



## CITY COUNCIL MINUTES

Tuesday, February 12, 2019

### 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 7:01 p.m.

#### ROLL CALL

Bradley M. Robinson	Mayor	Present
Khristina Hollister	City Clerk	Present
Michele A. Edwards	Deputy City Clerk	Present
Mark Carney	City Treasurer	Present
John Allsopp	Alderman/Ward 3	Present
Doug Brinkley	Alderman/Ward 3	Present
Bud Edwards	Alderman/Ward 1	Present
Phyllis Emery	Alderman/Ward 4	Present
Mike Helfrich	Alderman/Ward 2	Present
Tom Liebenrood	Alderman/Ward 4	Present
Curtis Oetjen	Alderman/Ward 2	Present
Rod Sievers	Alderman/Ward 1	Present

*The Mayor declared a quorum present.*

Those present were: Retia Watson, Bookkeeper/Clerk; Janice McConnaughy, H. R. Specialist; Mike Flaningam, Police Chief; Travis Morgan, Police Officer; Ralph Graul, Building Inspector; John Streuter, Citizen; Allen Latch, Citizen; Susan and Gary Frease, 211 West Grand; Ron Rains, Fire Chief; Garry Wiggs, Public Works Director; Mark Bollmann, Water and Sewer Board; Ronda Robinson, Citizen; Donnie Smoot, Crawford and Associates; Ryan Hudson, Police Officer; Heather Hartline, Citizen; Jori Murphy, Citizen; Harry Treece II, Citizen; Richard Davis; Century 21; Crystal Bouhl and Mary Stoner, Anne West Lindsey Library; Harriet Mize, Chamber of Commerce; Frank Columbo, Developer; Christina Lloyd, Police Officer; Keith Moran, Moran Economic Development; Tom Harness, Zoning and Planning Board; Jennifer Spence, Rise Above It Bakery; Jake Pendley, Police Officer; and Jess Wettig, The Courier.

**Motion 1:** Oetjen moved and Brinkley seconded to *approve the minutes* of the *Regular Meeting* of January 8, 2019 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 **Treasurer's Report** for January 2019.*

**Motion 2:** Oetjen moved and Emery seconded to approve the *January 2019 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

*Mary Stoner, Anne West Lindsey Library, explained the activity recorded in 2018. She thanked everyone who supported the library. Crystal Bouhl, President of the Friends of the Library, thanked the Library staff for their hard work and explained the work completed by the Board in 2018. During the month of March, they encourage new membership to the Friends of the Library and are hoping to begin a new library program for the homebound.*

*John Streuter introduced himself and explained that he is running for John A. Logan Trustee and asked for support from the community.*

*Aaron Smith introduced himself and explained that he is also running for John A. Logan Trustee in another position and asked for support.*

**Motion 3:** Emery moved and Oetjen 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.

### Harriet Mize, Chamber of Commerce Executive Director:

- *Thanked the Library Board and Personnel for their support of the Chamber and their functions.*
- *Business Spotlight – Family Drugs, Borowiak’s IGA, Rise Above It Bakery and Café and Century 21 House of Realty. The last week of January the Chamber highlighted fitness centers.*
- *Membership Drive – The Chamber has 95 members to reach the goal of 200 members for 2019.*
- *Chamber Annual Dinner was held on Friday, February 8<sup>th</sup> with over 180 in attendance, Floyd “Butch” Waggoner was the recipient of the Frank R. Samuel, Jr. Community Service Award. The Chamber member of the year was Mindy Combs.*
- *Rotary/Chamber Golf Scramble scheduled for Friday, May 10, 2019*
- *Next Monthly Luncheon is scheduled at noon on Wednesday, March 6<sup>th</sup>*

### Engineering Report

*Donnie Smoot, Crawford and Associates, indicated that he has nothing to present this evening,*

*The Mayor asked that we skip around on the agenda and swear in **Ryan Hudson** as a Carterville Police Officer. Chief Mike Flaningam held the Bible, Khristina Hollister, City Clerk, read the Oath of Office and Mr. Hudson repeated the oath. The audience applauded.*

### Departments/Committees

#### Cannon Park and James Street Park

*The Mayor indicated that the Committee is working on an **increase in rental fees** for the Community Center. Emery indicated these increases will go into effect on January 1, 2020, and the committee is still working on this schedule.*

**Motion 4:** Emery moved and Sievers seconded **to table a decision on rental fee increases for the Community Center.** All present voted yea and the Mayor declared the motion carried.

*The Mayor presented a request for a **fee reduction for the Community Center from Hospice of Southern Illinois** for Ladies Designer Bag Bingo on Thursday, May 2, 2019. Khristina Hollister, coordinator, indicated that it is not booked and is a weeknight so she has no conflict with this event.*

**Motion 5:** Emery moved and Sievers seconded to *approve a fee reduction for the Community Center* for Hospice of Southern Illinois for a Ladies Designer Bag Bingo event on May 2, 2019. All present voted yea and the Mayor declared the motion carried.

*The Mayor presented a budget request for the Annual Easter Egg Hunt in the amount of \$500.00. McDonald's is again partnering with the City for this event.*

**Motion 6:** Emery moved and Allsopp seconded to approve a budget of \$500.00 for the **2019 Annual Easter Egg Hunt**. All present voted yea and the Mayor declared the motion carried.

*The Mayor explained the **Farmer's Market** organizers have asked that the market be moved to the east side of the ball field between May and October on Sundays from 9:00 a.m. to 2:00 p.m. That area should be stable enough to handle the traffic, even with rain. The Mayor explained to the organizers there are activities that might create a conflict on Sundays, and they agreed to work with the City if there is a conflict.*

**Motion 7:** Emery moved and Liebenrood seconded to *allow the Farmer's Market the use of Cannon Park area east of the ball field* from May to October. All present voted yea and the Mayor declared the motion carried.

*The Mayor presented a request from the Rotary Club to host a Dog Jog on May 4, 2019 at Cannon Park Dog Park.*

**Motion 8:** Emery moved and Sievers seconded to allow the use of Cannon Park Dog Park on May 4<sup>th</sup> for *the Rotary Club Dog Jog*. All present voted yea and the Mayor declared the motion carried.

*Tri-C Youth Athletics made a request for the use of James Street Park for 2019. This request includes the use of James Street ball fields and concessions beginning March 1, 2019 and ending October 21, 2019 for Spring/Summer baseball/softball and Fall baseball/softball/flag football seasons.*

**Motion 9:** Emery moved and Sievers seconded to authorize the use of *James Street Park by Tri-C Youth Athletics* for their spring, summer and fall baseball/softball/football seasons. All present voted yea and the Mayor declared the motion carried.

*The Carterville Soccer Association is requesting use of the Cannon Park ball field for their soccer programs in 2019. They continue to work on the turf for the soccer fields to move their program to the former Dent Street football area that is not being utilized. This will place all the future soccer fields in close proximity to the concession stand.*

**Motion 10:** Emery moved and Helfrich seconded to approve the use of the **Cannon Park ball field by the Carterville Soccer Association**. All present voted yea and the Mayor declared the motion carried.

*The Mayor presented information regarding the operation of the new concession stand at Cannon Park by **King's Concessions (KFS Events)**. Because of the numerous groups using the fields at Cannon Park, the Committee discussed having an outside organization manage this facility. King's Concessions (KFS Events) has agreed to operate our concessions facility on a temporary basis (Spring, 2019) to see if this is feasible for the future.*

**Motion 11:** Helfrich moved and Edwards seconded to allow ***Kings Concessions (KFS Events)*** to operate the ***Cannon Park Concession Stand*** in the spring on a trial basis. All present voted yea and the Mayor declared the motion carried.

### **Police Department**

**Mike Flaningam**, Chief, gave the monthly report for December 2018 (the full detailed report will be available for review at the station):

- *There were 240 Officer Calls for Service in January (case number generated)*
- *Officers provided assistance to other departments 50 times in January*
- *Code Enforcement generated 2 calls*
- *CPD Team Meeting was held 1-7-19*
- *Ryan Hudson began work 1-16-19*
- *Chief Meeting in Herrin 1-24-19*
- *Murphy Wall – gift to PD of AED (Automated External Defibrillator)*

*The Mayor explained that he appointed Samantha Shire to Auxiliary Police and asked for confirmation.*

**Motion 12:** Brinkley moved and Edwards seconded to confirm the Mayor's appointment of ***Samantha Shire to Auxiliary Police Officer***. All present voted yea and the Mayor declared the motion carried.

*Chief Flaningam asked the Council to approve the purchase of two portable radios at a cost of \$826.00.*

**Motion 13:** Brinkley moved and Helfrich seconded to approve the purchase of ***two portable radios*** at a cost of \$826.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*Chief Flaningam indicated that Jordan Kiesling has been assigned as our School Resource Officer provisionally. He has been asked to join the National Association of School Resource Officers which insures that he will receive Federal training that is the most current possible. There is a weeklong training program for new SROs. The cost is \$1,534.00 and Unit #5 will pay 2/3 of this cost so the City would pay \$512.00.*

**Motion 14:** Brinkley moved and Emery seconded to approve ***School Resource Officer training*** for Jordan Kiesling who is assigned to this position at a cost to the City of \$512.00. All present voted yea and the Mayor declared the motion carried.

*Rhett Barke informed the Council that there are no issues with the School Resource Officer Contract and this has already been approved by Cartersville Unit #5. Unit #5 will cover 2/3 of salary, benefits and training (pertaining to School Resource Officer).*

**Motion 15:** Oetjen moved and Helfrich seconded to approve and authorize the Mayor to sign the contract with the Unit #5 School District for the ***School Resource Officer***. A roll call vote was taken and all present voted yea. The Mayor declared the motion carried.

### **Fire Department**

*Fire Chief Ron Rains presented the January monthly report, which shows 112 EMS calls and 22 Fire Calls, 11 Mutual Aid Calls, 2 MABAS and 1 Mutual Aid Fire Call. The Chief reported that Lt. Sheraden has been a great help in setting up the EMS Run Report Software.*

*Chief Rains asked the Council to approve the purchase of tires for the Fire Department Expedition at a cost of \$580.00. The lowest quoted price was from Quick Lane at Watermark Ford of Marion.*

**Motion 16:** Oetjen moved and Allsopp seconded to approve replacement of *tires for the Fire Department Expedition* at a cost of \$580.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*Chief Rains explained they have installed new security hardware on the north door at the Fire Station. He also reported the new generator worked very well during the power outage.*

### **Street/Maintenance Department**

*Garry Wiggs, Public Works Director, reported on the cost of equipment needed for the cleaning of the ditch Whippoorwill/Mockingbird and the price per hour for Hall Trucking. The cap for this contract would be \$14,000.00 but Garry Wiggs feels that it should be no more than \$7,200.00. The costs include: \$150.00/hour for Trachoe; \$150.00/hour for the Dozer; \$135.00/hour for the Tractor/Trailer; the Skid Steer, to be used by Garry Wiggs, will cost \$200.00/hour. The project cost includes ditch straightening and debris removal.*

**Motion 17:** Oetjen moved and Liebenrood seconded to contract with Hall Trucking for the cleaning of the *Whippoorwill/Mockingbird ditch* at a cost not to exceed \$14,000.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*Garry Wiggs stated that John A. Logan College is requesting the City help with snow removal on the main streets of campus. Garry explained the City crews will plow snow on the South side of campus between Plaza Drive and Greenbriar Road on a non-priority basis.*

**Motion 18:** Liebenrood moved and Edwards seconded to *allow the Street Department to help with snow removal at John A. Logan College as described by the Public Works Director.* A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Due to the vacancy of Blaine Burk, who left for other employment, Garry Wiggs is requesting that Logan Halstead be reinstated to part-time employment status.

**Motion 19:** Oetjen moved and Liebenrood seconded to confirm the Mayor's appointment of *Logan Halstead* as a part-time employee for the Street Department. All voted yea and the Mayor declared the motion carried.

**Motion 20:** Oetjen moved and Emery seconded to *advertise the mowing contract* for the Cartersville cemeteries with the same provisions as in past years (*one year contract with a one year extension clause*). All voted yea and the Mayor declared the motion carried.

### **Building and Codes**

*Ralph Graul, Building Inspector, circulated his **monthly report** which includes 30 active permits (these include 6 single family dwellings, commercial permits, and various pools, room additions and garages).*

*Ralph Graul explained there was a **Variance Hearing** for Susan and Gary Frease at 211 West Grand held before this meeting and there were no objections to this variance. The Zoning and Planning Board met and unanimously approved the Variance Request for 211 West Grand Avenue.*

**Motion 21:** Helfrich moved and Edwards seconded to **allow the variance** for Susan and Gary Frease at 211 West Grand Avenue. All present voted yea and the Mayor declared the motion carried.

*Jennifer Spence, Rise Above It Bakery, is requesting that she be allowed to erect a **portable building** for storage of dry goods for the bakery. Ralph Graul circulated copies of information including pictures for this portable building. Rhett Barke, City Attorney, stated he has concerns because of the City ownership of the property. He recommended the City prepare a lease for the property with details regarding the placement and removal of the portable building. Rhett said he could prepare this lease in 7 to 10 days.*

**Motion 22:** Liebenrood moved and Sievers seconded to authorize the **attorney to prepare a lease document for** a two year period, at a lease cost of \$1.00 per month, and Ms. Spence will be responsible for all associated legal costs of preparation. All present voted yea and the Mayor declared the motion carried.

*The Mayor explained the proposal for the renewal of **Employee Health Insurance** from Aetna. The new annual premium would be \$5,974.00 less than last year. The benefits are similar to those we currently have with an increase in total out-of-pocket and a reduction in deductible, office visits, and pharmacy. The committee recommendation was that we go with the Aetna Point of Service plan.*

**Motion 23:** Brinkley moved and Helfrich seconded to approve the **Aetna Point of Service S-IL 19 OAMC renewal plan** for a net premium decrease of \$5,974.00 annually [Janice McConnaughy will be holding employee meetings to explain the changes in our insurance coverage]. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*The Mayor explained that it is time for us to rebid the **Garbage Disposal Contract**. There was a discussion in committee regarding limitations of truck size, equipment, etc. but the committee felt we should not add any additional specifications. Rod Sievers asked about recycling and the Mayor explained that the last bid was cost prohibitive for our citizens. The City implemented a curbside recycling program in-house but after there was a change in restrictions on plastic we had to cancel the program.*

**Motion 24:** Liebenrood moved and Brinkley seconded to **advertise for sealed bids for the monthly trash service** in Cartersville (five year contract) **and separately bid optional curbside recycling**. All present voted yea and the Mayor declared the motion carried.

**Motion 25:** Oetjen moved and Brinkley seconded to **table the approval of the new proposed Liquor Ordinance** as the language is not complete. All present voted yea and the Mayor declared the motion carried.

*The **2019 Bucket Brigade** schedule was submitted by the City Clerk.*

**Motion 26:** Edwards moved and Allsopp seconded to approve the **2019 Bucket Brigade schedule** as presented by the City Clerk. All present voted yea and the Mayor declared the motion carried.

### **Curt Oetjen – Carterville Water and Sewer Board**

- **Delinquent accounts** are 188 customers for a total of \$13,314.20.
- **Water** sold for December 2018 was 8,698,430 gallons and purchased for December was 11,398,368 gallons for a loss of 2,699,938 gallons. The average monthly loss for 2018 is 1,743,429 or 13% which is average for communities in our area. The January gallons sold is 8,891,420 and the Rend Lake bill was not available for the meeting.
- The Board approved **advertising for bids for a 30 KW generator** to power the pump house. There was a problem with water valves during the recent power loss even though we had a portable generator on site at the pump station.
- The Board approved \$3,800.00 for a **building to house the telemetry** for this generator.
- The Board approved **the purchase of fourteen 2” meter setters** so these meters will have shutoff at the meter instead of having to dig up the line to shut off. These are \$1,350.00 each for a total of \$18,900.00.
- **Electronic Meters:** The Board approved to have the loan company pay \$634,658.60 to Core and Main for meter installations. They have approximately 1,000 installed.
- **Leak Credits** - 5 for \$364.47
- The Board approved payment of an **additional \$13,000.00 for the NW waterline upgrade** which makes the City share \$213,000.00 of the \$713,000.00 cost.
- The Board approved **advertising for bids for mowing.**
- The Board reviewed two cases of customers fined for tampering with the water meter and found both to be in **violation of the ordinances**. The employees followed the procedures set forth by the Board and the Board commended the employees for following their procedures.

*The Mayor introduced a Resolution concerning **SIMPO funds for 2023** for roadway improvements adjacent to the new High School from West Grand Avenue southerly to Pin Oak Drive. This is an expenditure from SIMPO of \$1,660,000.00. The match for this project is \$500,000.00 and Carterville Unit 5 administration has indicated an interest in participating in the local share cost. Curt Oetjen explained that he is concerned about relinquishing funds for the downtown intersections and he is totally against the City contributing \$500,000.00 to the school project. Bud Edwards stated the City will also have to improve Shawnee Trail and the cost is approximately \$1,000,000.00 per mile for construction in addition to these funds. Edwards also stated the City has deferred all of our Motor Fuel Tax Funds to West Grand and we have not spent any funds in other parts of the City. This resolution would remove the funds dedicated to the downtown intersections and divert those funds to the West Grand Bypass project in FY 2023.*

**Motion 27:** Oetjen moved and Liebenrood seconded to pass **RESOLUTION NO. R434-19, A RESOLUTION OF COMMITMENT OF LOCAL FUNDS FOR LOCAL ROADWAY IMPROVEMENTS**. Roll call vote: Edwards, no; Sievers, no; Helfrich, yea; Oetjen, yea; Allsopp, yea; Brinkley, yea; Emery, yea; Liebenrood, yea. The Mayor declared the motion carried.

**Motion 28:** Liebenrood moved and Emery seconded to pass **ORDINANCE NO. 1444-19, A SPEED LIMIT ORDINANCE AFFECTING HAFER ROAD**. All present voted yea and the Mayor declared the motion carried.

Keith Moran, Moran Economic Development, explained the information that is needed to establish our TIF III area. He presented a Schedule of Events for this TIF #3. The Mayor asked Mr. Moran to change the designations from Village to City.

**TIF DISTRICT REIMBURSEMENTS TO CARTERVILLE UNIT #5 and IRONS IN THE FIRE**

**Motion 29:** Oetjen moved and Helfrich seconded to approve payment of the 2016 property taxes payable 2017 as a ***TIF Reimbursement to Carterville CUSD #5*** in the amount of \$3,643.75. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

**Motion 30:** Oetjen moved and Edwards seconded to approve payment of the 2017 property taxes payable 2018 as a ***TIF Reimbursement to Carterville CUSD #5*** in the amount of \$5,067.90. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

**Motion 31:** Oetjen moved and Helfrich seconded to approve payment of the 2017 property taxes payable 2018 as a ***TIF Reimbursement to Irons In The Fire*** in the amount of \$859.94. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

**CARTERVILLE TIF III**

**Motion 32:** Emery moved and Sievers seconded to pass ***Resolution #R435-19, A RESOLUTION DECLARING AN INTENT TO REIMBURSE CERTAIN REDEVELOPEMENT PROJECT COSTS*** (Inducement Resolution). All present voted yea and the Mayor declared the motion carried.

**Motion 33:** Emery moved and Liebenrood seconded to pass ***Resolution #R436-19, A RESOLUTION PROVIDING FOR A FEASIBILITY STUDY ON THE DESIGNATION OF AREAS AS REDEVELOPMENT PROJECT AREAS***. All present voted yea and the Mayor declared the motion carried.

**Motion 34:** Emery moved and Oetjen seconded to pass ***ORDINANCE #1445-19, AN ORDINANCE ESTABLISHING INTERESTED PARTIES REGISTRY AND RULES FOR TIF III***. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*Keith Moran took the floor again and explained the new TIF III area that is being incorporated. There are several annexations that we will have to secure. He explained that this new TIF area should produce more revenue because of its location along the Route 13 corridor.*

**Motion 35:** Emery moved and Helfrich seconded to approve the ***final drawing of the boundaries*** for the new TIF III as presented by Moran Economic Development. All present voted yea and the Mayor declared the motion carried.

**March 36:** Oetjen moved and Sievers seconded to reschedule the ***March City Council Meeting*** from March 12 to Tuesday, March 19, 2019. All present voted yea and the Mayor declared the motion carried.

**Reminders:**

**CHS Valentine's Banquet** – February 14<sup>th</sup>

**Office Closed** – Monday, February 18<sup>th</sup> – President's Day

**Lion's Club Pancake Breakfast** – Saturday, March 9<sup>th</sup>



**Motion 37:** Sievers moved and Emery seconded to **adjourn**. All present voted yea, the Mayor declared the motion carried and the meeting was dismissed at 9:04 p.m.

---

**Khristina D. Hollister, City Clerk**

**Next Ordinance No. 1446-19**

---

**Bradley M. Robinson, Mayor**

**Next Resolution No. R437-19**