



CITY COUNCIL MINUTES

Tuesday, August 14, 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
Mike Helfrich	Alderman/Ward 2	Absent
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; Mike Flaningam, Interim Police Chief; Allen Latch, Citizen; Harriet Mize, Carterville Chamber of Commerce; Ronda Robinson, Citizen; Janice McConnaughy, HR Specialist; Harry Treece II, Citizen; Ralph Graul, Building Inspector; Marvin Oetjen, Kamper Supply; Rodney Potts, Crawford and Associates; Tom Harness, Zoning/Planning Committee; Rod and Bonnie Sievers, Council Appointee; Cade Kruse, Eagle Scout Candidate; Kevin Chapman, Citizen Advisory Member; Jerry Humble, Citizen; and Bradley Ebers, new Part-time Officer with his parents.

Motion 1: Emery moved and Allsopp seconded to *approve the minutes* of the *Variance Hearing for Frank Charles* on June 12, 2018; the *Regular Meeting* of July 10, 2018; the *Rezoning Hearing for Murphy Wall State Bank* on July 24, 2018; and the *Special Meeting* of July 24, 2018 as *presented (Motion 17 of the July 10, 2018 meeting check second)*. 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 *July 2018 Treasurer's Report* for approval.

Motion 2: Emery moved and Allsopp seconded to approve the *July 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

Tom Vaught asked the Council for an update on the Nesmith property on Lakeshore Drive. Mike Flaningam indicated that he would meet with Mr. Rich in the morning and give Mr. Vaught an update.

Curt Oetjen questioned a payment incorrectly coded to Marion Ford as the vendor which should have been Modern Office Equipment and Khrissy Hollister indicated she would make sure that this vendor is changed.

Motion 3: Oetjen moved and Liebenrood 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.

Motion 4: Oetjen moved and Brinkley seconded to hold a **RECESS** at 7:10 p.m. All voted yea and the Mayor declared the motion carried. *(The Mayor indicated that this was incorrectly done).*

Motion 5: Oetjen moved and Brinkley seconded to **return to Regular Session**. All voted yea and the Mayor declared the motion carried,

Motion 6: Oetjen moved and Edwards seconded to confirm the Mayor's appointment of **Rod Sievers as Alderman/Ward 1** to replace Tom Gentry who passed away. All voted yea and the Mayor declared the motion carried.

Motion 7: Oetjen moved and Edwards seconded to go into **RECESS** at 7:11 p.m. so that Rod Sievers could be sworn in and seated at this meeting. All voted yea and the Mayor declared the motion carried. *[Khrissy Hollister administered the OATH OF OFFICE and Sievers took his seat].*

Motion 8: Oetjen moved and Edwards seconded to **return to Regular Session** at 7:13 p.m. All voted yea and the Mayor declared the motion carried.

Engineering Report – Rodney Potts

Rodney Potts presented information regarding the Jersey Alley renovations and presented a bill for design from Crawford and Associates in the amount of \$5,000.00. These funds will come from TIF II and Gas Tax Funds.

Motion 9: Oetjen moved and Liebenrood seconded to approve payment of **design engineering** to Crawford and Associates in the amount of \$5,000.00 for the Jersey Alley renovation. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Motion 10: Oetjen moved and Edwards seconded to approve payment of \$2,288.14 to Crawford and Associates for Preliminary Engineering on **IDOT Section 18-00000-00-GM**, MFT annual street general maintenance program. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Rodney Potts explained the bid for Jersey Alley renovation from BC Contracting in the amount of \$23,611.50. This is a public works project and the City can issue a contract through RFP vs. sealed bid as long as the cost does not exceed \$25,000.00. This includes a storm drain line replacement, a new concrete sidewalk, and curb and concrete guttering system with inlets. Requests for proposals were distributed to multiple contractors and they were given ten days to respond. This project is also TIF II eligible, and can also be paid from City Gas Tax Funds.

Motion 11: Liebenrood moved and Oetjen seconded to approve the contract with BC Contracting for the **Jersey Alley renovation** project in the amount of \$23,611.50. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Departments/Committees

Police Department

Mike Flaningam, Interim Chief, gave the monthly report for July 2018:

- *There were 225 Officer Calls for Service in July (case number generated)*
- *Officers provided assistance to other departments 53 times in July*
- *Code Enforcement generated 36 calls*
- *Christine Loyd – sworn in July 10, 2018*
- *Bradley Ebers – hired July 24, 2018*

Motion 12: Brinkley moved and Edwards seconded to approve the Mayor's appointment of **Bradley Ebers** as a Part-time Police Officer with the Carterville Police Department. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Khristina Hollister, City Clerk, administered the Oath of Office to Bradley Ebers and all present applauded.

Cannon Park and James Street Park

Phyllis Emery indicated that she and Khrissy Hollister attended a meeting regarding the purchase of benches for Cannon Park that are needed for the Carterville Free Fair. Khrissy Hollister located some plastic lids to donate and so the Lion's Club is ordering four new benches for Cannon Park. The Mayor suggested that the Lion's Club meet with the Park Committee before these benches are installed. Phyllis Emery indicated that she would pursue the purchase of additional benches for next year (collection of plastic lids).

Garry Wiggs and Mayor Robinson detailed the needs of the Lion's Club Free Fair. The Council needs to approve the use of Cannon Park and the Community Center for Thursday, Friday and Saturday. Emery also indicated that she feels that the Council does not need to donate monetarily to the Lion's Club because of the free use of City facilities.

Motion 13: Emery moved and Sievers seconded to authorize the use of Cannon Park and the Community Center for the **Lion's Club Free Fair** on September 6-8, 2018. All voted yea and the Mayor declared the motion carried.

Cade Kruse, Eagle Scout candidate, requested approval from the Council to complete an Eagle Scout project. He is asking to put benches at Cannon Park which will include a memorial plaque to Ben Smith. This project has been reviewed and approved by the Park Committee.

Motion 14: Emery moved and Edwards seconded to approve the **Eagle Scout Project** for Cade Kruse at Cannon Park as outlined and approved by the Park Committee. All voted yea and the Mayor declared the motion carried.

Garry Wiggs discussed the removal of two trees at Cannon Park and a tree at the corner of Dylan and Tippy. He does not have estimates but is concerned that this might be a hazard. The Mayor indicated that he would work with Wiggs to make sure this is completed before the next meeting, if necessary.

Fire Department

*Fire Chief Ron Rains gave the Council an overview of the monthly activities including **82 Ambulance Calls, 18 Fire Calls and 2 MABAS calls.***

*Rains explained that Jeremy Adams has asked to be registered in the **Basic EMT class** at John A. Logan at a cost of \$1,719.00. The Fire Department paid this registration fee for Adams and Rains is developing a contract for Adams to sign that states obligations to the department for this expense. **In January**, the department is planning to offer the **EMT basic course in-house**. This will help with the cost of training for ourselves and other neighboring communities. If we don't find a way to address this problem of cost we will not have personnel to man our ambulance services. Curt Oetjen mentioned that this training request was on the July agenda. However, there was no motion made on this issue.*

*Rains explained that he has been approached about sending personnel to an **Active Shooter Training**. The cost is \$50.00 per person. Rains is asking that the Council approve this cost for the four full-time firefighters. There may also be some overtime needed to accommodate these individuals. Ron Rains indicated he would be willing to fill shifts as needed. Chief Flaningam also stated that he would like to send approximately 6 officers to this training.*

Motion 15: Edwards moved and Oetjen seconded to authorize payment for **a maximum of 12** emergency personnel for the **Active Shooter Training** at John A. Logan College at a cost of \$50.00 per participant for a maximum of \$600.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*Ron Rains indicated that the department upgrade to **Paramedic status** is moving forward. We are waiting for approval from the State of Illinois.*

***Aerial 902 repairs** – there is a hydraulic cylinder leaking on the truck. The truck broke down on the way to Indianapolis and it had to be towed to the repair shop. It is being repaired but we do not have an accurate figure on the cost at this time which will include a tow bill. Rains indicated that he would update the Council as soon as he received information.*

*The Fire Department has scheduled their annual **Carterville Fire Department Golf Scramble**. The funds from this event will be used to purchase equipment for the department. This event is scheduled September 14, 2018.*

Motion 16: Brinkley moved and Allsopp seconded to approve a \$400.00 sponsorship for the Carterville Fire Department **Golf Scramble** on September 14, 2018. This is for a four-man team. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*Rains explained a **community service project** in which we participated in cooperation with SI Bowl and the Herrin Fire Department. The program was put on for Little Treasures Daycare and we demonstrated equipment to 75-80 small children.*

*Bud Edwards informed Rains that the **flag box** is complete and is being painted. They will install this on the concrete pad at the Fire Station as soon as they get it back.*

Street/Maintenance Department

Garry Wiggs, Public Works Director, asked the Council to approve the **rental of a dozer for two days** at a cost of \$600.00 per day to straighten up the mess at the dump site.

Motion 17: Liebenrood moved and Edwards seconded to approve the **rental of a dozer for two days** at a cost of \$600.00 per day so that Garry Wiggs can do some reclamation work at the dump site. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Garry Wiggs introduced a request to share the cost of a **new sewer jet machine** with the Water Department. This is a larger machine than we have and can be used for both storm sewers and sanitary sewers. The cost is \$19,500.00.

Motion 18: Oetjen moved and Allsopp seconded to authorize payment of half the cost of a new sewer machine in the amount of \$19,500.00 (half of cost is \$9,750.00). *The Treasurer asked that the check for \$9,750.00 be written to the Water Department from the Sanitation Fund.* A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Building and Codes

Ralph Graul, Building Inspector, circulated his **monthly report** which includes 35 active permits (these include 12 single family dwellings, 2 commercial permits, and various pools, room additions and garages).

Harriet Mize, Chamber of Commerce Executive Director:

- **Business Spotlight** – Anne West Lindsey Public Library; First Southern Bank; Clearwave Communications; Rosebud Antique Mall and Kochan and Kochan P.C.
- **2018 Chamber Retreat** – Friday, October 19th from 9:00 a.m. to 4:00 p.m. at Giant City Lodge.
- **Dates to Remember:**
 - **Friday, August 17th at 12:00** – Ribbon Cutting for Rosebud’s Antique Mall to celebrate the installation of their AES/Chamber savings program solar energy system
 - **Every Wednesday** – 2:30 to 6:00 p.m. – Farmer’s Market
 - **Tuesday, August 21st** – Downtown Merchants Meeting – Irons in the Fire 8:15 a.m.
 - **Thursday, August 30th** – Chamber to fill Welcome Bags – City Hall – 8:30 a.m.
- **Future Dates:**
 - **Wednesday, September 5th** – Chamber general membership luncheon with Russell Williams (John Maxwell certified coach) as speaker and Quizno’s catering
 - **September 7th** – Chamber Twilight 5K Run/Walk

The Mayor introduced the selection of **Citizen Advisory Committee members**. He listed a slate of candidates and asked for a motion to approve these appointments,

Motion 19: Emery moved and Brinkley seconded to approve the slate of candidates for **Citizen Advisory Committee members** as listed below:

<u>Kevin Chapman</u>	<u>Street and Sidewalk Committee</u>
<u>Jim Koonce</u>	<u>Safety and Insurance Committee</u>
<u>Mike Thomas</u>	<u>Parks and Cemetery Committee</u>
<u>Teri Ingram</u>	<u>Finance, Economic Development and Operations</u>

All voted yea and the Mayor declared the motion carried.

Motion 20: Oetjen moved and Liebenrood seconded to approve the purchase of an ad (6 blocks) in *The Lionite 2018* for Carterville High School at a cost of \$300.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*The next item on the agenda was a donation to the **Lion's Club Free Fair** and Emery and Oetjen both indicated that we should not give any monetary donation to the Lion's Club because we are already donating the facilities and personnel for setup and cleanup.*

Motion 21: Emery moved and Oetjen seconded to *forgo the monetary donation to the Lion's Club Free Fair* in lieu of donation of facilities and labor for the event. All voted yea and the Mayor declared the motion carried.

Motion 22: Oetjen moved and Emery seconded to approve the payment of the appropriation to the *Greater Egypt Regional Planning and Development Commission* for the period October 2018 thru September 2019 at a cost of \$1,374.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Motion 23: Oetjen moved and Liebenrood seconded to *declare the Division Street properties* owned by the City as *surplus property* (Corbell Property and Pennock Property) so that they can be sold. All voted yea and the Mayor declared the motion carried.

Motion 24: Oetjen moved and Allsopp seconded to approve the \$85.00 per month sponsorship to *River Radio for Football and Basketball radio spots*. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Motion 25: Liebenrood moved and Edwards seconded to approve **ORDINANCE NO. 1438-18, AN ORDINANCE TO VACATE A 20 FOOT WIDE PUBLIC RIGHT OF WAY (ALLEY) BETWEEN QUAIL ALLEY AND GREENVILLE ALLEY IN THE CITY OF CARTERVILLE**. All voted yea and the Mayor declared the motion carried.

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

- *Delinquent accounts were 191 customers in the amount of \$10,031.25*
- *In June we purchased 13,544,432 gallons and sold 12,886,430 gallons for a loss of 663,162 gallons. We sold 11,265,140 gallons in July but the Rend Lake bill was not available.*
- *The Board approved an emergency repair of the waterline from Oakwood to Dent Street with total replacement of the 6" line with an 8" line. The Water and Sewer Department will order and pay for the materials and Dean Bush has been contracted to do the labor at a cost of \$16,800.00.*
- *The Board agreed to work on pricing to replace the waterline on Jackson Street.*
- *The Board approved ordering 12" valve and fittings for the clarifiers at a cost of \$4,300.00 and the estimated labor to install is \$3,500.00.*
- *Board approved up to \$15,000.00 to start smoke testing sewerlines that lead to Kamper's Supply Lift Station for infiltration*
- *Leak credits: 10 credits approved \$806.66 and 9 pool credits for \$416.81.*
- *The Board approved the increase to \$500.00 per week for Adam Decker because of the time required to do the supervision at the wastewater treatment plant.*

Motion 26: Oetjen moved and Emery seconded to move to **EXECUTIVE SESSION** to discuss personnel. All voted yea and the Council left at 8:21 p.m.

Motion 27: Sievers moved and Emery seconded to return to **REGULAR SESSION**. All voted yea and the Council returned at 8:52 p.m.

Motion 28: Edwards moved and Allsopp seconded to confirm the Mayor's appointment of **Michael Flanigan as the Interim Chief of Police**. A roll call vote was taken and all present voted yea. The Mayor declared the motion carried.

Motion 29: Brinkley moved and Allsopp seconded to extend the contract for 30 days for **Garry Wiggs as Public Works Director** for the City of Cartersville. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Reminders:

Farmer's Market – Wednesdays 3-6 p.m. – Cannon Park (New Food Truck)

Cartersville Chamber of Commerce Twilight 5K – September 7th

Cartersville Lion's Club Free Fair – September 6-8, 2018

Motion 30: Emery moved and Oetjen seconded to adjourn. All voted yea, the Mayor declared the motion carried and the meeting was dismissed at 8:55 p.m.

Khristina D. Hollister, City Clerk

Next Ordinance No. 1439-18

Bradley M. Robinson, Mayor

Next Resolution No. R433-18