



## CITY COUNCIL MINUTES

Tuesday, February 13, 2018

### **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; Ron Rains, Fire Chief; Heather Reno, Police Chief; Rod Sievers, Citizen Advisory Member; Vaughn and Polly Williams, Citizens; Emily Hunsaker, The Courier; Allen Latch, Citizen; Noah and Josh Johnson, Scouts; Tom Harness, Zoning/Planning Committee Candidate; Janice McConnaughy, HR Specialist; Rodney Potts, Crawford and Associates; Ronda Robinson, Citizen; Ralph Graul, Building Inspector; Harriet Mize, Chamber of Commerce; and Retia Watson, Bookkeeper/Secretary.

**Motion 1:** Oetjen moved and Emery seconded to *approve the minutes* of the Regular Meeting of January 9, 2018 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 January 2018 Treasurer's Report for approval.

**Motion 2:** Emery moved and Helfrich seconded to approve the *January 2018 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 Allsopp 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 and Council discussed the proposal presented by DeeAnn and Mike Hammack for implementation of the 2018 **Farmer's Market**. The dates are April 4 through October 31, 2018 from 2:30 to 6:00 p.m. on Wednesdays. There will be a food truck this year and this will have to get the appropriate clearances and licenses to operate from the Police Department and from the Health Department. The extended hours that were used last year did not work well so they want to close at 6:00 p.m.*

**Motion 4:** Emery moved and Allsopp seconded to approve the use of Cannon Park for the Wednesday *Farmer's Market* from April 4 through October 31, 2018 as outlined by DeeAnn Hammack. All voted yea and the Mayor declared the motion carried.

*There was a discussion regarding the **Annual Easter Egg Hunt** that is co-sponsored by the City of Carterville and McDonald's. This event is held at Cannon Park and a budget of \$400.00 is requested.*

**Motion 5:** Oetjen moved and Emery seconded to approve a budget of \$400.00 for the *Annual Easter Egg Hunt* at Cannon Park. A roll call vote was taken, and all presented voted yea. The Mayor declared the motion carried.

Jason Williams, *Soccer Program*, sent a proposal for use of the Cannon Park ball diamond from March 12 to April 30 for the soccer program.

**Motion 6:** Emery moved and Allsopp seconded to permit the use of the Cannon Park ball diamond for the *Spring Soccer Program*. All voted yea and the Mayor declared the motion carried.

**Fire Department**

*Chief Rains, Fire Chief, presented the **monthly report** for January; There were 87 ambulance calls, 20 calls for mutual aid, and 12 fire calls. The **Repeater Building** is almost complete and ready for operation. Rains asked for confirmation of **Riley Ward and Tristan Houseworth**.*

**Motion 7:** Brinkley moved and Edwards seconded to confirm the Mayor's appointment of *Riley Ward* as an EMT-B/FF for the Carterville Fire Department. All voted yea and the Mayor declared the motion carried.

**Motion 8:** Brinkley moved and Oetjen seconded to confirm the Mayor's appointment of *Tristan Houseworth* as an EMT-B (part-time shifts) for the Carterville Fire Department. All voted yea and the Mayor declared the motion carried.

*Chief Rains presented information regarding the **John A. Logan College Easter Egg Hunt** for the neurologically disabled scheduled for March 24, 2018 at 1:00 p.m. They have asked for Ambulance coverage for the event which will have 500-1000 people attending. Rains indicated he would be using volunteers for this event.*

*Noah Johnson, Eagle Scout Candidate, presented information for is **Eagle Scout Project**. He is planning to have a **disposal box for American flags** placed on the north side of the Fire Department in the grassy area facing the sidewalk. The estimated cost is \$1,400.00 and Alderman Edwards has volunteered to build the disposal box if approved. There will be decals placed on the box to specify its purpose to the public. The Scouts have a flag burning program for old American flags.*

**Motion 9:** Allsopp moved and Emery seconded to approve *Noah Johnson's Eagle Scout Project* as described above. *The Mayor stated before any decals are placed on the box, the project should be brought back before the Council for approval.* All voted yea and the Mayor declared the motion carried.

### **Police Department**

Chief Heather Reno presented information on bids received for the **2018 squad car**. There were four bids received and the lowest bid was from Harper Ford for a 2018 Explorer (4 door/AWD) at a cost of \$27,199.00.

**Motion 10:** Brinkley moved and Edwards seconded to purchase *a 2018 Ford Explorer* (Squad Car) from Harper Ford at a cost of \$27,199.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried. [This should be paid from a Sanitation Fund transfer to Police Vehicle Fund].

*Chief Reno presented information regarding the **equipment needed for this new squad car**. Some of the equipment for this car will be taken from the wrecked vehicle but they will still need to spend \$6,109.00 to fully equip this car. Funds can be used from the Police Vehicle Fund and some may be eligible for use by the DUI fund. Jacob Pendley can install all equipment during his off duty hours at a cost \$450.00.*

**Motion 11:** Brinkley moved and Emery seconded to purchase the *necessary equipment* for the **2018 Ford Explorer** at a cost of \$6,109.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried. [This expense can be taken from the Police Vehicle Fund and the DUI Fund].

*Chief Reno presented information about pricing for a new **Electronic Door Entry System** for the Police Station. There were three proposals presented for review and the low price was from Security Alarm Corporation in Salem, IL. The total cost for installation and materials is \$7,800.00 plus a monthly tech support charge of \$37.50. This does not include replacement of the wooden doors with metal doors and the department is gathering proposals for this change. The evidence room needs to be alarmed for the department to be accredited. The current system is working but is failing from time to time.*

**Motion 12:** Brinkley moved and Allsopp seconded to contract with Security Alarm Corporation for a *new electronic door entry system* for the Police Department at a cost of \$7,800.00 plus \$37.50 monthly tech charge. Roll call: Allsopp, yea; Brinkley, yea; Edwards, no; Emery, yea; Gentry, no; Helfrich, yea; Liebenrood, yea; Oetjen, yea. The Mayor declared the motion carried.

*Chief Reno presented a request from the Herrin Fest Committee for assistance with the **Herrin TriFesta Triathlon**. They are requesting two officers at intersections for the bike route (there will be no road closures).*

**Motion 13:** Brinkley moved and Oetjen seconded to authorize the Police Department to handle traffic at intersections for the bike route for the ***Herrin TriFesta Triathlon***. 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 222 Officer Calls for Service in January (case number generated)*
- *Officers provided assistance to other departments 48 times in January*
- *Code Enforcement generated 3 calls*
- *Officer attended training in **Ethics and Blood Borne Pathogens***
- *Held second child passenger safety class as part of the I.D.O.T. grant.*

#### **Street and Maintenance Department**

*Garry Wiggs, Public Works Director, reported no current needs for Street and Maintenance. However, he requested that the **cemetery mowing** contract be extended for one more year to Russell Mowing at existing rates.*

**Motion 14:** Oetjen moved and Helfrich seconded to extend the existing mowing contract for Carterville Cemeteries to Russell Mowing at the current rate. All voted yea and the Mayor declared the motion carried.

#### **Ralph Graul, Building Inspection**

*Ralph Graul explained his **monthly report** and indicated that the Council should make a decision on the **variance for the Williams property on Oakwood Drive**. A variance hearing was held at 6:45 p.m. The Mayor stated that the Planning/Zoning Commission reviewed and denied this request as the buildings are located within the road's right of way.*

**Motion 15:** Gentry moved and Emery seconded to deny the variance request for the Williams family on Oakwood Drive. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Harriet Mize, Chamber of Commerce Executive Director:

- **New Chamber Member-** Williamson County Commissioners
- **Business Spotlight** – Mediacom; AJ’s Beer, Wine and Spirits; The Bank of Carbondale; Law Office of Edward Eytalis; Yewell Insurance; Tequilas; and Progress Port.
- **Annual Dinner** was a great success and thanked John Allsopp of Ortho-Tech for the donation of the treadmill and the City for the use of the Community Center
- **Golf Scramble** meetings have begun. If interested in the event, please contact the Chamber.
- **Next General Membership Meeting** – Wednesday, March 7<sup>th</sup>

The Mayor introduced the annual renewal of the liability, property, auto, equipment, and worker compensation insurance with **Illinois Counties Risk Management Trust** at a cost of \$189,654.00.

**Motion 16:** Liebenrood moved and Oetjen seconded to approve payment of the renewal policy for liability, property, auto, equipment, and worker compensation insurance with **Illinois Counties Risk Management Trust** at a cost \$189,654.00 for the period December 1, 2017 through November 30, 2018. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

**Motion 17:** Gentry moved and Liebenrood seconded to **table a decision on the renewal of employee health insurance** due to pricing concerns. All voted yea and the Mayor declared the motion carried.

**Motion 18:** Oetjen moved and Emery seconded to **table the appointment to the Liquor Advisory Board** until a future meeting. All voted yea and the Mayor declared the motion carried.

**Motion 19:** Liebenrood moved and Brinkley seconded to **appoint Kay Doan** to the Carterville Police and Fire Merit Board for a two-year term ending June 30, 2020. All voted yea and the Mayor declared the motion carried.

**Motion 20:** Emery moved and Brinkley seconded to **appoint Tom Harness** to the Carterville Zoning/Planning Commission to replace Bill Kirk. All voted yea and the Mayor declared the motion carried.

**Motion 21:** Oetjen moved and Liebenrood seconded to advertise for a sponsor for the **City Smart Phone App** for Year 2. All voted yea and the Mayor declared the motion carried.

The Mayor presented the Membership Invoice for the **Illinois Municipal League** for 2018 in the amount of \$675.00 and requested payment.

**Motion 22:** Emery moved and Allsopp seconded to authorize payment of the annual membership dues to the **Illinois Municipal League** in the amount of \$675.00. A roll call vote was taken and all present voted yea. The Mayor declared the motion carried.

*The Proclamation for National Service Recognition Day was discussed, but no action was taken at this time.*

### **Engineering**

*Rodney Potts explained that the contract for **West Grand Avenue** will not be finalized until April. He submitted two invoices for the Cannon Park Concession Stand. The contract for Doug Eubanks still has a pay estimate #6 and retainage being held. The Bonding Company was called and a letter was sent to them regarding the length of this contract. .*

**Motion 23:** Emery moved and Helfrich seconded to authorize payment of resident inspection fees to **Crawford and Associates** for *the Cannon Park Concession Stand* in the amount of \$2,000.00. A roll call vote was taken and all present voted yea. The Mayor declared the motion carried.

**Motion 24:** Emery moved and Helfrich seconded to approve payment of the Pay Estimate #5 to **Doug Eubanks Construction for the Cannon Park Concession Stand** in the amount of \$17,351.00. Rol call vote: Allsopp, yea; Brinkley, yea; Edwards, no; Emery, yea; Gentry yea; Helfrich, yea; Liebenrood, yea; Oetjen, yea. The Mayor declared the motion carried.

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

- *There were 272 delinquent accounts in the amount of \$18,926.31*
- **Water Loss:** *December water loss was 1.4 million gallons and the total 2017 water loss was 12% which is lower than last year. In January we sold 10,552,130 gallons (Rend Lake bill was not available to calculate the water loss)*
- *The Board approved the purchase of a new truck (low bid \$27,105.00)*
- *There were 7 main leaks; 2 hydrant leaks; 3 service leaks; 11 meter bottoms replaced; and still managed to make 2 water taps.*
- *Meter readings were estimated due to weather conditions*
- *The Board approved the purchase of two new pumps for the influent wet well at a cost of \$7,000.00 each.*
- *Approved manhole lining up to \$10,000.00 for 2018*
- *Approved the purchase of an additional clarifier valve at a cost of \$2,940.53 (purchased one under emergency purchase last month)*
- *Leak credits approved \$213.11 (two were denied for no proof of repair)*
- *Board received and reviewed the completed sewer plant study along with a 1, 3, 5, 7 year list of possible maintenance and repair lists.*
- *I.E.P.A. Permit for Center Street waterline replacement is approved and this work will be completed by our employees.*

*The Mayor mentioned the following reminders:*

- **Valentine’s Banquet at Carterville High School** – Friday, February 16, 2018
- **Lion’s Club Pancake Breakfast** – Saturday, February 17<sup>th</sup> from 7:00 a.m. to 11:30 a.m.

**Motion 25:** Oetjen moved and Allsopp seconded to *adjourn*. All voted yea and the meeting was dismissed at 8:13 p.m.

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**Khristina D. Hollister, City Clerk**

**Next Ordinance No. 1432-18**

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**Bradley M. Robinson, Mayor**

**Next Resolution No. R431-18**