



## CITY COUNCIL MINUTES

Tuesday, March 8, 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	Absent
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; Alan Latch, Citizen; John Crawford, Crawford and Associates (7:38 p.m.); Randy and Chris Glisson, Stable Drive; John and Kimbra Frost; Kyle Anderson, Illinois Association of Realtors; Rich Taylor and Sheri Garaslip, Republic Services; Keith Stiff, Deputy Police Chief Candidate; Rae Stiff; Poncho Stennett, Stennett Construction; Lynn Glover, Firefighter; Resident, Texas Avenue; J. D. Carney, Parking on Texas Avenue; Christi and Rahsaar Baskerville, Girl Scout Leaders; Jennifer and Natalie Whitehead, Girl Scout Leaders; Girl Scouts: Aiden, Paris, Leilah and Zahra Baskerville; Natalie Whitehead; Charlotte Williams; Avery Chapman; Doug Williams, Coldwell Banker (Building Permits); Bill Searcy, Carterville Area Rotary; Bruce Talley, Retired Fire Chief; Bill Smith, 202 Texas (Parking); Audrey Biggs; Avery, Grace and Beth Chapman, Girl Scouts; Harry Treece II; Adam Gossett; Mike and Ronda Robinson; Kyle Houseright, Parks Supervisor; and Jan Campbell, Chamber of Commerce.

**Motion 1:** Emery moved and Gentry seconded to *approve the minutes* of the February 9, 2016 regular Council Meeting and the February 9, 2016 Variance Hearings for 11594 Hafer Road as presented. All present voted yea. The Mayor declared the motion carried.

Mark Carney, City Treasurer, presented the **February 2016 Treasurer's Report**. The report incorrectly stated the tons for road salt at 1 ton and Garry Wiggs indicated this was 75 tons.

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

*The Mayor read and presented a **Proclamation to the Girl Scouts of America** declaring March 6-12, 2016 as Girl Scout Week in the City of Carterville.*

### **Recognition of Guests**

*Kyle Anderson, Illinois Association of Realtors, addressed the Council regarding the Impact Fee ordinance that was passed in July 2015. The wording of the City ordinance is not legal as an Impact Fee cannot be distributed as mentioned (60% General Fund/40% Water and Sewer Department). An Impact Fee can only be used for the impact on schools and transportation. Mr. Anderson respectfully asked the City Council to delay charging these fees until this issue can be reviewed by our attorney. The Mayor indicated that our attorney is out of town at this time and there is no problem with delaying these charges.*

*Doug Williams, Coldwell Banker and resident, asked that the Council reconsider charging **Impact Fees for new construction**. For example, Williamson Manor off North Greenbriar Road is already charging \$59,000.00 for a lot and then you have to pay for a building permit, water and sewer taps, and with Impact Fees you are paying approximately \$0.50 per square foot to cover the permit costs. He asked that the City get a legal review of this fee before continuing to charge them on new construction. He mentioned that Gary McGee has approximately 43 lots remaining in his new subdivision off West Grand and this additional fee would be difficult for him to absorb. He also mentioned that he is on the Public Building Board for Williamson County and they are currently bonding for several million dollars to complete their building projects. Williams feels that our water and sewer systems have been deferred for several years and we should consider selling bonds to make necessary repairs and upgrades. The Mayor indicated that we have checked into some bonding and have received an A+ credit rating from Standards and Poor. In the last three years we have bonded for \$1.5 million and about 2/3 of this amount is already committed mainly because of mandates from the IEPA. We currently have a sewer corrective action program being considered for approval by the IEPA. We have completed an interceptor sewer to the wastewater treatment plant from Virginia Avenue, which should relieve backups in the Johntown area (we received a 50% grant from DCEO but our portion of the project was over \$300,000.00). We were required to install a UV Disinfection System at our wastewater plant that is only required to run half of the year at a cost of \$500,000.00. This is just part of the long list of projects that we are trying to complete. The Mayor stated that bonding is an option but Carterville does not have the depth of funding that Williamson County has to work with because of our revenue stream. The Mayor stated that we are open to any and all suggestions and our Finance Committee would be willing to work with anyone to achieve our goals. Williams indicated he would give the Mayor's name and number to the people his organization was dealing with.*

*Rich Taylor, Republic Services, attended the meeting to introduce himself as the new operations supervisor in Marion and asked if the Council had any concerns with regard to Republic's service. The Mayor responded that we have email addresses and phone numbers for several employees that respond to our needs effectively.*

*The **NO PARKING on Texas Avenue** issue was introduced by Pat Victoria, 208 Texas Avenue. He indicated that the posting of No Parking signs on Texas Avenue was caused by individuals parking commercial vehicles in the 300 block. He stated that he has lived at 208 Texas for twelve years and you can fit two cars in our driveway. His grandson lives with him and there is no way that they can fit three vehicles in the driveway to accommodate time schedules. There have never been any problems with parking in the 200 block and residents don't understand why this change was made. If he has visitors they have to park in front of the house because there is no other place to park. Bill Smith, 202 Texas Avenue, indicated that he has an alley in his driveway. He has lived at 202 Texas for 19 years and if this No Parking is enforced he will have to ask that the alley be reopened so he can park in the back yard. The Mayor asked that the aldermen from Ward 2 address this problem with the residents after the meeting. J. D. Carney indicated that he had a letter from several residents on Texas asking that this No Parking be rescinded in the 200 block of Texas Avenue. Jim Houseworth stated that it may be better if we restricted parking on one side of the street. The Mayor stated that this was discussed in Public Safety and Operations Committees and there is a concern regarding emergency vehicles having access. The aldermen agreed to a short moratorium on this issue until it is further investigated.*

*Poncho Stennett, Building Contractor, addressed the Council regarding the **Impact Fee**. He indicated that he has been building in Carterville for 27 years and the building permit fee has been \$0.10 a square foot since he started. He stated that he understood that there has to be some inflation but that the City should have personally contacted the contractors to inform them of this increase in permit fees. It is hard to absorb a fee on a house that was permitted last year that went from \$589.00 to \$2,800.00. Also, the City needs to get an insured, qualified building inspector that can issue occupancy permits so that contractors don't have to purchase an insurance policy on new construction. The Mayor stated that he appreciated his comments but he does not know of any community of 5500 residents that has a qualified, licensed building inspector because of the cost.*

**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.

#### **Departments/Committees**

Kyle Houseright, Parks Department, updated the Council with regard to the bathrooms at the City parks. The bathrooms and fountain have all been opened and cleaned. Also, the carpet is being laid at the Community Center and it looks great. Tri-C Athletics has submitted their request for use of James Street Park from April 1, 2016 to October 22, 2016.

**Motion 4:** Emery moved and Gentry seconded to approve the use of **James Street Park from April 1 through October 22, 2016 by Tri-C Athletics**. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Phyllis Emery also mentioned that Tri-C Athletics is asking for Police assistance with vehicles in their *parade on June 4, 2016*. Council agreed this was agreeable.

The Mayor introduced the subject of a *Dog Park* which is being coordinated by the Rotary Club. The Rotary Club would like to get confirmation from the City that this can be located at Cannon Park so they can start fundraising. This will be about a one-acre fenced in area and would be southeast behind the Community Center. The Mayor asked for a motion to allow the dog park to be constructed and permit the Rotary Club to start their fundraising. Tom Gentry asked about what financial responsibility would be incurred by the City and the Mayor indicated that our expense would be maintenance of the park when it is completed. Bill Searcy, Rotary Club, indicated that the park is designed with entrance and exit gates and citizens will have to bring their own water as we will not provide a source at the park. Rotary Club would do all the fundraising and complete the construction and the City will be responsible for all the mowing and maintenance. Each of the dog owners will be required to clean up after their animals (signs will be posted and bags may be provided). The Mayor stated that our Park crew will be responsible for some cleanup if dog owners are not compliant, just like humans who do not pick up their trash. Parking will be in the back of the Community Center.

**Motion 5:** Emery moved and Oetjen seconded to allow the use of Cannon Park property to construct a *Dog Park* with fundraising and construction being completed by the Rotary Club. Roll call vote: Brinkley, yea; Emery, yea; Gentry, no; Gooden, yea; Helfrich, yea; Houseworth, no; Oetjen, yea. The Mayor declared the motion carried.

**Motion 6:** Emery moved and Gooden seconded to approve a *fee waiver for a dance club* to use the Community Center the third Monday of each month. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

The Mayor presented information regarding funding from the Fred G. Harrison Foundation for construction of a *Concession Stand at Cannon Park* (including restrooms, potable water and storage area) in the amount of \$300,612.00. The project also includes conversion of the Cannon Park bathrooms from the holding tank system to sanitary sewer.

**Motion 7:** Gentry moved and Emery seconded to *accept the funding from Fred G. Harrison Foundation* and proceed with the preliminary plans for the new concession stand at Cannon Park. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

The Mayor also announced that the City of Carterville received a *Community Development Block Grant – Housing Rehabilitation in the amount of \$263,250.00* from the Illinois Department of Commerce and Economic Development. This grant will fund the rehabilitation of six owner-occupied homes in the northwest portion of Carterville.

Ron Rains, Fire Chief, presented a request for Rapid Intervention Training for two firefighters, Buffetti and Sheradon, at a cost of \$954.00.

**Motion 8:** Brinkley moved and Gooden seconded to approve the \$954.00 cost of **Rapid Intervention Training for two firefighters**. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*Heather Reno, Police Chief, indicated that the **damaged police vehicle** is still being evaluated by the insurance adjuster and she should have an answer before the April meeting. Also, Reno asked that **Chase Miller** be appointed as an Auxiliary Officer until he is eligible for part-time.*

**Motion 9:** Brinkley moved and Emery seconded to confirm the Mayor's appointment of **Chase Miller as an Auxiliary Police Officer** for the City of Carterville. All voted yea and the Mayor declared the motion carried.

Chief Reno asked the Council to purchase Taser training cartridges (50) at a cost of \$1,149.00.

**Motion 10:** Brinkley moved and Gooden seconded to purchase **Taser training cartridges (50)** at the cost of \$1,149.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

**Motion 11:** Brinkley moved and Gooden seconded to make a conditional offer of employment to Sam Tyner as a full-time Police Officer. All voted yea and the Mayor declared the motion carried. (Background check is complete on this individual).

*Chief Reno introduced **Keith Stiff** and indicated that he has passed all preliminary requirements and requested that he be appointed as Deputy Police Chief.*

**Motion 12:** Brinkley moved and Emery seconded to appoint **Keith Stiff as Deputy Police Chief** for the Carterville Police Department. All voted yea (except John Gooden who opposed) and the Mayor declared the motion carried. [*The City Clerk administered the oath to Mr. Stiff*].

*Bud Edwards, Street and Maintenance Supervisor, indicated that the **trachoe purchase** is on hold because the Water and Sewer Department is not interested in purchasing the existing machine. Edwards stated that the Street Department does not need a new machine. Curt Oetjen indicated that the Water and Sewer Board do not want to expend any additional funds until they determine the cost of our water tank renovations.*

*The next item on the agenda was a request for a 4-way stop intersection at Sycamore and North Division. If approved, the Mayor stated that we should put warning signs out in advance of placing these signs. Tom Gentry asked about warning lights being installed and Edwards and Wiggs indicated that there are already yellow caution warning lights installed. Garry Wiggs also suggested that we do a speed reduction on North Division from Scout Cabin Road to Sycamore.*

**Motion 13:** Houseworth moved and Emery seconded to change the intersection at Sycamore and North Division to a **4-way stop** (Ordinance to be approved in April). All voted yea and the Mayor declared the motion carried.

*The Mayor introduced information regarding an update on the Virginia Street drainage problem. This project will be advertised in March and bid opening and a decision made in April.*

*Ameren C.I.P.S. added a **street light** on an existing pole at the intersection of Commerce and South Division. The Street and Sidewalk Committee recommend that the City install an additional police and street light on the east side at a cost of approximately \$3,000.00.*

**Motion 14:** Emery moved and Houseworth seconded to approve up to \$3,000.00 to Ameren C.I.P.S. for **installation of a pole and street light at Commerce and South Division** to adequately light this intersection. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*The Mayor explained that **Frederick and Pamela Brown** were not properly notified of the **variance hearing** that was scheduled for their fence at 11594 Hafer Road. Therefore, the Mayor asked that this be rescheduled so that the Browns are available to offer comments.*

**Motion 15:** Gentry moved and Gooden seconded to schedule a **variance hearing** for a fence for Frederick and Pamela Brown, 11594 Hafer Road, on Tuesday, April 12, 2016 at 6:45 p.m. All voted yea and the Mayor declared the motion carried.

**Motion 16:** Helfrich moved and Oetjen seconded to allow the construction of a **post-frame building** for Randy Glisson at 125 Prairie Road. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

**Motion 17:** Gentry moved and Emery seconded to advertise for applications for the **Codes Enforcement** part-time position. All voted yea and the Mayor declared the motion carried.

*Jan Campbell, Executive Director of Chamber of Commerce, gave the monthly Chamber report. Approximately 200 people attended the **Annual Dinner** on February 12, 2016 and it was a big success. Jan is working on the **membership and resource guide** and there is a new **social media committee** that will be putting information on Facebook, Twitter, LinkedIn and Instagram. The next Chamber project is road cleanup on Pin Oak Road and Shawnee Trail. The General Membership Meeting & Luncheon on April 6, 2016 will feature the accomplishments of the **Williamson County CEO Program**. The Chamber will help sponsor the **9<sup>th</sup> Annual Block Party** on April 29<sup>th</sup>. The **17<sup>th</sup> Annual Chamber/Rotary Hurricane Golf Scramble** is scheduled for Friday, May 9<sup>th</sup>. **Cartersville Community Night at the Miner's Park** is scheduled for Friday, June 17<sup>th</sup>. Plans for the **5<sup>th</sup> Annual Twilight 5K** on September 9<sup>th</sup> are ongoing.*

**Motion 18:** Helfrich Gooden moved and Emery seconded to **sponsor a team in the 17<sup>th</sup> Annual Chamber/Rotary Hurricane Golf Scramble**, cost not to exceed \$600.00. Roll call vote: Brinkley yea; Emery, yea; Gentry, no; Gooden, yea; Helfrich, yea; Houseworth, yea; Oetjen, yea. The Mayor declared the motion carried.

*Mayor Robinson submitted a list of recommendations for **Citizen Advisory Members** for our standing committees.*

**Motion 19:** Emery moved and Gooden seconded to appoint the following **Citizen Advisory Members** to our committees for a one-year term:

Streets & Sidewalks                      Susan Towle (Civil Engineer for Rend Lake Conservancy District)

Public Safety & Insurance            James Koonce (Insurance Agent)

Parks & Cemetery                      Johnnie Earles (Retired from Sales Management)

Fin/Econ Dev/Operations            Rod Sievers (Community Relations at SIU, Carbondale)

All voted yea and the Mayor declared the motion carried.

**Motion 20:** Gentry moved and Gooden seconded to approve the budget for the **Garden Gate Garden Club** in the amount of \$705.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*The **Bookkeeper** position that will serve the Treasurer was discussed. This was tabled until we get information regarding a salary range for this position.*

*The Mayor introduced a Redevelopment Agreement and a Resolution regarding **Irons in the Fire** for redevelopment of certain property located in the City of Carterville, Illinois TIF II District. The Council has already agreed to the terms of this redevelopment agreement. The Mayor asked that this be circulated to the Aldermen for review before this is voted on.*

*Phyllis Emery questioned the use of the **dumpsters on Division Street** where Irons in the Fire are redeveloping property. Chief Reno indicated she had discussed this with Mr. and Mrs. Fricke and they are only using this as necessary and cannot park in the rear or it will completely block the alleyway. Also, Phyllis Emery questioned the **two-hour parking** in the downtown area. When she goes to the beauty shop to have her hair and nails done it takes more than two hours. It was suggested that she park in the rear parking lot. The Mayor stated that we need to follow whatever the ordinance says and at this time it says two-hour parking. He indicated he is open to increasing the time or any other suggestion that will alleviate people parking on the street in parking places all day when businesses need the parking for their customers. Tom Gentry indicated he received a complaint from a customer of the Crappie Shop because he was unable to complete his order in less than two hours and received a warning for parking. The Mayor indicated that he received a complaint from the Heritage Museum Board because their volunteers are elderly and need to be able to park near the museum for their shift which is longer than two hours.*

**Motion 21:** Helfrich moved and Oetjen seconded to pass **Ordinance No. 1394-15, AN ORDINANCE TO AMEND MOTOR VEHICLE CODE OF THE MUNICIPAL CODE OF THE CITY GOVERNING PARKING VIOLATIONS IN THE CITY OF CARTERVILLE, ILLINOIS**. All voted yea and the Mayor declared the motion carried.

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

- *There were 148 **delinquent accounts** in the amount of \$19,625.94*
- ***Leak credits** were given in the amount of \$820.07 and pool credits were \$976.47*

- **Water Sold** for February was 10,858,900 gallons
- Garry Wiggs and Mayor Robinson have been meeting with a firm regarding installation of **automated meter reading**.
- Mike Reszczenski has been working with a crew to locate valves and remarking them.
- Mike Reszczenski is asking that when building permits are approved this be referred immediately to the Water Department for a tap
- The Board agreed to advertise for bids for a new Jetter for the WWTP
- The Board approved the cost of an Autoclave for the sewer lab
- The permit for the Phase II West Grand water main relocation are in Springfield
- The new **UV Disinfection System** is complete and being tested
- Wiggs Excavating will be installing the Bar Screen this month and All Electric will complete the electrical work on this project.

### **Engineering Report – John Crawford**

**West Grand Avenue Phase II Water Main Relocation** – Crawford indicated that we will be advertising for bids on this project with bid tabulations to the next Water and Sewer Board meeting. Also, we will be advertising for bids for the downtown water main replacement behind City Hall and will have bid results at the April meeting.

**Virginia Avenue Drainage** – We will be advertising for bids for Phase I of this project with bid tabulations available before the next meeting.

**West Grand Avenue improvement update** – Crawford submitted pay estimates from Sierra Bravo and Crawford and Associates for this project.

**Motion 22:** 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. 4	\$12,300.07
Crawford & Associates	Engineering Inspection	\$ 3,145.00

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

*The project development report for **West Grand Phase II** has been discussed with I.D.O.T. and Crawford will be working on easements for this section of the project. We are required to hire an approved State negotiator and this will be run through Crawford's firm. Tri-State Appraisals will be doing the appraisals on three parcels between Greenbriar Road and Lion Drive.*

**Motion 23:** Gooden moved and Emery seconded to move to **EXECUTIVE SESSION** for the purpose of discussing acquisition of property. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried and the Council left at 8:42 p.m.

**Motion 24:** Gooden moved and Gentry 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 9:07 p.m.

**Motion 25:** Houseworth moved and Gooden seconded to authorize the Mayor to participate in the bid process for 100 and 102 S. Division Street with bid not to exceed 50% of the assessed market value. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

**Motion 26:** Emery moved and Gentry seconded to pay the cleaning bill to **E & K Cleaning Service** for 17 cleanings at the Community Center in the amount of \$1,255.00. Roll call vote: Brinkley, yea; Emery, yea; Gentry, yea; Gooden, abstain; Helfrich, yea; Houseworth, yea; Oetjen, yea. The Mayor declared the motion carried.

**Motion 27:** Helfrich moved and Emery seconded to approve the **IRONS IN THE FIRE REDEVELOPMENT AGREEMENT and RESOLUTION NO. R419-16, A RESOLUTION TO IRONS IN THE FIRE LAND TRUST FOR REDEVELOPMENT OF CERTAIN PROPERTY LOCATED IN THE CITY OF CARTERVILLE, ILLINOIS**. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

**REMINDERS:**

**Fiscal Year End** – March 31, 2016

**Easter Egg Hunt** – Cannon Park March 26, 2016 at 11:00 a.m.

**9<sup>th</sup> Annual Block Party** – Friday, April 29<sup>th</sup> from 5:00 to 7:00 p.m.

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

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

**Liberty National Insurance** – Re-enrollment Thursday, March 15, 2016

**Chef's Clash – Saturday, June 4<sup>th</sup>** – Mayor Robinson is one of the cooks and this year the event will benefit Gum Drops. Tickets and sponsorships are still available and anyone interested in being a cook, please contact Amy Simpson.

Mayor Robinson asked that each alderman assess their wards for dilapidated properties so that we can compile a list for demolition.

**Motion 28:** Emery moved and Brinkley seconded to **adjourn**. All voted yea and the meeting was dismissed at 9:13 p.m.

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Michele A. Edwards, City Clerk

Next Ordinance No. 1395-16

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Bradley M. Robinson, Mayor

Next Resolution No. R420-16