



CARBONDALE
All Ways Open

**City of Carbondale, Illinois
Foreign Fire Insurance Board
Regular Meeting Minutes
October 11, 2018. 3:30 PM
Fire Station #2, 401 N. Glenview**

Present: Chief M.Hertz, R. Miller, B. Schultz, T. Young, P. Seger, Z. Brown

Absent: J. Earll

Guests: None

Call to Order: Called to order 3:33 PM

Treasurer's Report: Current Balance of \$8,087.19. Outstanding expenditures of \$1219.98. Current available balance of \$6867.27.

Unfinished Business: None

New Business:

Liberty flag pole systems for 42-7 and 42-4 struck from agenda.

Seat belt extenders for 42-7 struck from agenda.

Tabled purchase of new badge for uniforms. Hertz

Purchase landscape rock. Schultz/Seeger (6-0)

Purchase replacement fan Sta. 1. Schultz/Brown (6-0)

Purchase replacement push mower. Schultz/Seeger. (6-0)

Purchase scanner and power cord. Hertz/Young (6-0)

Purchase weight room equipment. Seger/Hertz (6-0)

Purchase 2 subscriptions of Southern Illinoisan newspaper. Seger/Young (6-0)

Guest Comments and Questions

Announcements and Adjournment: Motion to adjourn meeting at 4:10 PM.
Young/Brown



Carbondale Human Relations Commission

Minutes – October 1, 2018
Carbondale Civic Center - 5:00pm

Commissioners Present: Jerrold Hennrich, Dora Weaver, Joseph Brown, Ted Gutierrez, Karriem Shariati, Carla Childs

Commissioners (Excused): Stephanie Brown

Commissioners (Unexcused):

Guest Present: Roger Webb, Dr. Ella Lacey, Margaret Nesbitt, Marilyn Brown Tipton, Rodney Morris, Scott Martin, Nathan Colombo, Jennifer Gutierrez, Elius Reed, Amelia Blakely, Rana Schenke, Rodney Cavity,

SIU-C Dept. of Public Safety Representative: None

Study Circles Staff: Sarah Heyer

Staff Present: Commission Liaison Courtney Beverly

CALL TO ORDER

The meeting was called to order at 5:05p.m. by Chair Hennrich.

MINUTES

Motion was made by Commissioner Ted Gutierrez and seconded by Commissioner Karriem Shariati to approve the minutes from the September 10, 2018 meeting. Motion carried. All Voted Aye. Corrections:

ANNOUNCEMENT

Elius Reed announced that the Carbondale Planning Commission are meeting on Wednesday October 3, 2018 at the Carbondale City Hall beginning at 6p.m. which will discuss the Brightfields Solar Project permit.

Commissioner Weaver mentioned the 11 Days for Compassion meeting that was held on September 25, 2018 was located at the Carbondale Newman Center.

The Gaia House Interfaith Center held a conference on September 30, 2018.

The Carbondale St. Francis Xavier Catholic Church are scheduling a meeting for new members on October 1, 2018 beginning at 7p.m.

Margaret Nesbitt announced the I Can Read banquet which will be scheduled for October 27, 2018 beginning at 6p.m.-12a.m. located at the Carbondale Elks Lodge.

Commissioner Weaver announced the Hispanic Heritage Month Celebration which will be held on October 3, 2018 beginning at 2p.m.to 3p.m. and will be held at the Southern Illinois University, Carbondale Student Center Ballrooms C and D.

Margaret Nesbitt announced the Carbondale NAACP annual banquet which will be held on October 14, 2018 beginning at 4p.m. located at the Carbondale Civic Center.

Elius Reed discussed a newspaper article that mentioned the Human Relations Commission Chair Jerrold Hennrich and the September 13th Community Roundtable Discussion.

Chair Hennrich announced Free Dentistry Day for Veterans on November 12, 2018 located at Dogwood Dental Care in Carbondale, Illinois.

PRESENTATIONS

None To Report

OLD BUSINESS

None To Report

ISSUES

None To Report

Public Education/HRC Website

None To Report

Public Forums/Events

None To Report

PUBLIC COMMENTS

Carbondale Concerned Citizens discussed the Koppers Tie Plant and the Brightfields Special Use Permit to the Human Relations Commission.

COMMISSION COMMENTS

The Human Relations Commission discussed writing a letter of support for the Carbondale Concerned Citizens in regards of the Brightfields Solar Project.

Chair Hennrich announced a subcommittee group for the Brightfields Solar Project letter which will include Commissioner Shariati, Commissioner Weaver and Commissioner Gutierrez.

Chair Hennrich announced to release two press releases for October 5, 2018 Brightfields Solar Project Subcommittee meeting and a special Human Relations Commission meeting on October 8, 2018.

Commissioner Gutierrez addressed the Human Relations Commission about the September 13th Community Roundtable Discussion press release.

Chair Hennrich discussed the table topics and notes of the September 13, 2018 Community Roundtable Discussion with the Commissioners.

PROCESS ASSESSMENT

Sparrow Coalition Report

Roger Webb announced the collection of Hygiene bags which will be distributed to the homeless.

Roger Webb announced the Carbondale Community Solar meeting which is held on the second and fourth Tuesday of each month and is located at the First Christian Church from 11a.m. to 1p.m.

Women For Change

None To Report

Neighborhood Action Group Report

None To Report

Non-Violent Carbondale Project Report

Sarah Heyer announced that on November 5, 2018 Dr. Patricia Welch Saleeby will be the guest speaker for the Human Relations Commission.

Racial Justice Coalition

None To Report

Law Enforcement

None To Report

Items for City Council

None To Report

ADJOURNMENT

Next meeting – November 5, 2018. There being no further business, Chair Hennrich closed the meeting to adjourn.

Meeting adjourned at 7:04p.m.

Recorded by Courtney Beverly _____



Human Relations Commission Subcommittee

Minutes – October 5, 2018
Carbondale Civic Center - 12:00pm

Commissioners Present: Jerrold Hennrich, Dora Weaver, Karriem Shariati

Commissioners (Excused):

Commissioners (Unexcused):

Guest Present: Dr. Ella Lacey

SIU-C Dept. of Public Safety Representative: None

Study Circles Staff:

Staff Present: Commission Liaison Courtney Beverly

CALL TO ORDER

The meeting was called to order at 12:00p.m. by Chair Hennrich.

MINUTES

The Human Relations Commission Subcommittee is meeting to discuss a letter recommendation for the Carbondale Concerned Citizens in regards to the Brightfields Special Use Permit.

The Human Relations Commissioners discussed the history of the Koppers Tie Plant and Carbondale, Illinois.

ANNOUNCEMENT

None To Report

PRESENTATIONS

None To Report

OLD BUSINESS

None To Report

ISSUES

None To Report

Public Education/HRC Website

None To Report

Public Forums/Events

None To Report

PUBLIC COMMENTS

None To Report

COMMISSION COMMENTS

None To Report

PROCESS ASSESSMENT

Sparrow Coalition Report

None To Report

Women For Change

None To Report

Neighborhood Action Group Report

None To Report

Non-Violent Carbondale Project Report

None To Report

Racial Justice Coalition

None To Report

Law Enforcement

None To Report

Items for City Council

None To Report

ADJOURNMENT

Next meeting – October 8, 2018. There being no further business, Chair Hennrich closed the meeting to adjourn.

Meeting adjourned at 1:10p.m.

Recorded by Courtney Beverly _____



Carbondale Human Relations Commission

Minutes – October 8, 2018
Carbondale Civic Center - 5:00pm

Commissioners Present: Joseph Brown, Jerrold Hennrich, Dora Weaver, Karriem Shariati, Ted Gutierrez, Carla Childs

Commissioners (Excused):

Commissioners (Unexcused): Stephanie Brown

Guest Present:

SIU-C Dept. of Public Safety Representative: None

Study Circles Staff:

Staff Present: Commission Liaison Courtney Beverly

CALL TO ORDER

The meeting was called to order at 5:03p.m. by Chair Hennrich.

MINUTES

The Human Relations Commissioners discuss and edit the recommendation letter for the Brightfields Special Use Permit on behalf of the Carbondale Concerned Citizens.

Motion was made by Commissioner Ted Gutierrez and seconded by Commissioner Dora Weaver to approve the recommendation letter for the Brightfields Special Use Permit from the October 8, 2018 meeting. All Voted Aye. Motion carried

ANNOUNCEMENT

None To Report

PRESENTATIONS

None To Report

OLD BUSINESS

None To Report

ISSUES

None To Report

Public Education/HRC Website

None To Report

Public Forums/Events

None To Report

PUBLIC COMMENTS

None To Report

COMMISSION COMMENTS

None To Report

PROCESS ASSESSMENT

Sparrow Coalition Report

None To Report

Women For Change

None To Report

Neighborhood Action Group Report

None To Report

Non-Violent Carbondale Project Report

None To Report

Racial Justice Coalition

None To Report

Law Enforcement

None To Report

Items for City Council

None To Report

ADJOURNMENT

Next meeting – November 5, 2018. There being no further business, Chair Hennrich closed the meeting to adjourn.

Meeting adjourned at 6:26p.m.

Recorded by Courtney Beverly _____



Carbondale Human Relations Commission

Minutes – November 5, 2018
Carbondale Civic Center - 5:00pm

Commissioners Present: Jerrold Hennrich, Dora Weaver, Joseph Brown, Ted Gutierrez, Karriem Shariati, Stephanie Brown

Commissioners (Excused): Carla Childs

Commissioners (Unexcused):

Guest Present: Dr. Patricia Welch Saleeby, Roger Webb, Elius Reed, Lee Hartman, Pam Brown

SIU-C Dept. of Public Safety Representative: None

Study Circles Staff: Sarah Heyer

Staff Present: Commission Liaison Courtney Beverly

CALL TO ORDER

The meeting was called to order at 4:58p.m. by Chair Hennrich.

MINUTES

Motion was made by Commissioner Joseph Brown and seconded by Commissioner Dora Weaver to approve the minutes from the October 1, 2018, October 5, 2018 and October 8, 2018 meeting. Motion carried. All Voted Aye. Corrections:

ANNOUNCEMENT

Chair Hennrich announced that the City Council will be having a special meeting on October 1, 2018 beginning at 6p.m.

Commissioner Gutierrez announced the 2019 Southern Illinois Wellness Expo which will be held on Saturday March 23, 2019 beginning at 8am to 1pm located at John A. Logan College.

Commissioner Stephanie Brown announced the 2018 Sensitive Santa. For further information please contact Stephanie Brown at 618-319-3303 or email autismsocietyisi@gmail.com

Commissioner Stephanie Brown announced that she was chosen to be on the Partners and Policy Making Board for the Illinois Department Council for People with Disabilities and will be appointed by the Governor in March 2019.

Commissioner Weaver announced that the Newman Catholics Student Center will be hosting there 53rd annual Gala on November 10, 2018 beginning at 6pm. For further information please contact Susan at 618-529-3311.

Sarah Heyer announced that on November 7, 2018 the Neighborhood Action Group will meet.

November 15, 2018 is America Recycles Day.

Sarah Heyer announced that on November 8, 2018 the Sustainability Commission will be meeting at the Carbondale Civic Center beginning at 6pm.

Commissioner Weaver announced that the Carbondale Race Unity Group will be having a watch party on November 6, 2018 located at the Newman Center.

PRESENTATIONS

Dr. Patricia Saleeby from the Southern Illinois University School of Social Work presented A Capability Approach To Promoting Human Rights For Persons With Disability.

OLD BUSINESS

None To Report

ISSUES

None To Report

Public Education/HRC Website

None To Report

Public Forums/Events

None To Report

PUBLIC COMMENTS

COMMISSION COMMENTS

PROCESS ASSESSMENT

Sparrow Coalition Report

None To Report

Women For Change

None To Report

Neighborhood Action Group Report

None To Report

Non-Violent Carbondale Project Report

None To Report

Racial Justice Coalition

None To Report

Law Enforcement

None To Report

Items for City Council

None To Report

ADJOURNMENT

Next meeting – December 3, 2018. There being no further business, Chair Hennrich closed the meeting to adjourn.

Meeting adjourned at 6:10p.m.

Recorded by Courtney Beverly _____



Carbondale Human Relations Commission

Minutes – December 3, 2018
Carbondale Civic Center - 5:00pm

Commissioners Present: Jerrold Hennrich, Dora Weaver, Joseph Brown, Karriem Shariati, Stephanie Brown, Carla Childs

Commissioners (Excused): Ted Gutierrez

Commissioners (Unexcused):

Guest Present: Carla Womack, Kim Herron – Titus, Roger Webb, Elius Reed

SIU-C Dept. of Public Safety Representative: None

Study Circles Staff: Sarah Heyer

Staff Present: Chief Jeff Grubbs, Commission Liaison Courtney Beverly

CALL TO ORDER

The meeting was called to order at 5:02p.m. by Chair Hennrich.

MINUTES

Motion was made by Commissioner Joseph Brown and seconded by Commissioner Karriem Shariati to approve the minutes from the November 5, 2018 meeting. Motion carried. All Voted Aye. Corrections:

ANNOUNCEMENTS

Commissioner Weaver mentioned that Carbondale Community High School parents have met due to recent racial tension between students.

Elius Reed mentioned that the Carbondale Planning Commission will have a Notice of Public Hearing at the December 12, 2018 meeting beginning at 6p.m.

The SIU Board of Trustees meeting will be held on December 13, 2018.

Elius Reed announced that SIU Interim President Kevin Dorsey mentioned that the student enrollment will drop again next year.

Chief Jeff Grubbs announced the World Café Police/Community Training which will be hosted by the Carbondale Police Department and Carbondale NAACP. The World Café is scheduled for December 13, 2018 located at the Eurma Hayes Center beginning at 6:30p.m.

Elius Reed announced that Illinois has a new Governor.

Commissioner Stephanie Brown announced the Carbondale Branch of the NAACP Annual Martin Luther King Jr Breakfast on January 21, 2019 located at SIU beginning at 8a.m.

PRESENTATIONS

The Women's United Network presented by Carla Womack and Kim Herron – Titus.

The Women's United Network is asking the Human Relations Commission to cosponsor the 2019 United We March event to commemorate the Women's March and build positive community engagement in Carbondale.

Motion was made by Commissioner Stephanie Brown and seconded by Commissioner Dora Weaver to approve the cosponsor and endorse the event for the Women's United Network for January 19, 2019.

Motion carried. All Voted Aye.

OLD BUSINESS

None To Report

NEW BUSINESS

The Human Relations Commission discussed the 2019 Calendar of Meetings and the Annual Retreat.

The Human Relations Commission Annual Retreat is scheduled for July 13, 2019 beginning at 12p.m.- 5p.m.

ISSUES

None To Report

Public Education/HRC Website

None To Report

Public Forums/Events

None To Report

PUBLIC COMMENTS

Elius Reed discussed the denied Brightfields request for special use permit.

COMMISSION COMMENTS

Commissioner Karriem Shariati recommended that the Human Relations Commission should endorse the World Café Police/Community Training, Coats For Kids Drive and the donation to the Boys and Girls Clubs of America in the form of a PSA to the local media.

The Human Relations Commission discussed the World Café Police/Community Training Flyer and the Shared Principles.

The Human Relations Commissioners discussed Carbondale Warming Centers.

Commissioner Karriem Shariati announced that next fall SIU Neely Hall will reopen.

PROCESS ASSESSMENT

Sparrow Coalition Report

None To Report

Women For Change

None To Report

Neighborhood Action Group Report

Sarah Heyer announced that the Annual Neighborhood Alliance meeting is scheduled for February 23, 2019 beginning at 10a.m-12p.m.

Non-Violent Carbondale Project Report

None To Report

Racial Justice Coalition

None To Report

Law Enforcement

Chief Jeff Grubbs discussed the Personnel Commendations/Complaints 2017 Summary to the Human Relations Commission.

Twenty citizens have graduated from the Carbondale Citizen Police Academy.

Discussion regarding the status of the Ride-Along Program.

Chief Jeff Grubbs mentioned the 2019 Coats For Kids Drive which has partner with the SIU Saluki Athletics and will be accepting donations at the Carbondale Police Department.

Items for City Council

None To Report

ADJOURNMENT

Next meeting – January 7, 2019. There being no further business, Chair Hennrich closed the meeting to adjourn.

Meeting adjourned at 6:45p.m.

Recorded by Courtney Beverly _____

Local Liquor Control Commission January 22, 2019 (Tuesday, January 22, 2019)

Generated by Jennifer R Sorrell on Wednesday, January 23, 2019

Commissioners present:

Commissioner Tom Grant, Commissioner Carolin Harvey, Commissioner Navreet Kang, Commissioner Adam Loos, Commissioner Jessica Bradshaw, and Chairman John M Henry

Commissioners absent:

Commissioner Jeff Doherty

Meeting called to order at 6:02 PM

1. Preliminaries to the Local Liquor Control Commission Meeting

Procedural: 1.1 **Roll Call**

2. General Business of the Local Liquor Control Commission

Action: 2.1 **Approval of Minutes from the Local Liquor Control Commission Meeting of January 8, 2019**

MOTION: Approve the minutes from the Local Liquor Control Commission Meeting of January 8, 2019.

Motion by Tom Grant, second by Carolin Harvey.

Final Resolution: Motion Carries

Yea: Tom Grant, Carolin Harvey, Navreet Kang, Adam Loos, Jessica Bradshaw, John M Henry

Action: 2.2 **Transfer of a Class C1 Liquor License (Packaged Liquor Store) from American Tap Liquors, LLC to change the location from 518 South Illinois Avenue, Suite A to 715 North Giant City Road, Suite 7**

An inquiry was made whether or not any additional application revisions are required.

MOTION: Approve the transfer of a Class C1 liquor license from American Tap Liquors to change the location from 518 South Illinois Avenue, Suite A to 715 North Giant City Road, Suite 7.

Motion by Adam Loos, second by Navreet Kang.

Final Resolution: Motion Carries

Yea: Tom Grant, Carolin Harvey, Navreet Kang, Adam Loos, Jessica Bradshaw, John M Henry

Action: 2.3 **Application for a Class A2 Liquor License (Restaurant, all alcoholic liquor) from House of Leisure, LLC d/b/a House of Leisure**

The Commission inquired about parking issues, noted that the operation seems more like a bar than a restaurant, and reminded the applicant about the requirement for restaurants and the percentages.

Applicant Fornestee Rowe and David Divine-Bey on behalf of Ms. Rowe responded to Commission and audience inquiries, noting that the intent was to have an establishment for people 35 and older, noting the need for establishments for that target audience, that parking was only needed for 130-150, and that seating would be available for about 75.

Donald Monty asked the applicant what role the gentleman speaker will have in operation of the establishment. Mr. Divine-Bey stated his role is to keep the peace and to be positive. Ms. Rowe indicated what her goals are for the establishment. She commented on who she intended to hire for operating the establishment, her experience in restaurants, and her lack of experience with liquor establishments.

Renata, last name not given, expressed support for the application.

MOTION: Approve the issuance of the Class A2 liquor license for House of Leisure, LLC d/b/a House of Leisure, contingent upon receipt of all outstanding items

Motion by Adam Loos, second by Jessica Bradshaw.

Final Resolution: Motion Carries

Yea: Tom Grant, Carolin Harvey, Navreet Kang, Adam Loos, Jessica Bradshaw, John M Henry

3. Citizens' Comments for the Local Liquor Control Commission

4. Adjournment of the Local Liquor Control Commission

The Local Liquor Control Commission adjourned at 6:21 p.m.

Jennifer R. Sorrell, City Clerk

Date



Non-Bargaining Unit Employees Personnel Board Meeting September 13, 2018

The City of Carbondale's Non-Bargaining Unit Employees (NBUE) Personnel Board held a regular meeting on Thursday, September 13, 2018, in Conference Room 111 of the Civic Center, 200 S. Illinois Avenue.

1. Call to Order

The meeting was called to order at 2:00 p.m., by Chair Jarin Dunnigan.

2. Roll Call

Present: Arnold Taylor, Christina Kuhns, Jarin Dunnigan, Harvey Welch, Chuck Vaught and David Chamness

Also Present: Tara Brown

3. Approval of Minutes

Dave Chamness asked about the Vacation Payout notification. Tara Brown noted that Human Resources would send out notice reminder to the departments in October and March. This memo would remind employees that we are halfway through the year and vacation leave over 1 ½ times will be paid out on April 30, 2019.

Motion was made by Chuck Vaught and second by Christina Kuhns to approve the minutes from the July 26, 2018 meeting. VOTE: All approved; Motion passed.

4. Old/Unfinished Business

A. Personal Rules and Regulations

1. Sick Leave Payout

Jarin Dunnigan noted that from our previous meetings the board discussed options of prorated payout of sick leave at retirement. Jarin stated that he found out that all NBUE and some union employees receive a payout and prorated because of the pay rate changes throughout an employee's career while with the City. Jarin Dunnigan noted that the option to pay employee sick leave at the rate of pay earned could be very time consuming to track and if the City could afford paying out sick leave at their previous and current pay rates.

2. Vacation Leave Payout

Tara Brown noted that Gary Williams would like to keep the cap in the Sick Leave policy and will review case by case bases for employees requesting sick leave usage for emergencies. Harvey Welch asked if all employees would receive notification of the vacation leave payout in October and March. Harvey Welch wanted to make sure that the non-bargaining employees are okay and understand this process. Tara Brown noted that the Rules and Regulations will be placed on the website and provide a copy to all admins with instructions to inform the employees that the updated version of the Rules and Regulations will be available on the website.

3. Employee Evaluations

Tara Brown noted that evaluations were sent out to the departments and will be completed by October 31, 2018. Jarin Dunnigan asked if these evaluations will not have any effect on the longevity pay for bargaining employees. Tara Brown noted that all unions have longevity included in their contracts. Tara Brown stated that Gary Williams wanted to make sure that all employees receive an evaluation and we will need to look at increasing the pay for the non-bargaining employees because new hires in fiscal year 2018, will make the same amount as a new hire in fiscal year 2019. Jarin Dunnigan noted that he asked that Alicia Jackson and Gary Williams attend this meeting to discuss the evaluation plan but due to Gary Williams having a newborn, we can invite them to the next meeting. Chuck Vaught ask that Tara Brown find out when the City stated the Performance Appraisal Management (PAM) study. Tara Brown noted that the (PAM) study established grades with a broader scope of the pay scale which is minimum to maximum but most positions start between minimum and mid-point. Christina Kuhns noted that the City could still use the scale but replace every five years with a longevity. The Board members briefly discussed proposing a plan to present a longevity plan to the City Manager. Tara Brown noted that Jeff Davis would like to look at each position and discuss with the departments to see if increases are possible and how would that work. The board suggested reviewing the old longevity plan and provide some suggestion to present to the City Manager for the next meeting. Jarin Dunnigan wanted to know if the evaluations are being completed now, when they would receive an increase. Tara Brown noted that Jeff Davis would have to look at the estimated budget for fiscal year 2019 and proposed this to the departments to discuss the options for a minimum increase for all positions. The evaluations are currently being completed because Gary Williams wanted everyone to be evaluated by October 31, 2018. Jarin Dunnigan noted that we could look at proposing an annual increase with a merit from the evaluations and receive a longevity every 5 years. Chuck Vaught asked Tara Brown to look back at Council meetings to see why the City abandoned the merit increases and went with the PAM study.

5. New Business

6. Public Comments & Questions

7. Announcements

Next meeting will be held November 8, 2018 at 2:00 pm

8. Adjournment

Motion was made by Chuck Vaught and seconded by Arnold Taylor to adjourn. Meeting adjourned at 3:05 p.m.

Submitted by:
Tara Brown, HR Manager

Approved by the Board: _____

REQUEST FOR ACTION

DATE:
ITEM NO.

Attached are the minutes of the Non-Bargaining Unit Employees Personnel Board's Regular Meeting held on September 13, 2018. Board approval is requested.

Motion by: _____ Second by: _____

To _____ Pending _____



Non-Bargaining Unit Employees Personnel Board Meeting November 15, 2018

The City of Carbondale's Non-Bargaining Unit Employees (NBUE) Personnel Board held a regular meeting on Thursday, November 15, 2018, in Conference Room 103 of the Civic Center, 200 S. Illinois Avenue.

1. Call to Order

The meeting was called to order at 2:14 pm by Chair Jarin Dunnigan.

2. Roll Call

Present: Christina Kuhns, Chuck Vaught, Arnold Taylor, Jarin Dunnigan, and Dave Chamness

Also Present: Tara Brown and Alicia Jackson

3. Approval of Minutes

Christina Kuhns noted to add sick leave at retirement in reference to the prorated payout of sick leave. Jarin Dunnigan noted the correction from sick leave to vacation leave in reference to notification of the sick leave payout in October and March.

Jarin Dunnigan noted to add a new paragraph at Tara Brown to title as Vacation A-2 and Sick Leave A-1.

Motion was made by Dave Chamness and second by Chuck Vaught to approve the minutes with corrections from the meeting. VOTE: All approved; Motion passed.

4. Old/Unfinished Business

A. Employee Orientation and Onboarding

Alicia Jackson gave an overview of the employee orientation held on November 5, 2018 and November 19, 2018 for all new hires January 17, 2017. The orientation consist of reviewing policies and procedures, rules and regulations and benefit programs offered throughout the City of Carbondale. Reviewed some of the retirement plans for non-bargaining and bargaining staff. Alicia Jackson noted that we are the process of creating an onboarding video for all new hires. Dave Chamness asked about the tour of the city facilities. Alicia Jackson noted that we asked if they wanted to take a tour but not one was interested. Dave Chamness noted that it was a requirement for all new hire to take a tour of the city facilities and bring in the committee member so the new employees will know who to go to. Alicia stated that the video would feature the city facilities and introduction from each department head. Dave Chamness noted that employees change positions and the video could become outdated. The concept was that an orientation was to be held twice a year to introduce the new employee to the various departments and facilities. The Board discussed the orientation process being held twice a year and offering all employees an opportunity to visit other locations. Chuck Vaught noted that the tour is a requirement for all new hires. Alicia Jackson noted that we can look at making the tour/facility visits mandatory. Jarin Dunnigan noted that the police department has a check off list of departments that the trainees have to visit to complete a portion of their training. The Board agreed that a video is a

good idea for onboarding but would like to continue with the tour of the city facilities and introduction from the department heads twice a year.

B. Evaluations

The Board has questions and concerns in reference to the evaluations. The Board tabled the discussion for the next meeting. Invite Gary Williams and Alicia Jackson to the next meeting to discuss the goals and objectives of the evaluations.

5. New Business

A. Basic Rate Pay Plan

The Board discussed the options to present a plan to the City Manager to discuss longevity or merit for Non-bargaining employees. Tara Brown noted that she has concerns with merit increases being fair and consistent throughout all departments. Tara Brown noted that the Board could present the idea for longevity with a performance measurement included. If an employee is still in a position and not performing, this issue is with management not addressing or correcting the issues with the employee. Jarin asked for information about the Position Appraisal Method (PAM) study and why the City changed from Merit system. Jarin Dunnigan noted that we need to ask the administration if they want the Board to assist or provide input on the change in merit or longevity. Dave Chamness noted that the Board can suggest change or revision to non-bargaining rules and regulations. Christina Kuhns asked if we can propose a change in policy to lock the base for 5 years to allow employees to make more than new hires. Christina Kuhns asked if we could propose a change in policy Sec 3-3A to lock the base pay for pay grade without the cost of living increase. Dave Chamness noted that there are some employees that have not received an increase and what do we do with that person. Tara Brown noted that she would have a discussion with Jeff Davis to see what can be done for the employees that have been with the city of numerous years and are making the same amount as those employees that recently started with the city. Chuck Vaught noted that there is no perfect solution to merit or longevity because it all depends on funding for the department. The Board discussed the concerns with union contracts providing a longevity increase and there is no performance component attached. Jarin Dunnigan noted that we have to find out what we can and cannot do from the City Manager to suggest changes.

B. Kronos System

Jarin Dunnigan asked if HR has heard anything negative about the time clocks. Chuck Vaught noted that there has always been rumors of time clocks being installed. Christina Kuhns noted that she has received some questions in reference to leave based on seniority but stated that leave will be approved by the supervisor. Christina Kuhns stated that she is in training and Kronos should help to streamline a process that takes her three days to complete, as well as reduce the numerous documents and emails. Tara Brown explained that Kronos will streamline the process and provide real time accruals.

C. Non-Bargaining Employees Survey

Jarin Dunnigan noted that he would like to know if employees have some concerns that they would like to bring to the Board. Jarin Dunnigan asked if we could send out something to the employees to get their feedback, issues or concerns to the Board. Tara Brown noted that all city employees do not have email. Jarin Dunnigan noted that we can maybe send something out in paper but we can discuss this at another time.

6. Public Comments & Questions

7. Announcements

Next meeting will be held January 10, 2018 at 2:00 pm

8. Adjournment

Motion was made by Chuck Vaught and seconded by David Chamness to adjourn. Meeting adjourned at 4:00 p.m.

Submitted by:

Tara Brown, HR Manager

Approved by the Board: _____

NON-BARGAINING UNIT EMPLOYEES PERSONNEL BOARD
REQUEST FOR ACTION

DATE:
ITEM NO.

Attached are the minutes of the Non-Bargaining Unit Employees Personnel Board's Regular Meeting held on November 15, 2018. Board approval is requested.

Motion by: _____ Second by: _____

To _____ Pending _____



MINUTES

Carbondale Planning Commission
Wednesday, August 15, 2018
Room 108, 6:00 p.m.
City Hall/Civic Center

Ms. Litecky called the meeting to order at 6:00 p.m.

Members Present: Miller, Le Beau, Sheffer, Hamilton, Henson, Burnside, Love, Litecky, and Bradshaw (ex-officio)

Members Absent: Lilly

Staff Present: Taylor and Brightharp

1. Approval of Minutes:

Mr. Sheffer moved, seconded by Mr. Love, to approve the minutes for June 20, 2018.

The motion to approve the minutes passed with a unanimous voice vote.

2. Citizen Comments or Questions

There were none

3. Report of Officers, Committees, Communications

There were none

4. Public Hearings

PC 19-02 6:02 pm, - Olivia Jones-Martin is requesting a Special Use Permit for a Day Care Home I, located within an R-1-15, Low Density Residential, District at 1545 East Gary Drive.

Ms. Litecky declared Public Hearing PC 19-02 open and asked Mr. Taylor to read the legal notice.

Travis Taylor, Senior Planner for the City of Carbondale, read the legal notice.

Ms. Litecky asked Ms. Brightharp to present the staff report.

Ms. Brightharp was sworn in and read parts A and B of the staff report.

Ms. Litecky asked if there were any questions of staff.

Mr. Sheffer ask if all the calls and letters were in opposition. Ms. Brightharp responded that there was one letter of concern about the play equipment and the rest were in opposition.

Ms. Litecky asked if the applicant was present and wished to speak.

Olivia Jones-Martin, of 1545 E, Gary Dr. Carbondale, came forward to speak about the daycare she wishes to open at her home. The daycare is to provide income for herself. She previously received a letter about putting equipment out but it wasn't for the daycare yet, as she fosters children and watches her grandchildren. She then notified the City

Ms. Litecky asked if there were any questions of the applicant.

There were none.

Ms. Litecky asked if anyone wished to speak in favor.

Mr. Burke A. Cawthon, of 1540 E. Gary Dr. Carbondale, came forward to speak. He was not opposed and came to find out more information. Mr. Cawthon lives across the street from where Ms. Jones-Martin wants to open up the day care and finds no danger with her property as it has a fence in backyard for the children. He finds that the daycare would help the people in the community.

Ms. Litecky asked if there were any questions.

Mr. Sheffer asked which house Mr. Cawthon lives in. It was clarified that his house was the house across the street and to the left according to the picture of property facing north.

Ms. Litecky asked Mr. Taylor to read the letters in opposition.

Mr. Taylor read six letters in opposition from Bruce and Sandy Pain of 809 S. Drury Carbondale, Linaya Germann of 813 S. Drury Carbondale, Laura Germann of 1547 E. Grand Carbondale, Michael McNerney of 825 S. Drury Ave. Carbondale, Kirk and Jocelyn Kerney of 1535 E. Gary Dr. Carbondale, Ron and Joyce Germann of 1554 E. Gary Dr. Carbondale.

Ms. Litecky asked if anyone wished to speak in opposition.

Ms. Marilyn Hogan, of 819 S. Drury Carbondale, came forward to speak in opposition. Mrs. Hogan lives in the neighborhood and states that the property doesn't look nice. She stated that she is also concerned about the property values if she decides to sell, she doesn't

think anyone would like to look at it. Ms. Hogan agrees with the letters that were read earlier, and believes that most of the neighbors do too.

Ms. Litecky asked if there were any questions.

There were none.

Mr. Ron Germann, of 1554 E. Gary Dr. Carbondale, came forward to speak. Mr. Germann reiterated what he wrote in his letter to Mr. Taylor. Mr. Germann stated that he remained in Carbondale after his retirement and is concerned about the noise the daycare will bring. Mr. Germann talked with Ms. Jones-Martin previously and said she had no job and no income when she made the application and now she currently has a full time job and can only have the daycare hours in the evening. When the toys and equipment in the backyard appeared, Mr. Germann and some other neighbors expressed concern and requested code enforcement to see what was happening. Mr. Germann stated that he was told by Mr. Taylor that there was no intention for a daycare center and that the toys were for foster children. Mr. Germann also stated that the only person that is in favor of the daycare in the neighborhood had recently put their house up for sale.

Ms. Litecky asked if there were any questions.

Mr. Burnside asked if Mr. Germann would be opposed with the toys and equipment that Ms. Jones-Martin has if she had multiple foster children, which would not be a business.

Mr. Germann said that he wouldn't have a problem with that as there wouldn't be traffic back and forth on the narrow streets.

Mr. Henson asked Mr. Germann how many more cars he expects to be on the street.

Mr. Germann replies he doesn't know, about 6 to 8.

Ms. Laura Germann, of 1547 E. Grand Carbondale, came forward to speak. Ms. Germann wanted to reiterate her letter that was read earlier and if this business was approved, what/would to stop another small business from coming into the neighborhood. She also expressed concern over the increased evening traffic in the area. Ms. Germann also clarified that foster children and children that are only at Mr. Jones-Martin house for a few hours are two different things.

Mr. Sheffer clarified that with the special use permit, you can control and put restrictions on the permit. Mr. Burnside clarified that it would be 6 children for the permit including any foster children that are in the house.

Ms. Carroll Buitrogo-Long, of 1527 E. Gary Carbondale, came forward to speak. Ms. Buitrogo-Long is not opposing the daycare, she just is more concerned about the traffic

and all of the play equipment in the yard. Ms. Buitrogo-Long also expressed concern if that area is a good environment for a daycare and foster children.

Ms. Litecky asked if there were any questions.

There were none.

Mr. Mike McNerney, of 819 S. Dury Carbondale, came forward to speak. Mr. McNerney also expressed concern about the additional traffic and parking in the neighborhood.

Mr. Sheffer suggested additional parking in the special use permit to help with the parking issue.

Ms. Litecky asked if there were any questions.

There were none.

Ms. Hogan came forward again to address the additional parking issues as she has some knowledge about parking. Ms. Hogan stated that Ms. Jones-Martin needs to put in a culvert and pave the area for the additional parking. Ms. Hogan also stated that the fence in Ms. Jones-Martin's yard doesn't go all around the yard and is a safety issue.

Ms. Litecky asked staff about the additional parking. Ms. Brightharp answered that the parking issue was addressed in the staff report analysis when discussing a previous case. Ms. Jones-Martin can only have 4 children because of insurance purposes, short-term parking is available for 2 additional cars in the driveway and on street parking as shown in pictures in exhibit B. Mr. Taylor also talked about expanding and paving the driveway if needed.

Ms. Litecky asked if there were any questions.

There were none.

Ms. Sarah Heyer, of 1442 E. Gary Dr Carbondale, came forward to speak. Ms. Heyer stated that maybe some of the neighbors are nervous about the daycare because of some recent brake-ins to cars and garages. Also there are some cars that drive fast on that road and it is a safety concern for the children.

Ms. Litecky asked if there were any questions.

There were none.

Mr. Germann returned to ask if Ms. Jones-Martin would have to have any additional lighting on the outside of the house because of the late hours she will be watching the children.

Mr. Taylor said that the city code does not require additional lighting and that there is a regulation on outdoor play which Ms. Brightharp conformed is from 8am to dusk. Mr. Miller asked why Mr. Germann thought the daycare was a concern for retirees. Mr. Germann stated the increase in noise and traffic. Also parking on the street would be an issue because you would have to zig-zag in-between the parked cars. Mr. Henson asked if No Parking signs would help with the zig-zag in-between cars. Mr. Germann said that would best be answered by going around the neighborhood and asking.

Ms. Litecky asked if anyone else wished to speak in opposition.

There were none.

Ms. Litecky asked Ms. Brightharp to read the analysis.

Ms. Brightharp read Parts C of the staff report for PC 19-02, with a recommendation of approval.

Ms. Litecky asked if the Commissioners had questions for staff.

Mr. Sheffer asked if the Commission could take into consideration 2 conditions, 3 extra parking spots and a privacy fence before the final vote. Mr. Taylor said there could be a discussion before to address the concerns.

Mr. Miller asked if there was a traffic count on Gary road as well as Giant City Road. Ms. Brightharp responded that there was not. Mr. Miller also asked to clarify how many cars can fit in the driveway. Ms. Brightharp said that the driveway can accommodate a total of 4 cars.

Ms. Litecky asked if there were questions from anyone to anyone.

Dr. Hamilton asked if Ms. Jones-Martin obtained her daycare license yet at this time. Ms. Jones-Martin responded that she had to wait on the zoning before turning in her application for her license. Dr. Hamilton then asked with her full time job, who would watch the children. Ms. Jones-Martin responded that the daycare was just for after school care and she will be the only provider. Dr. Hamilton asked what happens if she is ill, does she have anyone to help her. Ms. Jones-Martin responded that there will be no one to help her, she will contact the parents, if needed, to cancel their appointments.

Dr. Hamilton asked Mr. Taylor about the police activity in the neighborhood. Mr. Taylor responded that he was unaware of the activity reports at this time for that area.

Mr. Love asked if all of the yard is fenced in. Ms. Jones-Martin responded that the house on the left and behind has a fence the way around and the area where the kids will play is fenced. Mr. Sheffer stated that when he went out there, he just saw a chain link fence around the play area. Mr. LeBeau asked how long Ms. Jones-Martin has lived in the neighborhood. Ms. Jones-Martin responded 2 years. Dr. Hamilton asked about the height of the fence for the play area. Ms. Jones-Martin wasn't sure. Mr. Sheffer said about 3 feet tall. Dr. Hamilton asked what age of kids for the daycare.

Ms. Germann asked if there can be a restriction to the maximum total of children at the daycare to 4. Mr. Sheffer said that yes in the special use permit there can be. Ms. Germann asked who the license provider for the daycare is going to be, the owner of the daycare or an employee. Mr. Love said most likely the homeowner. Ms. Germann asked where Ms. Jones-Martin worked to see who would take care of the children during the daytime hours because of her full-time job. Ms. Jones-Martin said she didn't work during the summer because she works for the school district. Mr. Henson asked if there is any signage for kids "at play"/ "go slow". Ms. Germann replied no and they requested some because of cars speeding and nothing had been done. Mr. Henson asked anyone in the audience if they were interested in any signage and it was a unanimous yes. Mr. Love asked if the City installed the signs and Mr. Taylor replied correct.

Ms. Dalora Bell, of 1006 W Sycamore Carbondale, came forward to ask if every citizen has to go through this process or is it just this neighborhood. Mr. Taylor responded that it is anyone in the district. Ms. Bell stated that there are more home daycares permitted than one in the last 10 years. Mr. Taylor responded that if there were the City was unaware of it. Ms. Bell asked Mr. Henson to clarify his statement "if this does go through." Mr. Henson responded that they haven't voted, so nothing has been decided.

Mr. Germann returned to ask if there was a height requirement for fencing. Mr. Taylor stated that there is no height requirements for fencing. Mr. Miller said that is a licensing issue not a permit issue. Mr. Sheffer offered a privacy fence around play area so neighbors can't see play equipment as a condition of the permit.

Mr. Henson asked Ms. Jones-Martin if she has the desire to put up a fence or extra parking, if required. Ms. Jones-Martin responded yes, she can also put her car into the garage so she can have more parking.

Dr. Hamilton asked if the appearance of the play equipment is not acceptable to the other homeowners. Ms. Jones-Martin responded that the equipment is just out in the yard so she can take inventory of what she has. Ms. Jones-Martin also stated that there will not be as many toys in the yard if she gets the daycare. Dr. Hamilton asked if Ms. Jones-Martin has

gotten together with the homeowners in the neighborhood to come to a compromise. Ms. Jones-Martin said that no, no one has welcomed her to the neighborhood. Dr. Hamilton asked if there was a HOA in the area and Ms. Jones-Martin replied no.

Mr. Chris Germann, of 1813 Dury Carbondale, asked to clarify how far the fencing has to be from the street. Ms. Brightharp and Mr. Sheffer clarified that Ms. Jones-Martin is in compliance with her fencing. Mr. Germann asked to clarify how far away any structure needs to be from the property line. Mr. Taylor answered Mr. Germann's question.

Mr. LeBeau asked what the distance restriction for registered sex offenders was. Mr. Taylor answered that he is unaware. Mr. Love and Mr. Burnside said that that issue will be handled by the state. Ms. Litecky stated that the state also has requirements for fencing.

Ms. Litecky declared PC 19-02 closed and asked for a motion on the findings of fact.

Mr. Sheffer moved that the Commission accept as findings of fact Parts A and B of the staff report for PC 19-02, the applicant was present, and one spoke who was in favor/neutral and seven in opposition and six letters in opposition and zero letters in support, seconded by Mr. Love.

Mr. Sheffer asked to have a discussion before voting to agree to three terms to add to the permit. The terms are two more parking spaces, a privacy fence and drive slow sign for children. Mr. Taylor asked to clarify number one, more parking. Mr. Sheffer said besides the driveway add two more parking spaces in the yard so there is no on-street parking. Add a privacy fence so everything is protected and it looks nice. And have the City put up slow children at play signs up. Ms. Litecky asked if the city can do the signs. Mr. Taylor said that we have to put in recommendation for the signs but it's not needed for the special use permit.

Mr. Henson, Mr. Love, Mr. Burnside, and Mr. Miller all disagree with Mr. Sheffer's terms. Mr. Miller disagrees with the added parking for three reasons. The first is it is an undo expense, the second it will change the look of the property, and lastly he thinks that there is ample parking at Ms. Jones-Martin's house already and the parents dropping their children of will only be there for 10 to 15 minutes. Mr. Sheffer said that it will be easy to add more parking to make everyone happy. Mr. Love stated that parents dropping off their children are not going to be speeding down the road. Mr. Burnside just wants to reiterate what Mr. Love said and if you put in an asphalt driveway in the yard it would decrease the property values. Mr. LeBeau stated that he doesn't like special use permits for nonresidential uses within residential districts. Dr. Hamilton stated that it's not easy or simple to get a special use permit in a residential neighborhood. Mr. Henson is against additional parking and the fence Ms. Jones-Martin has now meets code, so she should not have to purchase a new one.

The motion to vote on the seven criteria separately by Mr. Henson and was seconded by Dr. Hamilton. There was a discussion about voting separately.

Roll Call Vote:

Yes – 4 (Sheffer, Hamilton, Henson, Litecky)

No – 4 (Miller, LeBeau, Burnside, Love)

Mr. Taylor stated did not pass.

The motion to vote on the seven criteria all as one by Mr. Henson and was seconded by Mr. Love. There was further discussion about the voting.

Roll Call Vote:

Yes – 5 (Miller, LeBeau, Hamilton, Burnside, Love)

No – 3 (Sheffer, Henson, Litecky)

Mr. Taylor stated that the motion to vote all as one has approved.

The motion to vote that all have been meet by Mr. Love and was seconded by Dr. Burnside.

Roll Call Vote:

Yes – 4 (Miller, Henson, Burnside, Love)

No – 4 (LeBeau, Sheffer, Hamilton, Litecky)

Mr. Taylor stated that all the criteria have been meet has failed.

The motion to vote approve PC 19-02 by Mr. Henson and was seconded by Dr. Burnside. There was further discussion about the voting.

Roll Call Vote:

Yes – 4 (Miller, Henson, Burnside, Love)

No – 4 (LeBeau, Sheffer, Hamilton, Litecky)

Mr. Taylor stated that the item would move forward with no recommendation of PC 19-02 and that the item would be on the City Council agenda for discussion at their meeting on August 28, 2018.

PC 19-03 8:00pm, Saliata, LLC has proposed a text amendment to Title 15-2.29 of the Carbondale Revised Code, commonly referred to as the Nonresidential Districts Use Table, relative to allowing general retail, in the PAR, Professional Administrative Office, Residential, zoning district.

Ms. Litecky declared Public Hearing PC 19-03 open and asked Mr. Taylor to read the legal notice.

Travis Taylor, Senior Planner for the City of Carbondale, read the legal notice.

Ms. Litecky asked Mr. Taylor to present the staff report.

Ms. Litecky asked if there were any questions of staff.

There were none.

Ms. Litecky asked if the applicant was present and wished to speak.

Ms. Sarah Heyer of 1442 E Gary Dr. Carbondale, came forward to speak about the bookstore. Ms. Heyer stated that when directed to put an “S” or a “P” on exhibit B she put a “P” but thinks an “S” is more suitable for the neighborhood. She also stated that her friends are happy to have a bookstore come to the neighborhood.

Ms. Litecky asked if there were any questions of the applicant.

There were none.

Ms. Litecky asked if anyone wished to speak in favor.

Ms. Christy Christensen of 1807 W. Walnut, Carbondale, came forward to speak. Ms. Christensen stated that a bookstore would be good use for the house and a positive use for the land. Ms. Christensen thinks that it will be a good place for families to visit. She also said that there are a lot of people behind the bookstore for different reasons and thinks that a gift shop will not be a problem because a lot of the business will be done over the internet with book sales.

Mr. Neil Hughes of 615 W. Elm, Carbondale, came forward to speak. Mr. Hughes said that this is an amazing project that is a not for profit community based bookstore. Mr. Hughes stated that the retail is just for a small bookstore, it’s not like a big retailer and going to cause an issue. Mr. Hughes thinks the bookstore will be a good addition to the community.

Ms. Damaris Mitenberger of 804 W. Main, Carbondale, came forward to speak. Ms. Mitenberger stated that she there has not be a lot of new business coming to the area. Ms. Mitenberger stated that she is in favor of the bookstore and thinks it will be a positive addition to the neighborhood.

Ms. Leslie Lloyd of 712 W. Elm St., Carbondale, came forward to speak. Ms. Lloyd stated that the community and faculty at SIUC like the idea and are excited about the bookstore. Ms. Lloyd stated that she did have a home business, but it became too big after retirement her so she opened an office in the building where the bookstore will be locate at. She has also helped restore her office to the original look of the building. Ms. Lloyd also stated that

as a tenant, the landlords have been very good to her.

Ms. Delora Bell of 1006 W. Sycamore St., Carbondale, came forward to speak. Ms. Bell is in favor of the business and reiterated what the other speakers have said.

Melissa Burkel of 1231 W. Short Dr., Carbondale, came forward to speak. Ms. Burkel stated that she is excited about the children's reading room and plans to take her family to the bookstore. Ms. Burkel stated that it will provide for the community and it should have no negative effect. She also stated that it will be a great addition to the community.

Mr. Thomas Deckinkeller of 194 1C S Illinois Ave Carbondale, came forward to speak. Mr. Deckinkeller said that as someone who worked on the programing for Sailiata, LLC they provided a positive work environment. Mr. Deckinkeller also stated that this bookstore could be an attraction/ reinvention that the City needs.

Mr. Sheffer asked if the applicate needed to change to a special use permit and not change the code. Mr. Taylor stated that the applicant came into the office to discuss different options. It was decided to move forward as a permitted use as discussed with City staff and applicant but then the applicant question later about changing to special use. City legal department said that it will still be allowed to change to special use. There was then discussion among the commissioners about whether the PC case should be heard as a text amendment permitted use or text amendment special use. Ms. Litecky stressed that they needed to focus on the text amendment on retail use in this district and not on the bookstore itself.

Ms. Litecky asked if anyone wished to speak in opposition.

Donald Monty of 418 S. Giant City Road, Carbondale, came forward to speak. Mr. Monty stated that it's important to look at the statement of intent for this zoning district. Mr. Monty then discussed what is and is not allowed in the zoning area. Mr. Monty stated that the applicant is not asking for a bookstore, but is asking for a text change for the category of retail general/otherwise listed. Mr. Monty said the problem with the category of use is too broad and can allow other business to come in. Mr. Monty stated if the desire is bookstore then have the amendment request denied and apply for a text amendment to allow bookstore as a special use in PAR. Mr. Monty said that from a public policy perspective, it would be bad to amend the City code in this manner and the amendment is out of place and a something new comeback through. Mr. Monty stated that he has a problem with the public notifications for text amendments and would like more people to know that there is a text change in a zoning area.

Mr. Sheffer asked if the meeting needed to proceed or if the applicant should come back with a text amendment for special use. Ms. Litecky asked if it was possible to withdraw application right now and staff answered yes. There was further discussion about whether to proceed or not.

Mr. Navreet Kang of 613 S. Terrance Dr., Carbondale, came forward to speak. Mr. Kang

agrees with Mr. Monty and thinks that applicant should go back to the staff for a special use permit to pick certain retail uses for the business. Mr. Kang also stated that there are a lot of vacant properties and is always looking for ways to bring in businesses to the community.

Mr. Sheffer stated that there was a lot of retail space available in the area. Dr. Hamilton stated that he agrees with Mr. Monty and wants to have a bookstore as a special use permit in a specific area and not a go the way of a text amendment. Ms. Bradshaw asked Mr. Taylor what was the building coded as. Mr. Taylor replied that TESSI, without reviewing, was estimated as a music studio and the other offices were offices that were permitted. Ms. Bradshaw asked how the applicant is directed to request a text amendment. Mr. Taylor answered that the applicant came forward with an idea and the staff advised them in which category to choose. Ms. Bradshaw asked if multiple business in one building, what would be the dominate code to put the building under. Mr. Taylor answered that each use fall under a different category.

Ms. Litecky asked Mr. Taylor to read the staff analysis.

Mr. Taylor read Parts C and D of the staff report for PC 19-03, with a recommendation of approval.

Ms. Litecky asked if the Commissioners had questions for staff.

Mr. Love asked to clarify exhibits B and C or C and D. Mr. Taylor answered there was an error and it should be C and D. Dr. Burnside clarified they're only talking about the text amendment and to change the code to have a bookstore. Dr. Burnside suggested to change the text of the code that includes bookstore if not approved. Dr. Burnside also suggested that the City needs to investigate what is allowed in a particular zone then make an amendment so it's clear about what is and is not permitted. Dr. Burnside stated that Mr. Monty's suggestion is to update the code instead of allowing permitted use which may open the door for something undesirable.

Ms. Litecky asked if there were questions from anyone to anyone.

Ms. Lloyd expressed concern about the applicant maybe being misguided during the application process. She also stated that maybe this process will discourage other small business owners and not for profit because it doesn't seem efficient and would like to see the process more efficient.

Mr. Deckinkeller stated that it would make sense to have a general purpose retail in this PAR district.

Mr. Hughes asked between changing the text or having the City investigate, is it better to go with the first option.

Dr. Burnside answered that if it was him, that yes, he would go with the first option.

Mr. Henson asked Mr. Taylor if they can amend the text to allow special use or is it just permitted use. Mr. Taylor responded that he clarified with the legal department to make it a special use.

Ms. Heyer stated that if commission is prepared to make this a special use, okay, but she's prepared to withdraw and rewrite it, and bring it back to the next meeting. Ms. Heyer asked for advice on which to choose. Mr. Henson stated to Ms. Lloyd that two months the commission was requested to look at the information and no one was interested and would like to apologize to the applicate for the delay. Mr. Henson also said that withdrawal would be a good way to go.

Ms. Heyer requests to withdraw her application for PC 19-03.

Ms. Litecky declared PC 19-03 closed.

5. Old Business

There was none.

6. New Business

A. City Council Agenda from June 26, 2018, July 24, 2018 and August 14, 2018.

Ms. Bradshaw reviewed the City Council meetings as they related to Planning.

7. Adjournment

Ms. Litecky adjourned the meeting at 9:16 p.m.



MINUTES

Carbondale Planning Commission
Wednesday, September 5, 2018
Room 108, 6:00 p.m.
City Hall/Civic Center

Ms. Litecky called the meeting to order at 6:00 p.m.

Members Present: Miller, LeBeau, Sheffer, Hamilton, Henson, Burnside, Love, Lilly, Litecky.

Members Absent: None

Staff Present: Taylor

1. Approval of Minutes:

Mr. Sheffer moved, seconded by Dr. LeBeau, to approve the minutes for August 15, 2018.

The motion to approve the minutes passed with a unanimous voice vote.

2. Citizen Comments or Questions

There were none

3. Report of Officers, Committees, Communications

There were none

4. Public Hearings

PC 19-04 6:02 pm, - Brightfields Development, LLC, is requesting a Special Use Permit for the development of a solar array in the AG, General Agriculture, and GI, General Industrial, zoning districts for property located at 1555 North Marion Street.

Ms. Litecky declared Public Hearing PC 19-04 open and asked Mr. Taylor to read the legal notice.

Travis Taylor, Senior Planner for the City of Carbondale, read the legal notice.

Ms. Litecky asked Mr. Taylor to read the staff report.

Mr. Taylor was sworn in and read parts A and B of the staff report.

Ms. Litecky asked if there were any questions of staff.

Ms. Lilly asked what the distance for the 42 letters sent was. Mr. Taylor answered if they lived 500 feet of a zoned GI property and 1000 feet of the property.

Mr. Henson asked how many feet did the original contamination spread from the site. Mr. Taylor stated that he did not have that information.

Ms. Litecky asked if the applicant was present and wished to speak. Ms. Litecky also stated that there will be a 4 minute time limit so everyone can speak.

Mr. Henson stated that he objects to the 4 minute time limit placed on the public to speak as the Commission has never done that before.

There was then further discussion about the time limit from the audience.

Mr. Henson makes a movement to delay the special use permit for one (1) month. Ms. Lilly seconds the motion.

Ms. Litecky asked if there was any discussion with the commissioners.

Dr. Miller asked when the letter for the area were sent out. Mr. Taylor said they were postdated August 22th 2018. Mr. Henson stated they just received the email for the scientific data for the ground last night and was not able to read the information on short notice. Ms. Lilly stated that she didn't receive the information. Mr. Taylor stated that he reached out to Ms. Lilly and made the documents available at City Hall. Mr. Taylor stated that he didn't receive the information until the morning he sent the email to the Commission. There was further discussion about what the information was. Mr. Sheffer expressed concern about deferring the meeting stating that there might be a lot of upset people if they don't get a chance to speak.

Dr. Miller asked to clarify whether the action to table the motion or to defer action. Mr. Taylor stated that deferring action would be more appropriate as that would allow the Commission to pick up the item at the specified meeting.

Mr. Henson then moved to amend his motion to be deferral of action seconded by Dr. Burnside.

Roll Call Vote:

Yes – 9 (Miller, LeBeau, Sheffer, Hamilton, Henson, Burnside, Love, Lilly, and Litecky)

No – 0

Mr. Taylor stated that the motion passed. Action will be deferred for one (1) month.

There was then discussion on when to hold the next meeting for this hearing and was decided on October 17th.

There was then a motion to defer the action on the item to October 3rd by Mr. Sheffer and seconded by Dr. Lebeau. There was then discussion about moving the meeting.

Roll Call Vote:

Yes – 7 (LeBeau, Sheffer, Hamilton, Henson, Burnside, Love, Litecky)

No – 2 (Miller, Lilly)

Mr. Taylor stated that the motion passed. Action will be deferred to the meeting on October 3rd.

5. New Business

A. City Council Agenda from August 28, 2018.

Mr. Taylor reviewed the City Council meetings as they related to Planning.

6. Adjournment

Ms. Litecky adjourned the meeting at 6:28 p.m.



MINUTES

Carbondale Planning Commission
Wednesday, September 19, 2018
Room 108, 6:00 p.m.
City Hall/Civic Center

Ms. Litecky called the meeting to order at 6:00 p.m.

Members Present: LeBeau, Hamilton, Henson, Love, Litecky and Bradshaw (ex-officio)

Members Absent: Miller, Sheffer, Burnside, Lilly

Staff Present: Taylor

1. Approval of Minutes:

Mr. Love moved, seconded by Dr. LeBeau, to approve the minutes for September 5, 2018.

The motion to approve the minutes passed with a unanimous voice vote.

2. Citizen Comments or Questions

There were none

3. Report of Officers, Committees, Communications

There were none

4. Public Hearings

PC 19-05 6:02 pm, - Saliata, LLC is requesting a text amendment relative to allowing general retail uses via Special Use Permit within the PAR, Professional Administrative Office, Residential, zoning district.

Ms. Litecky declared Public Hearing PC 19-05 open and asked Mr. Taylor to read the legal notice.

Travis Taylor, Senior Planner for the City of Carbondale, read the legal notice.

Ms. Litecky asked Mr. Taylor to read the staff report.

Mr. Taylor was sworn in and read part A of the staff report.

Ms. Litecky asked if there were any questions of staff.

There were none.

Ms. Litecky asked if the applicant was present and wished to speak.

Ms. Sara Heyer of 1442 Gary Dr. Carbondale, came forward to reiterate the statement that was in the staff report.

Ms. Litecky asked if there were any questions of the applicant.

There were none.

Ms. Litecky asked if anyone wished to speak in favor.

Mr. Taylor read a letter from Mr. Donald Monty of 418 S. Giant City Road, Carbondale. Mr. Monty recommended that a footnote be added to require the specific retail use of the retail be included as a condition of the Special Use Permit.

Dr. Hamilton asked the applicant what other items the bookstore was going to sell.

Ms. Heyer responded that it will be a room sell local artwork and local authors.

Ms. Lori Sailiata of 705 W. Main St Carbondale, came forward to speak. Ms. Sailiata stated that 231 square feet of the bookstore is only going to be used for retail. Ms. Sailiata said that she will use that space to sell books and sampling for local artists and crafters and things associated with a bookstore.

Ms. Litecky asked if anyone wished to speak in opposition.

There were none.

Ms. Litecky asked Mr. Taylor to read the staff analysis.

Mr. Taylor read Parts B and C of the staff report for PC 19-05, with a recommendation of approval.

Ms. Litecky asked if the Commissioners had questions for staff.

Mr. Henson request clarification on what the footnote would do that Mr. Monty requested in his letter.

Mr. Taylor answered Mr. Henson's request.

Ms. Litecky asked if there were questions from anyone to anyone.

Ms. Bradshaw asked if staff considered instead of making a new footnote, adding the footnote used by the Neighborhood Business zoning district instead.

Mr. Taylor stated that the footnote Mr. Monty suggested is different than the Neighborhood Business zoning district footnote as it limits the employee's hours of operation and not a required specified land use. Ms. Litecky asked if the new footnote protects the neighborhood. Mr. Taylor responded that was correct, the City Council and Planning Commission can pick the specific land uses allowed by the Special Use.

Dr. Hamilton asked if the special use permit is only for Sailiata and not for any other properties if the building is sold.

Mr. Taylor responded that the special use permit can be written that way. Ms. Litecky noted that the Committee meeting is only for a text amendment not for a special use permit.

Ms. Litecky declared PC 19-05 closed and asked for a motion on the findings of fact.

Mr. Love moved that the Commission accept as findings of fact Part A of the staff report for PC 19-05, the applicant was present, and one spoke in favor, one letter in favor and none in opposition, seconded by Mr. Henson.

The motion was passed with a unanimous voice vote.

Mr. Love moved that the Commission recommend approval of a text amendment, with the addition of Mr. Monty's footnote, to allow general retail use via Special Use Permit within the PAR, Professional Administrative Office, Residential, zoning district, and send PC 19-05 to City Council, seconded by Dr. LeBeau.

Roll Call Vote:

Yes – 5 (LeBeau, Hamilton, Henson, Love, and Litecky)

No – 0

Mr. Taylor stated that the item would move forward with recommendation for approval with Mr. Monty's text amendment of PC 19-05 and that the item would be on the City Council agenda for discussion at their meeting on October 9th 2018.

5. Old Business

There was none.

6. New Business

A. City Council Agenda from September 11, 2018.

Ms. Bradshaw reviewed the City Council meetings as they related to Planning.

B. Dr. LeBeau motioned to move the November 21, 2018, meeting to November 14, 2018, and was seconded by Mr. Love.

The motion was passed with a unanimous voice vote.

6. Adjournment

Ms. Litecky adjourned the meeting at 6:26 p.m.



MINUTES

Carbondale Planning Commission
Wednesday, October 3, 2018
Room 108, 6:00 p.m.
City Hall/Civic Center

Ms. Litecky called the meeting to order at 6:00 p.m.

Members Present: Miller, LeBeau, Sheffer, Hamilton, Henson, Burnside, Love, Lilly, Litecky and Bradshaw (ex-officio)

Members Absent: None

Staff Present: Taylor

1. Approval of Minutes:

Mr. Love moved, seconded by Dr. LeBeau, to approve the minutes for September 19, 2018.

The motion to approve the minutes passed with a unanimous voice vote.

2. Citizen Comments or Questions

Jerrell Hendricks asked that the Commission not limit the public speaking time to 4 minutes. Ms. Litecky stated that there will be no limit.

3. Report of Officers, Committees, Communications

There were none.

4. Public Hearings

PC 19-04 6:02 pm, - Brightfields Development, LLC, is requesting a Special Use Permit for the development of a solar array in the AG, General Agriculture, and GI, General Industrial, zoning districts for property located at 1555 North Marion Street.

Ms. Litecky asked if the applicant was present and wished to speak.

Dan Voss, 10 Hancock Ave. Lexington Massachusetts, came forward to speak. Mr. Voss gave a presentation on the background on the company, Brightfields and that the company

plans to turn the land into a solar array. Mr. Voss stated that Brightfields received a Special Use Permit from the City Council three years ago but it has since expired. Mr. Voss stated that the project will not disturb any impacted soil during the panel placement or operations. Mr. Voss went into detail on the background of the site where Brightfields wishes to develop the solar array. Mr. Voss stated that when Brightfields acquired the Special Use Permit three years ago, there was scientific research to prove that the site was safe and that the health risks were being appropriately addressed. Mr. Voss then explained how the solar array works. Mr. Voss then explained that Brightfields will be working closely with the City and the EPA to insure that the contractors that they hire will be safe and the community surrounding the site is safe as well. Mr. Voss said that in a letter from the EPA, the site will not pose a renewed risk and is an ideal use for the site. Mr. Voss stated that the EPA will have to sign off on the design of the solar array. He further explained how the solar array will meet all of the seven criteria that will be voted on the Commission.

Ms. Litecky asked if there were any questions of the applicant.

Mr. Sheffer asked if the concrete pads conform to the 900lb limit that is in place on the site.

Mr. Voss answered that yes, the racks and concrete pads they place will be within the margin of error. Mr. Voss also stated that this system has been developed for this type of problems.

Mr. Sheffer asked if Brightfields is building any buildings. Mr. Voss answered no, just an information kiosk and a parking lot. Mr. Sheffer asked about Ameren upgrading the power lines and is the dirt being disturbed if they needed to upgrade.

Mr. Voss answered that Brightfields will have to study the process and then hopefully work will be done offsite. If there is onsite work, it will be done in a way that the soil will not be disturbed.

Mr. Miller asked if the site is still considered a brownfield.

Mr. Voss stated yes this site is still a brownfield site. Mr. Miller asked how long the contract was. Mr. Voss answered that the Renewable Energy Credit Contract is for 15 years and power agreement is for 25 years. Mr. Miller asked how long the contract with Beazer is. Mr. Voss answered 25 years with the option to extend if there is still life left in the solar panels.

Mr. Sheffer asked if there is an insurance policy to clean everything up if Brightfields left before the 25 years were up. Mr. Voss stated that is correct.

Ms. Lilly is concerned that only putting twelve inches of dirt on top the creosote pond then adding then solar panels on top is not safe enough. Ms. Lilly also asked if Brightfields has been around to talk to the community that has concerns about the site.

Mr. Voss stated that there will be a geotechnical process where they insure the ground holding capacity over the lagoon to make sure it is structurally sound to hold the solar panels and that test has to be completed before work can start.

Dr. Hamilton asked to explain option “B”—putting gravel down on the site so the site can distribute the weight for the solar panels better.

Mr. Voss answered that when you put the gravel down then the trays, you don’t have as much pressure on individual footings. Dr. Hamilton asked when plan “B” was the best option. Mr. Voss said after they get the geotechnical tests back and then submit the final designs to the EPA for their approval.

Dr. Burnside asked if Mr. Voss has ever personally dealt with creosote.

Mr. Voss answered no. Dr. Burnside asked how much pushback has Brightfields got from other communities that are around the other sites. Mr. Voss stated that there is rarely linkage with the solar site and health risks. Dr. Burnside asked how many other neighborhoods have stopped their development. Mr. Voss answered that to his recollection where the company, there hasn’t been pushback to stop development. Dr. Burnside asked what the characteristics of the other communities are where similar projects have been. Mr. Voss answered that characteristics are site to site.

Ms. Lilly asked if Brightfields has looked into different sites to put the solar fields.

Mr. Voss answered that they work with the owners of contaminated sites. Mr. Voss stated that in using brownfields sites it is a better way to create clean energy instead of consuming farmland to create clean energy. Ms. Lilly asked if there is going to be any restitution for the community members in the area or was the site chosen because of the African American Community. Mr. Voss stated that the site was not chosen because of the African American Community, they look at all brownfield sites.

Mr. Sheffer asked if there was an incentive from the government to use brownfields instead of farm land for the solar fields.

Mr. Voss stated that there is a credit if built on a brownfield. Mr. Voss stated that one of the good things about the site in Carbondale is that it is by a substation, it has roads and the ground cover is already in place.

Mr. Sheffer asked about the safety issue of the site.

Mr. Voss answered that they are relying on the remediation that the EPA has approved.

Dr. Burnside asked if Brightfields is a business for profit. Mr. Voss confirmed. Dr. Burnside asked that Brightfields is willing to spend more money to build on a brownfield than somewhere else. Mr. Voss stated Brightfields is investing a lot more time and energy to earn the same profit that people who are doing a large utility scale project are doing.

Mr. Henson asked Mr. Voss to explain more of his background with similar projects in Australia. Mr. Voss described his background work in Australia. Mr. Henson asked to estimate the percentage of the projects that were used as community development. Mr. Voss stated 1.5 billion dollars so probably in the multimillions over the period of the project. Mr. Henson asked to clarify the length of the contract with Beazer. Mr. Voss stated that there was a minimum of 15 years with the project lease renew at 25 years. Mr. Henson asked if Beazer would own the land after the lease is up. Mr. Voss responded that yes Beazer will continue to be responsible for the site and the annual testing and reporting it to the EPA. Mr. Voss stated that the liability has not changed due to the solar project. Mr. Henson asked who would be the owner solar equipment. Mr. Voss stated that it would be Carbondale Solar. Mr. Henson asked if Brightfields does not extend the lease after 25 years, will you remove the equipment. Mr. Voss stated that the solar panels will be removed. Mr. Henson asked to clarify the taxes being produced and in lieu of taxes. Staff replied that there will be an economic redevelopment agreement. Mr. Voss answered that there will be taxes paid similar to a property tax. Mr. Henson asked if Brightfields is dependant on brownfields funds. Mr. Voss stated that the funding sources for the project are the capital partners and Brightfields would be paying back the partners the revenues from the rec sales and the power sales. Mr. Henson asked if Beazer, Brightfields, or City of Carbondale received money from the USEPA Brightfields Grant. Mr. Voss responded he doesn't believe so, and Mr. Taylor responded that to his understanding the City has not. Mr. Henson asked if they explored getting the grant. Mr. Voss stated that Brightfields has looked into all possibilities for grants, but he can't answer the question for certain. Mr. Henson asked who the stakeholders where in the project. Mr. Voss stated that was a broad term to cover the City, land owners, and capital partners. Mr. Henson asked if Mr. Voss considered the citizens for the Northeast side of the City stakeholders. Mr. Voss answered yes. Mr. Henson asked where Rec Credit funding come from. Mr. Voss answered that the State of Illinois has a Renewable Portfolio Standard to shift away from fossil fuels to renewal energy, and the only way to get the companies away is a Credit off of your power bill. Mr. Henson asked if the Brownfield auctions can be for community solar or are they separate. Mr. Voss answered no, they are separate and it's disallowed as a part of the Brownfield auction. Mr. Henson asked what kind of cover was used to cover the creosote lagoon. Mr. Voss stated that a soil cover was used. Mr. Henson asked if there was soil testing done on the barrow pit.

Mike Slenska of Beazer came forward to speak. He could not say for sure what testing was done as the tests were done before he came to the project. Mr. Slenska stated that there was some testing done, enough done to assure the USEPA, the safety to use as barrow material and it was part of the property that was never used as production. Mr. Henson asked if that all contamination remained in the processing part of Kopper's. Mr. Slenska answered that's a fare statement to make for the borrow area. Mr. Henson asked to clarify the contamination of Kopper's Plant remained in the boundaries of what Beazer now owns. Mr. Slenska stated that with the exception of some if the stream sediments in Piles Fork, Glade Creek, and Crab Orchard Creek. Mr. Henson asked what the distance the testing was done. Mr. Slenska stated that they did testing several thousand feet down from the property, down to Dillinger Road Bridge about a mile and a half away. Mr. Henson asked if that creek flowed past the

property on the north side that is now the barrow pit. Mr. Slenska stated that Glade Creek circle the Western side then goes to the north and connects to Piles Fork on the Southeastern part of the site then it connects with Crab Orchard Creek. Mr. Henson asked if Mr. Slenska heard about the cattle deaths on the Northern property. Mr. Slenska stated that he has heard of them. Mr. Henson asked how the CAMU system worked. Mr. Slenska stated that the EPA allows you to consolidate hazardous material into one location. Mr. Slenska stated that the area was a double liner system with leaching collection and the material is placed inside and a liner cover system is placed over the top. Mr. Henson asked to clarify what leaching collection was. Mr. Slenska stated it's a system to monitor and remove moisture from the system. Mr. Henson asked if the water from the system was contaminated. Mr. Slenska stated that yes, it would be impacted. Mr. Henson asked if there are sump pumps in the CAMU. Mr. Slenska stated that there are two leaching collection systems in the secondary, on the bottom, and one in the primary. Mr. Henson asked to clarify where the water goes when it's removed from the leaching system. Mr. Slenska stated that the water is treated on site then discharged to the City's treatment system for further treatment. Mr. Henson asked how the water was transferred from the site to the City. Mr. Slenska answered it's pumped into a portable tank and transferred to the City. Mr. Henson asked where the current storm water runs off into. Mr. Slenska stated there are three sites for storm water runoff one by north Marion St, one by the CAMU and one the large pond and experience very little collection due to the flat nature of the land and the vegetation. Mr. Henson asked if any of the outfalls end up in Crab Orchard. Mr. Slenska responded probably all would end up in Crab Orchard. Mr. Henson asked why Beazer is not compliant with the testing in the Water Act. Mr. Slenska responded that in the most recent testing with the Illinois EPA, they lowered the Zinc standard, and every now and then will have an exceedance of the Zinc standard. Mr. Henson asked if anyone from the EPA was present. There was no one present. Mr. Henson asked if Beazer, Brightfields, or the City requested the EPA to be present. Mr. Slenska stated no, Mr. Voss stated no, Staff stated no.

Ms. Litecky asked if anyone wished to speak in favor.

Donald Monty, of 418 S Giant City Rd, came forward to speak. Mr. Monty is familiar with the site as he lived close by. Mr. Monty was employed with the City of Carbondale to revue to remediation of the site when it closed. Mr. Monty stated that the remediation plans were clear to keep the contamination on site and the contaminants will not be further released into the environment. Mr. Monty stated that there was concern when Brightfields came for a Special Use Permit the three years ago, so there was further testing done and results were the contamination was be correctly addressed. Mr. Monty stated that a solar project is an ideal solution for the property.

Ms. Litecky asked if any Commissioners had any questions.

Mr. Henson asked who the contractors who did the City's testing work were.

Mr. Monty answered he could not recall but the City could go back into the records and find out. Mr. Henson asked how Arcadis was involved. Mr. Monty stated that Arcadis was

hired by Beazer to do their own studies on the soil.

Mr. Burnside asked why the tax revenue was not a part of the special permit in 2015.

Mr. Monty answered that it was unknown at that time if there would be money and how it could be used, so when the information became available, the City would hold a discussion to best determine how that money should be used, it was not included as a Special Use condition.

Ms. Litecky asked if anyone wished to speak in opposition.

Deborah of Woods of 305 E. Jackson St, came forward to express her concerns about how often the testing is done on the soil. Ms. Woods was also concerned about the lack of information about the Tax revenue. She also express concern over how long it will take to get the test results back to know if you need to go to plan "B".

Marilyn Tipton of 310 E. Burke St., came forward to express concern about the health risks that has happened in the neighborhood. She also stated the tax money the project makes could be provided by the City in some other way. Ms. Tipton stressed the Commission not to approve this Special Use Permit.

Brian Klubek of 2234 Clay St. of Murphysboro, professor of microbiology at SIUCU came forward to speak about the inaccuracies in the soil testing done around the site/ neighborhood.

Dr. Dora Weaver of 196 Apple Lane, a Commissioner on the Human Relations Commission, stated that 21 community members forward the meeting looking for help from their commission. Ms. Weaver also agrees with the statements that Ms. Tipton made.

Jane Cogie of 1010 S. Oakland, came forward to speak as a concerned citizen and also for the Shawnee Group Sierra Club. Ms. Cogie stated that the Sierra Club generally supports solar but has expressed concerns about the water runoff and the use of heavy machinery could disrupt the soil. She also stated that there could be stipulations if Brightfields does get the special use permit like get another soil test done and use the tax revenue for improvements for the north-east side.

Rodney Morris of 521 E. Knight St., presented the Commission with a petition with 111 signatures opposing the approval of the Special Use Permit. Mr. Morris stated he's for solar just not in the area where Brightfields wants to put the solar array. Mr. Morris reiterated the concern about the testing done on the soils. Mr. Morris thinks that Beazer or the City should test the soil again. Mr. Morris read an old newspaper clipping from 2013 containing information about the first Special Use Permit Brightfields received. Mr. Morris stated that he got a call from the EPA in 2016 but never heard back from them. R. Morris expressed concern over the removal of the water from the CAMU systems and redistribution back into Carbondale water. Mr. Morris stated that Willie McCutchen of Environmental Racism Council wrote a letter to the EPA expressing concern that

Brightfields is targeting the predominately African American Community and thinks putting a solar field will affect the health of the community. Mr. Morris stressed the Commission not to approve this Special Use Permit.

Catherine Field of 610 S. Tower Rd., stated that there should be no use for the land, it could be left alone. She also reiterated the health concerns that have been brought up by others. Ms. Field urges the Commission to vote no on the Special Use Permit.

Pepper Holder of 410 E. James and Thelma Walker Ave, came forward to speak about the airborne contaminants and the ash that came from Kropper's. He stated that the ash can be seen all the way to Save-A-Lot, and wonder how deep it contaminated the soil. Mr. Holder express concern over the clusters of cancer in families that live close to the property. Mr. Holder stated that Ameren is out at the property disturbing the soil. Mr. Holder also express concern about the gravel to be brought onto the site and if the workers used would be local. Mr. Holder asked to clarify the role of the Commission. Ms. Litkey answered the Commission advises the City Council and the City Council makes the final decision. Mr. Holder express concern about what would happen to the land after the 25 year lease was up. Mr. Holder stated that there needs to be repair and progress to the community.

Ella Lacey of 847 West Lake Road, came forward to express her concerns and also speak about the responsibility of city leaders with the cases they must hear. Ms. Lacey spoke about the past leaders and what their actions have caused for the future of the northeast side of Carbondale. She stressed that if the past leaders would have taken more action to protect the citizens once health concerns were raised then the damage to that area of the City would have not been so great. Ms. Lacey linked many of these issues to the lack of care of the City leaders for the African American community of Carbondale. She also stated that if they had done things differently there could have been scholarships available for African American students from that part of the community and this could also contribute to the decline of enrollment at Southern Illinois University. Ms. Lacey shared that even though Kopper's Wood Plant was open from 1902-1991 and was one of the largest in the area at the time, it is interesting that there is no mention of the plant in the written history of Carbondale, in the History of Carbondale Here and Now written in the 2017 city budget. Ms. Lacey hoped that with all of the information the Planning Commission was hearing they would deny the special use permit.

Nick Smaligo of 307 East Birch Street, stated that he found Mr. Voss' previous employment interesting, but he feels that Brightfields as a company has different motives for the land in question. Mr. Smaligo stated that he feels that the City of Carbondale and Brightfields want to use the land to make money off of others misfortune and suffering by putting in the solar farm. Mr. Smaligo also stated that he does not feel that solar energy is not going to help our community or the environment as a whole. He feels that the City should not have control or a say of what goes on this land because of the history of the land and he went on to read a portion of an essay called Management of Negro Laborers in a Southern Industrial Plant by William S. Stuart from 1932. Mr. Smaligo also read from another source titled Environment Neoliberalism, the War on Poverty; a Case Study of

Carbondale, Illinois by Gregory Carter. Mr. Smaligo went on to express what these writings show us about the history of Carbondale and the segregation of the African American community located in the northeast side of the city. Mr. Smaligo asked that the Planning Commission not move forward with the special use permit and the City of Carbondale possibly not do anything with the property.

Karen Knodt of 5664 Country Club Road and the pastor First Christian Church at 306 West Monroe Street, came forward to state that the City of Carbondale needs to be a community that works together. Ms. Knodt stated that she wished in the time that Brightfields had owned the property and had received the special use permit in the past that they would have done more community outreach and community building about the proposal so that the residents would have more time to understand what is happening in their community. Ms. Knodt also wanted more explanation on what the City's role was/is in all of these properties, and she gave an example of when the Murphysboro Wal-Mart was brought into the area. Ms. Knodt went on to address the Planning Departments breakdown of the seven criteria and how she did not agree with some of the City's analysis with the effects on the community.

Charlie Howe of 47 Dart Drive, stated that he used to work for the railroad and had to work with the dangerous chemicals so he knows how bad these can burn, how poisonous it can be and why there are now laws against the use of these types of chemicals. Mr. Howe stated that he wants more testing on all the land in the City of Carbondale not just the northeast area. He also wanted to know the extent of the contamination and for the City to get it cleaned up. Mr. Howe also stated that parts of the land could be used for solar panels but not all of it until all contaminants are cleaned up. Mr. Howe went on to discuss what would happen with the funds that would be made from this project and what should be done with the funds for that community. Mr. Howe also stated that laws need to be in place so this will not happen again and we need to have safer standards.

Scott Martin of 2031 Cochran Road in Murphysboro, stated that he used to work as a conservationalist and worked in parts of Carbondale over the years. Mr. Martin also stated that he agrees that more soil samples need to be taken and tested before anything is placed on the land. Mr. Martin also talked about the amount of information that was given out and that it was a lot to go through, even for someone that knows how to read soil samples and maps of contaminated lands. Mr. Martin spoke about a Carbondale resident that had once asked him to test the land in the northeast area of the City and how he had tried to assist her in finding someone to take some samples and do testing of the well water on the land because of concerns of contamination. Mr. Martin also spoke about programs through the USDA, what they look for in those programs and he read a report from the EPA about fair treatment.

Kevan Self of 605 West Freeman Street, spoke about the health risk that was listed in Mr. Voss' report at the beginning of the meeting. Mr. Self-wanted to know why this was still under consideration if there is any risk of safety and the health of the surrounding community. Mr. Self also spoke about the layout of the site and the substation that is on the edge of the contaminated area. He was also concerned about some uncertainties in the

different samples that need to be taken. Mr. Self-stated that even though he does not live in that part of the city he still feels like this should not move forward for the safety and unity of the community. Mr. Self-went on to express his concerns with the seven criteria and the issues that he felt with each of staff's analysis.

Sheila Brown of 210 East Birch Street, stated that she grew up next to the site and her family was effected by the Kopper's Wood Plant. Ms. Brown stated that her father asked the City Council many times to not put anything on the site and to get the contamination cleaned up. She stated that she no longer lives in that area of the city but she is still worried about how contaminates might affect the residents of Carbondale. Ms. Brown stated that she lost many family and friends to cancer at a young age due to the effects of these contaminates.

Thomas Finkenkeller of 1941 South Illinois Avenue, came forward to talk about sustainable energy and the solar energy that Brightfields is wanting to use. Mr. Finkenkeller, read a from an energy report written by Chris Dedecker, which discussed the negative effects of solar panels and solar energy. The report gave information on the environmental impact of PV solar energy, the energy that gives off versus the gases that it releases and the cost of solar energy, especially compared to the use of fossil fuels.

During Mr. Finkenkeller's report, Ms. Litecky asked for clarification regarding the results of the report and its relevance to PC 19-04. Mr. Henson stated that he was upset about the community members being interrupted when they are speaking, the idea that time caps should be placed on residents comments and he would like to have the mayor called into the meeting because of comments that were made to the media about PC 19-04. Ms. Litecky asked Mr. Snyder, City Attorney to step forward to address Mr. Henson's request. Mr. Snyder stated that the portion of the meeting in which it states that it is open for questions from anyone to anyone, is only for those that are present at the meeting and the mayor cannot be forced to come into the meeting on such short notice. Mr. Henson stated that they could make a request and take a ten minute break to call the mayor to ask him to come in. Ms. Litecky stated that they would let Mr. Finkenkeller finish his report and then take a break.

Mr. Finkenkeller went on to give the rest of the information in the report which includes the effects that the solar energy and solar panels.

Mr. Elius Reed of 2012 South Illinois Avenue, stepped forward and provided a brief summary of the Kopper's site and the recent meetings regarding the contamination and the proposed solar project. Mr. Reed ended his statement by suggesting that the solar project be located on another site near the Kopper's site but not within the contaminated area.

Ms. Margaret Nesbitt of 216 East James and Thelma Walker, came forward to commend the Planning Commission to take the time to listen to every individual who wished to speak. Ms. Nesbitt asked the Planning Commission to consider the future generations when making their decision about this Special Use Permit.

Ms. Litecky asked Mr. Taylor to read the staff analysis.

Mr. Taylor read Parts C and D of the staff report for PC 19-04, with a recommendation of approval.

Ms. Litecky asked if the Commissioners had questions for staff.

There were none

Ms. Litecky asked if there were questions from anyone to anyone.

Mr. Elius Reed came forward and asked Mr. Dan Voss if he knew what the estimated revenue to the City of Carbondale would be. Mr. Voss responded that the specific number is currently unknown. Mr. Reed then asked if the City of Carbondale gave approval to the owner to construct a hazard waste site at the subject property. Ms. Litecky asked if Mr. Don Monty would mind coming forward to answer the question as he was with the City at that time. Mr. Monty stated that he was unsure, but did state that it would seem that the US EPA would override any local decisions.

Mr. Henson then asked Mr. Snyder if the City could implement more stringent requirements than the federal government. Mr. Snyder stated that this would depend on the situation, but it is unlikely that the City would be able to be more stringent than the US EPA's regulation.

Dr. LeBeau then asked Mr. Henson a question. Dr. LeBeau asked Mr. Henson to clarify his earlier statement that the Mayor had been quoted as stating that this request was a done deal. Mr. Henson stated that he had heard this from citizens within the audience during the break. Dr. LeBeau stated that, as his neighbor, he had personally spoken to the Mayor and his understanding is that the Mayor could go either way. Dr. LeBeau and Mr. Henson asked if the attorney had been able to reach out to the Mayor as previously requested. Mr. Snyder stated that he was unable to reach the Mayor or anyone who would be able to do the same. Ms. Litecky stated that the City Council will be able to make its own decision and currently we are restricted to questions to people currently within the room.

Ms. Marilyn Tipton came forward to ask how many Special Use Permits have been approved within the last 10 years in situations where residents have been vocal about not wanting the use in their neighborhood. Mr. Sheffer stated that, while he cannot speak to the last 10 years, there was a recent Special Use Permit which was approved when the neighbors did come out in opposition. Ms. Tipton then asked for clarification regarding the City Staff's report and its role in the decision making process.

Mr. Morris came forward for further clarification regarding staff's recommendation and the Planning Commission's role. Mr. Morris stated that he believes this decision was made prior to the meeting tonight. Mr. Morris then asked Mr. Voss if brightfields would be receiving any tax incentives for the development. Mr. Voss stated that he will receive a 30% credit for the renewable energy and they are currently exploring other incentives with

the City. Mr. Morris then asked if additional remediation is still needed on the site. Mr. Slenska came forward and stated that further remediation is required for ecological reasons, the North American Shrew. Mr. Morris asked if the site still has contamination. Mr. Slenska stated that contaminated material will continue to remain on site as approved by the EPA.

Mr. Henson then had a question as a follow up to Ms. Tipton's question regarding previously issued Special Use Permits. Mr. Henson stated that he would like to know from each Commissioner how race relations played into the Commission's vote on the Special Use Permit. Ms. Litecky asked if the City Attorney would address this question and its relevance to the current request. Mr. Snyder stated that this previous Special Use Permit in question is not relevant to the current matter. Mr. Snyder further provided clarification regarding what is legally to be considered and voted on this evening. The previous history and social injustice issues surrounding the property is a matter to be considered in a different forum.

Ms. Tipton asked for clarification regarding the criteria to be considered for this Special Use Permit.

Dr. M. Stalls residing at 407 North Robert A Stalls, came forward to ask for further clarification regarding the special use criteria. Ms. Stalls asked if the item regarding the neighborhood may consider the social injustices surrounding the site. Mr. Snyder clarified that case law has not supported municipal decisions based on items which do not focus on the land use of the property.

Mr. Holder asked for further clarification regarding the City's mile and on-half zoning jurisdiction. Mr. Taylor stated that the zoning jurisdiction is a right afforded to the City based on its Home Rule Status. Mr. Holder asked if the staff report submitted was approved by other administrators within the City. Mr. Taylor stated that the comments and opinions within the staff report are only his and do not represent the opinions of anyone else within the City of Carbondale. Once written and proof read for grammatical errors, the report is submitted directly to Planning Commission Members.

Mr. Smaligo asked if when a law is unjust is it right to break it. Ms. Litecky stated that she personally would not like to answer that question. When posed to remainder of the Commission, no verbal answers were provided. Mr. Smaligo then further clarified his question. Dr. Burnside stated that if there are issues with the law, there are avenues to address those issues. As long as the law is in place, there will be consequences to breaking those laws. The property channels must be followed if it is found that these laws are unjust. Mr. Smaligo asked what should be done if there are no proper channels for seeking change. Mr. Smaligo and the Commissioners continued to discuss from what is the City deriving its authority of the subject property.

Dr. Stalls asked what the City's responsibility is to the citizens in the northeast around the brightfields proposed project site. The Commissioners respond that it is the

Ms. Nesbitt asked for additional information regards City staff and their report's role at these meetings. Mr. Taylor clarified his position and his report's role as advisory to the Planning Commission. Ms. Nesbitt asked if Mr. Taylor had talked to citizens in generating his report. Mr. Taylor specified that staff's report is only the opinion of staff and the public hearing serves as the opportunity to hear from citizens. Ms. Nesbitt asked if Commission had seen his report before the meeting. Mr. Taylor stated that the report was provided to Commissioners prior to the meeting. Ms. Nesbitt then stated that she believes that it was already a set-up provided that Commissioners were provided information from City staff. Commissioners then provided more clarification on the process. Ms. Nesbitt stated that the criteria being considered do not fit this situation as the people in the northeast have been abused unlike any other area in Carbondale.

Mr. Holder come forward to have a discussion regarding City zoning and maintaining Carbondale's Home Rule status. Mr. Snyder and Mr. Sheffer provided clarification for Mr. Holder.

Ms. Litecky declared PC 19-04 closed and asked for a motion on the findings of fact.

Mr. Sheffer moved that the Commission accept as findings of fact Parts A and B of the staff report for PC 19-04, the applicant was present, and one spoke in favor, and eighteen in opposition, seconded by Mr. Love.

Mr. Sheffer moved that the proposed special use will permit and encourage an environment of sustained desirability and stability, and that it will be in harmony with the character of the surrounding neighborhood, seconded by Mr. Love.

Roll Call Vote:

Yes – 1 (Litecky)

No – 8 (Miller, LeBeau, Sheffer, Hamilton, Henson, Burnside, Love, Lilly)

Mr. Sheffer moved that the establishment, maintenance, or operation of the special use will not be detrimental to or endanger the public health, safety, or general welfare, seconded my Mr. Love.

Roll Call Vote:

Yes – 1 (Litecky)

No – 8 (Miller, LeBeau, Sheffer, Hamilton, Henson, Burnside, Love, Lilly)

Mr. Sheffer moved that the special use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted nor substantially diminish and impair property value within the neighborhood, seconded by Mr. Love.

Roll Call Vote:

Yes – 5 (Miller, LeBeau, Sheffer, Love, Litecky)
No – 4 (Hamilton, Henson, Burnside, Lilly)

Mr. Sheffer moved that the establishment of the special use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district, seconded by Mr. Love.

Roll Call Vote:

Yes – 7 (Miller, LeBeau, Sheffer, Hamilton, Burnside, Love, Litecky)
No – 2 (Henson, Lilly)

Mr. Sheffer moved that adequate utilities, access roads, drainage and other necessary facilities have been or are being provided, seconded by Mr. Love.

Roll Call Vote:

Yes – 5 (Miller, LeBeau, Sheffer, Hamilton, Litecky)
No – 3 (Burnside, Love, Lilly)
Abstain-1 (Henson)

Mr. Sheffer moved that adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets, seconded by Mr. Love.

Roll Call Vote:

Yes – 8 (Miller, LeBeau, Sheffer, Hamilton, Henson, Burnside, Love, Litecky)
No – 1 (Lilly)

Mr. Sheffer moved that the special use will be located in a district where such use may be permitted, and shall conform to all requirements of this Chapter, seconded by Mr. Love.

Roll Call Vote:

Yes – 9 (Miller, LeBeau, Sheffer, Hamilton, Henson, Burnside, Love, Lilly, Litecky)
No – 0

Mr. Sheffer moved that the Commission recommend approval of the special use permit and send PC 19-04 to City Council, seconded by Mr. Love.

Roll Call Vote:

Yes – 1 (Litecky)

No – 8 (Miller, LeBeau, Sheffer, Hamilton, Henson, Burnside, Love, Lilly)

Mr. Taylor stated that the item would move forward with recommendation for denial with and that the item would be on the City Council agenda for discussion at their meeting on October 9th 2018.

5. Old Business

There was none.

6. New Business

A. City Council Agenda from September 11, 2018.

Ms. Bradshaw reviewed the City Council meetings as they related to Planning.

B. Approve 2019 Planning Commission Meeting Schedule

Mr. Sheffer noted that the meeting schedule was missing from the packet.

Mr. Taylor apologized for the oversight and noted that this item will be considered at a future meeting.

6. Adjournment

Ms. Litecky adjourned the meeting at 12:30 p.m.



MINUTES

Carbondale Planning Commission
Wednesday, November 14, 2018
Room 108, 6:00 p.m.
City Hall/Civic Center

Ms. Litecky called the meeting to order at 6:00 p.m.

Members Present: LeBeau, Sheffer, Henson, Litecky, Lilly and Bradshaw (ex-officio)

Members Absent: Miller, Hamilton, Burnside and Love

Staff Present: Taylor and Burns

1. Approval of Minutes:

Ms. Lilly moved, seconded by Mr. Sheffer, to approve the minutes for October 3, 2018.

The motion to approve the minutes passed with a unanimous voice vote.

2. Citizen Comments or Questions

There were none

3. Report of Officers, Committees, Communications

There were none

4. Public Hearings

PC 19-06 6:02 pm, - Sailiata, LLC is requesting a Special Use Permit to allow for a bookstore and accessory retail in a PAR, Professional Administrative Office, Residential, zoning district at 705 West Main Street.

Ms. Litecky declared Public Hearing PC 19-06 open and asked Mr. Taylor to read the legal notice.

Travis Taylor, Senior Planner for the City of Carbondale, read the legal notice.

Ms. Litecky asked Ms. Burns to read the staff report.

Tricia Burns, Planner for the City of Carbondale, was sworn in and read parts A and B of the staff report.

Ms. Litecky asked if there were any questions of staff.

There were none.

Ms. Litecky asked if the applicant was present and wished to speak.

Lori Sailiata of 705 W. Main St Carbondale, came forward and stated that she is available if anyone had any questions.

Ms. Litecky asked if there were any questions of the applicant.

There were none.

Ms. Litecky asked if anyone wished to speak in favor.

There were none.

Ms. Litecky asked if anyone wished to speak in opposition.

There were none.

Ms. Litecky asked Ms. Burns to read the staff analysis.

Ms. Burns read Part C of the staff report for PC 19-06, with a recommendation of approval.

Ms. Litecky asked if the Commissioners had questions for staff.

Mr. Sheffer stated that there is a lot of retail space available and could hurt the growth of the city by not utilizing the space that is available.

Ms. Litecky asked if there were questions from anyone to anyone.

Dr. Mary McGuire of 108 S. Forest Carbondale came forward to ask if the special use permit is only for this bookstore or can another business take over the permit. Mr. Taylor answered that it is only for a bookstore and only for the uses specialized in the permit, but not specific to the owner. Dr. McGuire also asked that there would be no structural changes to the building. Ms. Burns stated that was correct. Dr. McGuire also expressed concern over the traffic on the one way street with multiple families living on that street. Dr. McGuire asked if the owner of the bookstore could/is going to provide direction signage in the parking lot for that one way street. Mr. Sheffer asked what Dr. McGuire's view on the bookstore was. Dr. McGuire responded that she was neutral. She supports the bookstore if there is a guarantee of the safety of the neighborhood.

Dr. McGuire asked the applicant if she could provide clear signage for the one way street. Ms. Sailiata stated she has noticed the problem with the one way street and agreed to provide new signs to make it clear to customers that there is a one way street. Ms. Sailiata also wants to encourage foot and bike traffic to the area as well. Ms. Sailiata also stated that she will keep the historic nature intact.

Ms. Litecky asked if the music school still in operation. Ms. Sailiata answered that it is still there but it's smaller than it was in the past years.

Mr. Henson asked if there were speed bumps and current signage about children playing on that part of the street.

Ms. Litecky answered that there was not any speed bumps on that street but there are speed bumps on the surrounding streets.

Mr. Henson asked if the Commission had any influence over Public Works decisions for signage or speed bumps. Mr. Taylor stated that the Commission does not have any influence but if something is brought up in the meetings, staff can talk it over with Public Works.

Mr. Sheffer asked if there was enough signage in the neighborhood that says it's a one way street. Mr. Taylor answered he is unaware of what the signage is and can take the concerns of the signage back to Public Works to have them look at it. Ms. Litecky stated to call the police department and have them sit in the lot to make sure the cars are going to right way on a one way street.

Dr. McGuire asked if the music school was a part of this special use permit. Ms. Litecky stated that business is already permitted.

Ms. Sailiata stated that the building is being used for multipurpose uses. Mr. Taylor clarified that the office and the music store are already permitted.

Ms. Litecky declared PC 19-06 closed and asked for a motion on the findings of fact.

Mr. Sheffer moved that the Commission accept as findings of fact Parts A and B of the staff report for PC 19-06, the applicant was present, and one spoke in favor, none in opposition and no letters in favor or opposition, seconded by Ms. Lilly.

The motion was passed with a unanimous voice vote.

Mr. Sheffer moved that the Commission vote on all seven criteria as one, seconded by Ms. Lilly.

Roll Call Vote:

Yes – 5 (LeBeau, Sheffer, Henson, Lilly, and Litecky)

No – 0

Mr. Sheffer moved that the Commission recommend approval of the Special Use Permit PC 19-06 with the two conditions, the first being the bookstore and book related items such as pens, notebooks, and stationery; and local photography, arts, and crafts, and the second being the applicant put up directional signage in the egress parking lot indicating the one way street, seconded by Ms. Lilly.

Roll Call Vote:

Yes – 5 (LeBeau, Sheffer, Henson, Lilly, and Litecky)

No – 0

Mr. Taylor stated that the item would move forward with recommendation for approval of PC 19-06 and that the item would be on the City Council agenda for discussion at their meeting on December 11th 2018.

5. Old Business

There was none.

6. New Business

A. Dr. LeBeau motioned to approve the Planning Commission calendar for 2019 and was seconded by Ms. Lilly.

The motion was passed with a unanimous voice vote.

B. Discussion regarding time limits during public hearings.

Mr. Henson stated that he has no problem with time limits but thinks that there will be times where the time limit will hinder the speaker. Ms. Lilly agreed with Mr. Henson statement. Mr. Sheffer stated that he wants to make sure everyone that wants to speak is heard, but wants to make it reasonable and have the speaker summarize their thoughts. Mr. Sheffer would like to adopt the criteria of the City Council with a four minute time limit. Ms. Bradshaw asked Ms. Litecky how the time limit would affect the format and procedures. Ms. Litecky stated that the time limit would be when the speaker gave their initial question/statement to the Commission/Applicant it would not affect if there was further questioning, but there would have to be more discussions with the Commission to clarify before the time limit was entered into the bylaws. Mr. Sheffer reiterated that he wants to hear from everyone but wants to keep it within a reasonable time frame and thinks the time limit is a fair way to do that. Ms. Lilly stated that four minutes is fine but if the speaker needs additional time they should be able to ask for it. Dr. LeBeau stated that the four minutes is reasonable to help the speaker condense their thoughts. Mr. Henson asked who the four minute limit be place on. Mr. Taylor stated that it would be universal. However, the limit would not be applied during questioning of staff, commissioners,

applicant, mainly during presentation periods. Mr. Henson stated that the Commission could waive the four minute cap for the specified times and then put the cap back on during other times. Mr. Taylor stated that he will communicate with legal and see what can and cannot do, model the time limit with what the City Council has done. Mr. Taylor stated that this will come back to the Commission as an amendment to the By-Laws.

- C. City Council Agenda from September 25, 2018, October 9, 2018 and November 5, 2018.

Ms. Bradshaw reviewed the City Council meetings as they related to Planning.

6. Adjournment

Ms. Litecky adjourned the meeting at 6:56 p.m.



MINUTES

Carbondale Planning Commission
Wednesday, December 12, 2018
Room 108, 6:00 p.m.
City Hall/Civic Center

Ms. Litecky called the meeting to order at 6:00 p.m.

Members Present: LeBeau, Sheffer, Henson, Litecky, Love and Bradshaw (ex-officio)

Members Absent: Miller, Hamilton, Burnside, Lilly

Staff Present: Taylor

1. Approval of Minutes:

Mr. Love moved, seconded by Mr. Sheffer, to approve the minutes for November 14, 2018.

The motion to approve the minutes passed with a unanimous voice vote.

2. Citizen Comments or Questions

There were none

3. Report of Officers, Committees, Communications

There were none

4. Public Hearings

PC 19-07 6:02 pm, - GRNE Solar, is requesting a Special Use Permit for the development of a solar array in the AG, General Agriculture, zoning district for property located at the intersection of New Era Road and Airport Road.

Ms. Litecky declared Public Hearing PC 19-07 open and asked Mr. Taylor to read the legal notice.

Travis Taylor, Senior Planner for the City of Carbondale, read the legal notice.

Ms. Litecky asked Mr. Taylor to read the staff report.

Mr. Taylor read parts A and B of the staff report.

Ms. Litecky asked if there were any questions of staff.

Mr. Sheffer asked if the solar project is within the mile and a half radius of Carbondale. Mr. Taylor stated that is correct. Mr. Sheffer asked if the other condition is that this property be annexed. Mr. Taylor stated yes, that was a condition recommended by the Public Works Department.

Ms. Litecky asked if the applicant was present and wished to speak.

Eric Peterman, CEO of GRNE Solar, 1612 E Canterbury Dr. Arlington Heights, IL, came forward to speak about the background of the project and the company. Mr. Peterman stated that the project is on SI Airport property and stated what kind of solar equipment will be used on the property from the solar panels to the inverters that convert the energy into useable energy. The solar panels will be on a tracker, which will rotate the solar panels to follow the sun as the day goes on and will use motors to move the panels every 10 minutes for 15 minute intervals and only during the day. Mr. Peterman stated that there are no known health concerns with solar fields and there is minimal noise within 10 to 25 feet of the inverters and motors that turn the panels.

Dr. Lebeau asked how many solar fields that GRNE Company has. Mr. Peterman stated the company is based in Illinois and has three offices in Illinois, Nebraska, and Indiana. The company has done a 4,000 solar panel projects, including one for a school in Indiana and an airport project in the upper peninsula of Michigan that is similar in size as this project and GRNE was awarded the number one solar installer in the state of Illinois by Solar Power World Magazine. Dr. Lebeau asked what kind of security would be in place of the project. Mr. Peterman stated that there would be fencing and locks to help secure the system. Mr. Sheffer asked, being at the airport, if the glare from the panels would be a problem for the pilots. Mr. Peterman stated that the FAA and GRNE is going through a process now of a Glint and Glare study to analyze what Mr. Sheffer asked. Mr. Peterman also stated that solar panels are designed to absorb sunlight and not reflect it, so the glare wouldn't be as bad as other metals or plastics, and the study will provide if there will be any certain setback. Mr. Peterman stated that since the project is so far from the airport itself, it was on the edge of whether to do the study or not but are participating with the FAA to make sure everything is okay with that concern. Mr. Sheffer asked if GENE is getting FAA approval. Mr. Peterman confirmed.

Ms. Litecky asked if anyone wished to speak in favor.

Curt Graff, Vice Chairman of Southern Illinois Airport Authority Board, came forward to speak. Mr. Graff stated that the airport has been working with GRNE for a couple years to get the program together and doesn't think the solar field will be a hindrance to the airport and a worthy investment. Mr. Graff also said that the FAA has been working with the Airport to provide an independent audit for rent for GRNE to the Airport and reiterated

that the FAA is working on the Glint and Glare study and stated that the local airport personally doesn't see any issues with the placement of solar field. Mr. Graff stated that the project will be good for the local economy and the Airport.

Dr. Bruce Breeden, of Telamon Corporation Energy Services solar division, came forward to speak about the background of the project. Dr. Breeden stated that his company has developed four solar arrays on airport property, two them are the largest solar array on any airport in the world and in the last four years has 32 projects up and running and 9 in the design phase. Dr. Breeden stated that Telamon helps bring all the pieces together, the company works with Southern Illinois Power Co-Op and the airport, what ground can be used so it's not in the way of the pilots and also works with the FAA to finalize the project. Dr. Breeden stated the FAA has finalized and approved, GRNE will take over the project as they will own the array, sell the power the Co-Op and pay the rent to the airport.

Ms. Litecky asked if anyone wished to speak in opposition.

Mr. Gary Bowen, of 95 Hawthorne Lane Desoto, came forward to speak. Mr. Bowen stated that he owns the property next to where the solar array is going to be built. Mr. Bowen stated his concern is that the array will create more water runoff and would like to see a detention basin to hold the water back from the road to control the erosion.

Mr. Taylor read Part C of the staff report for PC 19-07, with a recommendation of approval.

Ms. Litecky asked if the Commissioners had questions for staff.

Mr. Sheffer asked if underneath the solar panels, will it still dirt or is there going to be gravel? Mr. Taylor stated that yes it would still be dirt. Mr. Peterman stated that the area that will be disturbed will be minimal as there will only be a 4x4 post going into the ground and will create minimal water runoff compared to other developments.

Ms. Litecky asked if there were questions from anyone to anyone.

Mr. Howe came forward to speak. Mr. Howe asked who owns the land, is the land being leased out, will the leases earn income from the energy generated and what power company will be used Sothern Illinois Power Co-Op, Ameren, or Egyptian Electric. Dr. Breeden stated that Egyptian Electric buys the power from Southern Illinois Power Co-Op, so that's why Southern Illinois Power Co-Op is used directly and the Airport will not use any of the power at all. Dr. Breeden stated that the Airport board will receive a lease payment per year that was assessed by the FAA and GRNE will own the power and sell the power to the Southern Illinois Power Co-Op. Dr. Breeden also stated that the amount of ground that will be disturbed and create water runoff will be .25 of 1%.

William Terry of 286 Murdale Gardens Road Murphysboro, came forward to speak. Mr. Terry is concern about any hazardous waste inside the solar panels. He also wonders how long the lease is on the land is for and what happens to the panels when the lease is up. Dr. Breeden answered that the panels are warrantied for 25 years and the expected life is for

35-40 years. Dr. Breeden stated that the lease is a 20 years lease with the option of two 5 year extensions to be discussed at the end of the 20 years. Mr. Peterman stated that there is no hazardous material within the panel.

Elius Reed of 2012 South Illinois Avenue came forward to speak. Mr. Reed asked of GRNE has to pay a power generation fee to the City of Carbondale and does the company build solar arrays on brownfield property. Mr. Reed also asked when the project starts and how many jobs will be created. Mr. Peterman answered that there would be tax revenue that would go to the City. Mr. Peterman stated that GRNE has propose solar arrays for brownfield sites before, but for different reasons, they have not moved forward. Mr. Peterman stated that the project will hopefully start in the late spring/ early summer of next year and will be about a 4 to 5 million dollar project and also provide about 15 to 20 construction jobs and about one person for ongoing maintenance and upkeep.

Ms. Bradshaw asked if the land will be annexed and will Public Works have to review the land for water runoff as part of the annexation. Mr. Taylor stated that if the property is annexed, it will be subjected to the site plan review process, which the Public Works would then review the site for drainage and things of that nature.

Ms. Litecky declared PC 19-07 closed and asked for a motion on the findings of fact.

Mr. Sheffer moved that the Commission accept as findings of fact Parts A and B of the staff report for PC 19-07, the applicant was present, and two spoke in favor, one opposition and no letters in favor or opposition, seconded by Mr. Love.

The motion was passed with a unanimous voice vote.

Mr. Sheffer moved that the Commission vote on all seven criteria as one, seconded by Mr. Love.

Roll Call Vote:

Yes – 5 (LeBeau, Sheffer, Henson, Love, and Litecky)

No – 0

Mr. Sheffer moved that the Commission vote that the applicant has meet all seven criteria, seconded by Mr. Love.

Roll Call Vote:

Yes – 5 (LeBeau, Sheffer, Henson, Love, and Litecky)

No – 0

Mr. Sheffer moved that the Commission recommend approval of the Special Use Permit PC 19-07 with the condition that the property be annexed into the Carbondale city Limits, seconded by Mr. Henson.

Roll Call Vote:

Yes – 5 (LeBeau, Sheffer, Henson, Love, and Litecky)

No – 0

Mr. Taylor stated that the item would move forward with recommendation for approval of PC 19-07 and that the item would be on the City Council agenda for discussion at their meeting on January 8th 2018.

5. Old Business

There was none.

6. New Business

A. Discussion of 2019 Officers

Committee for nominations in January for the planning committee officers of Chair, First Vice Chair and Second Vice Chair will be Mr. Love and Mr. Sheffer.

B. City Council Agenda from December 11th, 2018.

Ms. Bradshaw reviewed the City Council meetings as they related to Planning.

6. Adjournment

Ms. Litecky adjourned the meeting at 6:46 p.m.



MINUTES
Preservation Commission
Monday, June 18, 2018
City Hall/Civic Center – 7:00 p.m.

1. **Roll Call:** Mr. Wren called the meeting to order at 7:01 p.m.

Members Present: Clark, Van Awken, Brown, Ittner, McCreary, Wren and Zurlinden

Members Absent: Sigler and Benedict

Staff Present: Brightharp

Guests: Bruce Ashby and Eric Delvae

2. **Approval of Minutes:** Ms. Brown moved to, and was seconded by Mr. Clark, to approve the minutes of May 21, 2018.

The motion to approve the minutes passed with a unanimous voice vote.

3. **Communication and Reports:**

a) Educational and Technical Assistance Committee

1. Update on the University School Reunion-Ms. Ittner stated that they ended up with over three hundred attendees for the reunion. Ms. Ittner shared what all took place at the reunion and that it went over very well with everyone that attended. She also stated that there was discussion about a possible future scholarship program that she would discuss at a later date.

b) Nomination and Hardship Committee

1. Met on May 31, 2018 to go over the list of potential sites to be designated in order to create a new, updated list-Mr. Wren went over the information that was discussed in the committee meeting, stating that they went over the list of potential sites and eliminated ones that were no longer around or that they felt might not apply to a future designation. He stated that moving forward they would try to keep the list more current and that they would reach out to those on this list to see if they are currently interested in a designation.

c) Work Plan Committee- No Report

d) Annual Work Plan Monthly Review

1. June:

- i. FY 2018 CLG Report Review (Included in Packet)-Mr. Wren asked for the Commissioner to look over the report and asked for a motion of approval. Ms. Brown moved to approve the FY 2018 CLG Report, seconded by Mr. Zurlinden.

The motion to approve passed with a unanimous voice vote.

2. July: No Plans
3. August: No Plans
4. September:
 - i. Preservation News - Communique Article – Quarterly-Mr. Wren stated that it might be a good idea for Mr. Van Awken to provide another article with updates on the Founder’s Park and what the committee has been working on. Mr. Van Awken asked what the deadline would be for the article. Ms. Brightharp stated that it would need to be turned in to her by August 22nd.
 - ii. Preservation Recognition Program (more outreach)
 - iii. Promote Preservation Recognition Program through Communique
- e) Certificate of Appropriateness Committee- No Report
- f) Founders’ Park Subcommittee- Report of meeting held on June 13th-Mr. Clark stated that they had a combined event at the June 13th meeting with a public viewing at the Civic Center from 3-7 of the 32 drawings from SIU students, with 25 people in attendance. Mr. Clark stated that the attendees were allowed to make written comments on the drawings and he went on to discuss some of the comments. After the viewing a meeting was held, he stated that it was decided to wait to discuss the possibility of becoming a non-profit organization, until all of the committee members could be present.

Mr. Clark stated that they want to discuss the pros and cons of becoming a non-profit, there was then discussion about the subcommittee becoming a non-profit versus being a subcommittee of the City. Ms. Brown asked who was in charge of the maintenance at Founder’s Park, which is the City of Carbondale, and she expressed concern if the subcommittee because non-profit they will have to find someone else to do the upkeep on the park. There was then more discussion about becoming a non-profit organization and what that means for the park moving forward, in regards to taking care of the property. Mr. Wren asked if the subcommittee will be meeting in July and if they could have a pros/cons list ready to present to the Preservation Commission at the August 20th meeting. Mr. Van Awken expressed concern with doing a non-profit and stated that certain members of the subcommittee were pushing for it more than others.

Ms. Brightharp asked that the subcommittee put it on their next agenda for discussion and then bring it back to the Commission in August. Mr. Van Awken presented the Commission with information of plans for fundraising for the park that they want to turn into a booklet moving forward. Mr. Clark stated that Mr. Grant had contacted a lawyer to handle the non-profit and there would be a filing fee that would need to be discussed if they decide to move forward. Mr. Clark then went over the possibility of placing a flag pole at the park and installing temporary staging for events at the park within the next year. Also planting shade trees along Marion Street and putting in kiosk that are brick faced with the information placed in some casing to keep it from being vandalized. There was also talk about installing pavers for walkways. Mr. Wren asked for the minutes from the subcommittee to be submitted to the Commission so they could each have a copy moving forward. Ms. Brightharp stated that they would be included in the next packet for the August 20th Commission meeting. Mr. Clark stated that in year three they hope to finish a permanent stage and start on a pavilion. Then in year five they hope to have the pavilion complete. Mr. Clark stated that Tom Grant would be in charge of maintaining the Facebook page for the Founder’s Park.

Mr. Clark stated that Mr. Van Awken would be in charge of the public and private partnership for the park and would be working with Carbondale Main Street. Mr. Van Awken also stated that he had been discussing doing a dry run of the park with Jessica Bradshaw,

possibly in March. He then discussed what would go into the dry run, such as a parade or event. Mr. Wren asked about doing the dry run in May and having the event be for Preservation month. There was then discussion when would be a good time to do the dry run to make sure there is enough time to plan the event and where the flag pole would be located. Ms. Brightharp also spoke about where the flag pole might go in relation to the landscaping and other things located at the park, including the future stage. Ms. Brightharp also asked how many more times the subcommittee will ask for input from the community. There was then discussion about asking for citizen input and what moving forward with the drawings for the park. Mr. Clark stated that they would provide minutes for the last meeting and the meeting in July, as well as discussed the pros/cons of becoming non-profit and present it at the meeting in August. He stated that they would be displaying the drawing one more time so that more citizens could view them and then report results back at the August meeting as well. Ms. Brightharp stated that the PDF's of all of the drawings are available to be viewed in the Planning office.

g) Founders' Day Subcommittee- No Report

4. **Discuss the cancelation the July 2018 meeting-**Mr. Wren stated that there would not be a meeting in July but it would be on August 20th.

5. **Comments by the Public, Commission Members or Staff:**

Mr. Wren asked for the guest, Eric Delvae to introduce himself.

Mr. Clark also asked about Mr. Ashby becoming a Commissioner. Ms. Brightharp stated that he was an associate member but at this time there were no Commissioner spots vacant because it is unclear if Mr. Sigler is still wanting to serve as a Commissioner.

Ms. Ittner spoke about the looking more into the history of the Founder's Park site and focusing more on the history not just trying to decide where to place different things on the site. She would like to make sure the Commissioner's do not lose track of what the site really means. Ms. Ittner also asked about incorporating more of the history in the drawings provided by the students.

Mr. Wren also thanked Ms. Brown for her work on the Memorial Day celebration and the play that was performed at the event. Ms. Brown spoke about writing more plays in the future and performing them at other events. She also spoke about the amount that it cost to put on the play at the high school and the budget for the Memorial Day event. There was then discussion about funding for other plays in the future to perform for students and youth to learn the history of Carbondale and the Preservation Commission helping to put the plays on.

Mr. Zurlinden stated that the Wreath House, 411 South Poplar, was on the market and they keep having open house, so if anyone wants to view the property.

6. **Adjournment:**

Mr. Wren adjourned the meeting at 7:52 p.m.



MINUTES
Preservation Commission
Monday, August 20, 2018
City Hall/Civic Center – 7:00 p.m.

1. **Roll Call:** Mr. Wren called the meeting to order at 7:02 p.m.

Members Present: Van Awken, Brown, Benedict, Wren and Zurlinden

Members Absent: Clark, Sigler, Ittner, and Mccreary

Staff Present: Brightharp

Guests: Bruce Ashby

2. **Approval of Minutes:** Ms. Brown moved to, and was seconded by Mr. Zurlinden, to approve the minutes of June 18, 2018.

The motion to approve the minutes passed with a unanimous voice vote.

3. **Communication and Reports:**

- a) Educational and Technical Assistance Committee- No Report
- b) Nomination and Hardship Committee- No Report
- c) Work Plan Committee- No Report
- d) Annual Work Plan Monthly Review

1. August: No Plans

2. September:

- i. Preservation News - Communique Article – Quarterly
 - 1. Due September 6th, article covering the theme of the park, and seeking information on local war troops of that time. There was further discussion on what the article will be about.
- ii. Preservation Recognition Program (more outreach)
- iii. Promote Preservation Recognition Program through Communique
 - 1. Focus on Founders Park subcommittee's article
 - 2. Missing links on the new website for the City. Ms. Brightharp suggested the Historic Preservation Award be on the website so people can see the award. Submitted a current list of what is wrong on the website. The website should help to get the word out better.

3. October:

- i. Mid-Year Review of Work Plan (to be included in agenda and reviewed at commission meeting) –Mr. Wren will meet with Mr. Clark to go over the work plan.

4. November: -No Plans

e) Certificate of Appropriateness Committee

- 1. The COA Committee met with city staff to discuss potential use of local buildings on Carbondale’s Register of Historic Places
 - i. The COA committee had a confidential meeting with a developer about the use for a property on the city’s historic register.

f) Founders’ Park Subcommittee-

- 1. Mr. Wren stated that he wants a brochure of some kind from the three drawings the SIU Students provided. There was further discussion of which drawing to choose or to combine all three. Mr. Wren asked Mr. Van Awken for a conceptual drawing of the entire park by next meeting, September 17th.

Mr. Wren asked Mr. Van Awken for a new list of dates for the Founders’ Park Meetings.

g) Founders’ Day Subcommittee- No Report

- 1. Ms. Brightharp stated if want to have a Founders’ Day in May 2019, they need to create a committee. Mr. Wren, Ms. Brown, and Mr. Ahsby and volunteered.

4. **Discuss the cancelation or rescheduling of the November 2018 meeting**

- a.) The committee voted to reschedule the meeting to November 19, 2018.

5. **Review of Standing Committee List**

Mr. Wren stated that Certificate of Appropriateness Committee has one vacancy for an alternate and Educational and Technical Assistance Committee has two vacancies that need to be filled. Ms. Brown volunteered for both Educational and Technical Assistance Committee and Certificate of Appropriateness Committee and Ms. McCreary was appointed to Educational and Technical Assistance Committee.

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

Mr. Wren asked Mr. Ashby if he would like a copy of the brochure since he was on the Founders Day subcommittee. Mr. Wren also stated that he would like a drawing of what Founders Park would look like by the next meeting, to include the park in the Founders Day celebration in May. Mr. Ashby express the need to be careful with the money for the park and maybe there will be something later that would be more appealing for the park. Mr. Wren stated there should be more focus on the conceptual drawing for the park and less on the construction cost. Mr. Wren said if there is something to show what the park will look like, then that will draw support within itself. Mr. Van Awken stated he’s working on putting three drawings together, and getting feedback from the community. Mr. Van Awken also stated that the comment that stands out the most is the park needs trees. Mr. Wren stated that what the park is looking for is

public support and creating a brochure stating what the park is would do that. There was further discussion about when the drawings would be submitted and what will be in them for the next meeting. Mr. Van Awken express concern about the lack of City staff support of Founders Park. Mr. Brightharp stated that staff is supportive of the project and would like to see progress moving forward. She feels that in order for that to happen, the founders park subcommittee needs to have a more concrete plan for City council. Ms. Brightharp stated that for the next meeting, she wants a brochure for the park. There was further discussion on the plan for the park and the brochure.

7. **Adjournment:**

Ms. Brown moved to adjourned the meeting at 7:53 p.m.



MINUTES
Preservation Commission
Monday, September 17, 2018
City Hall/Civic Center – 7:00 p.m.

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

Members Present: Van Awken, Clark, Brown, Benedict, Ittner, McCreary, and Zurlinden

Members Absent: Sigler and Wren

Staff Present: Brightharp

Guests: Eric Novack and Ann Brice

2. **Approval of Minutes:** Ms. Brown moved to, and was seconded by Ms. Ittner to approve the minutes of August 20, 2018.

The motion to approve the minutes passed with a unanimous voice vote.

3. **Communication and Reports:**

a) Educational and Technical Assistance Committee

1. SIU's Alumni Magazine, from 1943 to the present, will be digitally scanned and archived.

- i. Ms. Ittner stated that there will be an informal Educational and Technical Assistance Committee meeting and to come an half hour early to the next meeting to discuss the Alumni Magazine and photography project. Ms. Ittner introduced Ms. Brice stating that she will help with the photography project.

b) Nomination and Hardship Committee

1. Met on September 5th to go over list of properties that can be potentially designated. Created a plan for a letter to be sent to property owners to encourage local designation and explain the process.

- i. Mr. Zurlinden stated that the Committee has narrowed the list down from the last survey. Ms. Brightharp said that they want to do a list of properties that are ready and properties that need assistance to be ready. Ms. Ittner stated that if they could get a list together then she could get pictures of the properties. Mr. Zurlinden stated that he should have a list done by the next meeting. Ms. Brightharp said that she talked to Chris Wallace to wave the fees for the designation

hearing. Mr. Clark asked what the overall cost of the fee were. Ms. Brightharp said that the initial cost depends on where the property is. There was further discussion about the fees and if they can be waved.

- c) Work Plan Committee
 - 1. No Report
- d) Annual Work Plan Monthly Review
 - 1. September:
 - i. Preservation News - Communique Article – Quarterly
 - 1. Mr. Zurlinden suggested that there be a small historical article for the Communique, that it would be separate from the Founders Park article.
 - ii. Preservation Recognition Program
 - 1. Ms. Brightharp stated that preservation award, the park and people willing to designate property will help bring more attention to recognition program.
 - iii. Promote Preservation Recognition Program through Communique
 - 2. October:
 - i. Mid-Year Review of Work Plan (to be included in agenda and reviewed at commission meeting)
 - 3. November- No Plans
 - 4. December- No Plans
- e) Certificate of Appropriateness Committee
 - 1. No Report
- f) Founders' Park Subcommittee
 - 1. Ms. Brown asked if there was a drawing for the Founders Park. Ms. Brightharp responded that there was not. Mr. Van Awken stated that he would like to make a comprehensive booklet for Founders Park and not a pamphlet to hand out for more information. Mr. Clark said that they are planning to have a draft of the booklet ready by the next Commission meeting. There was further discussion on who would do the drawings for the booklet. Mr. Van Awken asked the Commissions opinion whether to use stamped bricks from the donators to the park around the kiosks or to have more greenery. Ms. Brown stated that it's hard to make a decision without a seeing a drawing of the Park. Ms. Ittner said to take into consideration the maintenance of the Park. Mr. Zurlinden stated that it would be easier to raise money of people would be able to put their name on a brick. There was further discussion on where the bricks would go and where to buy the brick. Ms. Ittner asked who is helping guide the handicap accessibly for the Park. Mr. Clark said the City will provide someone when the Committee comes up with a final rendition of the Park.
- g) Founders' Day Subcommittee
 - 1. Mr. Van Awken stated that he would like to try to get more of the community involved with the next Founders Day and the Heritage Tourism.

4. **Comments by the Public, Commission Members, or Staff**

Ms. Brown stated that she is working with the General John A Logan Museum that is hosting an event called “A Woman’s Work is Never Done” on October 6th. Ms. Brown explained what the event was about and what will happen on that day. Mr. Zurlinden stated that the Dixon House, oldest house in Carbondale, is now on the real estate market. There was further discussion about the house for sale.

5. **Adjournment:**

Mr. Zurlinden moved to adjourn the meeting at 7:43 p.m.



MINUTES
Preservation Commission
Monday, October 15, 2018
City Hall/Civic Center – 7:00 p.m.

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

Members Present: Van Awken, Brown, Benedict, Ittner, and McCreary

Members Absent: Sigler, Clark, Wren and Zurlinden

Staff Present: Brightharp

Guests: Ann Brice and Bruce Ashby

2. **Approval of Minutes:** Ms. Brown moved to, and was seconded by Ms. Ittner to approve the minutes of September 17, 2018.

The motion to approve the minutes passed with a unanimous voice vote.

3. **Communication and Reports:**

a) Educational and Technical Assistance Committee

1. Photo Documentation underway for the *Carbondale Remembered* Oral History Project. Ms. Ittner stated that they're going start with photos of the older district of Walnut, Poplar and Main and tie into the oral history at SIU. Ms. Brice stated that the oral history will be important to the students who do history fair's for school and to have all ages, especially children there for them to learn about the history of Carbondale.

b) Nomination and Hardship Committee- Meeting was canceled.

c) Work Plan Committee- No Report

d) Annual Work Plan Monthly Review

1. October:

- i. Mid-Year Review of Work Plan- Due to Mr. Wren's and Mr. Clark's absent, the Mid-Year review is postponed till next meeting.

2. November -No Plans

3. December-No Plans

4. January

- i. Preservation News - Communique Article – Quarterly- Ms. Brightharp stated that the Communique articles have to be submitted in time to be added to the agendas and voted on in the Commission meetings to make sure everyone is in agreement.

- ii. Preservation Awards Program: Issue Request For Nominations
- iii. Notification for Convening Work Plan Committee- Going over last year's work plan and reworking to fit this year.
- iv. Ms. Ittner asked if there was an updated meeting list for 2019. Ms. Brightharp stated that there was and she can email it to Ms. Ittner.

e) Certificate of Appropriateness Committee

- 1. No Report

f) Founders' Park Subcommittee

- 1. Recap of the September 10th meeting- Tom Grant brought the three drawings out explained the different elements of each drawing. Mr. Grant suggested removing the asphalt and making everything into green space or to resurface the asphalt to keep costs lower. There was then a discussion of what to put on the kiosks. Mr. Wren asked if there can be just one final drawing to present to the Commission. Mr. Grant stated that there was a rough draft present. Mr. Wren suggested that there should be separate phases to help complete the project. There was then a discussion on what the different phases would be. Mr. Wren also suggested to make a final drawing to be submitted into the pamphlet for Founders Park.
- 2. Discuss heritage tourism as it relates to Founders' Park and the City of Carbondale- Mr. Van Awken brought in two books to help bring ideas for tourism to the City. Mr. Van Awken stated that he talked Michelle Silver of the State of Illinois Department of Commerce and Economic Opportunity about the history and tourism of the State of Illinois along with different grants the city could get. Mr. Wren asked if Ms. Silver wanted any plans before getting any grants. Mr. Van Awken responded yes. Mr. Wren stated that when the final drawing and the pamphlet is done, then the Commission can help with getting grants for the Park. Mr. Wren asked if by the January meeting that there would be a final conceptual drawing of the Park. Mr. Van Awken agreed.

g) Founders' Day Subcommittee-No Report

4. **Comments by the Public, Commission Members, or Staff**

None

5. **Adjournment:**

Ms. Ittner moved to adjourn the meeting and was seconded by Ms. Brown at 7:52 p.m.



MINUTES
Preservation Commission
Monday, November 19, 2018
City Hall/Civic Center – 7:00 p.m.

1. **Roll Call:** Mr. Wren called the meeting to order at 7:01 p.m.

Members Present: Van Awken, Clark, Wren, Brown, Benedict, Ittner, McCreary and Zurlinden

Members Absent: Sigler

Staff Present: Brightharp

Guests: Ann Norris-Price

2. **Approval of Minutes:** Ms. Ittner moved to, and was seconded by Ms. Brown to approve the minutes of October 15, 2018.

The motion to approve the minutes passed with a unanimous voice vote.

3. **Communication and Reports:**

a) Educational and Technical Assistance Committee

1. Update on the photo documentation that is underway for the *Carbondale Remembered* Oral History Project- Ms. Ittner gave some historical background of the Dunaway House on Walnut Street, which was destroyed by a fire on November 13, 2018. Ms. Ittner stated that Jan Thompson from SIUC is collecting information on the history of Carbondale for the records which haven't been updated at the University since the 1980's and asked if anyone would be willing to help collect information for the 150th anniversary of the university.

b) Nomination and Hardship Committee- No Report, Meeting canceled

c) Work Plan Committee-No Report

d) Annual Work Plan Monthly Review

1. November:

i. No Plans

2. December

i. No Plans

3. January

i. Preservation News - Communique Article – Quarterly

- ii. Preservation Awards Program: Preservation awards announcement will be in the December/ January Issue of the Communique and the deadline for the February issue will be discussed at the next meeting. Ms. Brightharp stated that the preservation award was put in the Communique but doesn't want that to be the only way to advertise and requested suggestions of other ways to advertise the award and encouraged the Commission on finding new homes for this award. Ms. Brown asked if the award was sent to the Carbondale Times. Mr. Wren stated that he will ask Jeff Ritter at the Carbondale Times and see if it's possible to add the article in the paper and Ms. Brightharp said she would contact the homeowner who received last year's award to see if they're okay with a picture of the home being submitted as well to the newspaper.
- iii. Notification for Convening Work Plan Committee- Get together to decide on a meeting day.

4. February

- i. Develop Work Plan (2019-2020)-Committee needs to go over the work plan again.
- e) Certificate of Appropriateness Committee- Ms. Brightharp stated that the Committee will have to meet within the next 60 days or so to discuss the house on Walnut that was destroyed in the fire. Mr. Zurlinden asked what that meeting would be about. Ms. Brightharp stated it would most likely mean the house being torn down. Ms. Ittner stated that it doesn't hurt to ask if there is a plan to salvage anything from the house. Mr. Zurlinden asked if the Committee asks permission to salvage items from the house or what is that process. Ms. Ittner stated to just ask questions. Mr. Zurlinden asked if items were salvaged, where would they go. Ms. Ittner stated she's not sure right now, City Hall or Morris library could be a possibility.
- f) Founders' Park Subcommittee-No Report
- g) Founders' Day Subcommittee
- a. Mr. Wren, Ms. Brown and Ms. Brightharp met to go over preliminary plans for Founders Day, tentatively set for May 25, 2019 and have Ms. Brown conduct the play from last year at Memorial Day about the founding of Carbondale. Mr. Wren also suggested doing a retirement flag ceremony to incorporate Founders Park. Mr. Wren also suggested doing a Founders Day Gala at possibly CCA and to use historic buildings during this month.

4. Comments by the Public, Commission Members, or Staff

Mr. Wren requested that the meetings for the Historical Park Subcommittee be rescheduled so that agenda could be added to the agenda for the Preservation Commission. There was further discussion on how to get the minutes and the agenda to Ms. Brightharp in time to put on the Preservation Commission agenda. Mr. Van Awken presented a preliminary drawing for Founders Park. Mr. Wren asked if the image is going into the booklet for the Park. Mr. Van Awken stated that Mr. Ashby is still working on the booklet and could put the drawing in it. Ms. Brightharp asked if there is going to be more done to the drawing or is the one present the final drawing. Mr. Van Awken stated that there will be more added to the drawing. Mr. Wren asked

when the booklet or the drawing will be done. Ms. Brightharp stated that if the drawing was completed, then it could go into the Communique. Ms. McCreary asked what the deadline would be to get the drawing into the Communique. Mr. Wren stated that it would be mid- January. Ms. McCreary stated that she could get a drawing done in December to have the Subcommittee and Preservation Commission look it over to see if there needs to be any revisions done before the deadline in January. Ms. Brightharp asked if the Subcommittee has considered changing the sign to incorporate the new drawing of the Park. Ms. McCreary stated they have not considered it, but it's a good idea. Mr. Zurlinden stated adding an additional sign of the drawing to the existing one. Mr. Van Awken that there are grants that the park could get from DNR. Mr. Wren stated that all the information will have to be gathered first, the booklet needs to be completed and the drawing finished before the grants can be filled out and sent in.

5. **Adjournment:**

Ms. Brown moved to adjourn the meeting and was seconded by Mr. Zurlinden at 7:47 p.m.