



## CITY COUNCIL MINUTES

Tuesday, August 8, 2017

### 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 7:02 p.m.

#### ROLL CALL

Bradley M. Robinson	Mayor	Present
Khristina Hollister	City Clerk	Present
Michele A. Edwards	Deputy City Clerk	Present
Mark Carney	City Treasurer	Present
John Allsopp	Alderman/Ward 3	Present
Doug Brinkley	Alderman/Ward 3	Present
Bud Edwards	Alderman/Ward 1	Present
Phyllis Emery	Alderman/Ward 4	Present
Tom Gentry	Alderman/Ward 1	Present
Mike Helfrich	Alderman/Ward 2	Present
Tom Liebenrood	Alderman/Ward 4	Present
Curtis Oetjen	Alderman/Ward 2	Present

The Mayor declared a quorum present.

Others present were: Garry Wiggs, Public Works Director; Ron Rains, Fire Chief; Ralph Graul, Building Inspector; Rhett Barke, City Attorney; Marvin Oetjen, Kamper Supply; Janice McConnaughy, HR Specialist; Harriet Mize, Chamber of Commerce Executive Director; Ronda Robinson, Citizen; Donnie Smoot, Crawford and Associates; and Retia Watson, Bookkeeper/Secretary.

**Motion 1:** Emery moved and Oetjen seconded to *approve the minutes* of the Regular Meeting of July 11, 2017 as presented. All present voted yea and the Mayor declared the motion carried.

Mark Carney, City Treasurer, was unable to attend the meeting. The Mayor indicated that a copy of the *July 2017 Treasurer's Report* was presented in the packets for review.

**Motion 2:** Oetjen moved and Helfrich seconded to approve the *July 2017 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:** No comments from the audience.

*The Mayor indicated that he would be moving some of the agenda around to recognize representatives from **Caritas Family Services**. He read and presented a **PROCLAMATION** recognizing 70 years of service by Caritas Family Services and declaring July 31<sup>st</sup> as Caritas Family Services Day.*

**Motion 3:** Edwards moved and Brinkley 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**

#### **Parks Department**

*Garry Wiggs, Public Works Director, indicated that the new **Concession Stand at Cannon Park** is under construction, the water main is installed and the department is working on the sewer forcemain for this building. Donnie Smoot indicated that the building is scheduled to be completed by 9/15/17.*

*The Mayor presented a request for a fee waiver for the **Anne West Lyndsey Library Appreciation Dinner**. The event is Monday, November 15 and Khrissy Hollister indicated that there are no conflicts with this date.*

**Motion 4:** Emery moved and Allsopp seconded to allow a fee waiver for *the Anne West Lyndsey Library on November 15*. All voted yea and the Mayor declared the motion carried.

*The Mayor indicated that the **Williamson County Program on Aging** is requesting the use of the parking lot at Cannon Park Community Center for distribution of commodities one day a month.*

**Motion 5:** Emery moved and Allsopp seconded to allow the use of the parking lot at Cannon Park Community Center for *distribution of commodities* through **Williamson County Program on Aging** one day per month. All voted yea and the Mayor declared the motion carried.

*The Mayor presented rules for the new **Carterville Bark Park** constructed at Cannon Park. Janice McConnaughy worked with other communities and our insurance carrier to draft these rules. Tom Gentry asked who is going to police these rules. The Mayor stated that the rules will be posted and individuals will be checked periodically to make sure that rules are being complied with, but we will use the honor system for this process. This facility is the property of the City of Carterville and rules can be changed with a majority vote of the Council. The liability would be increased if the City installed a monitoring system. The Mayor indicated that if there is a complaint our Police Department will enforce.*

**Motion 6:** Helfrich moved and Emery seconded to accept and approve the **Dog Park Rules** as presented. All voted yea and the Mayor declared the motion carried. *[Janice McConnaughy indicated that the Rotary Club will get the rules printed on a sign and work the City to install the sign – COPY ATTACHED TO THESE MINUTES].*

**FIRE DEPARTMENT**

*Ron Rains, Fire Chief, indicated that we received three bids on the 1999 jeep and the highest bid was \$668.50.*

**Motion 7:** Edwards moved and Brinkley seconded to accept the high bid from **Bruce Sellers for the 1999 Jeep** in the amount of \$668.50. All voted yea and the Mayor declared the motion carried. *The Mayor asked the City Clerk to make the property notification and transfer of title.*

*Rains presented information regarding **Brad Ahlgren** (Jackson County Paramedic and Firefighter) and he is requesting that the Council approve his appointment as a Carterville Firefighter/Paramedic.*

**Motion 8:** Brinkley moved and Oetjen seconded to confirm the Mayor's appointment of **Brad Ahlgren** as a Firefighter/Paramedic for the Carterville Fire Department. All voted yea and the Mayor declared the motion carried.

*Rains reported that the department had completed **584 ambulance calls and 91 fire calls** through July 2017 and completed **a preplan for Dominos** during July.*

Heather Reno, Police Chief, gave the *monthly report:*

- *Four Officers attended **training class** on responding to sexual assault victims in emergency rooms*
- *There were **282 Officer Calls** for service in July*
- *Officers provided **assistance** to other departments **57 times** in July*
- ***Codes Enforcement** generated 64 cases*

*Chief Reno reported that **Moto Mart** notified the Police Department that one of their pumps **credit card systems had been tampered** with and a device was inserted to read credit card information that was probably transmitted off premises. She put this information on the Police Department Facebook Page and is notifying citizens that they should check their credit card activity to make sure that charges are correct.*

*Jerry Evans, Maintenance Department, is asking for a new **MIG Welder** at a cost of \$2,781.00.*

**Motion 9:** Oetjen moved and Emery seconded to purchase a **MIG Welder** for the Maintenance Department at a cost of \$2,781.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*The Mayor presented a request for **vacation of an alley** at California Street from John and Sabrina Gooden, Rose Ann Rector, Charles Garnati and Michael J. Kowalewski. There was a questions regarding separation of this property to adjoining owners. Attorney Rhett Barke indicated that we need to have a **public hearing** for this purpose and the adjoining **property owners will be charged a reasonable price** for this property. This item is on the agenda for the purpose of setting a hearing date. Curt Oetjen asked that we **retain the utility easement** on this property.*

**Motion 10:** Liebenrood moved and Allsopp seconded to set a date for a **public hearing** for a proposed alley vacation at 6:45 p.m. on September 12, 2017. All voted yea and the Mayor declared the motion carried. *[The City Clerk should advertise this hearing at least ten days before its occurrence].*

*The Mayor presented information regarding an alley that is causing a problem for citizens on Texas Avenue. Tom Gentry proposed that this be tabled for further investigation.*

*Ralph Graul, Building Inspector, gave this monthly report on active **building permits** and has 33 open permits at this time. He presented a request for a **variance** to build a storage barn on property on Sycamore Road owned by Ron Mann. He plans to construct a house in the future (within five years). He wants to construct a barn for storage on the back of the property. This property is along Sycamore Road. This is a 5.72 acre tract of land and the owner plans to divide this into two lots. This barn would be built on the back of the property.*

**Motion 11:** Helfrich moved and Emery seconded to schedule a **variance hearing** at 6:30 p.m. on September 12, 2017 for the purpose of hearing comments on the construction of a storage barn on property along Sycamore Road. All voted yea and the Mayor declared the motion carried. *[The City Clerk should advertise this at least ten days before its occurrence].*

*Harriet Mize, Executive Director of the Chamber of Commerce, gave the monthly report:*

- **Two new members** (Safari Goofy Golf and Double B Tree Service)
- **5K Race/Walk** scheduled for September 8<sup>th</sup> and plans are in full force. Fun run is at 6:30 p.m. and the race begins at 7:30 p.m.
- **Spotlight Businesses** Dominos, Anderson Overhead Doors, Mac-Weld
- **General Membership Meeting** – September 12, 2017 at noon
- *The Chamber has **166 Members** to date*

*The Mayor explained bids that were received on demolition of the **Pennock Building at 114 S. Division Street**. The City received three bids (two are all-inclusive and one includes prices*

<u>JGS Uncovers</u>	<u>\$ 9,800.00 plus hourly rate for removal of asbestos, etc.</u>
<u>BC Constructing</u>	<u>\$27,821.00</u>
<u>General Services</u>	<u>\$27,900.00</u>

*We are required to get an environmental assessment before we can accept bids. Therefore, there is no action to be taken at this time. This is just an up-to-date report.*

*The ordinance to provide Video Service Provider Fees needs further review before submission to the Council. There have been some legal wording changes regarding franchise fees updated. Right now it is 36 pages long and we will table this until complete.*

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

- *There were 256 **delinquent accounts** in the amount of \$20,182.74*
- **Water loss:** *The June loss was 1.4 million gallons and the July loss was 2.2 million gallons*
- *On July 19<sup>th</sup> Rend Lake officially tested the by-pass line from Crainville. This was successful and we can received 260 to 300 gallons per minute from this connection.*

- **Kamper Supply Lift Station** – the Board approved rebuild – Valve Vault \$2,390.00; Hatch \$1,280.00; Pumps \$14,370.00. Wiggs Excavating will do this work at a cost of \$3,520.00.
- **Aeration Basin Rotors/Sewer Plant** – Rebuild of one rotor at \$10,000.00.
- **Leak and Pool Credits** – 12 Leak Credits for \$1,142.50 and 13 Pool Credits for \$545.37

*Bud Edwards and Curt Oetjen reported that **Marc Buatte's truck** was hit by an uprooted tree while driving down East Grand Road. We are waiting for the insurance company to determine the extent of the damage. Marc was not hurt in the accident (3/4 Ton four wheel drive).*

Donnie Smoot gave an update on the West Grand Phase II street renovation. The contractor will start work at 7:00 a.m. and not close the road until after 8:30 a.m. There is still a couple of weeks before the final paving will be complete. The concrete sub-contractor has agreed to delay start of work but the contractor has not agreed to this change. Tom Gentry asked about timing for the two coats of asphalt and Donnie explained that we will do this all at the same time for should take three to four days and the road will be closed during this period.

**Motion 12:** Gentry moved and Helfrich seconded to authorize payment for resident engineering on the **West Grand Phase II** to **Crawford and Associates** in the amount of \$15,177.00 [*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.

**Motion 13:** Oetjen moved and Emery seconded to authorize payment to **Holcomb Engineering** for testing on **West Grand Phase II** in the amount of \$1,293.50. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*The Mayor indicated that we received the bill from **I.D.O.T.** on the first payout of our 20% of the West Grand Phase II project. However, we lost the bill and are in the process of acquiring a copy of this bill. The Mayor will bring this back to the Council when it is received.*

*The bills and change order for **West Grand Phase I** is being tabled because we have to complete a Supplemental Resolution for allocation of funds from Motor Fuel before we can approve payment.*

*Donnie Smoot presented bills for the Cannon park concession stand from Crawford and Associates and Doug Eubanks Construction.*

**Motion 14:** Helfrich moved and Allsopp seconded to authorize payment (*from Park Fund*) to Crawford and Associates in the amount of \$4,500.00 for resident inspection on the **Cannon Park Concession Stand**. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

**Motion 15:** Helfrich moved and Emery seconded to authorize payment to Doug Eubanks Construction for Pay Estimate No. 1 in the amount of \$44,671.00 for the **Cannon Park Concession Stand** project (*from Park Fund*). A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*Donnie Smoot explained a copy of the **Phase I design of the East Grand project from Jackson Street to Hafer Road**. There is a grant application going to SIMPO for approval. This would be a 1.4 to 1.5 million dollar project (half Carterville/half Crainville). We think we might be eligible for approximately \$1,000,000.00 if we make this a joint request. The bill before the Council is to allow Crawford and Associates to complete preliminary work for this project. Crainville has already approved their portion. This is a 2021 grant from SIMPO. The question before the Council this evening is whether Carterville wants to commit to 50% of the engineering for this project or if we want to separate the project to ½ mile for Crainville and ½ mile for Carterville. Carterville has a 2019 project for the improvement of Grand/Division intersection with our share costing approximately \$200,000.00.*

**Motion 16:** Oetjen moved and Brinkley seconded to accept the *first half mile of East Grand from Jackson Street to Hafer Road* [Crainville to accept the half mile from Hafer Road to Hurricane Road] for a SIMPO grant in 2021. Roll call vote: Allsopp, yea; Brinkley, yea; Edwards, no; Emery, yea; Gentry, yea; Helfrich, yea; Liebenrood, no; Oetjen, yea. The Mayor declared the motion carried.

**Motion 17:** Helfrich moved and Emery seconded to move to **EXECUTIVE SESSION** for the purpose of discussing possible acquisition of property. All voted yea and the Council moved at 8:25 p.m.

**Motion 18:** Brinkley moved and Liebenrood seconded to return to **REGULAR SESSION**. All voted yea and the Council returned at 8:46 p.m.

**Motion 19:** Brinkley moved and Helfrich seconded to authorize the Mayor to enter into contract for the *purchase of 111 and 113 S. Division* and remit earnest funds in the amount of \$1,000.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*The Mayor mentioned the following reminders:*

- **Meet the LIONS** – Friday, August 18, 2017 at 5:00 p.m. CHS
- **TOTAL SOLAR ECLIPSE** – Monday, August 21, 2017 at 1:20 p.m.
- **Office Closed for Labor Day** – Monday, September 4, 2017
- **Twilight 5K Chamber of Commerce** – Friday, September 8, 2017
- **Carterville Free Fair** - September 7-9, 2017

**Motion 20:** Helfrich moved and Oetjen seconded to *adjourn*. All voted yea and the meeting was dismissed at 8:49 p.m.

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**Khristina D. Hollister, City Clerk**

**Next Ordinance No. 1421-17**

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**Bradley M. Robinson, Mayor**

**Next Resolution No. R428-17**