CITY COUNCIL MINUTES

Tuesday, April 8, 2025

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 (7:09)
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: Kendall Hollister, Police Chief; Jason Sheraden, Fire Chief; Janice McConnaughy, Citizen; Ralph Graul, Building Inspector; Dan Rouse, Police and Fire Merit Board; Morgan Lentz, City Office Clerk; Marvin Oetjen, Kamper Supply; Michael and Nancy Nilson, Citizens; Harriet Mize, Carterville Chamber of Commerce Director; Soren Hales, Citizen; and Christie Mitchell, The Courier (7:02).

Motion 1: Allsopp moved and Emery seconded to approve the minutes of the ***City Council Variance Hearing held March 18, 2025*** for 202 Barr Street. Roll call vote: Edwards, yea; Sievers, yea; Miller, yea; Oetjen, yea; Allsopp, yea; Ingram, yea; Emery, yea; Claunch, abstain. The Mayor declared the motion carried.

Motion 2: Emery moved and Allsopp seconded to approve the minutes of the ***City Council Regular Meeting*** held Tuesday, March 18, 2025. Roll call vote: Edwards, yea; Sievers, yea; Miller, yea; Oetjen, yea; Allsopp, yea; Ingram, yea; Emery, yea; Claunch, abstain. The Mayor declared the motion carried.

Motion 3: Emery moved and Oetjen seconded to approve the minutes of the ***City Council Special Meeting*** held Tuesday, March 25, 2025. Roll call vote: Edwards, yea; Sievers, Abstain; Miller, yea; Oetjen, yea; Allsopp, yea; Ingram, yea; Emery, yea; Claunch, yea. The Mayor declared the motion carried.

Mark Carney, City Treasurer, presented the ***Treasurer's Report for March 2025*** *with total cash and investments of* ***$7,875,535.46.***

Motion 4: Oetjen moved and Edwards seconded to approve the ***March 2025 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

Harriet Mize, ***Chamber of Commerce****, mentioned the* ***Bite of Life Program*** *on April 24, 2025. This program teaches high school students about budgets and real life. Volunteers are needed and can sign up on the website.*

Marvin Oetjen, Kamper Supply, announced the ***50th Anniversary celebration*** *on May 2 and May 3, and he invited all to attend.*

Matt Middlebrooks, ***Tri-C Youth Athletics****, announced the opening day parade will be May 3, 2025. The parade route starts at the Junior High and ends at James Street Park. This is also Picture Day and there will be a DJ and activities for the youth.*

The Mayor wished Janice McConnaughy Happy Birthday.

Motion 5: Emery moved and Miller 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,*** *gave the Engineering Report.*

- ***Downtown Parking Project Phase I*** *– Division Street will be closed at 6:00 p.m. today for placement of the box culvert. Samron is planning to do the paving next week (weather permitting).*

Motion 6: Oetjen moved and Sievers seconded to approve payment of ***Pay Estimate No. 1 to Samron Midwest Contracting*** for the Downtown Parking Project Phase I in the amount of $112,015.00 (approximately 1/3 the cost). A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried. *[This qualifies for reimbursement through the ARPA grant with Williamson County].*

- *Donnie Smoot gave update on the* ***MFT 2025*** *program. They have been working with Jerry Hampton.*

- ***Drainage/Ditch Problems*** *-soliciting estimates for projects that should be completed this year:*
  - *Mockingbird – drain tile – shoulder*
  - *Howerton – drainage, reshape, level, surface*
  - *Sycamore West – level, oil and chip*
  - *Baptist Camp Road – ditch work, level, oil and chip*

- ***RBI Funds*** *– We have $10,000 to $12,000 left and may be able to use this or could do some patching on Commercial with these funds.*

Motion 7: Sievers moved and Oetjen seconded to approve payment of the following invoices to ***PSC Engineering:***

#9995	Downtown Parking Inspection thru 3/31/25	$13,200.00
#9996	Design Engineering – Downtown Parking	$36,630.00
#9997	Carterville Fire Station	$23,455.00
#9998	Cannon Park Path Resurfacing and Inspection	$ 4,350.00
		$77,635.00

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

Motion 8: Oetjen moved and Ingram seconded to approve payment of the following ***MFT invoice*** to ***PSC Engineering***:

#9999	Carterville MFT 2023 (including Zimmerman)	$32.868.15

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

Motion 9: Emery moved and Allsopp seconded to approve payment of the following ***MFT invoice*** to ***PSC Engineering***:

#10000	Carterville MFT 2024	$27,573.00

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

Departments/Committees

Cannon Park (Community Building) and James Street Park

*The painting and sheetrock repairs to the **Community Center** are complete. Our City staff is working on repairs to toilets and fixtures in the restrooms.*

*The **Restrooms at Cannon Park** work is ongoing. This is being completed by the High School Trades Program and the second delivery of materials came this week.*

*The John A. Logan Construction Management program is pouring additional concrete around the **pickleball court** on the right field line of the ball diamond at Cannon Park. This is being done to increase playing surface and avoid player injury.*

*The Mayor received one estimate for **the backstop fence repair** (due to a tree falling on the fence) at Cannon Park from 360 Fencing, LLC at a cost of $4,415.00.*

Motion 10: Allsopp moved and Miller seconded to contract with ***360 Fencing, LLC*** for the fencing repair at Cannon Park at a cost of $4,415.00. All present voted yea and the Mayor declared the motion carried. *[Park Fund]*

Street/Maintenance Department

*The Mayor introduced the request to have **two golf carts** moved to surplus property for disposal.*

Motion 11: Edwards moved and Emery seconded move the Yamaha Golf Cart #003617 and the EZ Go Golf Cart #22532971 to ***surplus property*** and to dispose of this equipment. All present voted yea and the Mayor declared the motion carried.

POLICE DEPARTMENT

Kendall Hollister gave the March Police Report:

- There were **278** ***Officer Calls*** for Service in March (case number generated)
- There were **53** ***Officer Calls*** assisting other departments/jurisdictions in March
- ***11 Misdemeanors*** Committed /**9** ***Arrests***
- ***4 Felonies/2 Arrest***
- ***0 Drug Case/0 Closed Cases***
- ***0 Code*** *Enforcement/1 Warrant*
- ***12 Citations*** *(25 written/1 Verbal)*

Alderman Miller indicated he has noticed a lot more police presence in the City.

The Mayor presented a recommendation of the ***Public Safety Committee*** *to purchase a* ***Ford F150 Police Responder Supercrew*** *fully equipped pickup truck at a cost of $60,973.00*

Motion 12: Edwards moved and Claunch seconded to approve the purchase of ***a Ford F150 Police Responder Supercrew Truck*** at a cost of $60,973.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

The Mayor asked the Council to allow him to advertise for bids for a new Ford explorer interceptor for the Police Department. The State bid is not a good option this year.

Motion 13: Edwards moved and Sievers seconded to ***advertise for bids for a new Ford Explorer Police Vehicle.*** All present voted yea and the Mayor declared the motion carried.

Chief Hollister indicated that Jake Pendley gathered needed information on outfitting an ***EMA Vehicle*** *for the Police Department including exterior lighting and graphics at a cost of approximately $4,000.00.*

Motion 14: Allsopp moved and Miller seconded to outfit and letter a Police Vehicle to be used as an ***EMA Vehicle for the Police Department*** at a cost of up to $4,000.00. All present voted yea and the Mayor declared the motion carried.

The Mayor asked about ***painting the Police Department building*** *while we are refurbishing the parking lot. We solicited two estimates; the first contractor estimated $32,000.00 and the second one estimated $8,500.00 if we keep the same colors and $9,500.00 to $10,000.00 if there are changes. We need to get additional information but this is an update. There will be some barriers constructed for safety as we get the parking lot finished.*

The Mayor introduced a request from the Police Department to declare ***surplus property*** *of: 11 Axon Tasers X26P, 14 Cartridges, 9 Batteries, and 9 Blackhawk Holsters. These items will no longer be utilized by the department.*

Motion 15: Oetjen moved and Allsopp seconded to declare the following ***surplus property***:
Axon Taser X26P (11) *Taser Cartridges (14)* *Taser Batteries (9)* *Blackhawk Holsters (9)*
All present voted yea and the Mayor declared the motion carried.

FIRE DEPARTMENT

Jason Sheraden, Fire Chief, presented the ***March monthly report*** *for the Fire Department:* ***140 EMS Calls; 20 Fire Calls.*** *The Chief is having a problem determining the distribution of calls. He will contact the software company to repair the problem.*

The Mayor introduced the ***Architechniques*** *bid tabulation for the addition at the Fire Department. The low bid was Evrard Company in Marion at $1,411,000.00. The Architect recommended the low bid.*

Motion 16: Allsopp moved and Sievers seconded to contract with Evrard Company of Marion for the ***addition to the Fire Station*** at a cost of $1,411,000.00. A roll call vote was taken and all present voted yea. The Mayor declared the motion carried.

*The Mayor indicated the need for **replacement of three bay doors** at the Fire Department due to damage from the wind storm. We received an estimate from Anderson Overhead Doors for $17,715.00.*

Motion 17: Oetjen moved and Edwards seconded to ***replace three bay doors*** on the back of the Fire Station from Anderson Overhead Doors at a cost of $17,715.00. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

*Jason Sheraden explained the need for **repairs to the A-3 Ambulance**. There is a transmission/shifting issue. Watermark Ford will do a complete inspection and diagnose the need. Unsure of cost because we are not sure what we need to repair (transmission or a solenoid). The Mayor will approve an emergency repair, if necessary.*

BUILDING PERMITS

Motion 18: Edwards moved and Miller seconded to approve the request for construction of a ***post framed building*** at 908 W. Grand (attached to an existing garage on the premises). All present voted yea and the Mayor declared the motion carried.

*The Mayor explained the need to advertise for bids for **roof replacement** at 100 S. Division. We had this building inspected by a structural engineer and they recommended we could repair it or demolish it. This was discussed in Finance Committee and the consensus was that we should make repairs.*

Motion 19: Edwards moved and Miller seconded to ***advertise for bids for roof replacement*** on our building at 100 S. Division Street. All present voted yea and the Mayor declared the motion carried.

*The Mayor explained the cost of **fireworks** for our July 4th display. The cost is $951.00 more than 2024. The cost is $14,390.92 and we need to allocate staff on the July 4th or a rain date of July 5th.*

Motion 20: Miller moved and Claunch seconded to ***purchase fireworks*** for our July 4th celebration at Cannon Park (alternate date July 5th) and allocate personnel. All present voted yea and the Mayor declared the motion carried.

Motion 21: Emery moved and Allsopp seconded to table decisions for the ***Annual Block Party*** for additional information. All present voted yea and the Mayor declared the motion carried.

*The Mayor introduced the TIF application for **104 E. Plaza Drive** (Dairy Queen). We are waiting for documentation from our TIF administrator, but the option that Mr. Patel is recommending is 5 Years at $10,000.00 per year. The administrator is drafting the ordinance and resolution for this option.*

Motion 22: Oetjen moved and Sievers seconded to approve the ***TIF agreement for the Dairy Queen*** at 5 years and $10,000.00 per year. All present voted yea and the Mayor declared the motion carried.

*The Mayor discussed **part-time employee increase** recommendations as follows:*

***EMT** $18.50 per hour* — ***Paramedic** $22.00 per hour*

***Part-time Police** $22.00 per hour*

***Public Safety Holiday Pay** – Regular Hourly Wage plus $4.00 per hour*

***Building Inspector** $18.00 per hour* — ***Codes Enforcement** $16.00 per hour*

***Morning School Traffic** $16.00 per hour*

***Senior Admin. Assistant (Police)** $17.00 per hour* — ***Admin. Assistant** $16.00 per hour*

Motion 23: Edwards moved and Emery seconded to approve the ***salary increases for part-time*** employees as listed above. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

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

- *There were 240* ***delinquent accounts*** *in the amount of $43,116.46 (office staff called 151 delinquent accounts to remind them of payment due). There were only 5 customers turned off and 2 are still off.*
- ***Water Loss:*** *March Purchased 13,480,084 and Sold 10,597,910 for a loss of 2,882,174*
- *The* ***Fire Hydrant downtown*** *has been moved*
- *The* ***Sewer line at West Grand and Elm Street*** *was televised due a possible line issue from a sink area at a cost of $450.00. No issue was found.*
- *The Board approved $686.00 for the* ***purchase of a sewer line plug*** *that fits 6" to 10" lines*
- *The Board approved* ***an emergency influent pump repair*** *at a cost of $5,500.00 (new pump $12,000.00)*
- *The Board approved* ***Pay Estimate No. 7*** *to Caldwell Tank for $154,686.55* ***(new water tower)***
- *The Board opened bids for the* ***New Sewer Plant***
  - *#1 Sludge Bed $ 548,000*
  - *#2 Force Main $ 3,332,735*
  - *#3 Plant $36,044,000*
  - *Total $39,974.735*
  - *With Engineering $43,447,464*
- *The Board had two requests for waiver of fees on damaged meters. Both were denied*
- *Leak Credits:* ***2 Water Leak*** *Credits $312.54 / 1* ***Pool Credit*** *$18.72*

The ***Chamber of Commerce*** report is in the packet and Harriet Mize indicated they still need sponsors for the golf tournament.

REMINDERS:

City Easter Egg Hunt at Cannon Park *– April 12*
Boy Scout Pancake Breakfast *– April 12*
Regional Food Drive at Cannon Park *– April 11 – 8:30 a.m.*
Carterville Spring Cleanup Days *– May 1-2 (North of Grand) / May 8-9 (South of Grand)*

Motion 24: Oetjen moved and Allsopp seconded to **adjourn**. All present voted yea, the Mayor declared the motion carried and the meeting was dismissed at 8:02 p.m.

Khristina D. Hollister

Khristina D. Hollister, City Clerk **Next Ordinance No. 1582-25**

Bradley M. Robinson, Mayor **Next Resolution No. R468-25**