



Agenda Item Details

Meeting	Aug 09, 2016 - 2016 Regular City Council Meeting August 9, 2016
Category	2. Consent Agenda of the City Council
Subject	2.7 Acceptance of Approved Minutes of Boards, Commissions, and Committees
Type	Action (Consent)
Recommended Action	The City Council is requested to accept the approved minutes of Boards, Commissions, and Committees and place them on file.

Originating Department:
City Clerk's Office

Background:

Attached are approved minutes for the Council's acceptance from the following Boards, Commissions, and Committee meetings:

- Liquor Advisory Board - May 19 and June 2, 2016
- Police Pension Board - June 21, 2016
- Preservation Commission - May 16, 2016
- Firefighters' Pension Board - April 19, 2016
- Sustainability Commission - March 17, 2016

[LAB Minutes 2016-05-19.pdf \(45 KB\)](#)

[LAB Minutes 2016-06-02.pdf \(32 KB\)](#)

[06.21.2016 Police Pension Board Minutes.pdf \(83 KB\)](#)

[2016.05.16 - Preservation Commission Minutes.pdf \(160 KB\)](#)

[2016.04.19 - Firefighters' Pension Board Minutes.pdf \(138 KB\)](#)

[2016.03.17 - Sustainability Commission MInutes.pdf \(69 KB\)](#)

Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda which lists several items for approval by the City Council with a single motion. Consent agenda items are usually matters that are routine in nature or considered to be uncontroversial. Items may be removed from the consent agenda at the request of any City Council member.

Motion & Voting

Approve Consent Agenda Items 2.1 - 2.4 and 2.6 - 2.10

Motion by Adam Loos, second by Lee Fronabarger.

Final Resolution: Motion Carries

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



Liquor Advisory Board May 19, 2016

The City of Carbondale's Liquor Advisory Board held a meeting on Thursday, May 19, 2016, in Room 103 of the Carbondale Civic Center, 200 South Illinois Avenue. Chairman Robinson called the meeting to order at 5:32 p.m. with the following-named members of the Board present/absent:

1. Roll Call

Present: John Mills, Steve Payne, Tasis Karayiannis, David Cisco, Donald Monty, and Mark Robinson

Absent: None

A quorum was available to take action on the agenda items. City Staff present for the meeting included City Clerk Jennifer Sorrell, Interim City Manager Gary Williams, Acting City Attorney Lenoard "Jamie" Snyder, Fire Inspector Tom Manis, and Lieutenant Matt Dunning.

2. Approval of Minutes

D. Cisco moved, J. Mills seconded, to approve the minutes from April 7, 2016. All voted aye. Motion declared carried.

3. Application from Carbondale Tourism for a Class F1 liquor license (temporary; beer/wine only) to conduct sales of alcohol for a "Live On Series" concert scheduled between 6:00 p.m. to 10:00 p.m. on June 17, 2016, on the 200 block of West Monroe Street and the Carbondale Civic Center parking lot

Cinnamon Smith and Jordan Wren were present to respond to Board inquiries.

Ms. Smith remarked on the organization's prior experience holding an F1 liquor license for a concert in October 2015, noted that this concert will be a smaller event, explained that this location had been successfully used in June 2015 for hosting an outdoor concert, and responded to Board inquiries. The Board questioned the applicant about the distributor supplying the alcohol [Venegoni Distributing], requested details about seating [Tourism will provide limited seating in a reserved area for those who are in need of it]; who the performers would be [Nikki Hill and Aaron Kamm & The One Drops]; and explained the location of the stage would be on Monroe Street in front of the Verizon building. The staffing for the event will be similar to those who provided it for the Jason Isbell concert and all are TIPS trained.

J. Mills moved, T. Karayiannis seconded, to approve a Class F1 liquor license for Carbondale Tourism on June 17, 2016, contingent upon receipt of all outstanding items. VOTE: All voted aye. Motion declared carried.

4. Review of third quarter violation reports for License Year 2015-2016

Board discussion included comments on the following matters: a note on the State sting yielding violations at liquor stores; that the number of violations at the establishments is relatively small in comparison with previous years; the number of violations at Levels seems to stand out compared to other locations, particularly when taking into consideration that they are not open every day of the week; and concerns that fire and building and neighborhood services inspections should occur on a regular basis rather than just on an annual basis in order to find life/safety issues.

Lieutenant Dunning noted that Levels has a higher occupancy than most locations and responded to Board inquiries about the operation of Levels noting that the police do get calls for service there, but not as many as in the past. When asked about fighting, he noted that when fights occur it is generally as the bar closes and people are exiting the building and making their way to vehicles.

Fire Inspector Tom Manis provided additional details about the fire inspection reports noting that the old exit lights are being replaced with updated led lights which will in time reduce the number of exit light issues. He stated that with the old lights one power outage could drain the batteries in their entirety and shared that they provide literature to the businesses on what life/safety issues to look for.

D. Monty moved, J. Mills seconded, to accept the third quarter reports and to forward them to the Local Liquor Control Commission. All voted aye. Motion declared carried.

5. Discussion of Farmers' Market liquor sales and temporary extended premises permits

Interim City Manager Williams provided the Liquor Advisory Board with details on the matters of expanding the Farmers' Market license and establishing a temporary extended premises permit

Farmers' Market Liquor Sales

A grant was awarded to Carbondale to conduct a feasibility study on the local foods system and one of the recommendations for developing the Farmers' Market was diversifying the vendors, specifically focusing on the relationship between local foods and the wine trail and breweries.

Board inquiries and comments included the following which were responded to by Interim City Manager Williams and Acting City Attorney Snyder: who will be the holder of the license [the Farmers' Market], who will approve the individual vendor, carry the dram shop insurance, and be the responsible party for any infractions [the Farmers' Market], why were distilleries and breweries included in the language [Mr. Williams noted that currently wineries are the only type of craft alcohol industry able to sell by the package at a satellite location, but breweries and distilleries *are* able to conduct tastings at the Farmers' Market and this license allows for tastings to be conducted], would the language proposed allow for package sales by the breweries and distilleries [while it is written that way, the State would prevent it from occurring], if the language were to be approved as written would the micro distilleries and microbreweries be able to sell by the package once it becomes legal at the State level [yes], a suggestion to include in the draft language wording to the effect of package sales would be allowed for microbreweries and micro distilleries subject to compliance with State law, why was this limited to just one vendor per Market [limited vendor space and to ensure there would not be a saturation of retail alcohol sales], and general discussion about the expansion of the property where the Farmers' Market was held.

There was confusion between the Board's inquiries regarding package sales and the Acting City Attorney's explanation as to whether the City's approval of package sales for micro distilleries and microbreweries would be allowed under home-rule or whether State law would be able to prevent it from occurring. Ultimately, the explanation was that while the City could authorize the package sales by micro distilleries and microbreweries, the vendor would have to seek State approval to conduct off-site sales.

Temporary Extended Premises Permit

On occasion, Staff receives requests from liquor license holder seeking to hold special events at locations adjacent to their establishment – typically parking lots, but in some cases at another nearby public area. The temporary extended premises permit with authorize license holders in good standing to host such an event upon review of the application by staff and final approval from the Liquor Control Commission Chair.

Board comments and questions on this matter included: how far in advance are these requests received and how would the permit process be expedited [it varies, but if this is handled administratively, likely a minimum of two weeks], could the permit be for a property other than the licensee's premises [potentially], an inquiry about what constitutes a licensed premises [this includes the facility listed on the application only, but the responsibility of a licensee extends to the "control premises," and would proof of dram shop insurance coverage of the temporary premises be required [yes].

J. Mills moved, T. Karayiannis seconded, to approve the Farmers' Market package sales. All voted Aye. Motion declared carried.

J. Mills moved, D. Monty seconded, to approve the temporary extended premises permit. All voted Aye. Motion declared carried.

D. Monty requested that Board members receive a copy of the Ordinance language in advance of it going before the City Council.

6. Liquor license renewals for the 2016-2017 license year (July 2016-June 2017)

Notice that there were still outstanding items, questions about specific locations below:

Larry's House of Cakes

Question about the license fee and whether the video gaming terminals increases those fees.

Little Vegas

Mr. Trace Brown was present at the meeting and the Board inquired about how the business was faring.

Hangar 9

Questions about why the applicant would not complete the form, the Commission's authority to require the information, and whether the Commission can choose not to renew the license based on incomplete information.

Attorney Snyder read Code language regarding Class B3 licenses, which classification was created when a cap was established, and which gave the Commission the authority to review the records of video gaming versus liquor sales in order to determine whether an establishment was a bar or a video gaming parlor. He noted that data would not be subject to FOIA as it deals with sales information and is subject to tax laws, although the gaming revenue is public record. Further, he responded to an inquiry regarding the requirement to provide this information that the renewal of the license is subject to provision of the data to the Commission. The Clerk noted that without the video gaming terminals, the licensee would not be required to submit the completed form.

Tres Hombres

It was noted that Tres did not receive the majority of their revenue from food and nonalcoholic beverages, as is required when holding a Class A liquor license. There was a discussion as to whether the location operated more as a bar or as a restaurant, whether they should hold a Class B license instead of a Class A license, and the matter of entry age requirements.

The Board discussed a few suggestions with regard to this renewal application: 1) change to a Class B license; 2) allow a year to bring the percentages into line; 3) consider whether 51% is a valid measure; and 4) consider whether to exclude gaming revenue from the calculations.

M. Robinson exited at 6:43 p.m. and returned at 6:44 p.m.

Key West

In a similar vein as Tres Hombres, there was discussion regarding Key West receiving 59% of revenue from video gaming which should require them to hold a B3 classification rather than a B2 license. It was noted that there was someone operating a restaurant within the establishment. Further, it was noted that the owner currently holds a 180 day permit for a B3 license, which was applied for, according to the applicant, due to the demand for gaming at Key West.

There was discussion regarding the minimum percentage requirements for restaurants, why those requirements were initially instituted, whether the requirement for a restaurant should be a majority of revenue coming from anything other than food, and a suggestion that perhaps the bar side of Tres was now the dominant sales driver. The Clerk noted that the discussion regarding lowering the minimum percentage requirement had occurred over a year ago and part of the reason for establishing the form was to provide data to help determine whether or not there truly was a need to modify the percentages. There was a remark that not only was the 51% minimum percentage arbitrary, the data provided might also be arbitrary as sales can be rung up in different ways and figures can be adjusted. Insurance coverage and costs for restaurants versus bars were briefly discussed.

Garden Grove Event Center

The discussion regarding Garden Grove Event Center centered on the change of use of the facility and the minimum age requirement exemption which did exist when it operated as an indoor sports facility. There is no such exemption for an event venue and as a holder of a B2 liquor license, the minimum age requirement of 19 applies.

The Pony Cabaret & Steakhouse

The Board requested an update on the status of this facility. Acting City Attorney Snyder reminded the Board that the renewal application for the 2015-2016 license year was denied by the Local Liquor Control Commission. An appeal to the State Liquor Commission was filed, it was sent back, and the petitioner filed for a rehearing before the State Commission. A finding from the rehearing is anticipated in the near future. The applicant was permitted to operate under a stay from the State Commission; however, they chose not to do so. It was noted that the applicant holds a State liquor license, but not a City liquor license. Pending the outcome of the State's decision, the Board elected not to offer a recommendation on the renewal application.

Noah's Lounge

The renewal application for this license indicates the facility is open daily, while in practice they are open with less regularity. There was a question as to whether they operated as a bar versus an event center/facility and if their license classification was appropriate. It was suggested that perhaps a Code change would be appropriate to accommodate similar businesses which operate as something other than a bar.

D. Monty moved, J. Mills seconded, to recommend to the LLCC renewal of the licenses subject to correction of the outstanding items, with the exception that the Board is not in a position to make a recommendation on the license of The Pony Cabaret & Steakhouse, and that the Board withholds a formal recognition on Tres Hombres and Key West, pending their meeting with the Liquor Advisory Board on June 2. Noah's Lounge was added to the proviso of the Motion. All voted Aye. Motion declared carried.

7. Liquor Advisory Board Comments

Next meeting scheduled for June 2, 2016.

8. Citizens' Comments

None.

7. Adjournment

Meeting adjourned at 7:01 p.m.

Jennifer R. Sorrell, City Clerk

Date Approved



Liquor Advisory Board June 2, 2016

The City of Carbondale's Liquor Advisory Board held a meeting on Thursday, June 2, 2016, in Room 103 of the Carbondale Civic Center, 200 South Illinois Avenue. Chairman Robinson called the meeting to order at 5:31p.m. with the following-named members of the Board present/absent:

1. Roll Call

Present: John Mills, Tasis Karayiannis, David Cisco, and Mark Robinson
(Donald Monty entered at 5:32 p.m.)

Absent: Steve Payne

A quorum was available to take action on the agenda items. City Staff present for the meeting included City Clerk Jennifer Sorrell, City Attorney Lenoard "Jamie" Snyder, Fire Inspector Tom Manis, Deputy Chief Stan Reno, and Lieutenant Matt Dunning.

2. Discussion with representatives from Key West, Noah's Lounge, and Tres Hombres

The Board noted that this discussion was not intended to be adversarial, but rather to open a dialogue regarding the impact of minimum percentage requirements, gaming revenues, operational hours, and appropriate classifications for establishments.

Jeff Vaughn of Tres Hombres (Class A2 – restaurant/all alcoholic liquors)

Mr. Vaughn was present to discuss the renewal application and the business data report figures included with the renewal application for Tres Hombres. Mr. Vaughn assumed ownership of the corporation and business in September 2015. The Board asked Mr. Vaughn what he felt would be an appropriate solution to the matter of minimum percentage requirements particularly when gaming revenues are included in the reported figures. Mr. Vaughn stated that the percentage requirement for restaurant licenses was put into effect long before video gaming was allowed in Illinois. He indicated that they are making improvements to the restaurant side of Tres Hombres to improve the business overall and does not have an interest in reclassifying the license to a B2. Mr. Vaughn stated that the gaming revenues had decreased somewhat due to the overall increase in locations where video gaming was available.

Mr. Vaughn responded to inquiries and comments including the effect of Happy Hour on alcohol sales [does not result in significant alcohol sales increase], demographics of customers [mostly an older crowd], was gaming occurring incidentally or were patrons coming specifically to game [mix], and what the ratio of food/alcohol sales is once gaming is removed from the equation [approximately 51% food to 49% alcohol sales].

Scott Uffelman of Key West (Class B2 – On-premises consumption "bar")

Scott Uffelman was present to discuss Key West's application and business data report. Questions, responses, and comments included the following:

Who runs the restaurant within Key West [third party owns and operates the restaurant, but does not sell alcohol]; the percentage of income from gaming [58%]; whether the applicant wants to be a gaming establishment or bar [restaurant business just started, would like to see where the sales come in during the year to keep the bar license]; how would the restaurant sales affect liquor sales [believes that those coming in for food will purchase alcohol from the bar side]; what issues would occur if the license were

changed from a B2 to a B3 license [owner holds a 180 day permit for a B3 licensed establishment which is less than 500 feet away from the B2 license and two B3 licenses cannot be located within 500 feet of one another]; at the time of applying for the second location (the B3 location) applicant indicated that the new location should pull away from the demand for gaming at the bar location which he still believes is the case; what the timeline is for opening the new location [ready in two weeks for inspections, but will still have to be placed on the Illinois Gaming Board's docket for approval which may take a few months to process]; and what is the procedure for receiving the gaming license [the applicant must obtain the local liquor license first, then the State liquor license, after which they can apply for their gaming license, but the approval of which will take several months as the Gaming Board only convenes a handful of times a year].

Sandra Farr and Nora Harris of Noah's Lounge (Class B2 – On-premises consumption “bar”)

Sandra Farr, President of Noah's Lounge, LLC, and Nora Harris, Secretary, were present to discuss the renewal application for Noah's Lounge.

The issue with this location is hours of operation, and whether they are an event center or bar. When is the bar open [mostly on weekends, but they are not getting afternoon business]; demographics of customers [a lot of their business comes from students and with the students absent, there is no business]; the general public can't tell when to come to the facility due to inconsistent hours, which may be a disincentive to coming [personal/health issues have limited their hours]; does the majority of business come from groups renting the facility or people coming from off the street [predominantly from those holding a party at the location and from booking some artists]; how long can they be closed, per the City Code, before it is an issue [if closed for more than ten days, they should notify City; longer than 30 days can result in suspension or revocation of license]; the renewal application indicates they are open daily from 1:00 p.m. to 12:00 a.m. so for the time being, and a suggestion that it would be a good policy to contact the City about any extended time of closure.

The Board asked how to request the drafting of an event center license or revisiting the percentage requirements for restaurants. The Clerk and City Attorney indicated that they would work on this item for either July or August.

It was noted that the large events have resulted in an increase for policing which is a drain on City resources. The representatives stated that there have been some issues with attendees feuding and most of the problems are occurring in the parking lot. There was gratitude expressed for the police department's assistance in policing the location at and around the closing hour. The expressions of gratitude were appreciated, but it was again restated that this is a drain on resources and that there is not enough staffing to ensure even coverage for bars and in neighborhoods.

The Board noted that there was a loose end regarding the Board's recommendation to approve these three renewal applications. As the item was listed as a matter of discussion, it was determined that there would be no formal action during the meeting, but would forward the draft meeting minutes to help guide the Local Liquor Control Commission and to make evident that the Board had no intent to recommend denying the renewal applications.

3. Liquor Advisory Board Comments

Next meeting scheduled for July 7, 2016.

4. Citizens' Comments

None.

5. Adjournment

Meeting adjourned at 6:26 p.m.

Jennifer R. Sorrell, City Clerk

Date Approved



POLICE PENSION BOARD
June 21, 2016 at 1:30 pm.
Carbondale Civic Center Room 103
Meeting Minutes

1. Call to Order / Roll Call

The City of Carbondale Police Pension Board of Trustees held a meeting on Tuesday, June 21, 2016, at the Carbondale Civic Center, Room 103, 200 South Illinois Avenue. Mark Goddard called the meeting to order at 1:50 p.m.

Roll Call

Present: Jeff Davis, Paul Echols, Mark Goddard, Don Priddy and Tony Williams.

Absent: None

Acknowledgement of Guests

Also present were Deputy City Clerk Clair Hayes, Senior Accountant Becky Applegate, and Pension Board Attorney Dennis Orsey (by phone)

2. Reading / Approval of Minutes

a.) *Special board meeting open session minutes from April 25, 2016*

MOTION: D. Priddy moved, T. Williams seconded, that the open session minutes from the special board meeting held on April 25, 2016 be accepted as amended. All voted Aye. No nays. Motion declared carried.

b.) *Special board meeting closed session minutes from April 25, 2016*

MOTION: T. Williams moved, D. Priddy seconded, that the closed session minutes from the special board meeting held on April 25, 2016 be accepted as amended. All voted Aye. No nays. Motion declared carried.

b.) *Regular meeting minutes from May 17, 2016*

MOTION: J. Davis moved, T. Williams seconded, that the regular meeting minutes from May 17, 2016 be accepted as amended. All voted Aye. No nays. Motion declared carried.

3. Correspondence

It was asked if a signed copy of the service contract for Dr. Rapierta's office has been processed and returned. Board members believe it has been received, but will double check to be sure.

4. Bills

Check request received from Scott Hendricks for FedEx delivery charges to Dennis Orsey for the month of May.

MOTION: J. Davis moved, T. Williams seconded, to pay Scott Hendricks for FedEx delivery charges to Dennis Orsey for the month of May in the amount of \$30.30. VOTE: Ayes: J. Davis, P. Echols, M. Goddard, D. Priddy and T. Williams. Nays: None. Motion declared carried.

5. Treasurer's Report

Treasurer's report was given by Finance Director Jeff Davis through May 31, 2016. Questions and comments from the Board were addressed by Jeff Davis and Becky Applegate.

MOTION: P. Echols moved, D. Priddy seconded, to accept the treasurer's report. All voted aye. No nays. Motion declared carried.

6. Investment Report

Next quarterly report July 19, 2016.

7. Old Business

a.) *Review and approve Jeffrey Vaughn's annual disability review Decision and Order*

The three Board members whose names appear at the bottom of the Jeffrey Vaughn's annual disability review Decision and Order (Tony Williams, Mark Goddard and Don Priddy) will need to vote to accept and to sign and date it for approval.

MOTION: D. Priddy moved, T. Williams seconded, to approve the written decision and order as presented for the Jeffrey Vaughn administrative hearing. VOTE: Ayes: M. Goddard, D. Priddy, and T. Williams. Nays: None. Motion declared carried.

b.) *Discuss status and information requested for annual disability review files:*

- i. Phillips
- ii. Sykes
- iii. Snyder
- iv. Rice

Board Attorney Dennis Orsey gave a brief overview of each injury sustained by the above mentioned police officers currently on disability. Mr. Orsey will send letters to these individuals as well as Dr. Rapirta so appointments can be set up for their annual disability review.

8. New Business

a.) *Discuss mandatory OMA/FOIA annual training for OMA/FOIA Officer.*

An OMA/FOIA Officer for the Board needs to be designated. It was agreed by the board members that Tony Williams continue serve as the OMA/FOIA Officer once he completes his online training which is required annually.

MOTION: P. Echols moved, D. Priddy seconded, to appoint Tony Williams as the board OMA/FOIA Officer. All voted aye. No nays. Motion declared carried.

b.) *Discuss mandatory OMA training for Jeff Davis as a new board member through the Attorney General website.*

Jeff Davis has completed his OMA training and has submitted his certificate of completion dated April 18, 2016.

Board Attorney Orsey mentioned that Jeff Davis is also required to take a 32 hour certified trustee training class within 12 months of his appointment. Jeff Davis informed the board that he has not registered for the class because reimbursement has not been approved by the Board yet. It was mentioned that Paul Echols and Don Priddy have already completed 8 of the 16 mandatory hours, but also need board approval for reimbursement.

MOTION: T. Williams moved, D. Priddy seconded, to approve reimbursement for IPPFA training and/or mileage at the standard mileage rate for Jeff Davis, Paul Echols, and Don Priddy. VOTE: Ayes: Jeff Davis, Paul Echols, M. Goddard, D. Priddy, and T. Williams. Nays: None. Motion declared carried.

c.) *Discuss status of Board members receiving 16 hours of annual mandatory training.*

The board discussed their plans for completing their annual mandatory training.

d.) *Discuss status of retired trustee election.*

Besides Don Priddy, there were no nominations for the retired trustee election. Therefore Don Priddy has elected to remain on the Police Pension Board for a 2-year term.

9. Application for Membership

None

10. Application for Benefits

None

11. Public Comments

None

12. Adjournment – (Next meeting date is Tuesday, July 19, 2016 @ 1:30 p.m.)

MOTION: D. Priddy moved, P. Echols seconded, that the meeting be adjourned. All voted Aye. No nays. Motion declared carried.

Meeting adjourned at 2:45 p.m.

Respectfully Submitted,

Anthony Williams
Carbondale Police Pension Board Secretary
AW/clc



MINUTES
Preservation Commission
Monday, May 16, 2016
City Hall/Civic Center – 7:00 p.m.

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

Members Present: Benedict, Clark, Comparato, Ittner, Sigler, and Van Awken

Members Absent: Doherty

Staff Present: Sergeev

Guests: Nefeteria Brewster, Izaiah McKissic

2. **Approval of Minutes:** Ms. Ittner moved to, seconded by Mr. Clark, to approve the minutes of April 18, 2016.

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

3. **Communication and Reports:**

- a) Educational and Technical Assistance Committee

Ms. Ittner reported that she is working with Carbondale Main Street to host an event in which a Boy Scout Webelos Troop is coming from Mattoon, Illinois. The troop will take the Amtrak from Mattoon. While in Carbondale they will tour the Bucky Dome Home and the Agriculture Building's green roof on the SIU Campus.

Ms. Ittner provided handouts on the Solar Eclipse to happen August 2017.

There was discussion among Commissioners as to how to prepare and document the event. The Commissioners decided to create a file in the archives located in the Planning Services office for any memorabilia or information collected.

- b) Nomination and Hardship Committee

Nothing to review.

- c) Work Plan Committee

Nothing to report.

d) Certificate of Appropriateness Committee

Nothing to report.

e) Downtown Advisory Committee Report

Mr. Sigler reported that the Downtown Advisory Committee had finished its work and he would have no further information to report.

4. **Old Business:**

a) No Old Business

5. **New Business:**

a) Approve FY 2016's CLG Annual Report

Mr. Comparato moved to accept the FY 2016 CGL Annual Report. The motion was seconded by Mr. Van Awken.

The motion to approve the FY 2016 CLG Annual Report passed with a unanimous voice vote.

b) Create Historical Park Subcommittee

Ms. Ittner moved to create a special committee for the Historical Park. The motion was seconded by Ms. Benedict.

The motion to create a special committee for the Historical Park passed with a unanimous voice vote.

Mr. Van Awken, Mr. Comparato, and Mr. Clark volunteered to serve on the committee.

The committee will meet with the City Manager and report their findings to the Commission at the June meeting.

c) Create Founders' Day Subcommittee

Mr. Van Awken moved to create a special committee for Founders' Day. The motion was seconded by Mr. Sigler.

The motion to create a special committee for Founders' Day passed with a unanimous voice vote.

Mr. Sigler volunteered to serve on the committee and contact Carbondale Main Street and

the Chamber of Commerce to collaborate on the event. Mr. Sigler will report back to the Commission at the June meeting.

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

Mr. Van Awken recognized Councilman Fronabarger's for his work on the Founders' Day Reception and requested staff to send a letter of appreciation on behalf of the Commission.

The Commission agreed.

Ms. Sergeev reported that she will be attending the National Main Street Conference in Milwaukee May 23-25.

The Commission discussed the possible cancelation of the optional June meeting. The Commission agreed to have the June meeting.

Ms. Sergeev reminded the Commission the Memorial Day Celebration at Woodlawn Cemetery Monday, May 30th.

7. **Adjournment:**

Mr. Sigler adjourned the meeting at 7:45 p.m.

**CITY OF CARBONDALE
FIRE FIGHTER'S PENSION BOARD**

**MEETING MINUTES
9:00 A.M., APRIL 19, 2016
FIRE STATION 2**

Ted Lomax called the meeting to order at 9:00 a.m. with the following members of the Board present/absent:

PRESENT: Ted Lomax, President; Mike Hertz, Secretary; Harry Threlkeld, Fire Fighter Retiree Representative; Becky Applegate

ABSENT: Deborah McCoy

GUESTS: None

Also present was Fire Department Administrative Secretary/Recorder Kathy Haldeman

MINUTES OF PREVIOUS MEETING

Motion made by Mike Hertz to approve minutes of the January 26, 2016 meeting. Motion seconded by Harry Threlkeld. VOICE VOTE: AYES: Ted Lomax, Mike Hertz, Harry Threlkeld, and Becky Applegate. NAYS: None. Motion declared carried.

TREASURER'S REPORT

Becky Applegate presented the Treasurer's Report and Market Value Comparison for period ending Marcy 31, 2016. Investments showed a decrease of \$151,368 since December's statement. All of the real estate tax monies in the amount of \$768,458 as well as replacement taxes in the amount of \$40,688 have been received. Motion made by Mike Hertz to accept the Treasurer's Report as presented and approve expenses totaling \$445,676.16, of which \$408,258.03 was payroll. Motion seconded by Harry Threlkeld. VOICE VOTE: AYES: Ted Lomax, Mike Hertz, Harry Threlkeld, and Becky Applegate. NAYS: None. Motion declared carried. See attached Expense Report for details.

Becky Applegate will send all board members copies of the Investment Review reports for period ending March 31, 2016 prepared by Graystone Consulting that were mailed.

UNFINISHED BUSINESS

None

NEW BUSINESS

Becky Applegate presented an IDOI Pension Fund Security Administrator Authorization Form for the president and secretary to sign naming Ms. Applegate as the Security Administrator.

Ted Lomax stated that Mayor Henry appointed Becky Applegate to the Pension Board for a three year term.

Mike Hertz presented an Application for Membership from Probationary Firefighter Ben Schultz. Firefighter Schultz began his employment with the fire department February 29, 2016. Motion made by Mike Hertz to accept the Application for Membership for Firefighter Ben Schultz. Motion seconded by Becky Applegate. VOICE VOTE: AYES: Ted Lomax, Mike Hertz, Harry Threlkeld, and Becky Applegate. NAYS: None. Motion declared carried.

Mike Hertz stated that elections were held for one active fire department member. Nomination sheets were posted March 18 – March 23, 2016 at both fire stations. Ted Lomax was nominated. Election ballots were available the week of April 1, 2016. Election results were twenty-four votes for Ted Lomax, no write-ins. Motion made by Mike Hertz to canvas the election and destroy the ballots. Motion seconded by Harry Threlkeld. VOICE VOTE: AYES: Ted Lomax, Mike Hertz, Harry Threlkeld, and Becky Applegate. NAYS: None. Motion declared carried.

Board positions were voted upon. Motion made by Mike Hertz to appoint Ted Lomax as President. Motion seconded by Becky Applegate. VOICE VOTE: AYES: Ted Lomax, Mike Hertz, Harry Threlkeld, and Becky Applegate. NAYS: None. Motion declared carried. Motion made by Harry Threlkeld to appoint Mike Hertz as Secretary. Motion seconded by Becky Applegate. VOICE VOTE: AYES: Ted Lomax, Mike Hertz, Harry Threlkeld, and Becky Applegate. NAYS: None. Motion declared carried.

The 2016 Meeting Schedule was revised to reflect changes made by the 2016 Police Pension Board Meeting Schedule. Motion made by Harry Threlkeld to approve the Revised 2016 Meeting Schedule. Motion seconded by Mike Hertz. VOICE VOTE: AYES: Ted Lomax, Mike Hertz, Harry Threlkeld, and Becky Applegate. NAYS: None. Motion declared carried.

The 2016 AFFI Conference is scheduled for October 12 - 13, 2016 in Lisle, IL.

ANNOUNCEMENTS AND ADJOURNMENT

Motion made by Mike Hertz to adjourn at 9:20 a.m. Motion seconded by Harry Threlkeld. VOICE VOTE: AYES: Ted Lomax, Mike Hertz, Harry Threlkeld, and Becky Applegate. NAYS: None. Motion declared carried.

The next meeting is scheduled for July 19, 2016 at 9:00 a.m.

Mike Hertz, Secretary

MINUTES
City of Carbondale Sustainability Commission
Thursday, March 17, 2016
City Hall / Civic Center – 6:00 p.m.

1. **Roll Call:** Mr. Kunath called the meeting to order at 6:06 p.m.

Members Present: Ms. Gary, Mr. Kunath, Mr. Beck, Ms. Shimada, Ms. Wagner

Members Absent: Mr. Thorne, Ms. Sockow

Staff Present: Loren Polley

Others Present: Sarah Heyer KCB, Guest Jim Brooks

Minutes: Motion by Mr. Beck, 2nd by Ms. Wagner, all in favor, of approval of January 21, 2016, minutes

2. **Communications:**

Review of the current Status Report of the Former Koppers Wood-Treating Site. Updates should be posted on website.

Old Business: Porous concrete for driveways and on sidewalks, Graduated trash fee, Polystyrene Foam, Plastic bag ban

New Business: New Chair vote. Ms. Wagner nominated Ms. Gary, 2nd by Ms. Shimada, all in favor, to move Ms. Gary to the position of Chair. Mr. Beck retained the Vice Chair position. Mr. Wallace, Cedar Lake Manager, was in attendance in order to explain the new chicken farm near Cedar Lake. Mr. Wallace presented numerous diagrams and maps along with detailed explanations of how the facility will operate.

Citizen Comments:

Commission Comments:

Adjournment: With no further business to be conducted the meeting was adjourned at 7:20 PM.

3. Respectively submitted by Loren K. Polley, City of Carbondale Staff Liaison