



CITY COUNCIL MINUTES

Tuesday, January 12, 2016

REGULAR MEETING OF THE CARTERVILLE CITY COUNCIL

The meeting was held in the City 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
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, Public Works Director; Ron Rains, Fire Chief; Ralph Graul, Codes Enforcement and Building Inspector; Bud Edwards, Street and Maintenance Supervisor; Jennifer Gerlock, Owner of Scavenger Hunt (7:08); William Bateman, The Courier; Janice McConnaughy, HR Specialist; Retia Watson, Bookkeeper/Secretary; Donnie Smoot, Crawford and Associates; Marvin Oetjen, Kamper Supply; Kyle Houseright, Parks and Cemetery Supervisor; Kyle Anderson, Part-time Street Department Employee; Heather Reno, Police Chief; Bruce Talley, Retired Fire Chief; Bill Kirk, Zoning/Planning Committee; John Frost, Retired Assistant Police Chief; Kimbra Frost; Jan Campbell, Executive Director of Carterville Chamber of Commerce; and Mike and Ronda Robinson.

Motion 1: Emery moved and Gentry seconded to *approve the minutes* of the December 8, 2015 regular Council Meeting and the December 29, 2015 Special Council Meeting (amended to show that Douglas Brinkley was present at this meeting) as presented. A roll vote was taken, and all present voted yea. The Mayor declared the motion carried.

Mark Carney, City Treasurer, present the Treasurer's Report for December 2015.

Motion 2: Emery moved and Gooden seconded to approve the *December 2015 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 - No Comments

Motion 3: Emery moved and Gentry 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: Gentry moved and Emery seconded to pay the cleaning bill to *E & K Cleaning Service* for 21 cleanings at the Community Center in the amount of \$1,435.00. 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.

Departments/Committees

Jan Campbell, Chamber of Commerce, gave the monthly report. The Chamber has renewed 93 members to date and last year we finished with 183 members. The Chamber will be preparing a new 2016-17 Membership Directory. On Wednesday, January 13, 2016 we will host our Regional Chamber Luncheon. We have been working with 11 Regional Chambers on the "Shop Southern Illinois" campaign. We are working on Chamber/Rotary Golf Scramble which is held in May. Carterville Community Night at the Miners is scheduled for a Friday in early June. Carterville Chamber Day at Saluki Basketball VS Bradley will be Wednesday, February 17 at 7:00 p.m. A big THANK YOU to the City of Carterville for a successful "Visit with Santa" event. Special thanks to all the City employees who worked so hard to make Christmas in Carterville a record breaking event this year. The Chamber Annual Dinner is scheduled for Friday, February 12, 2016 at 6:00 p.m.

The Mayor thanked Jan Campbell for her service to the Chamber and to our community. Jan is resigning her post at the Chamber the end of February and she will be missed.

Kyle Houseright, Parks Department, presented information on the flooring bids for the Community Center. We received two bids: Modern Tile and Carpet \$36,767.00 (plus an additional \$97.00 if the base is 4") and Leon Null Flooring \$30,735.00. Both of these contractors provided insurance information and agreed to leave 10% additional tile for future repairs. Kyle Houseright recommends that we accept the low bid of \$30,735.00.

Motion 5: Emery moved and Liebenrood seconded to accept the bid from **Leon Null Flooring in the amount of \$30,735.00 for the Community Center.** A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried

Alderman Houseworth asked about the reputation of Leon Null Flooring and Phyllis Emery indicated that he has several good references and we have been working with Mr. Null for some time. Alderman Gentry asked about a start date and he was told early March because carpet had to be ordered.

*Ron Rains, Fire Chief, presented information regarding the employment of two **additional part-time paramedics** to fill shifts as needed. They are Jon Alexander and Dallas Rumsey. These two individuals have already been through background checks with Chief Reno.*

Motion 6: Gooden moved and Brinkley seconded to move *Jon Alexander and Dallas Rumsey to part-time paramedic position* to fill the eight hour shifts as needed. All voted yea and the Mayor declared the motion carried.

*Fire Chief Ron Rains presented a request from the **Volunteer Firefighters to move the fireworks display** nearer the Community Center and have access to the Community Center and the back stage for usage by a band. The plan presented to Public Safety was that the fireworks will be moved to the area near the shelter and asked for the utilization of the Community Center.*

Motion 7: Gooden moved and Brinkley seconded *approve the relocation of the fireworks display on July 4th and the use of the Community Center* for the event. All voted yea and the Mayor declared the motion carried.

*Chief Rains asked that the Council give **James Lawson** a conditional offer of employment and to complete his testing and background check.*

Motion 8: Gooden moved and Brinkley seconded to *give James Lawson a conditional offer of employment* as recommended by the Public Safety Committee and proceed with the final testing for this position. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*Chief Heather Reno asked the Council to purchase a **Records Management System** for the Police Department. Reno has spent several months researching systems and soliciting quotes and is recommending that we go with **Lawman at \$5,920.00 for software and \$2,700.00 for equipment with an annual maintenance fee of \$690.00.** This will allow the department to move from paper and pen to digital records.*

Motion 9: Brinkley moved and Gooden seconded to approve *the purchase of the **LAWMAN software and equipment*** for digital record keeping at a cost of \$8,620.00 plus an annual maintenance fee of \$690.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*Chief Reno asked the Council to send one officer to the **Taser Instruction Class** at a cost of \$720.00 which includes lodging and per diem.*

Motion 10: Gooden moved and Brinkley seconded to approve the expense of *the **Taser Instruction Class*** for one officer at a cost of \$710.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*Bud Edwards, Street and Maintenance Supervisor, requested that the Council fill a part-time and a full-time position in Public Works. Garry Wiggs and Bud Edwards presented this request in Committee. **Kyle Anderson**, who is now a part-time employee, would move to full-time, which would give the Street Department three full-time employees. **Blaine Burke** would be hired part-time in Parks and Cemetery and to assist with painting at the Community Center (Burke formally worked for us as a part-time employee before he entered the National Guard)..*

Motion 11: Houseworth moved and Gentry seconded to move **Kyle Anderson to the full-time position** in Public Works with assignment to the Street Department. All voted yea and the Mayor declared the motion carried.

Motion 12: Houseworth moved and Gentry seconded to hire **Blaine Burke as a part-time** employee in Parks and Cemetery. All voted yea and the Mayor declared the motion carried.

*Bud Edwards asked about the **NO PARKING** on Texas issue. Curt Oetjen explained that he received a complaint about the parking on Texas at a duplex that does not have sufficient parking on their property. The tenants at this duplex are tearing up the ground between the sidewalk and the street and causing some problems on both sides of the street because it is so narrow. The request is to make **Texas Avenue NO PARKING from Division Street to Willow.***

Motion 13: Gentry moved and Helfrich seconded to post **NO PARKING on Texas Avenue** from Division Street to Willow. All voted yea and the Mayor declared the motion carried. *(An ordinance will be prepared for the approval at the February meeting).*

*Mayor Robinson presented information about the variance request from **Daniel Jaimet, 1206 Dylan**, for placement of a garage that does not meeting setbacks. There was no opposition at the Variance Hearing and the Zoning/Planning Board approved the request.*

Motion 14: Gentry moved and Helfrich seconded to approve the variance request for **Daniel Jaimet, 1206 Dylan**, for construction of a garage. All voted yea and the Mayor declared the motion carried.

*Ralph Graul, Building and Codes, presented a request **from Kevin and LaDonna O'Connell for construction of a post frame garage** at 11658 Hafer Road. This construction meets all necessary requirements for construction.*

Motion 15: Helfrich moved and Gooden seconded to approve the **construction of a post frame building on property owned by Kevin and LaDonna O'Connell** at 11658 Hafer Road. All voted yea and the Mayor declared the motion carried.

*Ralph Graul presented a request to **schedule a variance hearing** for construction of a **fence** that is in violation of the City ordinance from Pamela and Frederick **Brown at 11594 Hafer Road**. This fence has already been constructed and they are requesting a hearing.*

Motion 16: Helfrich moved and Gooden seconded to schedule a *Variance Hearing for Frederick and LaDonna Brown*, 11594 Hafer Road, at **6:45 p.m. on Tuesday, February 9, 2016** (placement of a fence that is in violation of City ordinance). All voted yea and the Mayor declared the motion carried.

Motion 17: Helfrich moved and Emery seconded to accept the **4% increase from Blue Cross/Blue Shield** and continue the current employee coverage for health insurance. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Motion 18: Helfrich moved and Gooden seconded to accept *the annexation petition from James R. and Cynthia L. Moore* for a parcel adjacent to Arbor Estates. All voted yea and the Mayor declared the motion carried.

Motion 19: Gooden moved and Emery seconded to pass **ORDINANCE NO. 1390-16, AN ANNEXATION ORDINANCE FOR JAMES R. AND CYNTHIA L. MOORE** (a one acre parcel adjacent to Arbor Estates). All voted yea and the Mayor declared the motion carried.

Chief Heather Reno asked about revising Ordinance No. 165 (Downtown Parking) to reflect a fine of \$10.00 for first offense, second violation would be \$25.00 and third violation would be \$50.00.

Motion 20: Gooden moved and Emery seconded to pass **ORDINANCE NO. 1391-16, AN ORDINANCE REGULATING PARKING IN DOWNTOWN CARTERVILLE (Revising Ordinance No. 165) AND SPECIFYING FINES FOR VIOLATING THE TWO HOUR PARKING**. All voted yea and the Mayor declared the motion carried.

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

- *There were 131 delinquent accounts in the amount of \$9,720.32*
- *Leak credits were given in the amount of \$283.18*
- *Water Loss for December was 2,487,630 gallons – November loss was 1,476,518. The overall loss for 2015 was 15% which was the same in 2014.*
- *The water extension to U. S. Fish and Wildlife is complete and being tested. This expense will be reimbursed by the Refuge.*
- *Our water tanks were inspected this week so that we can start making necessary repairs*

Engineering Report – Donnie Smoot

West Grand Avenue improvement update – There are two pay estimates for this project from Sierra Bravo and Crawford & Associates. The project is approximately 1/3 complete.

Motion 21: Houseworth moved and Gentry seconded to approve payment of the following bills for the **West Grand Avenue improvements** [to be paid from Motor Fuel Tax Funds]:

Sierra Bravo	Pay Estimate No. 2	\$249,015.58
John Crawford & Assoc.	Engineering Inspection	\$ 11,480.00

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

West Grand Avenue Phase II – *The waterline relocation plans are complete and will be sent to I.E.P.A. for construction permit this week. Also, we are working on easements for this section.*

South Division Water Main Relocation – *Should be closing this project soon.*

The Mayor indicated that Garry Wiggs and Khrissy Hollister are working on lighting for the intersection of Commerce and Division. Also, Gentry asked about lighting for East Commerce (Municipal Drive).

REMINDERS:

*The **Chamber of Commerce Annual Dinner** is scheduled to be held on Friday, February 12 and we need to get reservations to Mickey or Khrissy as soon as possible.*

*A reminder to all employees -- this year we will get a new holiday -- **Martin Luther King Day** on Monday, January 18, 2016.*

*The next **Downtown Merchants** meeting is Monday, February 8, 2016 at 10:30 a.m.*

*The next **SIMPO Policy Committee** meeting is Monday, February 8, 2016 at 1:00 p.m.*

Motion 22: Emery moved and Helfrich seconded to schedule a **Special Meeting** for the purpose of hiring a Deputy Police Chief on **Tuesday, January 26, 2016** at 7:00 p.m. All voted yea and the Mayor declared the motion carried.

Phyllis Emery asked that donations be given to Special Olympics. There is information in the Alderman packets regarding this event and personal donations are usually given for this event.

The Mayor announced that **John A. Logan Night for Carterville** is Wednesday, January 13, 2016 which is also the night of their Fazoli's Spaghetti Dinner fundraiser.

Motion 23: Emery moved and Gooden seconded to **adjourn**. All voted yea and the meeting was dismissed at 7:46 p.m.

Michele A. Edwards, City Clerk

Next Ordinance No. 1392-15

Bradley M. Robinson, Mayor

Next Resolution No. R419-15