



## CITY COUNCIL MINUTES

Tuesday, January 13, 2015

### **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	Absent
Phyllis Emery	Alderman/Ward 4	Present
Tom Gentry	Alderman/Ward 1	Present
Rick Ellet	Alderman/Ward 4	Present
John Gooden	Alderman/Ward 3	Present
Mike Helfrich	Alderman/Ward 2	Present
James Houseworth	Alderman/Ward 1	Present
Curtis Oetjen	Alderman/Ward 2	Present
Tony Trombino	Alderman/Ward 3	Present

The Mayor declared a quorum present.

Others present were: Garry Wiggs, Street Superintendent; Monty Jeralds, Police Chief; John Frost, Assistant Police Chief; Zach Whitecotton, Police Officer; Janice McConnaughy, Office Manager; Cary Hall, Insurance Broker for the City; Mike and Ronda Robinson; Ralph Graul, Codes Enforcement and Building Inspector; Bud Edwards, Maintenance Superintendent; Kyle Houseright, Parks and Maintenance Department; John Crawford, City Engineer; Dennis Brown, Assistant Fire Chief; Kolbie Stuck, resident; Kyle Masters, Bryn O'Neil, Lynn Glover, Christina Diamond, Chris Mitter, James Lawson, Volunteer Firefighter/EMT; Jan Campbell, Chamber of Commerce; Bruce and Marsha Talley, residents; Retia Watson, Bookkeeper; Angie Rains, resident; Ron Rains and family; Steven Adams, Bernardi Securities; Mike Dungan, Police Sergeant; Three West Frankfort Firemen; and William Bateman, The Courier.

**Motion 1:** Gentry moved and Gooden seconded to *approve the minutes* of the December 9, 2014 regular Council Meeting as presented. All present voted yea. The Mayor declared the motion carried.

*Mark Carney was not able to attend the meeting, the Mayor presented the **Treasurer's Report** for the month of December 2014.*

**Motion 2:** Helfrich moved and Trombino seconded to approve the *December 2014 Treasurer's Report* as presented. All present voted yea. The Mayor declared the motion carried.

**Motion 3:** Helfrich moved and Emery seconded to *move the funds generated from the Little Miss Snowflake contest* from the Park Fund to Special Projects Fund in the amount of \$1,058.64. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

### Recognition of Guests

*Cary Hall, Insurance Broker for the City of Carterville, introduced himself and gave a brief explanation of the delay in obtaining our new insurance coverage from Blue Cross/Blue Shield. He is still working with Blue Cross/Blue Shield of Illinois with hopes that this process will be wrapped up next week.*

*No other guests had comments.*

**Motion 4:** Ellet moved and Trombino seconded to move to **EXECUTIVE SESSION** for the purpose of discussing personnel. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried and the Council left the session at 7:04 p.m.

**Motion 5:** Emery moved and Ellet seconded to return to **REGULAR SESSION**. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried and the Council reconvened at 7:35 p.m.

### Departments/Committees

*The Mayor presented a request from Khrissy Hollister for payment of 40 hours vacation. She has met all requirements for this exception.*

**Motion 6:** Oetjen moved and Ellet seconded to allow the *payment of 40 hours vacation* time to *Khrissy Hollister*. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*Bud Edwards, Maintenance Superintendent had nothing to report.*

*Dennis Brown, Assistant Fire Chief, asked that Nikki Baggott be moved to Auxiliary Firefighter (she is currently a Paramedic). Also, Marty Hagan be appointed as Auxiliary Firefighter.*

**Motion 7:** Houseworth moved and Gooden seconded to confirm the Mayor's appointment of *Nikki Baggott and Marty Hagan as Auxiliary Firefighters*. All voted yea and the Mayor declared the motion carried (pending HR evaluation process).

Dennis Brown, Assistant Fire Chief, presented information regarding the repair of the Fire Department phone system. He has secured two estimates for repair of our system:

C.T.S.	\$8,814.20
Frontier Communications	\$6,643.62

Frontier Communications was recommended by Marion and other local departments. This will be partially reimbursed by the Liability Insurance.

**Motion 8:** Helfrich moved and Ellet seconded to contract with *Frontier Communications* for the repair of the *Fire Department phone system* at a cost of \$6,643.62 (*paid from Ambulance Funds*). A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*Dennis Brown explained that Engine 901 is in need of both tires and wheels. The original 1987 tires have never been replaced. Dennis secured two estimates: Bestone \$3,800.00 and McBride Mack \$3,600.00.*

**Motion 9:** Ellet moved and Gooden seconded to *purchase tires and wheels* (including simulators to cover the wheels) for *Engine 901* at a cost not to exceed \$4,000.00. A roll call vote was taken and all present voted yea. The Mayor declared the motion carried.

*Dennis notified the Council that the scanner, belonging to Jason Sheraden, was damaged along with the phone system (will be partially reimbursed by Liability Insurance). This was being used to monitor other frequencies. The cost of replacement is \$1,500.00 which includes speakers and installation by Fire Department personnel.*

**Motion 10:** Gooden moved and Trombino seconded to approve the *purchase of a scanner and speakers* for the Fire Department at a cost not exceed to \$1,500.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*Dennis Brown informed Engine 902 is short on hose as it did not pass inspection. The cost of replacement will be \$5,500.00 (200 feet of 1 ¼" attack line and 600 feet of supply hose).*

**Motion 11:** Gooden moved and Emery seconded to *purchase hose for the Ladder Truck 902* at a cost of \$5,500.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*Monty Jeralds, Police Chief, asked that Dylan Sollars be moved from Auxiliary to Part-Time Police Officer.*

**Motion 12:** Gooden moved and Helfrich seconded to confirm the Mayor's appointment of *Dylan Sollars as Part-Time Police Officer*. All voted yea and the Mayor declared the motion carried.

*Monty Jeralds, Police Chief, asked the Council to finalize the **appointment of Jacob Pendley as Full-Time Officer**. The Mayor indicated that this was approved as long as he met all conditions of employment and he has done this. Therefore, his Full-Time start date is January 16, 2015. The Mayor congratulated Mr. Pendley and welcomed him aboard.*

*Garry Wiggs, Street Superintendent, notified the Council that he was still working on a schedule for **Clean-Up Days** and would have this information at the February meeting.*

*Ralph Graul, Building Inspector/Codes Enforcement, distributed his monthly report and a request from **Peoples National Bank for an exit onto Greenbriar Road (right turn only)**. Jim Houseworth, with the Street Committee, indicated that the Street/Sidewalk Committee denied the request due to a safety issue.*

**Motion 13:** Houseworth moved and Oetjen seconded to **disallow the request by People's National Bank** for an exit onto Greenbriar Road. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*Jan Campbell, Executive Director of the Chamber of Commerce, gave a report on current Chamber activities. She indicated that the Chamber has been extremely busy, most recently with Visit with Santa. She also thanked the City of Carterville for the wonderful job with Christmas in Carterville. New Chamber members include, Silkworm, Integrated Health of Southern Illinois, Dungan Enterprises, and Guy DiMaggio State Farm Insurance. They have a ribbon cutting scheduled for The Den on February 7<sup>th</sup>, as well as a ribbon cutting for the SIH Cancer Center on February 20<sup>th</sup> at 12:30. The Annual Chamber Dinner is February 13, 2015. The Chamber is partnering with the Small Business Development and they are planning a small business workshop in the near future. Upcoming events they are working on include the annual golf scramble and Carterville Community Night at the Miners.*

**Motion 14:** Ellet moved and Oetjen seconded to **appoint Ron Rains as Fire Chief**. A roll call vote was taken; Ellet, yes; Emery, yes; Gentry, no; Gooden, yes; Helfrich, yes; Houseworth, yes; Oetjen, yes; Trombino, yes. The Mayor declared the motion carried.

The Mayor congratulated Chief Rains and welcomed him to town.

The Mayor indicated that the City's health insurance policy is being worked on diligently. He hopes to have everyone enrolled with new insurance cards by the end of the month. He also explained that the City is in receipt of the 2013-2014 Audit. There were no issues or problems, and the Treasurer recommends that it be approved by Council.

**Motion 15:** Emery moved and Trombino seconded to **approve the 2013-2014 Audit** as recommended by the Treasurer. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

The Mayor stated that a request was made for an advertisement in the 16<sup>th</sup> Annual Wedding Guide. The cost for the ad is \$60.00. Phyllis Emery asked if this was something that had been done in the past. Khrissy Hollister, Deputy City Clerk, indicated that it was a new request and had not been done previously.

**Motion 16:** Emery moved and Oetjen seconded to *deny the request for an ad in the 16<sup>th</sup> Annual Wedding Guide*. All voted yea, and the Mayor declared the motion carried.

A donation request was made by the Williamson County CEO program, which is a program that develops Community Entrepreneur's for High School students. The program teaches the students about business development, marketing and growth of business. Sponsorships as well as donations are needed for this program. The set sponsorship amount is \$1,000, but any donation amount would be accepted. Jim Houseworth asked who operates the program. It was explained that juniors from 5 area High Schools will participate in the Program, and Mr. Liddell is very passionate about the program. Several more questions were raised. The Mayor indicated that it may be more appropriate to table the subject for now and let the Finance Committee review it, and even contact Mr. Liddell for more information. The issue was tabled for further review.

Ordinance/Resolutions: **Ordinance # 1367-15** Providing for the Issuance of General Obligation Bonds. The Mayor indicated that this is the Parameter Ordinance for the completion of the Bond process for the Water Department. These are General Obligation Bonds which means that the City will levy a tax but the tax will be abated every year. Mr. Adams with Bernardi Securities was present to answer any questions that may arise.

**Motion 17:** Trombino moved and Emery seconded to *approve Ordinance # 1367-15* as presented. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Tom Gentry inquired about the Weight Limit Ordinance, the Mayor indicated that the Ordinance has been filed, and the thirty day wait time is up. He explained that he was in the process of having the signs placed and the local trucking companies notified. The City will also need to purchase portable scales so that the ordinance can be enforced.

**Motion 18:** Gooden moved and Emery seconded to *approve payment of the monthly bills as presented*. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

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

- *There were 137 delinquent accounts in the amount of \$11,209.69*
- *Leak and pool credits were given in the amount of \$346.19*
- *Water Loss was 2,299,345 gallons for December (13% loss)*
- *5 Water Leaks in December, 1 major leak which was caused by the installation of the interceptor sewer on Nevada/Center Streets*
- *Interceptor Sewer Project is almost half way complete*
- *Valley Drive Lift Station and Bishop/Kovach Donnie Smoot advised that they are waiting on shop drawing submittals before beginning. This contract will be awarded to Wiggs Excavating.*
- *3 Manholes currently under construction; one cannot be repaired and needs to be replaced at a cost of \$3,970.00 by Mott Excavating. A purchase of 3 sealed manhole lids needs to be made for Grand Ave. to help with some odor problems at a cost of approximately \$1,200.00*

### **Engineering Report – John Crawford**

South Division Street water main relocation project for IDOT is substantially complete. There are only a few minor issues to complete. Mr. Crawford received the plans back from IDOT for the West Grand project and would like to make a few adjustments and advertise for bids this month along with the road to Pin Oak Drive leading to the SIH Cancer Center (the road will stop at the West side of the Cancer Center and he expects Williamson County to pick up the remaining 1,000 feet). Some of the funds needed will be local funds, and some will be Motor Fuel Tax Funds. Jim Houseworth asked if the repairs on Greenbriar Road could be added to this project. John indicated that some MFT maintenance type work needs to be done this year.

**Motion 19:** Houseworth moved Helfrich seconded to *go out for bid for the Pin Oak Road Resurfacing project, including a portion of Conestoga Drive that was damaged due to the road construction.* The Mayor indicated that money used will be funds reimbursed by the Water Department. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Mr. Crawford indicated that SIMPO approved the City's request for \$575,000 for FY19 for work on Division Street. The City has committed to new traffic lights for the intersection of Division and Grand. His office will have Engineering contracts ready soon. He would like to go out for bids in June 2018.

There was a question asked by Tom Gentry regarding free sewer taps. The Mayor indicated these taps were part of the Interceptor Sewer Project and were given as part of negotiating right of way.

The Mayor stated the City was in receipt of a bill for Engineering/Surveying Tech for North Division Street drainage. The project will begin as soon as the weather breaks. The repairs will control flooding in the North Division area just past the library, near Paul Freeman's house. Garry Wiggs, Street Superintendent has worked with Donnie and John from Crawford and Associates to design a drain system.

**Motion 20:** Trombino moved and Oetjen seconded to pay the Engineering/Surveying invoice from Crawford and Associates in the amount of \$1905.75 for drain relief on North Division Street. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

**Motion 21:** Emery moved and Trombino seconded to pay the cleaning bill to *E&K Cleaning Service* in the amount of \$1550.00 (*\$1400.00 for 18 cleanings at the Community Center and \$150.00 for cleaning Council Chambers*). A roll call vote was taken: Ellet, yes; Emery, yes; Gentry, yes; Gooden, abstain; Helfrich, yes; Houseworth, yes; Oetjen, yes; Trombino, yes. The Mayor declared the motion carried.

**Reminders:**

<u>February 9</u>	<u>Downtown Merchants Meeting 10:30 am</u>
<u>February 12</u>	<u>Senior Citizen's Banquet at CHS—Noon</u>

Tony Trombino inquired about the status of 409 Barr Street, the Mayor indicated that it was on the attorney's list. Phyllis Emery mentioned that the shed in the rear of the property was open. The Mayor asked Garry Wiggs to secure the shed door on the property.

**Motion 22:** Gooden moved and Emery seconded to adjourn the meeting at 8:13pm.

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Michele A. Edwards, City Clerk

Next Ordinance No. 1368-15

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Bradley M. Robinson, Mayor

Next Resolution No. R412-15