



CITY COUNCIL MINUTES

September 27, 2016

SPECIAL 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 7:03 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	Absent
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	Absent
James Houseworth	Alderman/Ward 1	Absent
Tom Liebenrood	Alderman/Ward 4	Present
Curt Oetjen	Alderman/Ward 2	Present

The Mayor declared a quorum present.

Others present were: Retia Watson, Secretary/Bookkeeper; and Janice McConnaughy, Human Resources Specialist.

The Mayor asked for *comments from the audience* with no response.

*The Mayor indicated that he has received a request from Khristina Hollister and Garry Wiggs for the cost of materials to construct a portable **gazebo** to be used for the Downtown Christmas Party and for a wedding venue behind the Community Building. The cost of materials is estimated at \$1,500.00 for a 10' wide gazebo. The Council asked that this be tabled until we get a sketch and plans for this construction.*

*The Mayor indicated that **Blaine Burke** has completed all testing and HR requirements for the full-time laborer's position.*

Motion 1: Gentry moved and Gooden seconded to confirm the Mayor's appointment of **Blaine Burke** as a full-time laborer for Public Works. All voted yea and the Mayor declared the motion carried.

*Curt Oetjen discussed the **CDL license** requirement for all employees that use City vehicles. Employees are operating equipment without this CDL license and, if there is an accident, this could be a liability issue for the City. Oetjen indicated that the Council needs to take some action on this issue.*

*Mayor Robinson indicated that he had issued a verbal warning to an employee for **smoking in a City vehicle**. He further notified the employee that any future violation would be subject to disciplinary action. Tom Gentry asked if there is **no smoking when operating City equipment**. The Mayor stated that we may need to address this in our handbook.*

*The Mayor discussed the **Heritage Museum Cemetery Tour** tickets. The event is scheduled for Sunday, October 9, 2016 beginning at 2:00 p.m. Each tour will be for 14 people and the tour guides will be dressed in period costumes.*

Motion 2: Gentry moved and Emery seconded to purchase 14 tickets for the October 9th **Heritage Museum Cemetery Tour** at a cost of \$70.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*The Mayor explained the need to schedule a **variance hearing for Andrew and Andrea Koester at 507 Dogwood Lane**. The Koester's are interested in constructing a shed on the northwest corner (back/side yard) of their property within 3' of the property line.*

Motion 3: Oetjen moved and Gooden seconded to schedule a **variance hearing** for Andrew and Andrea Koester at 507 Dogwood Lane for construction of a shed at 6:30 p.m. on Tuesday, October 11, 2016. All present voted yea and the Mayor declared the motion carried.

*The Mayor announced that the **Lion's Club Haunted Hayride** will be held at James Street Park on October 20-22, 2016. Tom Gentry asked that the Lion's Club provide a copy of their liability insurance for this event. Also, Phyllis Emery asked that our facilities be inspected before and after the event.*

*The **DEN's 5K for Homeless Veterans** is scheduled for the evening of October 15, 2016. The Mayor and the Police Chief met with Brett Brothers to talk about the route and safety issues. We will assign three Auxiliary Police Officers to the event for traffic control.*

Motion 4: Oetjen moved and Liebenrood seconded to authorize payment for three auxiliary police officers for traffic control at the **Den's 5K for Homeless Veterans** on October 15, 2016. All voted yea and the Mayor declared the motion carried.

*The Mayor introduced a request from the **Soccer Association** to place a **temporary portable building** near the dumpster behind the Community Center for storage of soccer equipment for the fall season. This building will be removed after the soccer season.*

*Tom Gentry asked about bidding procedures for heat and air conditioning. The Mayor stated that we have to bid anything over \$20,000.00. Gentry was approached by **RSP about bidding on City maintenance**.*

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Motion 5: Oetjen moved and Liebenrood seconded to adjourn. All voted yea and the Mayor dismissed the meeting at 7:26 p.m.

Michele A. Edwards, City Clerk

Next Ordinance No. 1410-16

Bradley M. Robinson, Mayor

Next Resolution No. R423-16