



CITY COUNCIL MINUTES

Tuesday, June 14, 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	Absent
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, Building Inspector; Janice McConaughy, HR Specialist; Retia Watson, Bookkeeper; James Jackson, City Bookkeeper; Donnie Smoot, Crawford and Associates; John and Kimbra Frost; Marvin Oetjen, Kamper Supply; Kyle Houseright, Parks Department; Bud Edwards, Parks and Cemetery Departments; Heather Reno, Police Chief; Sherry Jenkins, Police Department Secretary; Melvin Hall, Citizen; Bill Kirk, Zoning/Planning Committee; Rod Sievers, Citizen Advisory Committee Member; Attorney Rhett Barke; Kevin Pyle and Kelly Caudill, Futiva Fiber; Tom Harness, Citizen; Marilyn Halstead, Southern Illinoisan Newspaper; Rebecca Williamson, Candidate for Auxiliary Police Officer; Ken Alexander, 201 Scout Cabin Road Zoning; Billy Matthews, Danielle Mead and Deborah Almuetti, Zoning on Scout Cabin Road; Cliff McCalla, Codes Enforcement Officer; Jennifer Whitehead, Tammy Horn and several others from Girl Scout Troop 8116; Harry Treece II, Citizen; and Jan Campbell, Chamber of Commerce.

Motion 1: Helfrich moved and Oetjen seconded to *approve the minutes* of the May 10, 2016 regular Council Meeting, and the April 26 and May 18 Special Meetings as presented. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

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

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

Recognition of Guests:

Charlotte with Carterville Girl Scout Troop #8116 introduced herself and gave a description of a project that they have been working on. They would like to construct and place "Mobile Libraries" in the parks. They have already collected 176 books. The idea was discussed at the Park Committee meeting, but more information was needed. The troop leaders showed a display unit and plan to bring more information to the July meetings for further discussion. The Mayor stated that as long as these mobile units are safe and accessible to everybody we will be glad to approve this project.

*Billy Matthews, Scout Cabin Road, addressed the Council and requested additional **no passing stripes on North Division** near Scout Cabin Road. He feels this area is dangerous to people turning onto Scout Cabin Road.*

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: Oetjen moved and Helfrich seconded to pay the cleaning bill to *E & K Cleaning Service* for 21 cleanings at the Community Center in the amount of \$1,620.00. Roll call vote: Brinkley, yea; Gentry, yea; Gooden, abstain; Helfrich, yea; Houseworth, yea; Liebenrood, yea; Oetjen, yea. The Mayor declared the motion carried.

Departments/Committees

Bud Edwards, Park and Cemetery Superintendent, discussed the need for additional repairs to the Veteran's Memorial. He would like to completely replace the watershed feature of the memorial. The replacement piece will be made of stainless steel and black in color which will have less rust.

Motion 5: Liebenrood moved and Oetjen seconded to purchase the replacement watershed piece for the *Veteran's Memorial* from Medwedeff Forge and Design in Murphysboro at a cost of \$2,370.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Motion 6: Liebenrood moved and Gooden seconded to authorize *Danny Tucker to be paid for 40 hours of his vacation* time (he meets all requirements). All voted yea and the Mayor declared the motion carried.

A request from the Coordinator of the *Carterville Soccer Program* was made to the Park Committee asking that the City re-seed the soccer fields at Cannon Park. The work will begin on the North field when time permits and repairs to the South field will follow as it will require a lot more attention and approval of the additional expense.

Ron Rains, Fire Chief, explained that the plan to send two firefighters to training has been postponed because it is no longer grant reimbursable.

Motion 7: Gooden moved and Liebenrood seconded to allow the City Clerk to schedule a **Bucket Collection** in the coming weeks for the Carterville Athletic Booster Club. All proceeds collected will be split between the Booster Club and the City's Fireworks Fund.

Heather Reno, Police Chief, introduced the new Administration Assistant, Sherry Jenkins.

Motion 8: Gooden moved and Brinkley seconded approve the **Mayor's appointment of Sherry Jenkins as Police Department Administrative Assistant**. All voted yea and the Mayor declared the motion carried.

*Chief Reno asked the Council to move **Lucas Williams** from Auxiliary Police to Part-Time Police Officer. He is not certified and will have to be sent to the part-time academy. Also, Reno asked that **Ben Schultz** be appointed as a Part-Time Officer.*

Motion 9: Gooden moved and Brinkley seconded to confirm the Mayor's appointments of **Lucas Williams and Ben Schultz** as Part-Time Police Officers. All voted yea and the Mayor declared the motion carried.

*Chief Reno requested that **Neal Bradshaw, Jevéz Glover and Rebecca Williamson** be appointed as Auxiliary Police Officers.*

Motion 10: Brinkley moved and Oetjen seconded to confirm the Mayor's appointments of **Neal Bradshaw, Jevéz Glover and Rebecca Williamson** as Auxiliary Police Officers. All present voted yea and the Mayor declared the motion carried.

Motion 11: Gooden moved and Brinkley seconded to approve payment of the annual fees to the **Southern Illinois Enforcement Group (S.I.E.G.)** in the amount of \$8,244.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*Chief Reno requested the purchase of **wireless video upload equipment** for the department. This will allow videos to be uploaded from the cars to the main computer without transporting a file by hand.*

Motion 12: Gooden moved and Brinkley seconded to purchase a **wireless video upload system** for the Police Department at a cost of \$3,182.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*The Mayor indicated that there will be a **discussion of personnel** in an Executive Session later in this meeting that pertains to the Public Works. Garry Wiggs, Public Works Director, indicated that the **new 4-way stop on Sycamore and North Greenbriar** will be in operation on Wednesday. There have been two large signs on the north and south sides of Division that indicate the start date for these signs.*

*The Mayor indicated that there was a lengthy discussion during the **Cemetery Committee** meeting regarding removal of flowers for the **Memorial Day** weekend. A citizen attended that was very upset because of the mowing and damage to her flowers. She requested that we not mow during the Memorial Day week. The Mayor explained that we could not forego mowing and some of these problems were caused because of the rain that we received this spring. The Mayor also informed her that the City would make any repairs that were necessary due to mowing.*

*Ralph Graul, Building Inspector, presented information on the **variance hearing for Ken Alexander at 201 Scout Cabin Road** that was held this evening at 6:45 p.m. The Mayor indicated that the Zoning/Planning Committee had approved the request for this zoning change. Jim Houseworth indicated that he is going to make a motion to disallow this change to place a manufactured home in an R-1 zone due to the ordinance that prohibits this placement. He indicated that the neighbors objected to this variance and it will decrease the value of the property in that area.*

Motion 13: Houseworth moved and Helfrich seconded to **disallow the variance for placement of a manufactured home** by Ken Alexander at 201 Scout Cabin Road. Roll call vote: Brinkley, yea; Gentry, no; Gooden, yea; Helfrich, yea; Houseworth, yea; Liebenrood, yea; Oetjen, yea. The Mayor declared the motion carried.

*Ralph Graul explained that there was a variance hearing held in May 2016 for placement of a **post frame structure** to be used as a garage for a camping trailer. The property is owned by Dan and Deborah Ward and located at 1011 West Grand Avenue. Even though the structure is still in the side/front yard it has been moved back and closer to the house and behind the frontline of the neighbor's house.*

Motion 14: Helfrich moved and Oetjen seconded to approve the **variance** for construction of a **post frame building on the Dan and Deborah Ward** property at 1011 West Grand Avenue. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*The Mayor asked that the Council consider **reevaluating the zoning and change the side lot setbacks** with regard to structures for **corner lots** as he feels that we are penalizing individuals who live on a corner lots. The Mayor indicated that he would work with the Clerk to draft some language for a change in this ordinance.*

*Jan Campbell, Executive Director of Chamber of Commerce, gave the **monthly Chamber report**. **Carterville Community Night at the Miners** is Friday, June 17th, the Mayor or his designee will be throwing the first pitch and we will be honoring our State Champion Softball Team. **Baril Cycle Connection** is now a member of the Chamber. There was a groundbreaking for **Deloufleu Décor & Design** in Crainville and a ribbon cutting for Southern Roots Photography. Mayor Robinson will be speaking at the **July Membership Meeting & Luncheon**. Jan stated that she attended the Southern Illinois Economic Development Conference at John A. Logan and the main topic was **"How will Southern Illinois Leverage the August 21, 2017 Total Solar Eclipse?"** The Welcome to Carterville bags are being prepared with guidelines for what can be in the bag and will be distributed by the Water and Sewer Department. The Chamber is launching a new program called **"Spotlight Business of the***

Week” with businesses being randomly selected for Chamber membership. They will use the website, email, Facebook, Twitter, Instagram and LinkedIn with help from the Chamber Social Media Committee. Jan thanked the City and Downtown Merchants volunteers for their hard work in fundraising for the downtown through “Carterville’s Got Talent and Dinner with Elsa”.

*The Mayor indicated that the Treasurer and Committee interviewed for the **bookkeeper position** and offered the position to James Jackson who accepted. James attended the training for L.O.C.I.S. on his first day of employment.*

Motion 15: Oetjen moved and Helfrich seconded to confirm the Mayor’s appointment of **James Jackson as the City Bookkeeper** in the Treasurer’s Office. All voted yea and the Mayor declared the motion carried.

The Mayor indicated that we did not advertise the Appropriation Hearing because we had some questions about the actuary figures for the police and fire pensions. Therefore, we need to reschedule this hearing.

Motion 16: Gooden moved and Helfrich seconded to schedule an **Appropriation Hearing** on Tuesday, June 28, 2016 at 6:30 p.m. All voted yea and the Mayor declared the motion carried.

Kevin Pyle and Kelly Caudill have spoken to the Operations Committee regarding a ROW Agreement for Futiva Fiber. This is being reviewed by our attorney and will be submitted to approval at a later date.

There was a request from the office employees for the purchase of air conditioning units for the upstairs. We received authorization from the State Archivist to dispose of records that have been stored for many years and we are shredding these upstairs where there is no air conditioning. The request was for two portable units. These are 110 units. Gentry asked about the cost and the Mayor responded that we have researched several machines. Oetjen indicated that we requested the 14,000 BTU units at a cost of \$469.00 each. Gentry indicated that he recently purchased a 12,000 BTU unit for around \$200.00.

Motion 17: HouseworthGooden moved and Gooden seconded to **purchase two portable air conditioners** for the upstairs (not to exceed \$470.00 each/after researching for a lower price on these units). A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Motion 18: Gooden moved and Helfrich seconded to approve payment of the **2017 Annual Appropriation to Southern Illinois Metropolitan Planning Organization** through Greater Egypt Regional Planning and Development Commission in the amount of \$702.97. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

The City needs to get a legal description and owner of record to the attorney for the three **dilapidated properties** that were identified. Rhett Barke indicated that he and the Codes Enforcement Officer are working on getting a condemned property placard that we can post on these properties.

Motion 19: Oetjen moved and Gooden seconded to pass **Ordinance No. 1403-16, AN ORDINANCE AMENDING PRIOR ORDINANCE NO 1376-15 AND REVISING AND ESTABLISHING WATER RATES.** A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

The Mayor presented information regarding a resolution for I.D.O.T. for local funds for the West Grand - Phase II construction (Section No. 14-00042-00-PV; Job No. C-99-524-14) which authorizes the City of Carterville to provide matching funds in the amount of \$204,600.00 for this project.

Motion 20: Gentry moved and Gooden seconded to pass **Resolution No. 421-16, A RESOLUTION FOR LOCAL PUBLIC AGENCY AGREEMENT FOR FEDERAL PARTICIPATION FOR IMPROVEMENT OF ROUTE FAS 2907 – WEST GRAND AVENUE.** 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 152 delinquent accounts in the amount of \$9,995.80*
- *Water loss for May was 1,930,850 gallons*
- *Completed five water taps this month and had three service leaks*
- *Marc Buatte has purchased 12 manhole inserts which seals these from infiltration*
- *Leak credits were given in the amount of \$1,163.64 and pool credits were \$489.16*
- *Bar Screen (both electric and manual) are installed and electrical work will be done shortly*
- *The Board hired Brett Ashburn for the Wastewater Treatment Plant and adopted licensing increments for wastewater operator licenses to encourage training*

The Mayor also indicated that the garbage rates will be increased in accordance with the rate increases from Republic Services. This new rate sheet was given to each alderman. The base rate will be \$14.80 rather than \$14.40.

Engineering Report – Donnie Smoot

Donnie Smoot gave a quick update of West Grand Phase I. All sidewalks and driveways are complete except for the Golf Course. The paving will be complete by next week. Tom Gentry asked about the status of repairs on the West Illinois repairs from the interceptor sewer. This will be repaired by Mott Excavating. Donnie Smoot will check with Mott Excavating to get a timetable for repair.

Motion 21: Houseworth moved and Gooden 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. 7	\$ 94,517.77
Crawford & Associates	Engineering Inspection	\$ 7,964.00

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

Donnie Smoot explained that the Street Committee was informed about the price for resurfacing Cannon Drive due to this construction. The Council needs to approve an additional 400 feet to the stop sign on Cannon Drive. This estimate is approximately \$25,000.00.

Motion 22: Houseworth moved and Gooden seconded to approve up to \$25,000.00 to complete the asphalt on Cannon Drive from West Grand to the stop sign [to be paid from Motor Fuel Tax Funds]. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

The West Grand Avenue – Phase II waterline relocation is still pending one easement. Also, we need to approve an upsize on the waterline from 8” to 10” on this relocation. One of the properties on this Phase II street construction is in foreclosure and we need to pay the attorney on the Ross Ninness ROW purchase \$2,900.00.

Motion 23: Houseworth moved and Oetjen seconded to approve the upsize from 8” to 10” water line on West Grand Avenue – Phase II (pending approval from the Water and Sewer Board) to increase flow and fire protection. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Motion 24: Houseworth moved and Oetjen seconded to approve payment of **\$2,900.00** to Attorney Bradley Olson (property in foreclosure for Ross Ninness) for **ROW Easement on the West Grand Avenue – Phase II** street construction [to be paid from Motor Fuel Tax Funds]. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Donnie Smoot indicated that there is one more easement pending on the Virginia Street Drainage project and the Mayor stated that he will handle this as soon as the language in the agreement is correct.

Motion 25: Oetjen moved and Gentry seconded to move to **EXECUTIVE SESSION** for the purpose of discussing personnel. A roll call vote was taken, and all present voted yea. The Council left session at 8:19 p.m.

Kyle Houseright asked that he be permitted to speak to the Council in executive session.

Motion 26: Gooden moved and Brinkley seconded to return to **REGULAR SESSION**. All voted yea and Council returned at 9:19 p.m.

Motion 27: Houseworth moved and Gooden seconded to authorize Garry Wiggs to appoint an Interim Working Foreman with an hourly increase of \$0.60 for the Street Department. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Motion 28: Houseworth moved and Gentry seconded to **demote Kyle Houseright** from Parks and Cemetery Supervisor and remove his \$2,500.00 supervisor stipend from his payroll. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

REMINDERS:

Downtown Merchants Committee – Monday, July 11, 2016 at 10:30 a.m.

SIMPO Committee – Monday, July 11, 2016 at 1:00 p.m.

Carterville Fire Department – July 4th Celebration and Fireworks

Monday, July 4, 2016 beginning at 5:00 p.m.

Carterville Community Night at the Miners – Friday, June 17, 2016

Motion 29: Gooden moved and Helfrich seconded to schedule a *Special Meeting* on Tuesday, June 28, 2016 at 7:00 p.m. All voted yea and the Mayor declared the motion carried.

Motion 30: Gooden moved and Helfrich seconded to *adjourn*. All voted yea and the meeting was dismissed at 9:27 p.m.

Michele A. Edwards, City Clerk

Next Ordinance No. 1404-16

Bradley M. Robinson, Mayor

Next Resolution No. R422-16