CITY COUNCIL MINUTES

Tuesday, October 10, 2023

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	Present
Phyllis Emery	Alderman/Ward 4	Present
Teri Ingram	Alderman/Ward 3	Present
John Allsopp	Alderman/Ward 3	Present
Curt Oetjen	Alderman/Ward 2	Present
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; Lucas Sheraden; Morgan Lentz, City Secretary; Ralph Graul, Building Inspector; Janice McConnaughy, Citizen; Retia Watson, Citizen; and Christie Mitchell, The Courier. Firefighter Morgan Gamble and family; and Tristan Houseworth and Brandon Roland, Firefighters.

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

Motion 2: Ingram moved and Sievers seconded to approve the minutes of the ***Variance Hearing Minutes for 304 W. Grand Avenue*** held September 12, 2023. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Motion 3: Emery moved and Oetjen seconded to approve the minutes of the ***Safe Routes to School Public Hearing Minutes*** of September 12, 2023. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

The Mayor asked the City Clerk to administer the Oath of Office for ***Morgan Gamble*** *as Full-Time Firefighter/Paramedic. All applauded and Gamble shook the hands of the Council members.*

Mark Carney, City Treasurer, presented the ***Treasurer's Report for September 2023*** *with a total cash and investments of* ***$6,131,543.78.***

Motion 4: Oetjen moved and Edwards seconded to approve the ***September 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 5: Oetjen moved and Edwards 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

The Mayor indicated there are no updates at this time.

Departments/Committees

Cannon Park (Community Building) and James Street Park

*The Mayor explained a request from the **Lion's Club** for the use of James Street Park and the use of the City John Deere tractor for their **Haunted Hayride** on October 26, 27, and 28. It was suggested that the Lion's Club should produce proof of insurance.*

Motion 6: Oetjen moved and Miller seconded to allow the use of James Street Park and the City John Deere tractor for the ***Lion's Club Haunted Hayride***. All present voted yea and the Mayor declared the motion carried.

Street Department

*The Mayor introduced a **surplus property list** from the Street/Maintenance Department and asked that this list be approved so that we can advertise for the sale of this equipment. However, the Humvee was donated to the City by the U. S. Army and it cannot be sold.*

We have three options for disposal of the Humvee: 1) we can keep it for parts as we have another Humvee; 2) we can send this back to LESO; 3) we can transfer ownership to another LESO Police Department.

Motion 7: Edwards moved and Allsopp seconded to approve the ***Surplus Property List (minus the Humvee)*** as presented. All present voted yea and the Mayor declared the motion carried.

*The Mayor presented a request from **Malone Early Learning Center** for the use of City streets for a hayride for their Fall Harvest Festival on October 20, 2023 from 5:00 to 8:00 p.m.*

Motion 8: Sievers moved and Ingram seconded to approve the use of City streets on the path approved by committee for a hayride sponsored by ***Malones Early Learning Center*** on October 20, 2023. All present voted yea and the Mayor declared the motion carried.

Police Department

*The Mayor explained that Chief Flaningam was not available this evening. However, **interviews were held on Monday by the Safety Committee** for a replacement for Travis Morgan who is now assigned as School Resource Officer for Carterville Unit #5 Schools.*

Motion 9: Edwards moved and Emery seconded to confirm the Mayor's appointment of ***Evan Daughty*** as a full-time Police Officer for the Carterville Police Department. All present voted yea and the Mayor declared the motion carried.

Fire Department

Chief Sheraden gave the monthly ***report for September 2023****:* ***165 EMS Calls*** *(Carterville/109; Cambria/28; Crainville/10; Colp/3; Hurst/2; Other/0);* ***10 Fire Calls; Total calls for the year at 1407.***

The Fire Department is asking the ***2016 Chevy Ambulance*** *be repurposed as a utility vehicle for the Street Department. This was recommended by both the Street Department and Fire Department. The decals will be removed from the vehicle.*

Motion 10: Edwards moved and Oetjen seconded to approve the ***repurpose of the 2016 Chevy Ambulance*** to the Street Department from the Fire Department to the used as a utility vehicle. All present voted yea and the Mayor declared the motion carried.

Chief Sheraden explained repairs that were needed for the new ***ladder truck*** *(donated by Marion) including air bags, brakes, shocks, etc.at a cost of approximately $4,000.00. The work is being completed in-house. The Council thanked Chief Sheraden for completing the work in-house.*

Cemetery Department

The Mayor explained the purchase of a new ***Records Management and Mapping Software*** *system for the Cemeteries. The cost of this CemSites Cloud Software for Cemeteries, which includes a manual update of our records into the system (90 Hours), is $34,600.00. This will be mapped by the programmers and will include a record of deeds. The yearly user charge is $450.00 per person, and we had them price four people. We will be able to locate graves and lots by name, dates, etc. The City of Herrin has purchased this software and will be a good resource for us as we are learning. This software can also produce cemetery work orders.*

Motion 11: Allsopp moved and Miller seconded to approve the purchase of ***CemSites Cloud Software*** at a cost of $34,600.00 and the annual cost per user of $450.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried. *[Cemetery Fund]*

The Mayor introduced a transfer of funds from General Corporate Funds to Special Projects Fund for the ***Easter Egg Hunt*** *that was held in April ($185.14). Also, we may want to allocate the funds for next year's Easter Egg Hunt.*

Motion 12: Sievers moved and Emery seconded to transfer $185.14 from General Corporate Funds to Special Projects Fund for the 2023 ***Easter Egg Hunt*** shortfall of last year's budget and allocate $750.00 for the ***2024 Easter Egg Hunt*** budget. All present voted yea and the Mayor declared the motion carried.

The ***Flagpole Budget*** *was explained and discussed. There is a line item in Special Projects for the Flagpole. Approximately $37,000.00 was donated by citizens to this project. The Mayor asked that the* ***Dedication Plaque*** *be donated by the City of Carterville.*

Motion 13: Oetjen moved and Sievers seconded to transfer $1,166.63 from General Corporate Fund to the Special Projects Fund to cover the purchase of the ***Dedication Plaque for the Flagpole***. All present voted yea and the Mayor declared the motion carried.
(Also, the Mayor asked about the donation of the original flagpole plaque to the Carterville Heritage Museum).

John Allsopp asked about the need for a better system to prepare the hot chocolate for ***Christmas in Carterville****, because the containers that we rent are not working properly.* ***Christmas in Carterville*** *is scheduled for December 9, 2023 at 5:00 p.m. and the Mayor asked about the budget.*

Motion 14: Oetjen moved and Ingram seconded to allocate a budget of $1,000.00 for the ***Christmas in Carterville budget.*** All present voted yea and the Mayor declared the motion carried.

The ***Gov311 City App*** *was discussed. The cost is $1,000.00 per year and First Southern has sponsored this in the past. We may want to ask businesses if they are interested in sponsoring the project, and, if we do not get interest, we could share the cost with the Carterville Water and Sewer Department.*

Motion 15: Oetjen moved and Sievers seconded to allocate $1,000.00 for the ***Gov311 App,*** advertise for sponsors, and, if necessary, sponsor it ourselves and split the cost with the Carterville Water and Sewer Department. All present voted yea and the Mayor declared the motion carried.

The ***Pumpkin Path*** is scheduled for October 31st from 6:00 to 8:00 p.m., and the Chamber of Commerce needs authority to close the road for this event.

Motion 16: Oetjen moved and Allsopp seconded to allow the ***road closures for the Pumpkin Path*** on October 31, 2023 from 6:00 to 8:00 p.m. All present voted yea and the Mayor declared the motion carried.

Motion 17: Miller moved and Ingram seconded to approve the ***trick or treat hours*** of 5:00 to 8:00 p.m. on October 31, 2023. All present voted yea and the Mayor declared the motion carried.

The Mayor asked that ***Robert Mees*** *be reappointed to the Veteren's Airport Board.*

Motion 18: Emery moved and Ingram seconded to confirm the Mayor's reappointment of Robert Mees to the Veteran's Airport Board. All present voted yea and the Mayor declared the motion carried.

Motion 19: Sievers moved and Allsopp seconded to approve payment of the 2023-24 appropriation to Greater Egypt Regional Planning and Development Commission in the amount of $1,578.00. All present voted yea and the Mayor declared the motion carried.

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

- *There were 185* ***delinquent accounts*** *in the amount of $35,958.36 (Shut off 9 today/3 still off)*
- ***Water Loss: October*** *Sold 12,594,79 gallons / Purchased 12,898,614 for a loss of 303,824 gallons*
- *The Board approved up to $10,000.00 to* ***bore Greenbriar Road*** *for services to two lots adjacent to the Golf Course that were recently purchased.*
- *The Board approved emergency repair for* ***Williamson Manor Lift Station pump*** *in the amount of $3,800.00.*
- *PDC Engineering have verbal confirmation from EPA on the three water projects: Waterline; Ground Storage; and Elevated Water Tank. We are awaiting written confirmation so we can go out for bids on these projects.*
- *The Board approved* ***Invoice #1 to PSC Engineering*** *for $40,000 for sewer plant design*
- ***LEAK CREDITS:*** *3 for 225.68* ***POOL CREDITS:*** *4 for $201.30*

REMINDERS:

Downtown Sunset Concert Series – 2nd and 4th Thursdays in October
Gospel Night Downtown – Sunday, October 22nd,
Food Distribution – Cannon Park – Friday morning, October 13

Motion 20: Allsopp moved and Miller seconded to **adjourn**. All present voted yea, the Mayor declared the motion carried and the meeting was dismissed at 8:07 p.m.

Khristina D. Hollister, City Clerk

Next Ordinance No. 1565-23

Bradley M. Robinson, Mayor

Next Resolution No. R462-23