

# Request for City Council Action

**Date:** April 8, 2014

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

**Background:**

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

**Recommended Action:**

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

Carbondale Human Relations Commission – February 4, 2014

Preservation Commission – February 10, 2014

Carbondale Library Board of Trustees – February 12, 2014

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



**Commissioners Present:** Lauren Bonner, Jeraldine Brown, Joseph Brown, Peg Falcone, Jerrold Hennrich, Faith Miller, Blaine Tisdale, Dora Weaver

**Commissioners Excused:** Les O’Dell

**Commissioners Absent:**

**Study Circle Staff Present:**

**Guests Present:** Judy Cunningham, Rosie Dorsey, Eric McMillan, Shelley A. Faulkner, Eric Novack, Karriem Shariati, Len Williams

**Staff Present:** Deborah McCoy, Lieutenant Matthew Dunning

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## Call to Order

The meeting was called to order by Vice Chair Hennrich at 6:30 p.m.

## Minutes

Motion was made by Commissioner Joseph Brown and seconded by Commissioner Falcone to approve the minutes from the January 13, 2014, meeting. Motion carried.

## Announcements

February 7: Carbondale Bill of Rights - Women’s Center, 4:45-6:15 pm. Sponsored by Non-Violent CarbondaleCoalition

February 13: Angela Davis, Shryock Auditorium, 7:00 p.m., free to the public

## Public Comments:

Ms. Cunningham commented that she had spoken with a representative who had worked for EPA for 22 years. The conversation was in regards to the soil samples that have been conducted on the land where the old Coppers Plant was located.

## Guest Presentation: Ms. Jennifer Sorrell, Carbondale City Clerk, Public Meetings and FOIA Requests

Ms. Sorrell stated that she is the City Clerk for the City of Carbondale, and serves as the FOIA Officer, but not for the Police Department or Pension Boards. Ms. Sorrell commented that the Open Meetings Act should be addressed by City Attorney Mike Kimmel, but she would try to answer any questions that she could. “A Citizen’s Guide to Using the Illinois Freedom of Information Act” (SIU-C Paul Simon Public Policy Institute), Illinois Municipal League (IML) Traffic Crash Report, Arrest Reports Exempt Items Only, and W-2 Forms  
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handouts were distributed.

**Study Circles Report – Coordinator Heyer was not present, but attending a conference in Charlotte, North Carolina.**

*Neighborhood Action Group*

Vice Chair Hennrich reported that he, Commissioners Miller and Falcone, and Mr. McMillan attended the Neighborhood Alliance Meeting held on January 25, 2014, at the First United Methodist Church. He spoke on behalf of the HRC and reports were also given by representatives of Neighborhood Watch, Food Security, Common Greens, Carbondale Park District, Carbondale Sustainability Commission, Carbondale Main Street, Green Earth, Carbondale Public Library, Keep Carbondale Beautiful, Carbondale Community Arts, Carbondale Planning Commission, SAFE, and the Bucky Dome. Mr. McMillan commented that a lot of people in the community were doing a variety of things to make Carbondale a better place to live. Groups shared what they were doing to address issues such as food safety, neighborhood mapping, and swimming pool plans.

*Continuing the Dialogue/Education* - No report

*Race Relations* - No report

**Non-Violent Carbondale Project**

No report.

**Old Business**

Law Enforcement Reports: Vice Chair Hennrich reported that he had heard from Deputy Chief Grubbs in response to the FOIA request, and was scheduled to meet with him February 21. A copy of the correspondence and the Professional Standards Report were distributed. Following discussion regarding the response, the FOIA request, language of the FOIA request and the Professional Standards, information the Ordinance indicates the HRC should review, and who should receive the FOIA request, motion was made Commissioner Falcone and seconded by Commissioner Bonner that it be communicated that the previous FOIA request submitted by Vice Chair Hennrich is being rescinded. Motion carried. Commissioner Falcone will draft a new request for data (suggested by Ms. Faulkner that the word “data” be used rather than “summary”), using the language of the Professional Standards (as suggested by Mr. McMillan), that does not include any personnel details (as suggested by Commissioner Falcone). Once the document is finalized, the FOIA request will be submitted to the City Council and the Police Department.

HRC Responsibilities, Role, Charges: Commissioner Miller, Chair of the Educational Campaign Committee, reported that Vice Chair Hennrich appeared on Les O’Dell’s radio show on January 20, four HRC representatives attended the Neighborhood Alliance Meeting, and that pictures from the meeting were forwarded to be placed on the City’s website in the HRC area. Commissioner O’Dell’s article will appear in the next *Communique*. Commissioner Miller suggested, and Commissioners agreed that a HRC email address might be helpful and encourage citizen participation. She also suggested brief bios be included with Commissioners’ names on the website.

Continuing the Dialogue: Focused Community Discussions. Topic of the first discussion is Environmental Racism. Tentative dates being considered are April 9, 10, 11. Individuals contacted to participate as speakers/panelists include Senator Toi Hutchison, Senator James Clayborne, John Warzoth (retired SIU-C geologist), and perhaps someone that Gary Williams (City's Economic Development Coordinator) could recommend from the Delta Regional Alliance. It was also suggested that the Paul Simon Public Policy Institute be involved.

Partnering for Social Justice: No update.

### **New Business**

None.

**Next Meeting: March 3, 2014, 6:30 p.m.**

**Adjournment** - There being no further business, the meeting was adjourned.

Recorded by Deborah McCoy \_\_\_\_\_

# MINUTES

## City of Carbondale Preservation Commission Monday, February 10, 2014 City Hall/Civic Center – 7:00 p.m.

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

**Members Present:** Benedict, Clark, Comparato (7:12), Doherty, Ittner, Parkinson, VanAwken

**Members Absent:** Sigler

**Staff Present:** Sergeev

**Guests:** Mike Kimmel

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2. **Approval of Minutes:** Ms. Ittner moved, seconded by Mr. Clark, to approve the minutes of January 13, 2014 with the amendment on page two to add the wording of the entire plaque and to credit Mr. Comparato for facilitating the language for same. The motion passed on a unanimous voice vote.

3. **Communications and Reports:**

**A. Educational and Technical Committee**

Ms. Ittner reviewed her written report and spoke about the list she made of oral history interviewees, which will be made part of the permanent record, for the Commission.

**B. Nomination and Hardship Committee**

No Report

**C. Work Plan Committee**

No Report

**D. Certificate of Appropriateness Committee**

Mr. Parkinson stated that the committee had met with the representatives from Buckminster Fuller Dome and that they were seeking the local review, having already done the federal and state reviews. He said they have secured a contractor and have enough funds to fix up the outside, with a dome raising party scheduled for April 19<sup>th</sup>. He said there was a picture found of the dome just after it was completed, and it was white and light blue.

Ms. Ittner suggested sending the people from the dome a thank you note and it was agreed to do so.

4. **Old Business:**

Mr. Parkinson stated that the funds for the bus tour are for this fiscal year, so the tour date must be moved to April. It was suggested to have the tour prior to the meeting on April 21<sup>st</sup> and the tour was rescheduled for that day.

**New Business:**

A. Historic Preservation Award Program

Mr. Parkinson stated that it is time to request submissions for the annual preservation award.

Ms. Sergeev stated that there has been some advertising thus far, and that there will be more, to ask for applications for the award.

Mr. Parkinson spoke about going to the City Council about the plaque.

Ms. Sergeev stated that it will go before the City Council on March 4<sup>th</sup>.

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

A. Mr. VanAwken to speak on history of Carbondale College Site

Mr. VanAwken spoke about the importance of the site and its history. He stated that he would like to focus on the success of placing the plaque.

Mr. Parkinson gave the floor to Mr. Kimmel and invited him to speak.

Mr. Kimmel stated that he was speaking as a citizen, not as the City Attorney, and that he had asked for a text amendment to the City Ordinance to allow older out buildings to be rebuilt, even if they have not been burned or blown down. He explained that he wishes to reconstruct his garage, so has stricken some language from the current ordinance which would allow him to do so if the amendment is adopted. He said that he thought the Preservation Commission should be aware of this, because he is attempting to keep the neighborhood with the same feel and character. He stated that a letter to Council in support of his efforts would be appreciated and offered to answer any questions.

Mr. Parkinson stated that the letter of support would be put on next month's agenda and thanked Mr. Kimmel for bringing the matter to their attention.

Mr. Clark asked about the status of the website and the ordinance.

Ms. Sergeev responded that she would look into that and report back.

Mr. Parkinson stated that he was approached by two different City Council members who had suggestions for the Preservation Commission activities. He said that Councilwoman Adams suggested redoing the survey, and that he and Ms. Sergeev are going to meet with Mr. Wallace regarding that. He stated that the other member was Councilman Fronabarger, who spoke to him about starting some form of a founder's day festival for the City. He said the latter would be quite intensive, but that he would like to discuss these ideas more at next month's meeting.

7. **Adjournment:**

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

**Carbondale Public Library Board of Trustees**

Wednesday, February 12, 2014

4:30 p.m.

Meeting Room  
405 West Main St.

**MINUTES**

**Call to order.**

Meeting called to order at 4:30 pm

**Roll call.**

Introductions, audience and visitors. Visitors are asked to introduce themselves at this time and present any issues they wish to discuss. Visitors wishing to address specific agenda items will be granted two to five minutes at the discretion of the President, not to exceed a total of twenty minutes.

Roland Person, President (1)  
Philip Brown, Vice President  
Susan Tulis, Secretary  
Don Prosser, Treasurer (2)  
Joyce Hayes (1)  
Barbara Levine  
Harriet Simon (1)  
Sharifa Stewart (1)

**Absent.**

Julian Pei (1 + 5 excused)

The number following the Trustee's name indicates the number of absences this fiscal year.

**Staff present.**

Diana Brawley Sussman, Library Director  
Gwen Hall, Finance Manager

**Visitors present.**

One student.

**President's report.**

1. Amendments to board by-laws. Regarding excused absences, ARTICLE IX (TRUSTEE ATTENDANCE), Philip Brown made a motion to amend the by-laws to read as follows: "The office of any Trustee who misses four regular meetings in any one fiscal year (May 1-April 30) shall be vacant. The Board President or Vice President may excuse absences due to a death in the trustee's family or a serious illness of the Trustee or the Trustee's family, as long as those absences do not threaten the likelihood of a monthly quorum. Replacement will be sought in conformity with Article II." Barbara Levine seconded. MOTION passed unanimously.

Don Prosser made a motion to add the following to ARTICLE IX (TRUSTEE ATTENDANCE), regarding electronic attendance: "In accordance with 5 ILSC 120/7(c) and 5 ILCS 120/7(a), when a quorum is physically present, trustees are permitted to attend board meetings via audio and/or video communication in the event that they are unable to be physically present due to personal illness or disability, family or other emergency, or when employment or library board business necessitates an absence. Attendance via email or text is prohibited." Joyce Hayes seconded. MOTION passed unanimously.

**Secretary's report.**

1. Approval of the January 15, 2013 minutes. Don Prosser made a motion to approve minutes. Susan Tulis seconded. MOTION passed unanimously.

### **Correspondence and communications.**

1. Letter from the Jackson County Board of Review stating that Family Video has requested a change in excess of \$100,000<sup>av</sup> at the PTAB level.
2. Letter from Secretary of State stating that our Per Capita Grant has been awarded to us for FY2014 in the amount of \$32,377.50

### **Financial report.**

1. Approval of bills payable up to and including bills due February 16, 2013 to March 15, 2013. Harriet Simon made a motion to pay bills. Joyce Hayes seconded. MOTION passed unanimously.
2. Approval of FY15 budget. The Board examined and approved a budget with \$1,078,000 in expenditures and \$1,098,000 revenue. Both revenue and expenses were increased by \$6,752 over the preliminary budget because the State Per Capita grant has since been awarded at \$5,750 higher than anticipated, and Replacement Tax is expected to be an estimated \$992 higher than anticipated. Barbara Levine made a motion to approve the FY15 budget. Harriet Simon seconded. MOTION passed unanimously.
3. Acceptance of the financial report for January 2014. Addressed a question about replacement tax, which is a state corporate tax, so named because it replaced a different tax several years ago. Philip Brown made a motion to accept the financial report. Roland Person seconded. MOTION passed unanimously.

### **Librarian's report.**

1. Building and grounds maintenance and construction. The walk-off carpet was installed on January 31, and the entryway canopy structures are due for delivery on February 15, although scheduling their installation may be somewhat affected by the weather.
2. Community partnerships. The Director discussed several community partnerships, including two Technical Writing instructors at SIU whose students will use the library as a client, developing marketing materials for the library's donation program and several other programs. The library is a partner in the All Species Day Parade, a community-wide project funded by Carbondale Community Arts. As a new project, our Reference Librarian, Lori Torbeck will be using her research skills to search for potential grants specifically for Carbondale organizations.

### **Committee reports.**

None.

### **Unfinished business.**

#### **New business.**

The board suggested that we poll other libraries about circulation statistics. They also wondered if there is any way to help the Brookport library, which was storm damaged—perhaps something for the Friends to look into.

#### **Other.**

None.

#### **Adjournment.**

Adjourned at 5:40 pm.

Next Board Meetings for 2014 (all in Public Library meeting room, 4:30 p.m.): March 12, April 9, May 14, June 11, July 9, August 13, September 10, October 8, November 12, December 10

#### **Respectfully submitted:**

Susan Tulis, Secretary

**Prepared by:** Diana Brawley Sussman, Library Director