

Request For City Council Action

Date: March 8, 2011

Agenda Section: Consent Agenda No. 5	Originating Department: City Clerk's Office
Item: Acceptance of Minutes of Boards, Commissions and Committees No. 5.4	Approved:

Attached for Council review and acceptance are minutes of meetings from City boards, commissions and committees which have recently been sent to the City Clerk's Office.

Recommended Action:

The Council is requested to accept the following sets of minutes and place them on file:

Board of Fire and Police Commissioners - January 20, 2011; February 16, 2011

Liquor Advisory Board - February 3, 2011

Preservation Commission - January 10, 2011

Sustainability Commission - January 20, 2011

Police Pension Board of Trustees - January 26, 2011

Police Pension Fund - December 28, 2010; January 25, 2010

Engineering Approval Obtained	Finance Approval Obtained	Legal Approval Obtained	Approval Obtained	Manager's Approval Obtained
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Council Action: Motion by _____ 2nd by _____ to _____



Board of Fire and Police Commissioners

January 20, 2011

The City of Carbondale's Board of Fire and Police Commissioners held a meeting on Thursday, January 20, 2011, in Room 103 of the Civic Center, 200 S. Illinois Avenue. Chairman Harvey Welch called the meeting to order at 10:34 a.m. with the following-named members of the Board present/absent:

1. Roll Call

Present: Commissioners Pat Justice, Dexter Wakefield and Jack Whitlock; Chairman Harvey Welch.

Absent: Commissioner Pete Emmett

Also present were City Clerk Janet Vaught, Assistant to the City Clerk Rachael Keehn, and City Attorney Mike Kimmel.

2. Approval of Minutes

Commissioner Jack Whitlock moved, Commissioner Pat Justice seconded, that the minutes of the Board's Regular and Closed meeting held on October 25, 2010, be approved. VOTE: All voted aye; motion declared carried.

3. Setting of Meeting Dates for Disciplinary Appeal and Fire Fighter Interviews

Commissioner Jack Whitlock moved, Commissioner Pat Justice seconded, that the Board set February 16, 2011, 8:30 a.m. for the Hearing for Disciplinary Appeal, and February 24, 2011, 8:30 a.m. for oral interviews for Fire Fighter candidates. VOTE: All voted aye; motion declared carried.

4. Discussion

City Clerk Janet Vaught announced that there were forty-eight eligible sergeant candidates for the promotional exam. Thirty-five of the candidates declined, thirteen accepted, then three later withdrew. The final count of sergeant candidates is ten. City Clerk Janet Vaught also announced that there were ten eligible lieutenant candidates - three accepted and seven declined. Chairman Welch expressed concern about the company administering the assessment center for promotional exams. Commissioner Whitlock proposed, and Chairman Welch agreed, that Chairman Welch meet with Police Chief O'Guinn to discuss the Board's concerns. City Clerk Janet Vaught also announced that the entry-level Fire Fighter exam on January 24, 2011, would be the last exam administered by the City Clerk's office and that Administrative Services would be handling all testing, application, and eligibility list functions after the January exam.

There was discussion concerning the wording in Chapter VII of the BFPC Governing Rules, specifically whether the reference to "days" means calendar or business days. Chairman Welch asked that the Secretary to the Board propose an amendment to the rules to reflect a clarification that the reference to "days" should be interpreted as "business days" rather than "calendar days".

5. Adjournment

There being no further business to come before the Board, Commissioner Jack Whitlock moved, Commissioner Pat Justice seconded, that the meeting be adjourned. VOTE: All voted aye; motion declared carried. The meeting was adjourned at 11:04 a.m..

Rachael Keehn,
Assistant to the City Clerk

Board of Fire and Police Commissioners - August 24, 2010

Approved by the Board on _____



Board of Fire and Police Commissioners February 16, 2011

The City of Carbondale's Board of Fire and Police Commissioners held a meeting on Wednesday, February 16, 2011, in Room 103 of the Civic Center, 200 S. Illinois Avenue. Chairman Harvey Welch called the meeting to order at 9:43 a.m. with the following-named members of the Board present/absent:

1. Roll Call

Present: Commissioners Pat Justice and Jack Whitlock; Chairman Harvey Welch.
Absent: Commissioners Pete Emmett and Dexter Wakefield

Also present were City Clerk Rachael Keehn, City Attorney Mike Kimmel, Fire Chief John Michalesko, Human Resource Manager Deb McCoy, Attorney Don Prosser, District 3 Vice President of Associated Fire Fighters of Illinois Adam Ruderman, and Mr. Patrick Walls.

2. Setting of Meeting Dates for Disciplinary Appeal

Having received and granted a request to continue the Hearing set for this meeting, the Board and others present settled on a new date for the continued hearing. Commissioner Jack Whitlock moved, Commissioner Pat Justice seconded, that the Board set March 9, 2011, at 10:30 a.m. for the Hearing for Disciplinary Appeal. VOTE: All voted aye; motion declared carried.

3. Adjournment

There being no further business to come before the Board, Commissioner Jack Whitlock moved, Commissioner Pat Justice seconded, that the meeting be adjourned. VOTE: All voted aye; motion declared carried. The meeting was adjourned at 9:46 a.m..

Rachael Keehn,
City Clerk

Approved by the Board on _____



**Liquor Advisory Board
February 3, 2011**

The City of Carbondale's Liquor Advisory Board held a meeting on Thursday, February 3, 2011, in Room 103 of the Civic Center, 200 South Illinois Avenue. Chairman Mark Robinson called the meeting to order at 5:30 p.m. with the following-named members of the Board present/absent:

1. Roll Call

Present: John Benschhoff, Nick Ferraro, David Loftus, John Mills, and Mark Robinson

Excused: Steve Payne

Absent: None

A quorum was present. Also present was City Clerk Janet Vaught, Assistant to the City Clerk Rachael Keehn, Police Chief Jody O'Guinn and Fire Chief John Michalesko.

City Clerk Janet Vaught introduced Rachael Keehn to the Board, noting that Rachael will become the new City Clerk on February 18, 2011.

2. Approval of Minutes

J. Benschhoff moved, J. Mills seconded, that the minutes of November 4, 2010, be approved. VOTE: All voted aye; motion declared carried.

3. Consideration of two applications for Class F1 Liquor Licenses for Carbondale Main Street for Downtown Art and Wine Fairs in May and October 2011

Brandon Cantu, Events Coordinator for Carbondale Main Street, was present to answer questions. In response to Board inquiry, Mr. Cantu said there would be no changes in how the Art and Wine Fairs would be conducted; both would be very similar to the events held in 2010. The events will not conflict with graduation, homecoming or family weekend, There have been no problems associated with the events.

There being no additional questions, J. Benschhoff moved, J. Mills seconded, that the Board recommend approval of the issuance of two Class F1 liquor licenses for Carbondale Main Street for Downtown Art and Wine Fairs to be held on Saturday, May 21, 2011 (rain date Sunday, May 22) and Saturday, October 1, 2011 (rain date Sunday, October 2) from 3:00 in May and October 2011 contingent upon receipt of insurance. VOTE: All voted aye; motion declared carried.

It was noted that the application would be considered by the Local Liquor Control Commission on Tuesday, February 8, 2011.

4. Review of Second Quarter Report from the Police Department, Fire Department and Building and Neighborhood Services

Board members expressed concern about the number of underage arrests which have occurred at Pinch Penny Pub, noting that through the second quarter the rate of arrests seems to be well above the arrests for license year 2009-2010. The Board asked that the owner of the business be asked to attend the next LAB meeting to discuss his plans for addressing these issues.

Liquor Advisory Board - February 8, 2011

J. Benshoff moved, J. Mills seconded, that the Second Quarter Reports from the Police Department, Fire Department and Building and Neighborhood Services be accepted and placed on file. VOTE: All vote aye; motion declared carried.

5. Scheduling of Next Meeting

Due to conflicts on the next regular meeting date (March 3rd), it was agreed that the next meeting would be scheduled for Monday, February 28, 2011. All members present indicated they would be able to attend on that date.

6. Adjournment

There being no further business to come before the Board at this meeting, the meeting was declared adjourned at 5:39 p.m..

Janet M. Vaught, City Clerk

Approved by the Board on: _____

MINUTES
City of Carbondale Preservation Commission
Monday, January 10, 2011
City Hall/Civic Center – 7:00 p.m.

1. **Roll Call:** Chairperson Koine called the meeting to order at 7:00 p.m.

Members Present: Clark, Deniston, Ittner, Koine, Parkinson

Members Absent: Booker, VanAwken

Staff Present: Jones

2. **Approval of Minutes:** Ms. Deniston moved, seconded by Ms. Ittner, to approve the minutes of November 15th, 2010.

The motion was approved by unanimous voice vote.

3. **Communications and Reports:**

A. Educational and Technical Committee

Ms. Ittner said that things are coming together well for the March 27th event and distributed a handout regarding the update. She asked Ms. Jones to provide Laura Chamness with a list of participants.

Ms. Deniston asked how many people or groups have confirmed their participation.

Ms. Ittner reviewed the list of confirmed participants and what they will be doing at the event for the Commission.

Ms. Deniston stated that she had received a picture taken at Brush School that can be added to the photo archives.

Ms. Ittner asked Ms. Jones to provide any unidentified photographs at the event, in the hopes that someone who attends can identify them.

4. **Old Business:**

None.

Ms. Jones stated that there is a gentleman from the Illinois State Historical Society named Herb Russell that wants to have a sign placed in the southwest corner of the Town Square to commemorate the speech given by Brush after the start of the civil war. She said that the sign would be like the one at Woodlawn Cemetery and that he was contributing \$300.00 or the \$2300.00 cost. She added that, with the short notice regarding the desired plan being part of the symposium at SIU in April, it would be difficult to come up with the remainder of the funding.

Ms. Koine stated that her concern is that the content of the sign conforms to what the Commission's guidelines, in that it must be related to the railroad or the essence of the square itself. She added that the proposed sign sounds like a good idea that would be fitting.

5. New Business:

A. Standing Committee Appointments

Ms. Jones stated that the current list is included in this month's packets, and that she wanted to be sure that any new Commissioners were assigned to a committee when they were appointed.

Ms. Deniston stated that she noticed Mr. VanAwken is not on any of the standing committees.

Ms. Koine stated that there were a few different places that Mr. VanAwken could be appointed to, and that they will ask him what he prefers when possible.

B. 2011 Historic Preservation Awards

Ms. Jones stated that she had chosen March 11th as the deadline for nominations, if that was agreeable to the Commission. It was agreed that the 11th is a good date to stop accepting nominations.

C. 2011 Bus Tour

Ms. Jones asked the Commission what their decision is as to whether they want to have a bus tour in the spring.

Ms. Koine stated that, with the March 27th event having been slated so close to the usual time of the spring bus tour, perhaps it would be better to schedule one in the fall instead.

Ms. Jones stated that if they do that, it will be in a different fiscal year for the City, so the Commission would have to decide if they wished to use the funds set aside for the bus tour for something else.

There was general discussion regarding whether the funds should be used for the Town Square signage, with perhaps some funds being committed to the March 27th event.

Mr. Parkinson stated that he would like to see the bus tour scheduled for September.

Ms. Koine suggested that some of the funds be used for attendance at the State Conference.

Mr. Parkinson moved, seconded by Mr. Clark, to transfer funds as needed from the bus tour project to the March 27th event, "Remembering Carbondale." The motion passed by a unanimous voice vote.

Mr. Parkinson then motioned, seconded by Ms. Ittner, to transfer \$300.00 to assist in the town square signage. The motion passed by a unanimous voice vote.

6. **Comments by the Public, Commission Members and Staff:**

There was discussion regarding a house on Springer Street that has been mentioned in a couple of historical books about Carbondale.

Mr. Parkinson stated that he had found some interior photographs of the First Baptist Church prior to its renovation in the 1970s. He said that he will bring them in to share with the Commissioners.

Ms. Koine stated that she received an invitation from Carbondale Main Street asking her to join one of their committees. She asked Ms. Jones to find out if they are still part of the state organization or not.

Ms. Jones shared a few articles she had come across with the Commission.

7. **Adjournment:**

The meeting was adjourned at 7:59 p.m.

MINUTES
City of Carbondale Sustainability Commission
Thursday, January 20, 2011
City Hall/Civic Center – 6:00 p.m.

1. **Roll Call:** Mr. Wodika called the meeting to order at 6:05 p.m.
- Members Present:** Mr. Wodika, Ms. Elsenbroek, Mr. Bracewell, Ms. Houghton, Mr. Stewardson, Mr. Ryan, Mr. Fritzler (ex-officio). Ms. Pimentel (6:10p.m.)
- Members Absent:** Mr. Miller
- Staff Present:** Kevin Baity
- Others Present:** Sorrel Kunath, Scott Thorne, Rob Crowe, Mrs. Bracewell

2. **Minutes:**
Motion by Stewardson, second by Elsenbroek to approve the December 16, 2010 minutes

3. **Communications:**
The November and December monthly reports on Kopper's were briefly discussed. Site work continues on the final closure of the site.

4. **Old Business:**

Status of ordinance to allow chickens and goats in corporate limits

Chairman Wodika gave an overview of the PROPOSED language for the guidelines for residential urban chickens. Discussion followed including language regarding slaughter process, ID banding and if this is for a trial period. After some discussion, Chairman Wodika indicated he will make minor changes and bring language back to the Commission for review and endorsement. The Commission will present the proposed guidelines to either the City Council or the Planning Commission for further consideration and action.

At the December meeting Chairman Wodika asked the Commission members to prepare a list of ideas/projects that the Commission should address in 2011. Ideas/projects discussed included expanding plastic recycling, expanding bicycle lane/paths and exploring the implementation of graduated trash fees.

5. **New Business:**

None.

6. **Adjournment:**

With no further business to be conducted the Chairman Wodika adjourned the meeting at 6:55 PM.

**Carbondale Police Pension Fund
Board of Trustees Meeting
Minutes of January 25,2010
Presented February 22, 2011**

Present

Anthony Williams
Mark Goddard
Marvin Voss
Ernie Tessone

Excused Absent:

Jeff Rose

Also Present:

Scott Hendricks

MINUTES;

The minutes of the December meeting was presented by Goddard. Williams made a motion to accept the minutes, Tessone 2nd. Motion carried, all voted yes

TREASURER'S REPORT:

Ernie Tessone presented the Treasurer's report. Goddard made a motion to accept the Treasurer's report, Williams 2nd. Motion carried, all voted yes.

PAYMENTS:

Surviving Spouse Beneficiary

Shirley D. Booker	1,425.47
Sarah E. Johnson	1,000.00
Sally A. Murphy	1,569.54
Terry L. Reno	3,088.63

Disability Beneficiary

Donald T. Barrett Brad	2,593.58
A. Boyd John Elmer	2,799.23
Butler Howard M.	1,892.16
Goin William D.	2,958.92
Holmes Steve J.	2,815.50
Michaels Christine M.	1,326.66
Mize Buddy Murphy	1,433.93
	1,470.30

Carbondale Police Pension Fund
Board of Trustees Meeting
Minutes of January 25, 2010
Presented February 22, 2011

Julie L. Phillips	2,056.16
Katrina A. Phillips	2,138.72
Christine Snyder	2,682.73
Paul Staffey	3,428.26
Jeffrey D. Sykes	2,551.90
James Temple	2,206.58
<u>Retirement Beneficiary</u>	
Hank Banycky	2,767.64
Kent A. Burn	2,669.80
Thomas S. Busch	2,970.78
Robert B. Conway	3,030.27
Randy L. Corey	2,652.16
Mark Diedrick	3621.80
Charles E. Doan	2,031.01
Paul Echols Peter J.	4,159.47
Emmett Robert W.	3,585.79
Goro Larry D. Hill	3,871.69
Edward J. Hogan	2,849.67
Michael W. Johnson	4,019.64
Jon A. Kluge	2,823.97
	3,134.58
Johnnie R. Knapp	3,194.62
Robert E. Ledbetter	5,654.84
Terry L. Mick	1,631.91
James R. Miller	2,354.01
Tim M. Moss	2,589.37
Brent Nausley	2,268.96
Stephen J. Odum	4,687.11
Michael Osifcin	3,895.43
Donnie Robbins	2,649.54
James M. Rossiter	2,628.29
Robert E. Scott	4,645.78

**Carbondale Police Pension Fund
Board of Trustees Meeting
Minutes of January 25, 2010
Presented February 22, 2011**

Daniel Stearns	3,597.65
Dwight C. Stearns	4,544.36
Donald E. Strom	2,638.54
John Sytsma	5,012.34
Lynn M. Trella	2,211.60
Marvin P. Voss	2,045.72
Mark Wilson	2,147.53
Arthur E. Wright	2,145.91

UNFINISHED BUSINESS:

None

NEW BUSINESS:

NEXT MEETING:

February 22,2011



Respectfully submitted,

Mark Goddard

Carbondale Police Pension Board Secretary

**Carbondale Police Pension Fund
Board of Trustees Meeting
Minutes of December 28, 2010
Presented January 25,2011**

Present

Anthony Williams
Mark Goddard
Marvin Voss

Excused Absent:

Jeff Rose Ernie
Tessone

Also Present:

MINUTES:

The minutes of the November meeting was presented by Goddard. Williams made a motion to accept the minutes, Goddard 2nd. Motion carried, all voted yes

TREASURER'S REPORT:

There was no Treasurers report presented.

PAYMENTS:

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Terry L. Reno	3,088.63

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Mize Buddy Murphy	1,433.93
Julie L. Phillips	1,470.30
	2,056.16

**Carbondale Police Pension Fund
Board of Trustees Meeting
Minutes of December 28, 2010
Presented January 25, 2011**

Katrina A. Phillips	2,138.72
Christine Snyder	2,682.73
Paul Staffey	3,428.26
Jeffrey D. Sykes	2,551.90
James Temple	2,206.58

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Board of Trustees Meeting
Minutes of December 28, 2010
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Marvin P. Voss	2,045.72
Mark Wilson	2,147.53
Arthur E. Wright	2,145.91

UNFINISHED BUSINESS:

None

NEW BUSINESS:

Goddard presented the Board with the Pension Application of Officer B. Jeters. Goddard made a motion to accept Jeters into the Pension, Williams 2nd. All voted yes, motion carried.

Goddard presented the Board with Sgt. Mark Diedrick's application for retirement benefits with over 28 years service. Goddard made motion to accept Diedrick's retirement, Williams 2nd. All voted yes, motion carried

Goddard made a motion to have pension pay for training at JALC in February to meet the 16 hour training requirement imposed by the State. Williams 2ⁿ. All voted yes, motion carried.

NEXT MEETING:

The next meeting was set for January 24 2011.

Respectfully submitted,

Mark Goddard

Carbondale Police Pension Board Secretary