



CITY COUNCIL MINUTES

Tuesday, September 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; Heather Reno, Police Chief; Ralph Graul, Building Inspector; Rhett Barke, City Attorney; Marvin Oetjen, Kamper Supply; Janice McConnaughy, HR Specialist; Ronda Robinson, Citizen; Donnie Smoot, Crawford and Associates; Harry Treece II, Citizen; Bill Kirk and Gary Cooper, Zoning/Planning Committee; Rod Sievers, Citizen Committee Member; Dennis Brown, Assistant Fire Chief; and Retia Watson, Bookkeeper/Secretary; Allen Latch, Citizen; Emily Hunsaker, The Courier; Joseph McCann and Ron Mann, Citizens; and Ed and Sue Dennison, Citizens.

Motion 1: Helfrich moved and Emery seconded to *approve the minutes* of the Regular Meeting of August 8, 2017 as presented. All present voted yea and the Mayor declared the motion carried.

Mark Carney, City Treasurer, presented the August 2017 Treasurer's Report for approval.

Motion 2: Emery moved and Helfrich seconded to approve the *August 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: Oetjen moved and Liebenrood seconded to pay the **monthly bills** as presented by the City Clerk. (*Curt Oetjen had a question about a couple of bills that were listed under the wrong vendor and the Clerk indicated this would be corrected before checks were printed*). A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*As a convenience to our guests the Mayor introduced the **variance request for Ron Mann** on Sycamore Road which was discussed at a variance hearing before this meeting. The Zoning/Planning Commission indicated that they did not take any action because they did not have adequate information. Alderman Gentry asked that we table this issue until the Zoning/Planning Commission questions are answered. The Mayor indicated that a motion to approve the request had already been recognized and needed to be acted upon before another motion could be recognized.*

Motion 4: Liebenrood moved and Helfrich seconded to allow a variance for **construction of a pole barn on property owned by Ron Mann** on Sycamore Road. Roll call vote: Allsopp, yea; Brinkley, yea; Edwards, yea; Emery, yea; Gentry, no; Helfrich, yea; Liebenrood, yea; Oetjen, yea. The Mayor declared the motion carried.

Departments/Committees

Parks Department

*The Mayor asked the Council about a **Community Center fee reduction request for Gum Drops, NFP** on September 22, 2017 for Glow Bingo Fundraiser. This was reviewed by the committee and recommended for approval.*

Motion 5: Emery moved and Allsopp seconded to approve a **reduced rate** for use of the Community Center to **Gum Drops NFP** for a Glow Bingo fundraiser on September 22, 2017. All voted yea and the Mayor declared the motion carried.

*The Mayor asked Donnie Smoot for an update on the completion of the **Concession Stand at Cannon Park** and he indicated this should be complete by the end of this month. The contractor is approximately 50% complete. There have been some coordination issues with subcontractors.*

*Phyllis Emery indicated that Garry Wiggs and Jerry Evans worked several hours to help repair the **water heater at the Community Center** when it burst and asked that the City Council owes a Thank You to these individuals.*

*The Mayor indicated that he received an email from Ed Smith, Chairperson for the Lion's Club **Free Fair this year, thanking the City staff** for their help with their event this year. The Mayor read the letter aloud and asked Garry Wiggs and Chief Reno to pass this thanks onto their staff.*

Fire Department

Dennis Brown, Assistant Fire Chief, presented the *monthly report as follows:*

- *Preplan for the **Marion Eye Center** is complete and Knox Box is in place*
- *Preplan for the **John A. Logan CHEC Building** is complete*
- *The **windshield** is replaced in **903***
- ***685** Ambulance Calls to date and **115** Fire Calls to date*
- *Received a **letter of thanks** for an ambulance call from a heart problem who is doing well.*
- *In the process of establishing a **Mutual Aid Agreement** with local Fire Chiefs*
- *Fire Department **Golf Scramble** is Saturday*

*Phyllis Emery thanked the Fire Department for the **Flag Display on 9/11.***

Police Department

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

- *There were **298 Officer Calls** for Service in August (case number generated)*
- *Officers provided **assistance** to other departments **51 times** in August*
- ***Codes Enforcement** generated 57 cases*
- ***Events participated in:** National Night Out, Free Fair 5K, Free Fair Parade, Free Fair*
- *The Police Department received **two IDOT grants:** \$2,385.00 for Occupant Protection and \$2,294.64 for DUI Hireback. This will allow the department to purchase car seats and distribute them at no charge and the additional grant will allow us to hire back officers for DUI investigation.*

Street and Maintenance Department

*The Mayor indicated that the Alley Vacation Ordinance would be addressed under ordinances and asked Garry Wiggs if he had any additional needs. Wiggs indicated that he had **no additional issues with Parks and Maintenance or with Cemetery.***

*Ralph Graul, Building Inspector, explained his **monthly report** (11 single family dwellings under construction and a total of 32 building permits outstanding) Graul informed the Council of a request for **construction of a 40' X 40' post framed structure** on the back of property owned by James Roy at 11528 Hafer Road. He indicated that this meets all setbacks and other requirement and will be removing the portable building already located on this property.*

Motion 6: Edwards moved and Oetjen seconded to approve the **construction of a post frame structure** on property owned by James Roy at 11528 Hafer Road. All voted yea and the Mayor declared the motion carried.

The Mayor explained that the Chamber of Commerce monthly report is in the Council packets. Harriet Mize, Executive Director, was unable to attend the meeting due to a death in the family.

- ***Twilight 5K Run/Walk** – 349 participants and 70 kids (Thanked the City)*

- Explained the **next General Membership meeting** speakers are Tom Harness and Alex Jeffries who will present a program about the Veteran's Honor flight.

The **Pumpkin Path** was discussed. The Chamber has requested that this be held on Tuesday, October 31, 2017 and close the street and have police presence. We should also schedule our Trick-or-Treat hours to coincide with the Pumpkin Path schedule. Tom Gentry mentioned that there were some young kids on bicycles in the crowd last year that could have caused an injury. Attorney Barke indicated that that we should schedule our Trick-or-Treat hours at another time.

Motion 7: Gentry moved and Brinkley seconded to schedule **Pumpkin Path** on Tuesday, October 31, 2017 as requested by the Chamber of Commerce including closing the street and providing Police presence (generally 4:30 p.m. To 8:00 p.m.). All voted yea and the Mayor declared the motion carried.

The bids for demolition of the building at **114 S. Division** were opened last month. Two of the three bids included the disposal of any asbestos that was found. Freeman Environmental completed an environmental study on this property and found a small amount of asbestos. The lowest bid was from BC Constructing (all-inclusive/without an hourly rate) was \$27,821.00.

Motion 8: Helfrich moved and Allsopp seconded to approve the **demolition bid for the building at 114 S. Division** from BC Constructing at a cost of \$27,821.00. All voted yea and the Mayor declared the motion carried.

The Mayor announced that **30th Annual Hunting and Fishing Days** at John A. Logan College are scheduled for September 23 and 24, 2018. In the past we have made a donation of ambulance coverage or a \$250.00 donation to the event.

Motion 9: Oetjen moved and Emery seconded to donate \$250.00 sponsorship to John A. Logan College **Hunting and Fishing Days** (or allow the use of an ambulance to cover this donation). A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

The Mayor presented a request from **River Radio** for a sponsorship for the Carterville High School events at a cost of \$85.00 per month (same as in past years). The radio station has also mentioned that they would be willing to make City announcements during these broadcasts (for example: road closures, Pumpkin Path, Christmas in Carterville, etc.).

Motion 10: Emery moved and Liebenrood seconded to advertise on **River Radio for the Carterville High School sports** events at a cost of \$85.00 per month from August through March. 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 203 **delinquent accounts** in the amount of \$15,215.28
- **Water loss:** The August loss was 2.1 million gallons

- *The **Rend Lake bypass line** is complete and has been operated for a few days so that we know it is working. Also, the bypass from the Ground Storage is working.*
- *The **Cannon Park sewer extension** is being constructed and they are making good progress*
- ***Kamper Supply Lift Station** – the supplies and equipment are on-site and Wiggs Excavating is scheduled to complete this renovation*
- *Board approved the **lining of an additional ten manholes** for infiltration programs at a cost of \$10,630.00*
- ***Leak and Pool Credits** – 11 Leak Credits for \$760.79 and 8 Pool Credits for \$442.45*
- ***Water Tank Repairs** – work began yesterday*

*The Mayor announced that we had a **sizeable leak on one of our main lines** today that was repaired by Garry Wiggs and his crew under pressure. So there were no boil orders issued and we appreciate the work that the crew completed.*

*The Mayor introduced **two speed limit ordinances** and asked the question whether the fine should be specified in the ordinance. The attorney indicated that we should probably state that the penalty will fit the existing fine schedule in the Municipal Code. The Mayor indicated that these **two ordinance should be tabled for revision.***

*The Mayor introduced the **East Grand Jurisdictional Transfer Ordinance** that must be passed to specify that East Grand (Jackson to Hurricane Road). Carterville will be responsible for East Grand from Jackson Street to Hafer Road and Crainville will be responsible for Hafer Road to Hurricane Road.*

Motion 11: Helfrich moved and Emery seconded to pass **Ordinance No. 1423-17, AN ORDINANCE ESTABLISHING JURISDICTIONAL TRANSFER (EAST GRAND AVENUE)**. A voice vote was taken, and all present voted yea (except Bud Edwards who voted no). The Mayor declared the motion carried.

*The Mayor explained that the revisions to **the Liquor Ordinance** are not complete and, therefore, asked that this be tabled for a future meeting.*

*The Mayor presented the **PSEBA Ordinance** (Public Safety Employee Benefits Act) which is to cover benefits for catastrophic injury to an employee. The attorney has drafted an ordinance that would allow the City Council to appoint a Board to review each individual case and give the Council an advisory decision.*

Motion 12: Oetjen moved and Brinkley seconded to pass **Ordinance No. 1424-17, AN ORDINANCE ESTABLISHING AN ADMINISTRATIVE PROCEDURE FOR ASSESSING AND DETERMINING CLAIMS UNDER PSEBA**. All voted yea and the Mayor declared the motion carried.

*The Mayor presented the **I.D.O.T. resolution for the annual maintenance of streets in the amount of \$85,000.00.***

Motion 13: Liebenrood moved and Gentry seconded to pass **RESOLUTION NO. R428-17, AN I.D.O.T. RESOLUTION FOR MAINTENANCE OF STREETS AND HIGHWAYS BY MUNICIPALITY UNDER THE ILLINOIS HIGHWAY CODE.** All voted yea and the Mayor declared the motion carried.

*The Mayor introduced an **I.D.O.T. resolution for the closeout of West Grand Avenue, Phase I, to an additional \$198,847.32 which covers engineering and engineering inspection and sidewalk funding will reimburse a portion of this.***

Motion 14: Oetjen moved and Allsopp seconded to pass **RESOLUTION NO. R429-17, AN AMENDED SUPPLEMENTAL RESOLUTION FOR IMPROVEMENT BY MUNICIPALITY UNDER THE ILLINOIS HIGHWAY CODE (FINAL PHASE I WEST GRAND AVENUE PAYMENT).** All voted yea and the Mayor declared the motion carried.

The Mayor introduced the ordinance for **vacation of the alley** between LaClede and California that was requested by John Gooden.

Motion 15: Oetjen moved and Emery seconded to pass **ORDINANCE NO. 1425-17, AN ORDINANCE TO VACATE A 16 FOOT WIDE PUBLIC RIGHT OF WAY (ALLEY) BETWEEN LACLEDE AVENUE AND CALIFORNIA STREET IN THE CITY OF CARTERVILLE (retaining utility easement).** All voted yea and the Mayor declared the motion carried.

*Donnie Smoot, Crawford and Associates, indicated that the contractor has indicated that they will begin paving **West Grand Avenue – Phase II** on Wednesday morning beginning at 8:30 a.m. unless there is rain. The contractor believes he will have this completed by 2:30 p.m. If it rains they will hold off until Friday.*

Motion 16: Oetjen moved and Helfrich seconded to pay the following bills for the *West Grand Phase II Improvements from Motor Fuel Tax Funds:*

<u>Crawford and Associates</u>	<u>Engineering Inspection</u>	<u>\$15,862.00</u>
<u>Holcomb Engineering</u>	<u>Testing</u>	<u>\$ 3,781.00</u>

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

Motion 17: Helfrich moved and Emery seconded to approve Change Order No. 2 for a decrease in final quantities on the **West Grand Phase I** Improvements in the amount of \$12,503.50. All voted yea and the Mayor declared the motion carried.

Motion 18: Edwards moved and Oetjen seconded to approve payment of *Pay Estimate #11* (Final) to Sierra Bravo in the amount of \$7,835.61 for the *West Grand Phase I* project (*\$10,431.90 less an overpayment on Pay Estimate No. 1 of \$2,596.29*). A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Donnie Smoot submitted bills for the Cannon Park Concession Stand and indicated it is approximately 45% complete.

Motion 19: Oetjen moved and Helfrich seconded to approve payment of the bill to *Crawford and Associates* for Resident Inspection on the Cannon Park Concession Stand in the amount of \$3,000.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Motion 20: Oetjen moved and Helfrich seconded to approve payment of Pay Estimate #2 to Doug Eubanks Construction for work on the *Cannon Park Concession Stand* in the amount of \$33,949.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

The Mayor asked about the sewer line construction at Cannon Park and Garry Wiggs indicated it is complete to the concession stand and they have the materials on-site for the restrooms.

The Mayor mentioned the following reminders:

- **Pumpkin Path** – Tuesday, October 31, 2017

Motion 21: Emery moved and Helfrich seconded to *adjourn*. All voted yea and the meeting was dismissed at 8:04 p.m.

Khristina D. Hollister, City Clerk

Next Ordinance No. 1426-17

Bradley M. Robinson, Mayor

Next Resolution No. R430-17