



## CITY COUNCIL MINUTES

Tuesday, December 12, 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 7:00 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; Jason Sheraden, Fire Department; Heather Reno, Police Chief; Harry Treece II, Citizen; Sarah Trost, Police Department Appointee; Sophia Trost; Marcus Reed, Police Department Appointee; Terri Reed; Michael Flaningam, Deputy Police Chief; Mike Balue; Corene Danges; Ray Dodson, North Division Variance; Cathy Small; Linda Hess; Alex Troop; Travis Morgan, Police Officer; Bryn O'Neil, Firefighter/EMT; Rod Sievers, Citizen Advisory Member; Emily Hunsaker, The Courier; Clarence D. Rizzo; Marvin Oetjen, Kamper Supply; Janice McConnaughy, HR Specialist; Donnie Smoot, Crawford and Associates; and Retia Watson, Bookkeeper/Secretary.

**Motion 1:** Emery moved and Gentry seconded to *approve the minutes* of the Regular Meeting of November 14, Variance Hearing of November 14 and Special meeting of November 21, 2017 as presented. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Mark Carney, City Treasurer, presented and explained the November 2017 Treasurer's Report for approval.

**Motion 2:** Emery moved and Helfrich seconded to approve the *November 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**

**Motion 3:** Emery moved and Helfrich 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**  
**Cannon Park and James Street Park**

*The Mayor presented a request from the Honor Wreaths for Veteran's Program, for the use of the Community Center for their **March 23, 2018 Fundraiser** at a reduced rate. This was recommended by the Park Committee and the date was verified as clear.*

**Motion 4:** Helfrich moved and Allsopp seconded to approve a *reduced fee request* for use of the Community Center for the Honor Wreaths for Veterans Fundraiser on March 23, 2018. All voted yea and the Mayor declared the motion carried.

**Fire Department**

*Chief Rains was not present at the meeting; therefore, the Mayor reported the two items on the agenda. The first is the appointment of Jeremy Adams as a volunteer firefighter. Janice McConnaughy verified that he has met all necessary requirements for the position. The second request is for the construction of a structure to house a new Radio Repeater that is being partially funded by Williamson County in the amount of \$10,000.00. The Fire Department is asking for a budget of \$2,500.00 to construct a small building to house equipment for this antenna.*

**Motion 5:** Helfrich moved and Allsopp seconded to confirm the Mayor's appointment of **Jeremy Adams as a Volunteer Firefighter**. All voted yea and the Mayor declared the motion carried.

*Lieutenant Jason Sheraden, representing the Fire Department, was available to clarify the request for funds to **construct an equipment building for a new Radio Repeater**. The \$2,500.00 building to house equipment will be constructed by our personnel. The addition of the Radio Repeater is a cooperative effort between Williamson County 911 and our Fire Department.*

**Motion 6:** Edwards moved and Emery seconded to approve *up to \$2,500.00* toward the construction of an *equipment building for a new Radio Repeater* at the site of our elevated water tower. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Lieutenant Sheraden also distributed a *monthly report* showing a total of 162 fires to date and 956 EMS calls to date.

Heather Reno, Police Chief, asked that **Sarah Trost and Marcus Reed** be confirmed as Part-Time Patrol Officers and requested they be sworn in at this meeting.

**Motion 7:** Emery moved and Edwards seconded to confirm the Mayor's appointment of **Sarah Trost as a Part-Time Police Officer** for the Carterville Police Department. All voted yea and the Mayor declared the motion carried.

**Motion 8:** Edwards moved and Allsopp seconded to confirm the Mayor's appointment of **Marcus Reed as a Part-Time Police Officer** for the Carterville Police Department. All voted yea and the Mayor declared the motion carried.

Khrissy Hollister, City Clerk, administered the *Oath of Office* to Sarah Trost and to Marcus Reed and had each of them sign their respective Oath of Office.

The **2017 SIEG contract** was presented for approval. This contract is normally approved earlier in the year; however an issue with billing caused a delay. The 2018 contract will be presented for approval in June 2018.

**Motion 9:** Emery moved and Brinkley seconded to approve the **SIEG 2017 Contract** at a cost of \$8,244.00 and authorized the Mayor to sign this document. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

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

- *There were 264 Officer Calls for Service in November (case number generated)*
- *Officers provided assistance to other departments 56 times in November*
- *Code Enforcement generated 13 calls*
- *Officer attended training in Taser Instructor Recertification and Search Warrants.*
- *The first Child Car Seat Safety Class is scheduled in December.*

### **Street and Maintenance Department**

Garry Wiggs, Public Works Director, solicited prices for a new mid-mount mower for the Street Department from four vendors. The equipment he recommends is the Bad Boy from Absher in Marion at a cost of \$7,699.00. Helfrich asked about optional accessories. Garry answered questions about accessories, as well as average annual hour usage. He feels this purchase will put less stress on the park and cemetery mowers.

**Motion 10:** Gentry moved and Allsopp seconded to **purchase the Bad Boy Mid-Mount mower** from Absher Motors in Marion at a cost of \$7,699.00. Roll call vote: Allsopp, yea; Brinkley, no; Edwards, yea; Emery, no; Gentry, yea; Helfrich, yea; Liebenrood, yea; Oetjen, no. The Mayor declared the motion carried. *[To be paid from the Sanitation Fund].*

The Mayor revisited the topic of **Curb Side Recycling**. Due to the changes made by Progress Port in regard to acceptable items, the possibility of cancelling the program was discussed. The City has made attempts to abide by the changes as well as educate the recycle customers about the new rules. Several customers have cancelled subscriptions for this service. At this time, it does not seem feasible to continue the program.

**Motion 11:** Emery moved and Helfrich seconded to **discontinue the Curb Side Recycling Program**. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*The Mayor explained a request from **Williamson Manor** developers. They are requesting to add the **street lighting** in this subdivision to the City Street lighting program. The lights are being provided by AMEREN and will be decorative street lamps.*

**Motion 12:** Gentry moved and Emery seconded to approve the addition of **four street lights in Williamson Manor Subdivision** to the City street lighting program. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*The Mayor spoke of the **variance hearing for Raymond Dodson** held prior to tonight's Council Meeting. The hearing is in regard to a request made by Mr. Dodson to allow foul on his property at 1116 North Division Street. Mr. Dodson indicated that these birds are totally enclosed in a cage located on his property.*

**Motion 13:** Emery moved and Allsopp seconded to **approve the variance for Ray Dodson** allowing foul on his property at 1116 N. Division with the stipulation that these birds must be kept in a cage with a top. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*The Mayor explained that there was a verbal request for placement of a **mobile home in an R-2 zone**, but this was not presented in writing and he would like a motion to table this issue.*

**Motion 14:** Emery moved and Helfrich seconded to **table the verbal variance request** for 711 E. Illinois for placement of a mobile home in an R-2 zone until a written request is received. All voted yea and he Mayor declared the motion carried.

Mayor Robinson distributed and explained the **Chamber of Commerce report** in the absence of Harriet Mize, Executive Director:

- **Christmas in Carterville-** over 260 children visited Santa and the line was long. The Chamber is working on a system that will allow more children to see Santa next year.
- **Business Spotlight** – Veteran's Airport; Sweat Shop; Friends of the Crab Orchard Wildlife Refuge; The Courier; Mr. Tuxedo; and Mindy's Miles
- **Chamber Christmas Party** – Thursday, December 14<sup>th</sup>
- **Carterville Chamber Map** – Town Square Publications contract (*the Mayor asked that this map be reviewed by the Fire Department before it is published*)
- **Annual Chamber Dinner** – Friday, February 9<sup>th</sup> at Community Center
- **Next General Membership Meeting** – Wednesday, January 3rd at 12 Noon

*The Mayor explained the plans for **sewer extension on Pin Oak Road** which was reviewed and approved by the Water and Sewer Board. A map was presented to each Alderman showing the phases of this extension. This was discussed in Finance, Economic Development, and Operations Committee and it was recommended that the \$38,725.00 for Phase I be paid by the City from the City Sanitation Fund.*

**Motion 15:** Helfrich moved and Oetjen seconded to approve payment of \$38,725.00 from the **City Sanitation Fund for Phase I of the sewer extension on Pin Oak Road**. A roll call vote was taken,

and all present voted yea. The Mayor declared the motion carried.

*A budget and schedule was discussed for the **Employee Christmas Luncheon** to be held on Friday, December 22, 2017.*

**Motion 16:** Oetjen moved and Liebenrood seconded to approve up to \$1,000.00 for the **Employee Christmas Luncheon** to be held on Friday, December 22, 2017 at City Hall. 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 257 **delinquent accounts** in the amount of \$18,234.94*
- ***Water Loss:** Purchased 12,273,680 sold 12,256,270, loss of 17,412 gallons*
- *The Board approved a **\$500.00 fine** for tampering with a water meter*
- ***Roxanna Musgrave**, New Office Employee, start date January 2, 2018*

### **Donnie Smoot, Engineering Report**

*Donnie Smoot gave a brief **West Grand Phase II update** (cleanup is almost complete).*

*The Mayor asked if we need to apply for the **Map 21 grant** to get reimbursed for the sidewalks and Donnie Smoot explained that we have requested ½ of the grant. The Mayor indicated that we have the final audit and will need to send a copy to DCEO.*

*The Mayor indicated that the **2016-17 Annual Audit** is complete and copies are available at City Hall. The Council will be asked to give formal approval of this audit at the January 9, 2018 meeting.*

*Donnie Smoot reported on the **Cannon Park Concession Stand**. Progress is very slow and the Council asked that Donnie contact the bonding company and give notice to the contractor. Lien waivers are still not completed.*

*The Mayor mentioned the following reminders:*

- **Office Closed for Holidays** – Monday and Tuesday, December 25<sup>th</sup> and 26<sup>th</sup> for Christmas and Monday, January 1, 2018 for the New Year
- **Employee Christmas Luncheon** – December 22, 2017, Noon City Hall

**Motion 17:** Emery moved and Allsopp seconded to **adjourn**. All voted yea and the meeting was dismissed at 7:52 p.m.

---

**Khristina D. Hollister, City Clerk**

**Next Ordinance No. 1431-17**

---

**Bradley M. Robinson, Mayor**

**Next Resolution No. R431-17**