



## CITY COUNCIL MINUTES

Tuesday, February 14, 2017

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

The Mayor declared a quorum present.

Others present were: Garry Wiggs, Public Works Director; Ron Rains, Fire Chief; Ralph Graul, Building Inspector; Janice McConaughy, HR Specialist; Retia Watson, Bookkeeper/Secretary; John Crawford, Crawford and Associates; Heather Reno, Police Chief; Michael Flaningam, Deputy Police Chief; Margaret Dorsey, Robert Dorsey, Robert Prater, Steven Dorsey, Julie McCroskey, Swearing In Ceremony for Michael Flaningam; John and Kim Frost, Citizens; Harriet Mize, Chamber Executive Director; Rick and Nathan Stanley, Kelli Ballard, Reed and Michael Hoch, Jennifer Garthwaite, Jon King, Jason Williams, Josh Johnson, Eric Heilsohifter, and Noah Johnson, Boy Scouts Troop 77; Marilyn Halstead, Southern Illinoisan; Emily Hunsaker, The Courier; Alan Latch, Citizen; Nicole Mathis, Citizen; Travis Morgan, Police Officer; DeAnn Hammack and Dan Davidewski, Farmer's Market; Ronda Robinson, Citizen; and Darla Waters, Liberty National Insurance.

**Motion 1:** Gentry Emery moved and Emery seconded to *approve the minutes* of the January 10, 2017 regular Council Meeting and the January 24, 2017 Special Council Meeting as presented. A roll vote was taken, and all present voted yea. The Mayor declared the motion carried.

*Mark Carney, City Treasurer, was not present for the meeting and the Mayor asked if there were questions regarding the Treasurer's Report that was distributed to Council members on Monday.*

**Motion 2:** Emery moved and Gooden seconded to approve the *January 2017 Treasurer's Report* as presented. Roll call vote: Brinkley, yea; Emery, yea; Gentry, yea; Gooden, yea; Helfrich, abstain; Oetjen, yea. The Mayor declared the motion carried.

### **Recognition of Guests - No Comments**

**Motion 3:** Oetjen 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 14 cleanings at the Community Center in the amount of \$1,040.00. Roll call vote: Brinkley, yea; Emery, yea; Gentry, yea; Gooden, abstain; Helfrich, yea; Oetjen, yea. The Mayor declared the motion carried.

### **Departments/Committees**

*The Mayor presented a proposal from the **Farmer's Market** organizers for use of Cannon Park on Wednesdays from April 5 to November 1, 2017 from 2:00 to 7:00 p.m. This was presented to the Park Committee for review and Phyllis Emery explained that the hours were extended to reach more working people. DeeAnn Hammack, organizer, indicated that the 2:00 to 7:00 p.m. schedule would be adjusted as needed and this would be the maximum hours used. Also, they agreed to close early if the Community Center was scheduled for an event.*

**Motion 5:** Helfrich moved and Emery seconded to authorize the use of Cannon Park for the *Farmer's Market* beginning Wednesday, April 5, 2017 and ending November 1, 2017 with flexible times from 2:00 to 7:00 p.m. All voted yea and the Mayor declared the motion carried

*The Mayor introduced a request from Aaron Smith for use of the James Street Park for a softball tournament to benefit the Johnston family to be held March 11-12, 2017. They will provide porta-potty facilities because the restrooms will not be open this early in the spring.*

**Motion 6:** Gooden moved and Emery seconded to allow the use of James Street Park for a *Benefit Softball Tournament* on March 11 and 12, 2017 for the Johnston family. All voted yea and the Mayor declared the motion carried.

*Jason Williams, Carterville Soccer League, is asking for use of Cannon Park for the spring season as they used for the fall.*

**Motion 7:** Helfrich moved and Emery seconded to allow the Carterville Soccer League to use Cannon Park for their fall season. All voted yea and the Mayor declared the motion carried.

*The Warriors of Hope Suicide Awareness Group is requesting the use of the Cannon Park shelter for registration and the walking path for their Fighting for Remembrance and Prevention WALK.*

**Motion 8:** Gentry moved and Oetjen seconded to approve the use of Cannon Park Shelter and Walking Path for the ***Fighting for remembrance and Prevention WALK*** sponsored by the Warriors of Hope Suicide Awareness Group. All voted yea and the Mayor declared the motion carried.

**Motion 9:** Gooden moved and Emery seconded to allow the use of Cannon Park for the ***Healthy Kids Running Series***. All voted yea and the Mayor declared the motion carried.

*Ron Rains, Fire Chief, reported that the department had 108 ambulance calls, 17 fire calls and 4 mutual aid fire calls last month. The Chili Supper held on Sunday earned approximately \$1,076.00. The new extrication equipment is in and running. Rains asked that the Council approve a Truck Company Operations Class for James Lawson at a cost of approximately \$1,200.00. This is a three-day class and is part of the training he needs in lieu of Fire Academy which is a \$12,000.00 cost.*

**Motion 10:** Brinkley moved and Oetjen seconded to approve the \$1,200.00 cost of the ***Truck Company Operations Class*** for Firefighter James Lawson. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*Police Chief Heather Reno gave her monthly report:*

- 3 Officers attended a State mandated training class ***“De-escalation and Smarter Policing”***
- 1 Officer attended a ***Hazardous Materials*** update class
- 3 Officers attended a class on ***“Current Trends in Violence and Terrorists Acts”***
- 2 Officers attended a class on ***“Psychological Narratives Analysis”*** (Lie Detector)
- The 2<sup>nd</sup> ***Chat with the Chief*** event was held at Pizza Pasta Express
- ***Michael Flaningam, Deputy Chief***, started work at the end of January 2017
- ***Calls for service:*** 310 calls in January (193 in December); Mutual aid was provided 67 times in December and 61 times in January
- All officers are being set up to complete their ***hazardous materials class*** on line
- Tuesday, March 28, 2017 is the next ***Chat with the Chief*** event at Irons in the Fire building

*The Chief asked that Michael Flaningam be sworn in as Deputy Chief. The City Clerk administered the **Oath of Office** to Michael Flaningam. The audience applauded in recognition of this oath and Flaningam thanked the Council for the opportunity to serve the City.*

*Garry Wiggs, Public Works Director, was asked to select dates for Spring cleanup and he indicated June 5<sup>th</sup> and 6<sup>th</sup>.*

**Motion 11:** Gentry moved and Emery seconded to schedule Spring cleanup on June 5<sup>th</sup> (north of Grand Avenue) and June 6<sup>th</sup> (south of Grand Avenue). All voted yea and the Mayor declared the motion carried.

*The Mayor announced the bids for **cemetery mowing** as follows:*

<i>Russell Mowing &amp; Landscaping</i>	<i>\$1,300.00 per mowing</i>
<i>Terry Baker, Benton, IL</i>	<i>\$1,600.00 per mowing</i>

**Motion 12:** Oetjen moved and Gooden seconded to award a contract to **Russell Mowing and Landscaping** for mowing at our cemeteries at a rate of \$1,300.00 per mowing. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*Ralph Graul, Building Inspector, distributed his monthly report and introduced a request from Clifford Brady at 211 Scout Cabin Road for construction of a post-frame building. This building meets all setbacks. The Mayor asked about the number of home starts since January 1 and Graul stated that there have been 14 new permits since January 1, 2017.*

**Motion 13:** Gentry moved and Emery seconded to allow the **construction of a post-frame building** at 211 Scout Cabin Road as requested by Clifford Brady. All present voted yea and the Mayor declared the motion carried.

*Harriet Mize, Chamber Executive Director, gave the month Chamber report:*

- *New **Chamber member** – Reflections Memory Care of Carterville*
- *212 attended the **Annual Chamber Dinner***
- *Frank R. Samuel Jr. Community Service Award went to the **Rotary Club***
- *Chamber Member of the Year went to **Brian Flath***
- *Lifetime Service Award went to **Jan Campbell***
- ***Golf Scramble** scheduled for May 12<sup>th</sup>*
- ***Carterville Day at the Miners' Park** scheduled for June 15<sup>th</sup>*
- *The **5K Race** scheduled for September 8<sup>th</sup>*
- ***Spotlight Businesses** for February are: Pizza and Pasta Express, Carterville Dental Center, E.A. Knight Construction and Peoples National Bank.*

**Motion 14:** Oetjen moved and Gentry seconded to accept the bid from First Southern Bank as our advertising sponsor for the **City Smart Phone Application** with a bid of \$1,524.00 annual commitment. All voted yea and the Mayor declared the motion carried.

**Motion 15:** Brinkley moved and Oetjen seconded to appoint Bill Jacques to the **Carterville Merit Board** (retired State Police Officer). All voted yea and the Mayor declared the motion carried.

*The Mayor explained a request from Kris and Jeff Lowe at Hometown Flowers and More for a no interest loan for their business at 110 S. Division Street. This was tabled at January's meeting for more information and the Committee reviewed this with a recommendation of no interest on \$20,000.00.*

**Motion 16:** Oetjen moved and Gooden seconded to approve a **payment of interest** on a \$20,000.00 loan for **Hometown Flowers and More** at 110 S. Division Street. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*The Health Insurance renewal was discussed. Blue Cross/Blue Shield had an increase of 17% or \$6,419.91 monthly increase. The decision was made to change companies on March 1, 2017 to Aetna and the Mayor is asking that this February increase be absorbed by the City rather than charge employees.*

**Motion 17:** Oetjen moved and Helfrich seconded to **absorb the February 2017 Blue Cross/Blue Shield increase** of \$6,419.91 (Water and Sewer would absorb their portion of this cost). A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

**Motion 18:** Emery moved and Gooden seconded to approve payment of the 2017 membership fees to the **Illinois Municipal League** in the amount of \$675.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*The Mayor announced that the City was awarded a **housing rehabilitation grant #15-243002** from the Illinois Department of Commerce and Economic Opportunity. This grant is for housing rehabilitation of six homes in our community and addresses health and safety issues of owner occupied homes. Crosswalk Community Action Agency will administer the grant which runs from 1/1/17 – 12/31/18. Their contact number is 618-937-3581 if anyone has questions.*

*Liberty National Insurance is requesting that Council allow their representatives to hold Open Enrollment at City Hall for all full-time employees.*

**Motion 19:** Brinkley moved and Emery seconded to allow **Liberty National Insurance** to set up in City Hall for open enrollment for full-time employees. All voted yea and the Mayor declared the motion carried.

*The **Annual Bucket Brigade Calendar** was distributed to the Council. The dates currently approved constitute those for the year. If anyone else requests a date, this will have to be taken to City Council for approval.*

**Motion 20:** Gooden moved and Emery seconded to approve the **2017 Bucket Collection Calendar** as presented by the City Clerk. All present voted yea and the Mayor declared the motion carried.

*The Mayor asked that the Council declare five of our six **paddle boats** as surplus property and advertise for their sale. These have been used in the past for rides on the Cannon Park Lake during events held at the park.*

**Motion 21:** Helfrich moved and Emery seconded to **surplus five paddle boats** and advertise for their sale. All present voted yea and the Mayor declared the motion carried.

***Dilapidated property** was discussed. The owner of property on the corner of Missouri and Barr has been notified by the attorney of our intent to demolish. Also, notices have been sent to the owner of the building at 114 South Division regarding repair or demolition.*

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

- *There were 163 delinquent accounts in the amount of \$12,701.08.*
- *Water Loss for January – Sold 11,389,450 gallons and purchased 12,999,784 – Loss of 1,610,334 gallons. Our 2016 water loss was 7% overall.*
- *Leak credits for January were \$509.35 and February were \$1,102.74*
- *Dean Bush Construction has scheduled the **Downtown Water Main** construction for February and the Board approved payment for stored materials in the amount of \$6,708.53. West Grand Avenue will be closed on February 20 and 21 so that the new line can be tied in.*
- *The **mowing bid** for the water and sewer was awarded to Joe’s Lawn Care*
- *David Draper was hired as Billing Clerk*
- *The **Texas/Willow sewer repair** is scheduled for February 27th*

**Engineering Report – John Crawford**

*West Grand Avenue/Phase I - Final inspection will be held this spring  
West Grand Avenue/Phase II – Start date in April 2017*

**Motion 22:** Helfrich moved and Gentry seconded to advertise for bids on the **Cannon Park Concession Stand** with bid opening on March 9, 2017. All voted yea and the Mayor declared the motion carried.

**Motion 23:** Gentry moved and Emery 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 chambers at 7:49 p.m.

**Motion 24:** Emery moved and Gooden 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 8:19 p.m.

**Motion 25:** Oetjen moved and Brinkley seconded to hire **Jerry Evans** as Street and Maintenance Mechanic. All voted yea and the Mayor declared the motion carried.

**Motion 26:** Emery moved and Gentry seconded to promote **Danny Tucker** to the position of Parks and Cemetery Foreman effective February 16, 2017. All voted yea and the Mayor declared the motion carried.

**REMINDERS:**

Downtown Merchants Meeting \_\_\_\_\_ Monday, April 10, 2017 at 10:30 a.m.

S.I.M.P.O. \_\_\_\_\_ Monday, March 13, 2017 at 1:00 p.m.

Offices Closed on Monday, February 20, 2017 for President’s Day

West Grand Avenue will be closed Monday and Tuesday, February 20 and 21

*The Mayor announced that Progress Port is asking for a \$75.00 donation for the **Special Olympics Polar Plunge**. He asked for individual donations and Khrissy Hollister will collect funds.*

**Motion 27:** Emery moved and Helfrich seconded to *adjourn*. All voted yea and the meeting was dismissed at 8:23 p.m.

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**Michele A. Edwards, City Clerk**

**Next Ordinance No. 1415-17**

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**Bradley M. Robinson, Mayor**

**Next Resolution No. R425-17**