



CITY COUNCIL MINUTES

Tuesday, September 8, 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
Doug Brinkley	Alderman/Ward 3	Present
Phyllis Emery	Alderman/Ward 4	Present
Tom Gentry	Alderman/Ward 1	Absent
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.

Others present were: Garry Wiggs, Street Superintendent; Heather Reno, Police Chief; Ron Rains, Fire Chief; Ralph Gaul, Codes Enforcement and Building Inspector; Bud Edwards, Maintenance Superintendent; Kyle Houseright, Parks Department Superintendent; Marvin Oetjen, Kamper Supply; William Bateman, The Courier; Janice McConnaughy, HR Specialist; Retia Watson, Bookkeeper; Alan Latch, Citizen; Donnie Smoot, Crawford and Associates; Jan Campbell, Chamber of Commerce;

Motion 1: Emery moved and Brinkley seconded to *approve the minutes* of the August 11, 2015 regular Council Meeting and the Thursday, August 27, 2015 Special Meeting as presented. All present voted yea. The Mayor declared the motion carried.

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

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

Recognition of Guests

There were no comments from the audience.

Motion 3: Emery moved and Oetjen seconded to pay 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 4: Liebenrood moved and Emery seconded to pay the cleaning bill to *E&K Cleaning Service* for 16 cleanings at the Community Center in the amount of \$1,295.00. Roll call vote: Brinkley, yea; Emery, yea; Gooden, abstain; Helfrich, yea; Houseworth, yea; Liebenrood, yea; Oetjen, yea. The Mayor declared the motion carried.

Departments/Committees

Ron Rains, Fire Chief, indicated that his department is short on radios. He has researched them and found the best deal with Novacom. These are two-way radios that are water resistant. He would like to purchase four new radios, to be assigned to full-time staff, passing the older units down to volunteers.

Motion 5: Gooden moved and Emery seconded to approve the purchase of *four new 2-way radios at a cost of \$349.00* each (total cost of \$1,396.00). A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Chief Rains also explained that his department was in need of *5" supply hose*. The hose currently being used was tested and 9 of 10 pieces failed inspection. He explained that he had obtained prices from five distributors, the lowest price was from Illinois Fire Store.

Motion 6: Gooden moved and Oetjen seconded to approve the *purchase of nine sections of 5" supply hose* from Illinois Fire Store at a cost of \$539.00 per section (total cost of \$4,851.00). A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried [*expenditure should be made from the Sanitation Fund*].

Chief Rains mentioned two training classes coming up that he would like to allow staff to attend. The first is the Women of Illinois Fire Service Training, the other is the Illinois Firefighters Association Training. The attendees will use the Fire Department Expedition for transportation.

Motion 7: Gooden moved and Brinkley seconded to *allow Amy Mathis and Nikki Baggott to attend the Women of Illinois Fire Training Class* in Champaign, Illinois on November 7 and 8, 2015 at a cost not to exceed \$550.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Motion 8: Gooden moved and Brinkley seconded to allow *three firefighters to attend training at the Fire Service Institute* on October 16-18, 2015 in Champaign-Urbana at a cost not to exceed \$900.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Motion 9: Gooden moved and Brinkley seconded to sponsor a team for the *Carterville Fire Department Annual Golf Outing* at a cost of \$400.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Chief Rains explained a *request from John A. Logan College* asking that we supply an ambulance and personnel for their Hunting and Fishing Days event (8 hours on Saturday and 5 hours on Sunday). John A. Logan indicated that they would help supplement the cost of the service up to \$500.00. We would provide two people per day and an ambulance and then bill JALC for not more than \$500.00 for both days.

Motion 10: Gooden moved and Emery seconded to authorize the use of an ambulance and personnel for the *John A. Logan Hunting and Fishing Days*. All voted yea and the Mayor declared the motion carried.

Police Chief, Heather Reno, indicated that the F.O.P. contract is still not available for approval but we do have a tentative agreement. She also presented a picture of a design for a new badge required due to past accountability problems. The total cost to replace the badge for current personnel would be \$2,345.00.

Motion 11: Emery moved and Gooden seconded to replace all *Police Department badges* at a cost of \$2,345.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Motion 12: Gooden moved and Brinkley seconded to confirm the Mayor's appointment of *James Reynolds as a part-time police officer*. All voted yea and the Mayor declared the motion carried.

Chief Reno gave a lengthy explanation of costs for the use of the 2008 Crown Vic police vehicle. If we make it a marked car the cost would be around \$7,100.00. The blue book value is \$6,100.00. We could sell this to another local department for approximately \$7,000.00 and use this toward the purchase of another vehicle. The mileage is approximately 36,000 miles. Public Safety Committee has discussed this issue and the Mayor asked them to make a recommendation. Bud Edwards indicated that we have one surplus light bar that would fit the Crown Vic. The new Ford SUV could also be used as a patrol car and the brown Crown Vic could be used by the Police Chief.

Motion 13: Helfrich moved and Emery seconded to *authorize up to \$7,500.00 for use in refurbishing the 2008 Crown Vic* in accordance with the decision made by the Public Safety Committee and the Police Chief. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Motion 14: Gooden moved and Emery seconded to *allow 50 hours paid vacation* for Officer Zach Whitecotton. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*Bud Edwards, Street and Maintenance Superintendent, asked about the **Fall Clean-up Days** as the Street Department wants to do this cleanup in the spring and not the fall. However, it is doable on October 19 and 20, 2015.*

Motion 15: Houseworth moved and Liebenrood seconded to schedule the **Fall Cleanup Days** on Monday, October 19, 2015 (North of Grand) and Tuesday, October 20, 2015 (South of Grand) and authorize the expense of additional roll-off dumpsters, if necessary. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*Donnie Smoot, Crawford and Associates, explained a request from **First Southern Bank** to allow two entrances into their new facility off of Commerce Drive (to be named Municipal Drive).*

Motion 16: Houseworth moved and Emery seconded to allow *egress and ingress* off of Commerce Drive (to be named Municipal Drive) for the **First Southern Bank**. All voted yea and the Mayor declared the motion carried.

*Bud Edwards indicated that **the intersection of North Greenbriar and Sycamore** has been repaired and next week will be posted with warning signs that there will be stop signs at this intersection.*

*Donnie Smoot, Crawford and Associates, explained that the **2015 Oil and Chip Program** is being delayed due to weather and the contractor should begin after Labor Day.*

There was no report from Cemetery Department.

There was no report from Building Inspector.

Jan Campbell, Chamber of Commerce, announced a new member: Pin Oak Inc. owned by Jonah Fore. The Chamber volunteers "cleaned up" our **Adopt A Highway** (Pin Oak Road and Shawnee Trail) last weekend. The Twilight 5K "**Glow Run/Walk**" is Friday, September 11, 2015 with some of the proceeds going to Folds of Honor and Gum Drops NFP. Another **free business seminar** is scheduled for on October 22, 2015 on how to recruit and retain quality employees. The Carterville Chamber is hosting a regional Chamber luncheon meeting on September 23rd for the **Shop Southern Illinois campaign**. Reservations are required. Next month is our **Pumpkin Path**. Jan thanked the City Council for their continuing support.

*The Mayor will be making new appointments to the **Police and Fire Pension Boards** in the near future.*

*Mark Carney, City Treasurer, and several members of the City staff will be attending a demonstration of **new account software (LOCIS)** on Thursday, September 10th.*

Motion 17: Emery moved and Gooden seconded to pay the annual dues to the **Illinois Municipal League** in the amount of \$632.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Motion 18: Liebenrood moved and Emery seconded to allow a **Bucket Collection** for the **Ministerial Alliance** on November 21, 2015. All voted yea and the Mayor declared the motion carried.

Motion 19: Emery moved and Brinkley seconded to approve the final draft of the **Personnel Policy Handbook** as submitted. All voted yea and the Mayor declared the motion carried.

*The Mayor and staff are collecting information about a **Mass Notification System** and will submit information to the Council at a later meeting.*

Motion 20: Houseworth moved and Brinkley seconded to authorize police coverage for **The Den Fitness Center Frightful 5K to benefit NubAbility** on October 17, 2015 (Commercial and South Division and Old Route 13). A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

The Mayor and Operations Committee reviewed an application from Taunya Fricke and Jeromy Fricke for interest free loans for their three buildings at 110-114 North Division (\$20,000.00 each) called Irons in the Fire Land Trust. These funds will be used for façade repairs. The proposal explains their plans for these buildings; including, Business Offices, General Store, Café, and the I Doctor.

Motion 21: Houseworth moved and Oetjen seconded to **authorize the payment of interest** on three \$20,000.00 loans for **110-114 North Division** owned by Taunya and Jeromy Fricke. (Loans will be secured by developer and interest would be reimbursed as paid for up to five years). A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*The Mayor announced the **2nd Annual Merchant's Walk Day** scheduled for Saturday, October 10, 2015. There will be community yard sales, special sales or events from vendors, BBQ, a live band behind Den Fitness, and beer and soft drinks available by Tequilas. Area will be secured and fenced off.*

Motion 22: Helfrich moved and Emery seconded to **rescind ORDINANCE NO. 1378-15 and pass ORDINANCE NO. 1386-15, AN ANNEXATION ORDINANCE FOR MICHAEL AND JUDITH BISHOP OF 1607 WEST GRAND AVENUE.** (This was necessary due to a problem with the de-annexation of this property from the Village of Cambria). All voted yea and the Mayor declared the motion carried.

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

- **There were 247 delinquent accounts in the amount of \$18,332.32**
- **Leak credits were given in the amount of \$269.43 and pool credits were \$241.50**
- **Water Loss was 1.99 million gallons for August**
- **Valley Drive Lift Station – 90% complete**
- **Interceptor Sewer – Final Cost \$649,804.41 (partially funded by grant funds)**
- **Reducer leaking at the WWTP – Haier Plumbing will give us an estimate**
- **UV Disinfection System – Preconstruction meeting was held today**
- **Bar Screen – In the manufacturing process**

- *U. S. Fish and Wildlife Waterline* – Bid was awarded to Dean Bush Construction
- *10” Waterline on Pear* – This break caused the City-wide boil order. It was so large that we had to borrow a clamp from Herrin to repair the break.

James Houseworth asked about the cost per 1000 gallons from Rend Lake. Our loss is 15% which is not high compared to other local communities. The Mayor stated that we are actively looking for waste through metering and looking for leaks. Houseworth asked if there is a plan for replacing old water lines. The Mayor explained that we have plans to replace the line behind the City Hall from West Illinois to West Grand. Curt Oetjen indicated that we did get a price for replacement of 1660’ of line with 13 service connections on West Grand Avenue which was \$100,000.00. Houseworth suggested that we should replace old lines with short pieces.

Engineering Report – Donnie Smoot

West Grand Avenue improvement update – waiting for final approval from Springfield. The contract was awarded to Sierra Bravo from Sesser, but we cannot give a “Notice to Proceed” until we hear from Springfield. We may have to start the project and then finish in the spring because the batch plants will close for the winter. As soon as this Springfield approval is received we will have a pre-construction conference and decide how and when the project can be completed. The Mayor indicated that this may be good because, if you noticed from the Treasurer’s Report, we did not receive our Motor Fuel Tax funds last month due to the State budget problems.

Motion 23: Houseworth moved and Gooden seconded to approve payment of the *Design Engineering for the West Grand Avenue* resurfacing from Dent Street to Greenbriar Road to Crawford and Associates in the amount of \$101,024.75. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Motion 24: Houseworth moved and Helfrich seconded to approve payment for the *Environmental Survey for West Grand Avenue* sidewalks in the amount of \$3,145.00 to Crawford and Associates. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried

Motion 25: Houseworth moved and Helfrich seconded to approve *Change Order No. 3 to Mott Excavating, Inc.* for the waterline relocation on South Division for a net increase in contract price of \$32,970.62. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried

Motion 26: Houseworth moved and Gooden seconded to approve payment of the following bills for the South Division Street waterline relocation (to be reimbursed by I.D.O.T.):

Mott Excavating	Estimate No. 13	\$31,173.98
Crawford & Associates	Engineering Inspection	\$ 976.00

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

REMINDERS: **Carterville Lion’s Club Free Fair** – *September 10-12, 2015*
 Chamber of Commerce 5K Run/Walk – *September 11, 2015*
 Downtown Merchants Meeting – *Monday, Sept. 14, 2015 at 10:30 a.m.*
 SIMPO Meeting – *Monday, September 14, 2015 at 1:00 p.m.*

Motion 27: Gooden moved and Helfrich seconded to *adjourn*. All voted yea and the meeting was dismissed at 8:12 p.m.

Michele A. Edwards, City Clerk

Next Ordinance No. 1387-15

Bradley M. Robinson, Mayor

Next Resolution No. R416-15