CITY COUNCIL MINUTES

Tuesday, January 9, 2024

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
Khristina Hollister	City Clerk	Present
Michele A. Edwards	Deputy City Clerk	Present
Mark Carney	City Treasurer	Present
Devin Miller	Alderman/Ward 2	Absent
Phyllis Emery	Alderman/Ward 4	Present
Teri Ingram	Alderman/Ward 3	Present
John Allsopp	Alderman/Ward 3	Present
Curt Oetjen	Alderman/Ward 2	Absent
Cindy Claunch	Alderman/Ward 4	Present
Rod Sievers	Alderman/Ward 1	Present
Bud Edwards	Alderman/Ward 1	Present

The Mayor declared a quorum present.

Present at the meeting were: Jason Sheraden, Fire Chief (and Lucas); Michael Flaningam, Police Chief; Morgan Lentz, Office Clerk; Ralph Graul, Building Inspector; Mike and Nancy Nilson, Citizen; Jennifer Keener, Republic Services; Christie Mitchell, The Courier; and Janice McConnaughy, Citizen.

Motion 1: Allsopp moved and Edwards seconded to approve the minutes of the ***City Council Regular Meeting of December 12, 2023***. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Motion 2: Edwards moved and Allsopp seconded to approve the minutes of the ***City Council Public Hearing of November 14, 2023***. Roll call vote: Sievers, Abstain; Claunch, yea; Emery, yea; Edwards, yea; Ingram, abstain; Allsopp, yea; Mayor Robinson, yea. The Mayor declared the motion carried.

Mark Carney, City Treasurer, presented the ***Treasurer's Report for December 2023*** *with a total cash and investments of* ***$6,733,660.67.***

Motion 3: Sievers moved and Allsopp seconded to approve the ***December 2023 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 4: Emery moved and Ingram seconded to approve payment of 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.

Engineering Report

*Donnie Smoot, PSC Engineering, was not available tonight. The Mayor explained the **Zimmerman Street Drainage Project** has been cleared through IDOT. We should let bids in late January and we should have bids to approve in February.*

*The plans for **Phase I of the Downtown Parking Project** are being completed. We should have bid letting in late spring or early summer.*

Departments/Committees

Cannon Park (Community Building) and James Street Park

Street/Maintenance Department

*Dilapidated homes on **102 W Bryan Street and 408 Pennsylvania Avenue** were discussed. Hall Trucking gave an estimate of $3,200.00 per residence for demolition. The City crews are going to remove the debris after demolition.*

Motion 5: Emery moved and Ingram seconded to authorize ***the demolition of dilapidated property at 102 W Bryan Street and 408 Pennsylvania Avenue*** by Hall Trucking at a cost up to $4,000.00 per residence. All present voted yea, and the Mayor declared the motion carried.

*The Mayor explained the final **ditch work on Hummingbird Court**. The total cost of this project from Hall Trucking is $7,800.00.*

Motion 6: Ingram moved and Emery seconded to authorize Hall Trucking to complete the ***final ditch work on Hummingbird Court*** at a cost of $7,800.00. All present voted yea and the Mayor declared the motion carried.

*The Mayor explained the need to upgrade the **Maintenance Department records software** at a cost of $2,000.00. The committee discussed and approved this request.*

Motion 7: Sievers moved and Edwards seconded to authorize the purchase of the upgrade to the ***Maintenance Department Records Program*** at a cost of $2,000.00. All present voted yea and the Mayor declared the motion carried.

Police Department

*Chief Flaningam, Police Chief, **monthly report** for December 2023:*

- There were **201** ***Officer Calls*** for Service in December (case number generated)
- There were **46** ***Officer Calls*** assisting other departments/jurisdictions in December
- ***16 Misdemeanors*** Committed /**4** ***Arrests***
- ***6 Felonies/1 Arrest***

- ***1 Drug Case/13 Closed Cases***
- ***1 Code** Enforcement Cases/**1 Warrant***
- ***0 Citations** (1 written/11 Verbal)*
- ***December 7** – Major Case Squad – C1 & C8*
- ***December 11** – MTU Board Meeting – C1*
- ***December 1** – Lighted Parade*
- ***December 9** – Christmas in Carterville*

*The Mayor explained the need to send up to four part-time Police Officers to the **Part-Time Academy** at a cost of $2,000.00 per person, which is subject to reimbursement from the State. The course is held at Southwestern Illinois College.*

Motion 8: Edwards moved and Emery seconded to approve up to $8,000.00 for ***training of up to four part-time Police Officers*** at the SWIC Training Center in August, 2024. All present voted yea and the Mayor declared the motion carried.

*The Mayor introduced a request for **dash cams for the Police Department**. We received our first invoice from Novacom, and we will have access to ten (10) of these cameras. These are usually $6,300.00 purchased and installed, but because of an overrun we have five (5) of these available to us at a cost of $10,000.00. An additional five (5) will be available and will be brought to the Council for approval.*

Motion 9: Emery moved and Ingram seconded to authorize the ***purchase and installation of five (5) dash cameras*** for the Police Department at a cost of $10,000.00. All present voted yea and the Mayor declared the motion carried.

*The Mayor explained that due to the new Safe-T Act the Police Department must have **body cameras by 2025.** Chief Flaningam is advertising for bids for these body camera systems. The dash cameras will work with the Motorola Watch Guard System. The cost of these will be approximately $120,000.00. We need a motion to allow Chief Flaningam to proceed with the bid process.*

Motion 10: Emery moved and Sievers seconded to authorize Chief Flaningam to ***advertise for bids for body cameras*** for the Police Department. All present voted yea and the Mayor declared the motion carried.

Fire Department

*Chief Jason Sheraden gave the monthly **report for December 2023**: **159 EMS Calls** (Carterville/98; Cambria/42; Crainville/9; Colp/7; Hurst/3; Other/0); **19 Fire Calls; Total calls for 2023 are 1840.***

*The Mayor asked for confirmation of his appointment of **Morgan Houseworth** as Volunteer Firefighter. Morgan is 17 and in high school and he is taking the Emergency Medical Responder class and EMT class at this time while he finishes high school. He is also volunteering for the Fire Department on fire calls.*

Motion 11: Emery moved and Allsopp seconded to confirm the Mayor's appointment of ***Morgan Houseworth*** as a Volunteer Firefighter. All present voted yea and the Mayor declared the motion carried.

Jason Sheraden gave an update on ***ambulance A3***. New tires ($1,100) and alignment are completed on the front of the ambulance. Bushings are also needed in the front end, in the future.

Cemetery Department

*The Mayor explained the need for **three culverts in the cemetery**. These can be purchased with MFT funds and the cost could be up to $6,000.00.*

Motion 12: Emery moved and Allsopp seconded to purchase ***three (3) culverts for the cemetery*** at a cost up to $6,000.00 [MFT Funds]. All present voted yea and the Mayor declared the motion carried.

The Mayor explained the one-year extension on the ***Cemetery Mowing Contract*** from Hicks Mowing. We have the option of extending this contract for one year with no term changes.

Motion 13: Emery moved and Allsopp seconded to extend ***the cemetery mowing contract*** for one year with Hicks Mowing. All present voted yea and the Mayor declared the motion carried.

Ralph Graul – Building Inspector

*Ralph Graul explained a request for a **post frame house** on property at 941 Mulberry Street by Scott and Adreanna Pilz. This construction meets all the necessary zoning criteria.*

Motion 14: Allsopp moved and Emery seconded to approve the construction of ***a post frame home*** at 941 Mulberry Street. All present voted yea and the Mayor declared the motion carried.

The Mayor introduced an ordinance to create a one-way entrance between the Pantry and Montgomery Place on South Division. The pathway between these two buildings would be a enter only thoroughfare with an exit behind City Hall.

Motion 15: Edwards moved and Allsopp seconded to pass ***ORDINANCE NO. 1567-24, AN ORDINANCE RESTRICTING TRAFFIC ENTERING THE CARTERVILLE MUNICIPAL PARKING AREA BETWEEN PARCELS 05-03-489-014 AND 05-03-489-017 TO WESTBOUND ENTRANCE ONLY AND PROHIBITING EASTBOUND TRAFFIC FROM EXITING ONTO SOUTH DIVISION STREET IN THE CITY OF CARTERVILLE, ILLINOIS***. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Motion 16: Sievers moved and Emery seconded to pass ***ORDINANCE NO. 1568-24, ORDINANCE TO ABATE TAXES LEVIED PURSUANT TO SECTION 8 OF ORDINANCE NO. 1367-15 ENTITLED "AN ORDINANCE OF THE CITY OF CARTERVILLE, WILLIAMSON COUNTY, ILLINOIS, PROVIDING FOR THE ISSUANCE OF GENERAL OBLIGATION BONDS, SERIES 2015, PROVIDING THE DETAILS OF SUCH BONDS AND FOR A LEVY OF TAXES TO PAY THE PRINCIPAL OF AND INTEREST ON SUCH BONDS, AND RELATED MATTERS.*** A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Motion 17: Emery moved and Allsopp seconded to pass ***ORDINANCE NO. 1569-24, ORDINANCE TO ABATE TAXES LEVIED PURSUANT TO SECTION 8 OF ORDINANCE NO. 1385-15 ENTITLED "AN ORDINANCE OF THE CITY OF CARTERVILLE, WILLIAMSON COUNTY, ILLINOIS, PROVIDING FOR THE ISSUANCE OF GENERAL OBLIGATION BONDS, SERIES 2015A, PROVIDING THE DETAILS OF SUCH BONDS AND FOR A LEVY OF TAXES TO PAY THE PRINCIPAL OF AND INTEREST ON SUCH BONDS, AND RELATED MATTERS.*** A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Motion 18: Emery moved and Allsopp seconded to approve the ***2024 Meetings and Holiday Schedule*** for the City of Carterville. All present voted yea and the Mayor declared the motion carried.

Motion 19: Emery moved and Allsopp seconded to approve the ***2024 Events Schedule*** for the City of Carterville. All present voted yea and the Mayor declared the motion carried.

*The residential **trash contract with Republic Services** expires in June 2024. Therefore, we need to advertise for bids on this contract. Bids will be sent out and acted upon at a future meeting.*

Motion 20: Edwards moved and Emery seconded to approve the advertising for bids on ***residential trash removal***. All present voted yea and the Mayor declared the motion carried.

*The Mayor explained the changes made to the **EMPLOYEE HANDBOOK**. These changes were made due to errors and changes in personnel laws.*

Motion 21: Ingram moved and Emery seconded to approve the new ***Revised Employee Handbook*** as corrected and submitted. All present voted yea and the Mayor declared the motion carried.

*The Mayor gave a summary of the **Water and Sewer Board** meeting as Alderman Oetjen is out of town this evening. The initial set of plans for the **Wastewater Treatment Plant** are in IEPA review status. The **USDA water improvement project,** we were supposed to open bids on January 7th, but Rural Development has a new engineer who is reviewing the plans that the retired engineer had already approved. Therefore, we had to cancel our bid opening date. We are hopeful that we will be advertising for bids in February. Our Office Staff made over 100 calls on Monday and Tuesday to help prevent shutoffs. There were 201 delinquent accounts last Thursday when the Board met, our staff shut off four today, and three are still off.*

Motion 22: Emery moved and Allsopp seconded to move to ***EXECUTIVE SESSION*** for the purpose of discussing personnel. All present voted yea, the Mayor declared the motion carried, and the Council left the Chamber at 7:37 p.m.

Motion 23: Emery moved and Sievers seconded to move to ***REGULAR SESSION.*** All present voted yea, the Mayor declared the motion carried, and the Council returned at 7:50 p.m.

Motion 24: Emery moved and Sievers seconded to approve a one-year extension of Mike Flaningam's contract with the same terms listed. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

REMINDERS:

Office Closed – Monday, January 15 – Martin Luther King Day
St. Louis Food Bank Truck Delivery – Friday, January 12 at Cannon Park

Motion 25: Sievers moved and Allsopp seconded to **adjourn**. All present voted yea, the Mayor declared the motion carried and the meeting was dismissed at 7:53 p.m.

Khristina D. Hollister, City Clerk

Next Ordinance No. 1570-24

Bradley M. Robinson, Mayor

Next Resolution No. R462-24