technical support at a cost of \$1,226.00 per month. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

The Mayor presented rules and fees for the City recycling program. We have been discussing this program for almost year and Garry Wiggs has the trailer ready for our curbside pickup. There will be two employees involved in this process. The rules are as follows:

- Voluntary/Subscription Basis
- Monthly Fee of \$5.00 to be billed on the water bill
- Pickup on the 1st and 3rd Friday of each month
- Recycling will be delivered to Progress Port
- Recycling must be in Clear Bags (City may have some for purchase)
- No GLASS (Progress Port will take glass from individuals but they felt that it would be dangerous to their employees to include glass with the pickup)

Motion 18: Houseworth moved and Emery seconded to approve the rules and regulations for the **Recycling Program** and begin taking subscriptions for this service. All voted yea and the Mayor declared the motion carried.

Motion 19: Oetjen moved and Helfrich seconded to move to **EXECUTIVE SESSION** for the purpose of discussing personnel and the possible sale of bonds. A roll call vote was taken, and all present voted yea. The Council left chambers at 7:45 p.m.

Motion 20: Helfrich moved and Gooden seconded to return to **REGULAR SESSION**. A roll call vote was taken, and all present voted yea. The Council returned at 8:16 p.m.

Motion 21: Houseworth moved and Oetjen seconded to contract with **Bernardi Securities for the sale of \$750,000.00 in bonds** for the West Grand Resurfacing project. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Motion 22: Emery moved and Gooden seconded to authorize the Mayor to *discuss and approve raises* with employees and department heads. All voted yea and the Mayor declared the motion carried.

The *Extenet ROW* for overhead fiber optic cable to boost the 4G wireless internet signal was discussed. There are new plans that were submitted to our engineer. The engineer is working on the presentation of an amendment to our agreement that we can approve.

The Mayor asked the Council about support for the John A. Logan College Foundation Golf Classic. In the past we have entered a team in this tournament. No motion was forthcoming and the issue was dismissed.

Motion 23: Houseworth moved and Emery seconded to sponsor a hole for the Carterville Holy Spirit Knights of Columbus *“Ray Owens Memorial Golf Scramble”* at a cost of \$50.00. Roll call vote: Brinkley, yea; Emery, yea; Gentry, yea; Gooden, yea; Helfrich, yea; Houseworth, yea; Liebenrood, yea; Oetjen, no. The Mayor declared the motion carried.

Motion 24: Emery moved and Gooden seconded to authorize the following individuals to access the *safety deposit box at the Bank of Herrin*: Bradley M. Robinson, Mark R. Carney, Michele A. Edwards, Khristina Hollister. All voted yea and the Mayor declared the motion carried.

Motion 25: Helfrich moved and Emery seconded to approve payment to W. F. Stift, Inc. for the roof repairs at 101 S. Division Street (pending insurance evaluation) in the amount of \$26,922.20. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried. *(The Water and Sewer Board will be asked to share in this cost).*

Motion 26: Oetjen moved and Houseworth seconded to approve the *20 mph speed limit on Timber Trail* as requested by the developers (Mitch Gosha and Max Falmier). All voted yea and the Mayor declared the motion carried.

Garry Wiggs, Street Superintendent, asked that the Council consider NO PARKING on Timber Trail at the June meeting.

The Mayor announced the need for volunteers to fill the vacant seats on the Police and Fire Commission (Merit Board). Doug Brinkley resigned because he was elected to the Council and Stan Reno resigned because his wife is now our Police Chief.

Motion 27: Emery moved and Gooden seconded to approve *Ordinance No. 1375-15, AN ORDINANCE ADDRESSING THE PAYMENT OF CABLE TELEVISION FRANCHISE FEES IN THE CITY OF CARTERVILLE, ILLINOIS*. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

The proposed *Budget Resolution and Income Statement* will be approved next month after the Appropriation Ordinance is passed.

Motion 28: Oetjen moved and Gooden seconded to schedule the *Appropriation Ordinance hearing* on Tuesday, May 26, 2015 at 6:00 p.m. (*the proposed Appropriation Ordinance is available for review with the City Clerk*). All voted yea and the Mayor declared the motion carried.

The Mayor announced that we will be presenting an ordinance for a rate increase for water as Rend Lake has increased their rates effective June 1, 2015. We will also be evaluating the sewer and garbage rates at this time.

The Mayor explained that we recently discovered that Ordinance No. 1227-08 which requires additional approval for construction of multi-family dwellings in R-2 and R-3 zones is unconstitutional and should be rescinded.

Motion 29: Emery moved and Gentry seconded to *rescind Ordinance No. 1227-08* as recommended by our attorney. 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:

- *There were 172 delinquent accounts in the amount of \$22,879.42*
- *Leak credits were given in the amount of \$637.34*
- *Water Loss was 1.6 million gallons for the month of April*
- *Water Leak – at the water tower...have a bid of \$1,650.00 for repair*
- *Manhole Rehab - completed lining of five manholes on East Grand*
- *Grit Chamber - emergency repairs were needed and this was advertised for bid*
- *Bar Screen - contract was awarded in the amount of \$195,000.00*
- *Crawford and Associates in conjunction with Adam Decker have developed a multi-phase plan for rehabilitation of our sewers. Phase 1 - Smoke Testing (anything illegally connected will be handled immediately); Phase 2 - Televising problematic areas; Phase 3 - Corrective Action.*
- *Adam Decker - resigned his position as Class 1 Operator for Carterville but has agreed to help oversee the contracts he has put in place for repairs and upgrades at the WWTP. Phil Brandenburg has been contracted as our operator until someone is hired.*
- *Lesa Hafford - hired to replace Hanna Brown*

Engineering Report - Donnie Smoot

Donnie Smoot, Crawford and Associates, explained that we will be advertising for bids on West Grand Avenue resurfacing from Dent to Greenbriar. He submitted bills for the South Division waterline relocation (I.D.O.T.) project.

Motion 30: Helfrich moved and Houseworth seconded to approve the following bills for the I.D.O.T. South Division waterline relocation (to be reimbursed):

<i>Mott Excavating</i>	<i>Pay Estimate No. 12</i>	<i>\$1,180.98</i>
<i>Crawford & Associates</i>	<i>Resident Inspection</i>	<i>\$ 520.00</i>

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

Motion 31: Helfrich moved and Houseworth seconded to approve *Change Order No. 1 on the Pin Oak Drive resurfacing* project for a net increase of \$1,910.81 on the E. T. Simonds contract. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Motion 32: Houseworth moved and Helfrich seconded to approve the following bills for the Pin Oak Drive resurfacing (*\$49,141.40 to be reimbursed by Williamson County*):

<i>E. T. Simonds</i>	<i>Pay Estimate No. 1</i>	<i>\$248,307.31</i>
<i>Crawford & Associates</i>	<i>Resident Inspection</i>	<i>\$ 18,570.00</i>

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

The striping of Pin Oak Drive will be included in our annual striping program as this is the most cost effective way to get this done. The Mayor asked that there be a double stripe at the Sycamore Road intersection.

REMINDERS: **Second Annual Treasure Trail - May 15, 2015 - 8:00 to 5:00**
 Downtown Merchants Meeting – Monday, June 8, 2015 at 10:30 a.m.
 SIMPO Meeting – Monday, June 8, 2015 at 1:00 p.m.
 Bucket Collections: June 6 - Special Olympics
 June 20 - TLC
 Carterville’s Got Talent - June 4th - Tickets on Sale at Water Office

Motion 33: Helfrich moved and Emery seconded to *continue the meeting* Tuesday, May 26, 2015 at 7:00 p.m. All voted yea and the meeting was dismissed at 8:41 p.m.

Michele A. Edwards, City Clerk

Next Ordinance No. 1376-15

Bradley M. Robinson, Mayor

Next Resolution No. R413-15