



CITY COUNCIL MINUTES

Tuesday, April 12, 2016

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	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.

Others present were: Garry Wiggs, Street Superintendent; Ron Rains, Fire Chief; Ralph Graul, Codes Enforcement and Building Inspector; Bud Edwards, Street and Maintenance Supervisor; Jerry Humble, Citizen; William Bateman, The Courier; Janice McConaughy, HR Specialist; Retia Watson, Bookkeeper; John Crawford, Crawford and Associates; John and Kimbra Frost; Marvin Oetjen, Kamper Supply; Bruce Talley, Retired Fire Chief; Ronda Robinson; Kyle Houseright, Parks Supervisor; J. D. Carney, Citizen; Harry Treece II, Citizen; Heather Reno, Police Chief; Dee Ann and Mike Hammack, Farmer's Market; Howard Thomas, Carterville Soccer Association; Pete Rosenberry, Sam and Brandy Tyner, Police Officer and Wife; Jacob Pendley, Police Officer; Keith Stiff, Deputy Police Chief; Tri-C Athletics; Alan Latch, Citizen; and Jan Campbell, Chamber of Commerce.

Motion 1: Emery moved and Oetjen seconded to *approve the minutes* of the March 8, 2016 regular Council Meeting as presented. All present voted yea. The Mayor declared the motion carried.

Mark Carney, City Treasurer, presented the *March 2016 Treasurer's Report*.

Motion 2: Emery moved and Helfrich seconded to approve the *March 2016 Treasurer's Report* as presented. All present voted yea, and the Mayor declared the motion carried.

Recognition of Guests:

*DeeAnn Hammock introduced herself along with her husband, Mike. They are the new directors of the Cannon Park **Farmer's Market**. The Mayor indicated that the Farmer's Market is on the agenda under Park Committee.*

*Pete Rosenberry, **Tri C Athletics**, introduced himself and thanked the Council, Mayor and Khrissy Hollister for the work done to obtain the grant funds for the construction of the restroom/concession facility at the Dent Street field. He added that this is a much needed, great addition to the park.*

*Marvin Oetjen invited everyone to attend the **41st Annual Open House at Kamper Supply**. The event will take place on April 29th, 30th and May 1st.*

Motion 3: Helfrich moved and Gooden 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 \$1,535.00. Roll call vote: Brinkley, yea; Emery, yea; Gentry, yea; Gooden, abstain; Helfrich, yea; Houseworth, yea; Liebenrood, yea; Oetjen, yea. The Mayor declared the motion carried.

Departments/Committees

Kyle Houseright, Parks Department, introduced the new *Farmer's Market* directors and indicated that they gave a good presentation to the Park Committee. He recommends allowing the Market and will work with them to block the North side of the parking lot for their events. The Mayor added that the new directors are using the Walker's Bluff NFP Certificate for their market.

Motion 5: Emery moved and Liebenrood seconded to allow the use of Cannon Park parking lot for the Farmer's Market on Wednesdays. *Kyle Houseright will block off the north parking lot of the Community Building early on Wednesdays so there will be more visibility for the market.* All voted yea and the Mayor declared the motion carried.

*Kyle Houseright reported that the Sound Mind Heart Christian Counseling group would be sponsoring a **Warriors of Hope Walk at Cannon Park on September 17, 2016**. This is an event for remembrance and prevention for those who have lost loved ones to suicide. He also reported that the Fountain at Cannon Park is operating and he gave prices for **LED replacement lighting** in the Community Building. The Council agreed to revisit this change at the Park Committee meeting in May.*

*Kyle Houseright indicated that he needed more than two (2) **summer workers** for the Parks and Cemetery Departments. Garry Wiggs has indicated that two (2) would be assigned to Parks and Cemetery and two (2) would be assigned to Street.*

*Ron Rains, Fire Chief, asked that the Council approve cost of sending Ethan Mathes and Marty Hagan to **Fire College** in June at a cost not to exceed \$1,500.00.*

Motion 6: Gooden moved and Brinkley seconded to approve the cost, not to exceed \$1,500.00, to send ***Ethan Mathes and Marty Hagan to Fire College*** in June 2016. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried

*Heather Reno, Police Chief, asked the Council to advertise for bids for a **new police vehicle** to replace the one that was totaled by the insurance company. She has developed specifications for this vehicle.*

Motion 7: Gooden moved and Brinkley seconded ***advertise for bids for a new Police vehicle.*** All voted yea and the Mayor declared the motion carried.

*Chief Reno asked the Council to consider **increasing part-time police officers** from \$12.40 per hour to \$14.00 per hour. She has collected information from local communities and fees that this would make us more competitive in retaining part-time employees. The Mayor indicated that this would be discussed when the Council determines increases for City employees.*

*The Mayor announced that the Police Department has made some **policy changes** to their Standard Operating Procedures. This is information only and aldermen can review these changes, if interested, by contacting Chief Reno at the Police Department.*

Motion 8: Gooden moved and Brinkley seconded to approve the conditional offer of employment to Sam Tyner as a Full-Time Police Officer. All voted yea and the Mayor declared the motion carried.

*The City Clerk administered the **Oath of Office to Officer Sam Tyner.** Tyner and the City Clerk signed the document and it will be framed and given to Tyner for his records.*

*Bud Edwards, Street Supervisor, asked that the **speed limit ordinance on North Division** be changed to include 30 MPH from Scout Cabin road to Sycamore Road. The Council agreed that this ordinance to be revised to include this area. Also, the Committee discussed the **Texas Avenue parking** issue and recommended that the ordinance be changed to restrict parking on one side of Texas Avenue in the 200 and 300 block. We will revise the ordinance and submitted it for Council approval.*

Motion 9: Gentry moved and Oetjen seconded to change the ***Texas Avenue parking*** ordinance restricting parking from Division to Mulberry on one side of the street and No Parking on the first several feet of Texas Avenue from Division. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Motion 10: Oetjen moved and Houseworth seconded to purchase a Mechanical Optical Level for the Street Department at a cost of \$316.99. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

The Chamber is supporting the 9th Annual Block Party on April 29th. The Chamber/Rotary 19th Annual Hurricane Golf Outing is scheduled for May 6th. Carterville Nigh at Miner's Park is Friday, September 11th. Jan thanked the Council for helping to promote local businesses and helping our community prosper.

*Jan Campbell presented a proposal to **Restart Welcome to Carterville** by joining with the City of Carterville to prepare reusable bags full of information and coupons that would be supplied to the Carterville Water and Sewer Department for distribution to anyone who is a new customer to the City - (both renters and owners). The Chamber is asking that the City share in the cost of these reusable bags at a cost not to exceed \$400.00.*

Motion 15: Emery moved and Helfrich seconded to *contribute half the cost* (not to exceed \$400.00) on the **Welcome Bags**. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Motion 16: Gentry moved and Emery seconded to donate \$200.00 to **Project Graduation** for the Carterville High School graduates. 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 \$300.00 expense for **plants and flowers at the Veteran's Memorial** (work being completed by Barbara Kerley and Rich Stevenson). A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

The Mayor presented ordinances for approval.

Motion 18: Oetjen moved and Gentry seconded to pass **Ordinance No. 1395-16, ORDINANCE TO ABATE TAXES LEVIED PURSUANT TO SECTION 8 OF ORDINANCE NO. 1367-15 ENTITLED "AN ORDINANCE OF THE CITY OF CARTERVILLE, WILLIAMSON COUNTY, ILLINOIS, PROVIDING FOR THE ISSUANCE OF GENERAL OBLIGATION BONDS, SERIES 2015, PROVIDING THE DETAILS OF SUCH BONDS AND FOR A LEVY OF TAXES TO PAY THE PRINCIPAL OF AND INTERST ON SUCH BONDS, AND RELATED MATERS"**. All voted yea and the Mayor declared the motion carried.

Motion 19: Oetjen moved and Emery seconded to pass **Ordinance No. 1396-16, ORDINANCE TO ABATE TAXES LEVIED PURSUANT TO SECTION 8 OF ORDINANCE NO. 1385--15 ENTITLED "AN ORDINANCE OF THE CITY OF CARTERVILLE, WILLIAMSON COUNTY, ILLINOIS, PROVIDING FOR THE ISSUANCE OF GENERAL OBLIGATION BONDS, SERIES 2015A, PROVIDING THE DETAILS OF SUCH BONDS AND FOR A LEVY OF TAXES TO PAY THE PRINCIPAL OF AND INTERST ON SUCH BONDS, AND RELATED MATTERS."** All voted yea and the Mayor declared the motion carried.

Motion 20: Helfrich moved and Gooden seconded to pass *Ordinance No. 1397-16, ORDINANCE TO CONFORM TO AN ACT REGULATING WAGES OF 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 130/1 ET SEQ. (1993), FORMERLY ILL. REV. STAT., CH. 48, PAR. 39S-1 ET SEQ.* All voted yea and the Mayor declared the motion carried.

The Mayor opened a discussion of the four-way stop on North Division and Sycamore. Sue Speers, who is a resident at this intersection, brought concerns from the neighbors about installing a stop sign including problems with noise, the flashing lights, and the possibility of slowing the progress of busses and emergency vehicles. The Council discussed her concerns but ultimately agreed that this is a hazardous intersection and the stop sign should be installed.

Motion 21: Houseworth moved and Liebenrood seconded to pass *Ordinance No. 1398-16, AN ORDINANCE TO AMEND STREET REGULATIONS OF THE MUNICIPAL CODE OF THE CITY GOVERNING STOP INTERSECTIONS IN THE CITY OF CARTERVILLE, ILLINOIS [4-way stop at the intersection of North Division Street and Sycamore Road].* A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Motion 22: Gentry moved and Liebenrood seconded to pass *Ordinance No. 1399-16, AN ORDINANCE TO AMEND STREET REGULATIONS OF THE MUNICIPAL CODE OF THE CITY GOVERNING SPEED LIMITS IN THE CITY OF CARTERVILLE, ILLINOIS [30 MPH from Scout Cabin Road to Bryan Street on North Division Street].* All voted yea and the Mayor declared the motion carried.

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

- *There were 122 delinquent accounts in the amount of \$15,595.00*
- *Leak credits were given in the amount of \$820.07 and pool credits were \$976.47*
- *Water loss for February was 1.76 million gallons and we sold 9,973,390 gallons in March*
- *Garry Wiggs updated the Board regarding installation of automated meter reading*
- *The Board approved leak credits in the amount of \$363.78*
- *The Board agreed to hire four (4) summer employees*
- *Mike Resczenski and his crew have been locating valves and installing markers.*
- *We received two bids for a new jetter machine but Marc Buatte is interested in a demonstration from Coe Equipment before making a decision to purchase this equipment.*
- *Justin Tighe resigned his position and the Board will advertise for a new sewer plant employee*
- *The Board approved the cost of lining additional sewer manholes this spring and summer*
- *The UV Disinfection System is installed*
- *The Bar Screen is ready for installation*
- *The Grit Chamber is on standby until the other equipment is installed*

- *The Board awarded a contract to Dean Bush for the **West Grand Phase II waterline relocation** in the amount of \$78,000.00.*
- *The bid for the **Downtown waterline** was tabled for a review of outstanding project costs*
- *The Board approved payments to **John Crawford and Associates for design engineering** for the Phase II West Grand Waterline Relocation and the Downtown Waterline behind City Hall in the amount of \$18,400.00*
- *The **May Board meeting** was moved to Monday, May 9, 2016 at 6:00 p.m.*

Engineering Report – John Crawford

West Grand Avenue Phase II Water Main Relocation – Crawford restated that the Water and Sewer Board had approved the bid from Dean Bush Construction in the amount of \$78,000.00. Crawford also presented invoices for West Grand Avenue Phase I.

Motion 23: Houseworth moved and Helfrich seconded to approve payment of the following bills for the West Grand Avenue Phase 1 Project **[to be paid from Motor Fuel Tax Funds]:**

Sierra Bravo Contractors, LLC Pay	Estimate No. 5	\$99,843.52
Crawford & Associates	Engineering Inspection	\$15,016.50

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

*Crawford presented a bill from **Holcomb Foundation** for soil boring on Rebekah Drive in the amount of \$408.00. He also presented a bill from JSL Title Inc. for title services on property along the West Grand Avenue Phase II project area in the amount of \$1,100.00 (there was some question about payment for these services from Motor Fuel Tax Funds).*

Motion 24: Houseworth moved and Gooden seconded to approve payment of the bill *to **Holcomb Foundation*** for soil boring tests on Rebekah Drive in the amount of \$408.00. A roll call vote was taken and all present voted yea. The Mayor declared the motion carried.

Motion 25: Houseworth moved and Gooden seconded to approve payment of the bill *to **JSL Title Inc.*** for title services for West Grand Avenue – Phase II in the amount of \$1,100.00 *[pending approval from engineering to use Motor Fuel Tax Funds]*. A roll call vote was taken and all present voted yea. The Mayor declared the motion carried.

*Crawford presented the bid tabulation for the **Virginia Avenue Drainage**. The low bid for this first phase of the project is from Evrard-Strang Construction in Marion, IL at a cost of \$31,733.25. Crawford and Associates is recommending that we award this contract to Evrard-Strang Construction.*

Motion 26: Houseworth moved and Gentry seconded to award the contract for the **Phase I Virginia Street Drainage Project** to Evrard-Strang Construction at a cost of \$31,733.25 as recommended by our engineer. A roll call vote was taken and all present voted yea. The Mayor declared the motion carried.

Motion 27: Houseworth moved and Gooden seconded to approve payment of the following bills to Crawford and Associates:

Virginia Street Drainage – Phase I Design Engineering \$5,100.00

Virginia Street Drainage Study (Phase I and II) \$4,000.00

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

*Crawford explained that the **Phase II West Grand Avenue project** plans are with I.D.O.T. and the R.O.W. negotiator is working on easements for this project. This should be completed and I.D.O.T. must sign off on the project by April 27, 2016 so that the project can be included in the State bid process and we can stay on schedule. The curb and gutter have been poured on the **Phase I West Grand project**. The next step will be sidewalks, then driveways, then binder course and surface course last. This project is progressing satisfactorily.*

Motion 28: Gooden moved and Emery seconded to move to **EXECUTIVE SESSION** for the purpose of discussing acquisition of property and personnel. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried and the Council left at 8:27 p.m.

Motion 29: Helfrich moved and Gooden 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 resume their meeting at 9:11 p.m.

Motion 30: Oetjen moved and Helfrich seconded to create the position of **“Bookkeeper”** under the direction of the City Treasurer and advertise for applications for this position. All voted yea and the Mayor declared the motion carried.

Motion 31: Helfrich moved and Emery seconded to **hire five (5) summer workers** for the Public Works Department under the direction of Garry Wiggs. All voted yea and the Mayor declared the motion carried.

*The Mayor indicated he would be visiting all departments and discussing **salary increases** with employees before a final decision is made. He will report to the Council at the Special Meeting.*

The Mayor opened a discussion of **dilapidated properties** and indicated he had asked aldermen to compile a list of properties that needed to be demolished. The following property will be sent to our attorney for processing:

418 East Illinois Avenue

103 Jackson Street

105 Blossom Street

REMINDERS:

9th Annual Block Party – Friday, April 29th from 5:00 to 7:00 p.m.

Downtown Merchants Committee – Monday, May 9, 2016 at 10:30 a.m.

SIMPO Committee – Monday, May 9, 2016 at 1:00 p.m.

Carterville’s Got Talent – Mayor Mausey Fundraiser – Thursday, June 2, 2016 at 7:00 p.m.

Chef’s Clash – Saturday, June 4th – This year the event will benefit Gum Drops. Tickets and sponsorships are still available, please contact Amy Simpson.

Alderman Oetjen reported that he had received complaints regarding *loud exhaust on 4-wheelers, ATVs and golf carts* that have licenses to drive in the City. The Mayor asked that we have the committee study this issue and bring back recommendations for a change in this ordinance.

Phyllis Emery reported that there are several *4-wheelers* on the corner of Jackson and East Illinois late at night and asked that the Police Department look into this to see if these are being driven legally.

Motion 32: Houseworth moved and Emery seconded to schedule a Special Meeting on Tuesday, April 26, 2016 to discuss several items, including: *Codes Enforcement Position, Employee Salary Increases; Rescind the Impact Fee Ordinance, Employee Vacation Request; and Executive Session Review.* All voted yea and the Mayor declared the motion carried.

Motion 33: Liebenrood moved and Emery seconded to *adjourn.* All voted yea and the meeting was dismissed at 9:19 p.m.

Michele A. Edwards, City Clerk

Next Ordinance No. 1400-16

Bradley M. Robinson, Mayor

Next Resolution No. R420-16