



CITY COUNCIL MINUTES

Tuesday, May 8, 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 7:01 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	Absent
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; Emily Hunsaker, The Courier; Allen Latch, Citizen; Harriet Mize, Carterville Chamber of Commerce; Ronda Robinson, Citizen; Janice McConnaughy, HR Specialist; Ralph Graul, Building Inspector; Marvin Oetjen, Kamper Supply; Donnie Smoot, Crawford and Associates; Hailey, Hannah and Dawn Dueker, Girl Scouts; Jake Pendley, Police Officer; and Tom Vaught, Brentwood Drive.

Motion 1: Oetjen moved and Gentry seconded to *approve the minutes* of the Regular Meeting of April 10, 2018 and 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 April 2018 Treasurer's Report for approval.

Motion 2: Emery moved and Helfrich seconded to approve the *April 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, Brentwood Drive, asked the Council for an update on the problems at the Nesmith property on Lakeshore Drive. The grass is very high and they have accumulated more junk in the yard. The Mayor indicated that he would discuss this with Chief Reno and Codes Enforcement.,

Motion 3: Helfrich moved and Oetjen 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. (*Invoice on the bill listing for Rural King was paid last month and Clerk will not pay this twice*).

Departments/Committees

Cannon Park and James Street Park

The cleaning contract for the Community Center was discussed. One bid was received from E&K Cleaning at the same price as previous years.

Motion 4: Edwards moved and Allsopp seconded to award a three-year contract to **E&K Cleaning** for cleaning at the Community. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Garry Wiggs explained that we need to purchase mulch for the playground at Cannon Park at a cost of \$2,140.00 for 100 cubic yards of mulch.

Motion 5: Emery moved and Allsopp seconded to purchase 100 cubic yards of **mulch for the Cannon Park playground** at a cost of \$2,140.0. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Fire Department

*Ron Rains, Fire Chief, asked that the Council **purchase a used vehicle** (2009 Chevy Tahoe for \$17,250.00) to replace the jeep. The purchase should be made from the Ambulance Fund. He also asked for equipment to be purchased by using the proceeds from the sale of the brush truck.*

Motion 6: Brinkley moved and Oetjen seconded to **purchase a 2009 Chevrolet Tahoe** for \$17,250.00 plus dock fee and to equip it by using Ambulance Funds and proceeds from the sale of the brush truck. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*Ron Rains gave an overview of the **monthly report** for the Fire Department/Ambulance Service. In April there were 15 Fire Calls and 75 EMS Calls. He also thanked all the volunteers who helped with the **Balloon Glow** last weekend. The department sold about **\$600.00 from the sale of shirts and these funds will be donated to the Veteran's Honor Flight**. Also, the **remodeling** is moving along satisfactorily. Rains indicated that he would be doing **inspections on Progress Port** and the home inspections for group living homes.*

*Heather Reno, Police Chief, asked about the **SIEG annual contract** for 2018 at a cost of \$8,244.00. Chief Reno feels that this is a worthwhile service. The contract will run from July 1, 2018 to June 30, 2019.*

Motion 7: Brinkley moved and Edwards seconded to approve the annual contract for **Southern Illinois Enforcement Group** at a cost of \$8,244.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*Chief Reno asked the Council about the **purchase of one new vehicle at this time**. She also indicated that she is looking for a replacement for the other vehicle that was totaled. The State bid is \$250.00 less than the lowest bid that was received when this was bid in April. The equipment is already in house for this vehicle. Watermark bid was \$30,191.94.*

Motion 8: Brinkley moved and Edwards seconded to purchase the **2018 Ford Explorer** from Watermark at a cost of \$30,191.94 for the Police Department to replace the Ford Explorer that was totaled. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Police Department

Chief Heather Reno presented the April 2018 Report:

- *There were 230 Officer Calls for Service in April (case number generated)*
- *Officers provided assistance to other departments 38 times in April*
- *Code Enforcement generated 16 calls*
- *Officer attended training in Law for Police, 2018 Criminal Law and Vehicle Code update, Asset Forfeiture, and Juvenile Officer Certification*
- *Received notice that the PD's grant application was approved and the Illinois Law Enforcement Training and Standards Board is awarding the City \$19,000.00 for reimbursement for previously purchased in-car camera systems.*
- *Investigator Braddy and Reno gave a safety presentation to a women's group at the Methodist Church*
- *Investigator Braddy and Reno conducted our monthly car seat class*

There was a lengthy discussion regarding the purchase of used police vehicles in the future. Reno has been soliciting information on available used vehicles.

Street/Maintenance Department

Garry Wiggs discussed the replacement of a drain pipe on Jersey Street and also about a change in the street grade and a sidewalk that needs to be replaced. The Mayor indicated that the Council needs additional information regarding pricing and grading from the engineer. The original price estimate from Donnie Smoot was \$30,000.00. These changes will help the new businesses next to this street that belong to T. J. and Jason Fricke. It was suggested that a meeting be set up with Charlie Hogg before a decision is made. There was some discussion about clearing the Mulberry Street alley (Pond Alley).

Jason Dodd, Mulberry Street, is requesting that Pond Alley between his property on Mulberry Street and the property at 401 West Grand Avenue. He indicated that if we were unable to clear this alley, he would like to be allowed to clear it.

Motion 9: Allsopp moved and Edwards seconded to allow **Jason Dodd to clear Pond Alley** next to his property on Mulberry Street. (The engineer with stake this property). All present voted yea and the Mayor declared the motion carried.

Garry Wiggs explained that we need to prohibit parking on the east side of North Carter from Pear Street north. The Mayor explained that we will need to prepare an ordinance for this change.

Garry Wiggs indicated that he had solicited prices from three equipment companies for the purchase of a 10' Bushhog (1/2 cost to be reimbursed by the Water and Sewer Department). Prices are as follows:

<i>M & S Implement</i>	<i>\$7,000.00</i>
<i>McKeel Equipment</i>	<i>\$7,120.00</i>
<i>F. B. McAfoos</i>	<i>\$7,477.00</i>

Motion 10: Liebenrood moved and Gentry seconded to purchase a **10' Bushhog** from M & S Implement in Harrisburg at a cost of \$3,500.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried. *(The cost is \$7,000.00 and the Water and Sewer Department will be responsible for half the cost).*

*Garry Wiggs and Bud Edwards explained a plan to expand **Hillcrest Cemetery** for potter's field and the Cemetery Committee is working on plans for this expansion.*

*Ralph Graul, **Building Inspector**, distributed and explained his monthly report which shows 32 active permits (12 single-family dwellings).*

Ralph Graul explained a request for construction of a post-frame building at 107 Municipal Drive (this is a commercial building to be used as a Quik Lube). The building has architect plans and specifications and meets all setbacks.

Motion 11: Oetjen moved and Helfrich seconded to approve the construction of a **post frame commercial building** at 107 Municipal Drive for Mike Thuilliez to be used as a Quik Lube building. All voted yea and the Mayor declared the motion carried.

Ralph Graul presented a request from Dawn Dueker, 624 E. Illinois Avenue, to construct a 28' X 34' post-frame building on her property. This meets all the setbacks.

Motion 12: Emery moved and Liebenrood seconded to approve the construction of a **post frame building on property located at 624 E. Illinois Avenue** owned by Dawn Dueker (to be used as a garage) *[Pending zoning approval from the Building Inspector]*. All voted yea and the Mayor declared the motion carried.

Ralph Graul asked that the Council schedule a variance hearing for Frank Charles at 610 E. Grand Avenue as he is interested in putting in a portable carport and this placement does not meet the setbacks necessary. The Mayor scheduled the hearing on June 13, 2018 at 6:45 p.m.

Harriet Mize, Chamber of Commerce Executive Director:

- **Business Spotlight** – Yewell Insurance, Children's Home+Aid, Smoot Sales, Southern Illinois Miners, The Landings, Farmers State Bank
- **The Map Project** is continuing and if anyone is interested in purchasing an ad the deadline is approaching
- **General Membership Meeting** – Wednesday, June 6th, Mayor Brad Robinson is the speaker and Rice Above it Bakery and Cafe' will cater
- **Dates to Remember:**
 - **Friday, May 11** – Chamber/Rotary Hurricane Golf Scramble
 - **Tuesday, May 15** – Downtown Merchants Meeting, 8:15 a.m., Irons in the Fire upstairs
- **Future Dates:**
 - **June 9th** – Chamber trash pickup along Pin Oak Drive
 - **June 14th** – Carterville Community Day at Miner's Park (Gum Drops Donations)
 - **September 7th** – Chamber Twilight 5K Run/Walk

The Mayor introduced and explained **two new policies to be added to our Personnel Handbook**. These are a **Light Duty Work Policy** (Transitional Work Program Policy) and **Sick Time Donation Policy**.

Motion 13: Liebenrood moved and Allsopp seconded *to adopt the Light Duty Work Policy and the Sick Time Donation Policy* and add these to the Personnel Policy Handbook. All voted yea and the Mayor declared the motion carried.

The Mayor explained that we have an insurance buyout request from Heather Reno. This is with the Council because of past practice and he would like to consider developing a policy for this practice.

Motion 14: Brinkley moved and Oetjen seconded *to allow Heather Reno to opt out of employee health insurance* and receive 25% of the premium added to her *salary (buyout amount is \$107.63 per pay and \$215.25 per month)*. All voted yea and the Mayor declared the motion carried.

Motion 15: Gentry moved and Oetjen seconded to *table the liquor advisory board appointments* for a future meeting. All voted yea and the Mayor declared the motion carried.

Donnie Smoot, Crawford and Associates, gave an update on the Cannon Park Concession Stand project. The water and sewer are hooked up and we are working on getting a metal countertop for the window area. Cameras need to be installed on the building. There are two dusk to dawn lights that are being affected by bird nests. Tom Gentry asked about a plaque indicating who donated the funds for this building. The Mayor indicated that he would be checking with the Harrison Bruce Foundation before we install a plaque. The West Grand Avenue project is going to be finalized as soon as weather permits. Tom Gentry asked about the road to the Concession Stand and Donnie Smoot indicated that they will be working on improving this road.

Motion 16: Helfrich moved and Oetjen seconded to have an **INTERMISSION** at 8:43 p.m. so that the Clerk can compile the ordinances that will be approved tonight. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Tom Gentry left the meeting ill at 9:02 p.m.

Motion 17: Edwards moved and Liebenrood seconded to resume the meeting at 9:03 p.m. All voted yea and the Mayor declared the motion carried.

The Mayor introduced several ordinances and resolutions for review and approval by the Council. The No Parking Ordinance on North Carter shows a fine of \$10.00 or \$75.00 and the Police Chief feels that this should be \$10.00. Rhett Barke indicated that there is some confusion regarding fines because the code section and not the fine should be stated in the ordinances. In other words we need to move toward uniformity in fines.

Motion 18: Oetjen moved and Edwards seconded to approve **ORDINANCE NO. 1432-18, AN ORDINANCE TO AMEND STREET REGULATIONS OF THE MUNICIPAL CODE OF THE CITY OF CARTERSVILLE GOVERNING PARKING ON NORTH CARTER STREET IN THE CITY OF CARTERSVILLE**. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Motion 19: Oetjen moved and Emery seconded to *table the Rate Increase Ordinance and the Water Meter Financing Resolution* pending approval from the Water and Sewer Board. All voted yea and the Mayor declared the motion carried.

Motion 20: Brinkley moved and Oetjen seconded to *table the Prevailing Wage Ordinance* until copies are complete. All voted yea and the Mayor declared the motion carried.

Motion 21: Emery moved and Oetjen seconded to approve **RESOLUTION NO. R431-18, BUDGET AND REVENUE RESOLUTION OF THE CITY OF CARTERVILLE FOR THE FISCAL YEAR 2018-19 (INCLUDING INCOME STATEMENT)**. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*The Mayor explained and read aloud the **Appropriation Ordinance** and asked that we set a hearing date for Tuesday, May 29 at 4:00 p.m. The ordinance will be passed at the June meeting.*

Motion 22: Allsopp moved and Oetjen seconded to set an **Appropriation Hearing** for Tuesday, May 29, 2018 at 4:00 p.m. All voted yea and the Mayor declared the motion carried.

Motion 23: Helfrich moved and Oetjen seconded to **surplus the South Division Street properties** and advertise them for sale (Pennock and Gerlock property).

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

- *There were 282 **delinquent accounts** in the amount of \$22,989.28*
- *There were only **63 shutoffs** last month*
- *The **Forcemain and Waterlines** are connected at the new **Concession Stand***
- ***Arbor Drive Lift Station** has one pump down. The Board approved renovation of this lift station at a cost of approximately \$9,000.00.*
- ***Leak credits:** 8 credits approved \$1,923.87*
- *Special Meeting was held on April 19th to discuss the 4 bids for **electronic metering**. When we requested RFPs for this project the price came in at approximately \$890,000. When we went out for bids we received four bids and only one completely complied with the bid specifications. The Board approved the bid from Core and Main in the amount of \$871,241.38 pending financing. They are the only company that has their own rapid frequency for meter communications.*
- *The Board approved the purchase of a 2008 F350 four-wheel drive Utility Truck for the Sewer Department at a cost of \$15,170.00 as recommended by Jerry Evans. The truck met all maintenance requirements and was purchased.*

*Curt Oetjen explained the new **radio meter installation** that the Water and Sewer Board has agreed to purchase. The Mayor explained that we have reached a point where we have to either digitize meter readings or hire more staff and go to more than one billing cycle.*

Motion 24: Oetjen moved and Edwards seconded to approve **ORDINANCE NO. 1433-18, AN ORDINANCE TO ABATE TAXES LEVIED PURSUANT TO SECTION 8 OF ORDINANCE NO. 1367-15 ENTITLED "AN ORDINANCE OF THE CITY OF CARTERVILLE, WILLIAMSON COUNTY, ILLINOIS, PROVIDING FOR THE ISSUANCE OF GENERAL OBLIGATION BONDS, SERIES 2015, PROVIDING THE DETAILS OF SUCH BONDS AND FOR A LEVY OF TAXES TO PAY THE PRINCIPAL OF AND INTEREST ON SUCH BONDS, AND RELATED MATTERS"**. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Motion 25: Oetjen moved and Edwards seconded to approve **ORDINANCE NO. 1434-18, AN ORDINANCE TO ABATE TAXES LEVIED PURSUANT TO SECTION 8 OF ORDINANCE NO. 1385-15 ENTITLED "AN ORDINANCE OF THE CITY OF CARTERVILLE, WILLIAMSON COUNTY, ILLINOIS, PROVIDING FOR THE ISSUANCE OF GENERAL OBLIGATION BONDS, SERIES 2015A, PROVIDING THE DETAILS OF SUCH BONDS AND FOR A LEVY OF TAXES TO PAY THE PRINCIPAL OF AND INTEREST ON SUCH BONDS, AND RELATED MATTERS."** A roll call vote was

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

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*The Mayor stated that the last two things on the agenda are the **FOP Contract** and **Employee Raises** and there are still details to work through before we are ready to finalize these items.*

Motion 26: Helfrich moved and Emery seconded to *table the FOP Contract* and *Employee Raises* for a future meeting. All voted yea and the Mayor declared the motion carried.

Reminders:

Farmer's Market – Wednesdays 3-6 p.m. – Cannon Park

SIMPO Meeting – Monday, May 14, 2018 1:00 p.m.

High School Graduation – Saturday, May 19th

Memorial Day – Office Closed – Monday, May 28th

Heritage Museum Downtown Car Show – Friday, June 1st

City Spring Cleanup Dates – June 4th and June 5th

Fireworks/Cannon Park – Wednesday, July 4th

Motion 27: Oetjen moved and Helfrich seconded to *adjourn*. All voted yea and the meeting was dismissed at 9:399 p.m.

Khristina D. Hollister, City Clerk

Next Ordinance No. 1435-18

Bradley M. Robinson, Mayor

Next Resolution No. R432-18