



## CITY COUNCIL MINUTES

Tuesday, August 9, 2016

### 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
Michele A. Edwards	City Clerk	Present
Khristina Hollister	Deputy City Clerk	Present
Mark Carney	City Treasurer	Present
Doug Brinkley	Alderman/Ward 3	Present
Phyllis Emery	Alderman/Ward 4	Present
Tom Gentry	Alderman/Ward 1	Present
John Gooden	Alderman/Ward 3	Present
Mike Helfrich	Alderman/Ward 2	Present
James Houseworth	Alderman/Ward 1	Present
Tom Liebenrood	Alderman/Ward 4	Present
Curtis Oetjen	Alderman/Ward 2	Present

The Mayor declared a quorum present.

Others present were: Garry Wiggs, Street Superintendent; Ron Rains, Fire Chief; Ralph Graul, Building Inspector; Retia Watson, Bookkeeper; John Crawford, Crawford and Associates (7:20 p.m.); John and Kimbra Frost; Marvin Oetjen, Kamper Supply; Gary Kesler, Street Department Foreman; Bud Edwards, Parks and Cemetery Departments; Heather Reno, Police Chief; Barbee Braddy, Police Department; Bill Johnston, Police Department; Sherry Jenkins, Police Department Secretary; Dylan Pyron, Police Department; Keith Stiff, Deputy Chief Police Department; Jake Pendley, Police Department; Travis Morgan, Police Department; Sam Tyner, Police Department; James Jackson, City Bookkeeper; Jerry Humble, Citizen; Melvin Hall, Citizen; Jennifer Gerlock, Scavenger Hunt; Rod Sievers, Citizen Advisory Committee Member; Attorney Rhett Barke; Cliff McCalla, Codes Enforcement Officer; Harry Treece II, Citizen; Ronda Robinson; William Bateman, The Courier; and Jan Campbell, Chamber of Commerce.

**Motion 1:** Emery moved and Helfrich seconded to *approve the minutes* of the July 12, 2016 regular Council Meeting, as presented. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Mark Carney, City Treasurer, presented the *July 2016 Treasurer's Report*.

**Motion 2:** Helfrich moved and Emery seconded to approve the *July 2016 Treasurer's Report* as presented. A roll call vote was taken, and all present voted yea, and the Mayor declared the motion carried.

**Recognition of Guests:** *There were no guest comments or concerns.*

**Motion 3:** Emery moved and Oetjen seconded to pay the cleaning bill to *E & K Cleaning Service* for 16 cleanings at the Community Center in the amount of \$1,440.00. Roll call vote: Brinkley, yea; Emery, yea; Gentry, yea; Gooden, abstain; Helfrich, yea; Houseworth, yea; Liebenrood, yea; Oetjen, yea. The Mayor declared the motion carried.

**Motion 4:** 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**

*Bud Edwards, Parks and Cemetery Supervisor, presented a request for a fee waiver for the Community Center from the Rotary Club for a fundraiser for the Noto family.*

**Motion 5:** Liebenrood moved and Emery seconded to allow the *free use of the Community Center* on Sunday, September 18, 2016 for a fundraiser for the Noto twins. All voted yea and the Mayor declared the motion carried.

*Bud Edwards explained that we received a request from the Carterville Soccer Association for the use of Cannon Park with nine soccer fields. This was reviewed by the Park Committee and made the decision that this request was not feasible. The Mayor is trying to find an alternate location for the soccer through Tri-C and the Unit #5 Schools. Also, we received a request from Tri-C Athletics for the use of the Dent Street football fields beginning August 19, 2016 through October 29, 2016 for flag football.*

**Motion 6:** Emery moved and Liebenrood seconded to approve the use of the *Dent Street Football Fields* as requested by Tri-C Athletics. All voted yea and the Mayor declared the motion carried.

*Bud Edwards explained to the Council that Kyle Houseright has resigned from his position with the Park Department and we need to replace this position. Garry Wiggs is asking that Kyle Anderson, who is currently full-time with the Street Department, be moved to the Parks and Cemetery. Then we can advertise for an opening in the Street Department.*

**Motion 7:** Houseworth moved and Emery seconded to *advertise for a laborer for the Street Department*. All voted yea and the Mayor declared the motion carried. *[Garry Wiggs will work with Janice McConnaughy on a job description and ad]*. All voted yea and the Mayor declared the motion carried.

*Ron Rains, Fire Chief, explained that he received an email regarding rebuilt equipment on sale as follows: **Cardiac Monitors** @ \$2,995.00 with a 1 year warranty (\$20,000.00 to \$40,000.00 new); **Auto Pulse** @ \$2,936.00 with 1 year warranty (\$12,000.00 new); **Total Cost of \$8,926.00**. The Mayor indicated that the Committee discussed this purchase and agreed that this equipment would be more beneficial to our Ambulance Service than the dive boat. The Department will be having some fundraisers in the near future to help purchase a new boat. Alderman Houseworth questioned Rains about the equipment with regard to blood pressure checks.*

**Motion 8:** Brinkley moved and Gooden seconded to purchase *two Cardiac Monitors and one Auto Pulse* at a total cost of \$8,926.00 from the Ambulance Fund. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

John Crawford arrived at 7:20 p.m.

*Chief Rains requested that **James Lawson** be permitted to attend Fire Training in Sesser, IL at a cost of approximately \$1,400.00 for three days. This training will give him some experience in actual live fire training. The class is scheduled for some time in October.*

**Motion 9:** Gooden moved and Emery seconded authorize *training for James Lawson* (October Live Fire Training in Sesser, IL) at an approximate cost of \$1,400.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*Heather Reno, Police Chief, asked for confirmation of the part-time appointment of **Ryan Prather**. He is a certified Police Officer who works part-time in Hurst and was previously an officer with our department.*

**Motion 10:** Gooden moved and Brinkley seconded to confirm the Mayor's appointment of *Ryan Prather as a Part-Time Police Office* for Carterville. All voted yea and the Mayor declared the motion carried.

*Reno further recommended that a **conditional offer** of full-time employment be given to **Dylan Pyron**. He is already qualified as a part-time officer and will have to complete a transition course.*

**Motion 11:** Brinkley moved and Gooden seconded to award a *conditional offer of employment* as full-time Police Officer to *Dylan Pyron* as recommended by Chief Reno. All voted yea and the Mayor declared the motion carried.

*Chief Reno asked for payment of materials for a **renovation at the Police Station**. Bill Mausey donated his time to complete this work which provided an interview area for the department. It was suggested that a letter of thanks be sent to Bill Mausey and his sons for their gracious donation.*

**Motion 12:** Gooden moved and Brinkley seconded to approve payment of the materials bill for *renovation at the Police Department* in the amount of \$855.34. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Chief Reno introduced Assistant Chief Stiff who presented a **recognition award to Officer Bill Johnston**. On July 7, 2016 Officer Johnston responded to a call in Crainville where a woman had been involved in an electrocution. He moved the woman to an area of safety and worked to keep her awake and out of harm's way until the ambulance arrived.

### **Street/Maintenance**

Garry Wiggs, Public Works Director, indicated that the loss of personnel in the Parks Department facilitated a move of Kyle Anderson from Street Department to Parks and the City is advertising for a laborer for the Street Department.

Wiggs explained that to alleviate some of the parking problems on East Illinois, he would like to put gravel in our vacant lot on East Illinois as a temporary parking area. This work would be completed in-house and would like to get approval to use the rock necessary to complete this project. The Mayor stated that this change would help with safety in this area.

**Motion 13:** Gentry moved and Helfrich seconded to authorize Garry Wiggs to make a **temporary parking lot** on the City's empty lot on East Illinois. All voted yea and the Mayor declared the motion carried. [*Alderman Phyllis Emery thanked Wiggs for creating a solution to this parking problem*].

Jennifer Gerlock, Scavenger Hunt, presented information regarding the **Downtown Art Stroll** on Saturday, September 10, 2016 from 9:00 a.m. to 3:00 p.m. in conjunction with the Free Fair. We will have art, photography, and homemade crafts along the sidewalks in the two block area downtown. Even though this complies with our current sidewalk policy the committee is asking for Council approval for this event.

**Motion 14:** Gentry moved and Helfrich seconded to approve the **Downtown Art Stroll** sponsored by the Downtown Merchants Committee on Saturday, September 10, 2016 from 9:00 a.m. to 3:00 p.m. All voted yea and the Mayor declared the motion carried.

Bud Edwards explained that the **Heritage Foundation** is going to sponsor a **Historic Cemetery Walk** where they will have tour guides and small groups in the cemetery sometime in October. The Cemetery Committee has reviewed and approved this event.

Ralph Graul, Building Inspector, distributed his monthly report. The Mayor announced that Ralph Graul, the Operations Committee, and he have been working on the update for our zoning map which will be reviewed by the Zoning/Planning Commission and the Council and then schedule a public hearing before publication of this map. Also, Mickey Edwards and Mayor Robinson have been meeting with Frank Heilegenstein, Illinois Codification Service, to finalize our new code book.

*Jan Campbell, Executive Director of Chamber of Commerce, gave the **monthly Chamber report**. The Miners are having a **Stand Up For Blue Night at Miner's Park** with proceeds going to the National Law Enforcement Officers Memorial Fund. The **Chamber/Rotary Golf Scramble** netted \$5,889.00. We had a **Ribbon Cutting** in Cambria Park. The speaker for the September 7<sup>th</sup> membership meeting is **Coach Nick Hill**. The **Welcome to Carterville bags** seem to be a success. The **5<sup>th</sup> Annual Twilight 5K Run/Walk** on September 9<sup>th</sup> has 30 runners/walkers registered. The **Regional Chamber Luncheon** is scheduled for September 20<sup>th</sup> at the Community Center. The City Council must approve the **October 31<sup>st</sup> Pumpkin Path** at their September meeting. Jan Campbell asked about the progress of getting the **Ameren poles** removed on the North Division section of downtown. The Mayor stated that he would reach out to Ameren this week.*

**Motion 15:** Gooden moved and Oetjen seconded to pay the annual dues to the **Greater Egypt Regional Planning and Development Commission** in the amount of \$1,374.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*The City received a request from the Boys and Girls Basketball Programs for a \$75.00 sponsorship for their annual golf classic to benefit the programs.*

**Motion 16:** Gentry moved and Gooden seconded to be a \$75.00 sponsor for the **Boys and Girls Basketball Golf Classic** being held at Crab Orchard Golf Course on August 27, 2016. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

**Motion 17:** Houseworth moved and Gooden seconded to approve an **\$85.00 per month (August through March) Booster Sponsorship for Carterville Football and Basketball** with River Radio. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

**Motion 18:** Emery moved and Gentry seconded to approve a **\$60.00 ad in the Cambria Labor Day Booklet**. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*The Mayor discussed the **No Interest Loan Program** for the downtown area. He is in the process of solidifying the rules and regulations for this program and is working with the attorney regarding the need for an ordinance or resolution.*

*The Mayor also mentioned the **Futiva Right-of-Way Agreement** is being finalized and is not ready to be acted on at this time. The Mayor indicated that the need for this service is evident and we do not want to be a hindrance to our citizens who need these services.*

*The **FPA land trade** request that was proposed by the Village of Cambria was discussed in the Operations Committee and it was the feeling of the committee that it would not be in our best interest to make this trade.*

**Motion 19:** Oetjen moved and Helfrich seconded to **not enter into an FPA trade** with the Village of Cambria at this time. All voted yea and the Mayor declared the motion carried.

*The Mayor presented a proposal from Gov311 for the development of a smart phone application for the City. This company is based out of Springfield and develops an application for municipalities that is a free download for our citizens. This is a faster way to disseminate information and it has a reporting tool which will allow our citizens to give us information about problems in Carterville (potholes, water leaks, sewer problems, etc.). The Operations Committee has reviewed this request and agreed that this would be beneficial to our system. The cost for this is \$2,000.00 for setup and \$1,000.00 per year for maintenance. Mike Helfrich asked about advertisements to pay for this program. The Mayor stated that they do have the ability to place an ad in the corner of the application as a sponsorship. The Committee is proposing that we accept sealed bids for this sponsorship to help cover the cost.*

**Motion 20:** Oetjen moved and Helfrich seconded to approve the proposal from Gov311 for a **G-311 Phone App** for the City of Carterville at a cost of \$2,000.00 for setup and \$1,000.00 annually for maintenance with sponsorship bids (*pending final review of the contract from legal counsel*). A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*Rhett Barke reported that Casey Reynolds from the dilapidated property on Blossom has contacted his office and is working to make the property safe.*

*The Mayor indicated that he is still working on the zoning code changes for **permitted uses in side yards**. This will have to amend several parts of the zoning code and we are still researching.*

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

- *There were 190 **delinquent accounts** in the amount of \$13,753.91*
- ***Water loss:** there was a billing error on SIH Cancer Center and we had to back bill them for over 2 million gallons so we sold about a million gallons more than we purchased*
- *The inspection reports for **painting and repairs to our storage tanks** revealed an estimated cost of \$166,000.00 for the ground storage tank and \$120,500.00 for our elevated tank. These repairs are being prepared for bids to be taken.*
- *The Board approved the purchase of a **new tapping machine** \$1,700.00*
- *Mark Buatte reported that we need major renovations for our **aeration ditches** and estimated cost of \$385,000.00. The Board agreed to advertise for bids for renovation of the ditches so that we can make a decision about funding.*
- *Mark Buatte also reported that we may have found an area that is causing **major infiltration** in our sewer system on Texas and Willow. Garry Wiggs verified that this was verified and there is a large crack in this sewer line under the culvert.*
- ***Leak credits** were given in the amount of \$772.15 and **pool credits** were \$332.15*
- *Water Board approved the placement of a **lien on property with at least a \$35.00 balance** on inactive accounts.*
- *The Board also approved a \$2,000.00 charge for a **2” water tap** plus additional material costs and prepared an ordinance for Council approval.*

**Motion 21:** Oetjen moved and Emery seconded to approve **Ordinance No. 1407-16, AN ORDINANCE AMENDING PRIOR ORDINANCE NO 1267-10 AND REVISING AND ESTABLISHIGN WATER RATES**. All voted yea and the Mayor declared the motion carried.

**Engineering Report – John Crawford**

*John Crawford gave a brief update of West Grand Phase I. The contractor was back on the job today and is beginning the cleanup. The City did mow the grass this week and the Mayor thanked our employees for cleaning this up before the contractor returned.*

**Motion 22:** Houseworth moved and Helfrich seconded to approve payment of the following invoice for **West Grand Avenue Phase I [To be paid from GENERAL CORPORATE FUND (BONDS)]:**

Holcomb Foundation Engineering                      Materials Testing                      \$80.00

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

*Crawford explained that the July 29<sup>th</sup> State bid for West Grand Phase II came in approximately \$160,000.00 below the engineer estimate and Sierra Bravo was the low bidder at about \$970,000.00. The State will award this contract in forty days. At that time the contractor will have to provide insurance certificate.*

**Motion 23:** Houseworth moved and Emery seconded to approve payment of the following bills for the **West Grand Avenue Phase II Project** for the easements required by I.D.O.T. [To be paid from **MOTOR FUEL TAX Funds**]:

Hanson Professional Services Inc.                      Easements                      \$15,500.00

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

*Alderman Gentry asked about the possibility of scheduling the hours when the work is completed on West Grand Phase II so that there is not a big conflict with school traffic. The Mayor explained that anything is possible if you pay for it. We tried this in Phase I but prevailing wage workers start and finish at a certain time, and if they stand idle and work past that time then we have to pay overtime rates to these employees. Crawford will contact the contractor to ask what the additional cost would be to alter the work hours. The Mayor also indicated that they cannot close the road completely because there is no other access to the school.*

*Crawford explained that we are still working on one additional easement for the Virginia Street drainage project.*

*The 2016 oil and chip program bid opening is scheduled for August 17, 2016.*

*The Mayor indicated that the new concession stand building is with the architect for design. Donnie Smoot is working with the site plan and we are hoping that all the utilities will be installed before inclement weather.*

**REMINDERS:**

- Prayer Walk (High School)** – August 13, 2016
- Back to School Bash** – August 14, 2016 – Cannon Park – 6:00 – 8:00 p.m.
- Back to School** – August 16, 2016
- Labor Day (Office Closed)** – Monday, September 5, 2016
- Downtown Merchants Committee** – Monday, September 12, 2016 at 10:30 a.m.
- SIMPO Committee** – Monday, September 12, 2016 at 1:00 p.m.
- Lion’s Club Free Fair** – September 8-10, 2016
- Chamber 5K Run/Walk** – Friday, September 9, 2016
- Downtown Art Stroll** – Saturday, September 10, 2016 – 9:00 a.m. to 3:00 p.m.

**Motion 24:** Gooden moved and Helfrich seconded to *adjourn*. All voted yea and the meeting was dismissed at 8:21 p.m.

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**Michele A. Edwards, City Clerk**

**Next Ordinance No. 1408-16**

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**Bradley M. Robinson, Mayor**

**Next Resolution No. R423-16**