CITY COUNCIL MINUTES

Tuesday, September 9, 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
Mark Carney	City Treasurer	Present
Devin Miller	Alderman/Ward 2	Present
Phyllis Emery	Alderman/Ward 4	Present
Teri Ingram	Alderman/Ward 3	Absent
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; Janice McConnaughy, Citizen; Ralph Graul, Building Inspector; Kendall Hollister, Police Chief; Officer Mark French and Family; Bailey Schimpf, Alec Smith, and Jake Pendley, Police Officers; Paul Wilcoxen, Southern Illinoisan; Dan Rouse, Police and Fire Merit Board; Morgan Lentz, City Office Clerk; Marvin Oetjen, Kamper's Supply; Harriet Mize, Chamber of Commerce; Heather Castleberry, Lions Club; Poncho Stennett, Citizen; Steve Johnson, Citizen Advisory Member; and Tony Reynolds, Citizen.

Motion 1: Edwards moved and Emery seconded to approve the minutes of the ***City Council Regular Meeting of August 12, 2025*** *(change after Motion 16/software change-cancel $18.12 per vehicle, per month).* 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 August, 2025*** *with total cash and investments of* ***$7,403,638.17***

Motion 2: Emery moved and Allsopp seconded to approve the ***August 2025 Treasurer's Report*** as presented. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

The Mayor asked the City Clerk to swear in ***Mark French*** *as a Full-Time Officer of the Carterville Police Department. Khristina Hollister administered the oath, Mark French repeated and signed the oath, and the audience applauded. The Mayor told the French family that they were welcome to stay but it was not necessary.*

Recognition of Guests

Harriet Mize thanked the City for their help with their successful ***Twilight 5K Event*** *on Friday, September 5, 2025.*

Motion 3: Emery moved and Claunch seconded to approve payment of the ***monthly bills*** as presented by the City Clerk (#567 on page 2/was deleted and recoded). A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Engineering Report - ***Donnie Smoot, PSC Engineering***

- ***Downtown Parking Project Phase 2*** *– Bid opening at 10:00 a.m. today and the low bid was from E. T. Simonds at $115,201.20. The Mayor announced that we received the reimbursement from Williamson County for the Phase 1 project. This phase 2 project was bid to be completed this year.*

Motion 4: Oetjen moved and Edwards seconded to accept the low bid from E.T. Simonds for the ***Phase 2 Downtown Parking Project*** in the amount of $115,201.20. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

- **MFT Program** – The oil and chip program was completed today. The City added a portion of East Grand to the program and we plan to use shoulder bam for bad spots between Hafer Road and Hurricane Road and then close cracks with polymer and chip. North Greenbriar/West Sycamore/Baptist Camp is out for bids and this should be completed before the batch plant closes this year.

Motion 5: Allsopp moved and Emery seconded to delay the ***Eagle Estates 1st Addition plat*** approval pending receipt of the bond. All present voted yea and the Mayor declared the motion carried.

Street/Maintenance Department

The Mayor indicated we need to replace a ***culvert on north end of Quail Run*** *that handles the water from Stable Drive and Weisbrook Lane to Lyndsey Lane, Prairie Road and Crab Orchard Lake. Donnie Smoot measured the culvert and met with homeowners. The cost for materials to upsize this culvert is $2,898.34. This change would help with flooding in the area. Since this is a private drive, the Mayor and Engineer are asking that we formally approve this expense.*

Motion 6: Allsopp moved and Oetjen seconded to approve the purchase and installation of a large ***culvert for Quail Run*** at a cost of $2,898.34. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Cannon Park (Community Building) and James Street Park

The Mayor introduced a request from the Carterville Lions Club for a donation to the Lions Club Fair. Crainville donated $1,000.00 and Cambria donated $200.00.

Motion 7: Edwards moved and Sievers seconded to donate $1,000.00 to the ***Lions Club Fair***. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

The Mayor introduced a request from the Carterville High School Strive Students, Williamson County Education Services, asking for the use of the Community Building on some Wednesday mornings during the school year.

Motion 8: Emery moved and Allsopp seconded to allow the ***Carterville High School Strive Program*** to use the Carterville Community Center. All present voted yea and the Mayor declared the motion carried.

The Mayor introduced a request from ***Egyptian Area Agency on Aging*** *asking for the use of the Community Building on October 16th or October 23rd for a Volunteer Appreciation Dinner for the Meals on Wheels program.*

Motion 9: Oetjen moved and Sievers seconded to allow the use of the Community Building for Egyptian Area Agency for their ***Annual Volunteer Appreciation Dinner*** on October 16th or October 23rd. All present voted yea and the Mayor declared the motion carried.

POLICE DEPARTMENT

Kendall Hollister presented the August Police Report:

- There were **314** ***Officer Calls*** for Service in August
- There were **32** ***Officer Calls*** assisting other departments/jurisdictions in August
- ***14 Misdemeanors*** Committed /**9** ***Arrests***
- ***7 Felonies/4 Arrest***
- ***0 Drug Case/0 Closed Cases***
- ***22 Code*** *Enforcement/4 Warrant*
- ***15 Citations*** *(14 written/14 Verbal)*
- ***Crisis Intervention Training – 8/21/2025***
  - *8 Hours for Bechtel and Chief*
  - *4 Hours for Morgan and Ramage*

Motion 10: Oetjen moved and Miller seconded to approve the replacement of ***guttering at the Police Building*** at a cost of $1,872.00 from Spillertown Seamless Guttering in Marion. All present voted yea and the Mayor declared the motion carried.

Motion 11: Allsopp moved and Miller seconded to approve ***the estimate from A & R Painting*** for painting of the Police Station metal building at a cost of $12,565.00. A roll call vote was taken, and all resent voted yea. The Mayor declared the motion carried.

FIRE DEPARTMENT

Jason Sheraden, Fire Chief, presented the ***August monthly report*** *for the Fire Department:* ***141 EMS Calls; 12 Fire Calls*** *(Carterville 101; Cambria 23; Crainville 7; Colp, 4; Energy 1). Total calls as of 9/9/25 were 1291 calls/total calls as of 9/24 were 1229 calls.*

Fire Station Addition *- Chief Sheraden reported the walls are completed and we are waiting on the split block veneer colors that match the original building. Preparing to pour floor next week.*

Motion 12: Emery moved and Allsopp seconded to approve payment of ***Estimate No. 3 to Evard Company*** for the Fire Station Addition in the amount of $130,741.63. All present voted yea and the Mayor declared the motion carried.

*The Mayor introduced the creation of a **new full-time position at the Fire Department**. This has been discussed in Finance Committee and Public Safety explaining the specifics of this position. The frequency of getting multiple calls for ambulance service is increasing. The Chief ran the numbers and 32% of the times the ambulance is out on a call, there is another call. Our current staffing position is 1 full-time and 1 part-time for 24 hours. Then the full-time employee is on call for the subsequent 24 hours. The difficulty is finding someone to go on a second call if the ambulance is on a call already. Therefore, the long term plan is to hire two positions that will each work two consecutive 8a-8p shifts and followed by two 8p-8a on-call shifts at night, then two days off. This would give the department two people for the initial call and 2 people for a subsequent call. The Mayor asked that the Council create this 12/12 full-time position and then we can go the Merit Board to complete the hiring process.*

Motion 13: Oetjen moved and Claunch seconded to **create a new 12/12 full-time position** in the Fire Department. All present voted yea and the Mayor declared the motion carried.

*The Mayor announced **John A. Logan Hunting and Fishing Days** on September 27-28, 2025 and asked the Council to approve ambulance coverage for the event as an in-kind donation.*

Motion 14: Allsopp moved and Emery seconded to approve Ambulance coverage for the John A. Logan ***Hunting and Fishing Days***. All present voted yea, and the Mayor declared the motion carried.

Motion 15: Emery moved and Sievers seconded to approve Ambulance coverage on Saturday, September 13th for the ***Carterville Pride Junior High Football tournament*** at the Carterville High School. All present voted yea, and the Mayor declared the motion carried.

*The Mayor announced there will be a **Variance Hearing** at 5:45 p.m. on September 23rd and a **Special Meeting** at 6:00 p.m.*

Motion 16: Oetjen moved and Edwards seconded to table the decision on the ***purchase of property*** (South end of 05-03-481-020/Land portions of 05-03-481-027 and 05-03-48-025) due to a discrepancy with pin numbers and plat. All present voted yea, and the Mayor declared the motion carried.

Motion 17: Oetjen moved and Allsopp seconded to schedule ***City-Wide Trick-or-Treat*** on Friday, October 31, 2025 from 6:00 to 8:00 p.m. A roll call vote was taken, and all present voted yea. The Mayor declared the motion carried.

Motion 18: Oetjen moved and Allsopp seconded to schedule the ***Chamber of Commerce Pumpkin Path*** on Friday, October 31, 2025 from 6:00 to 8:00 p.m. (Including a parade down Division led by the Carterville Band to open the event). All present voted yea and the Mayor declared the motion carried.

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

- *There were 238* ***delinquent accounts*** *in the amount of $62,936.62 (10 turned off/8 still off)*
- ***Water Loss:*** *August Sold 13,889,390; Rend Lake purchased 15,896,078. Loss 2,006,688*
- *The Board approved* ***installation of a waterline*** *(including cut and cap) at Fire Station at a cost of $65,564.38*
- *The Board approved up to $25,000.00 for* ***two valves on Ridge Street***
- *The Board approve up to $24,000.00 for an additional two valves with location to be determined*
- *The Board approved $10,000.00 to Municipal Equipment for a* ***gearbox for the oxidation ditch*** *rotor*
- *The Board approved $3,400.00 for a rotor bearing for stock*
- *The Board approved payment of Pay Estimate No.12 to Coldwell Tank in the amount of $68,699.47 and PSC Engineering estimate for $16,390.00*
- *The Board approved payment of $311.935.54 to Wiggs Excavating for materials o the ground for waterline construction*
- *Leak Credits: 1* ***Water Leak*** *Credits $18.89 / 4* ***Pool Credit*** *$265.70*

REMINDERS:

Regional Food Drive at Cannon Park *– September 13th*
Carterville Lions Club Fair Parade *– September 13th at 12:30 p.m.*

Khristina Hollister thanked Logan Halstead and Jerry Hampton for their hard work with waterline repairs and that Clyde Ramage has been doing a great job as Codes Enforcement Officer. Also, everyone wished Kristina Hollister a "Happy Birthday".

Motion 25: Oetjen moved and Allsopp seconded to **adjourn**. All present voted yea, the Mayor declared the motion carried and the meeting was dismissed at 8:01 p.m.

Khristina Hollister

Khristina D. Hollister, City Clerk **Next Ordinance No. 1588-25**

Bradley M. Robinson, Mayor **Next Resolution No. R474-25**