



Agenda Item Details

Meeting	Feb 14, 2017 - Regular City Council Meeting February 14, 2017
Category	2. Consent Agenda of the City Council
Subject	2.4 Acceptance of Approved Meeting Minutes from Boards, Commissions, and Committees
Type	Action (Consent)
Recommended Action	Accept the approved meeting minutes from the Boards, Commissions, and Committees and place them on file
Goals	Goal #3: Demonstrate fiscal responsibility and transparency

Originating Department: City Clerk's Office

Background:

Attached for City Council review and acceptance are approved meeting minutes from the following Boards, Commissions, and Committees:

Carbondale Public Library Board of Trustees - December 14, 2016

Foreign Fire Insurance Board - December 8, 2016, and January 19, 2017

Liquor Advisory Board - December 1, 2016, and January 5, 2017

[2016-12-14 Carbondale Public Library Board of Trustees minutes.pdf \(143 KB\)](#)

[2017-01-19 Foreign Fire Insurance Board Special Meeting Minutes.pdf \(67 KB\)](#)

[2016-12-08 Foreign Fire Insurance Board Meeting Minutes.pdf \(82 KB\)](#)

[2017-01-05 LAB Minutes.pdf \(147 KB\)](#)

[2016-12-01 LAB Minutes.pdf \(147 KB\)](#)

Motion & Voting

Approve Consent Agenda Items 2.1 - 2.9

Motion by Carolin Harvey, second by Jessica Bradshaw.

Final Resolution: Motion Carries

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

Carbondale Public Library Board of Trustees

Wednesday, December 14, 2016
4:30 p.m.

Meeting Room
405 West Main St.

MINUTES

Call to order.

Called to order at 4:30 p.m.

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. The Library Board may cut short any comments that are irrelevant, repetitious, or disruptive. (Id. at 1425-26).

Present.

Philip Brown, President (2)
Barbara Levine, Vice President (2)
Roland Person (2)
Don Prosser, Treasurer (3)
Harriet Simon
Susan Tulis

Absent.

Joyce Hayes, Secretary (3)
Julian Pei (3)
Sharifa Stewart (2)

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

Staff present.

Diana Brawley Sussman, Library Director
Gwen Hall Grosshenrich, Finance Manager

Visitors present.

None.

President's report.

None.

Secretary's report.

1. Approval of the November 9, 2016 minutes. Roland Person moved to approve the minutes. Susan Tulis seconded. MOTION passed unanimously.

Correspondence and communications.

Reviewed letter from the Jackson County Board of Review stating that Kennedy and Crause aka Golden Corral appealed their 2015 reassessment case to the Property Tax Appeal Board.

Financial report.

1. Approval of bills payable up to and including bills due December 16, 2016 to January 15, 2017. Notable bills include 90% payment to two construction companies for work on the Brush building. Roland Person moved to approve payment. Susan Tulis seconded. MOTION passed unanimously.

2. Acceptance of the financial report for November 2016. All but \$122,000 in property tax revenue has come in. The PNG grant money has come in. Reimbursed funds borrowed from reserves to meet FY17 pre-revenue expenses. Harriet Simon moved to accept the financial report. Susan Tulis seconded. MOTION passed unanimously.
3. Reviewed annual audit.
4. Transfer of FY16 savings to reserves. Roland Person made a motion to transfer the \$40,000 anonymous donation to IL Funds, marked as Special Donations. Barbara Levine seconded. MOTION passed unanimously. Philip Brown made a motion to transfer credit card account revenue above \$100 into reserves each month. Roland Person seconded. MOTION passed unanimously.

Librarian's report.

1. Building and grounds maintenance and construction. The Brush building work on the south wall is at 90% completion. There is still a water leak. We have attempted to resolve this with cold patch roofing tar along the south edge of the roof. We will see if this holds.
2. Review and acceptance of dates closed for 2017. Barbara Levine moved to accept dates closed. Philip Brown seconded. MOTION passed unanimously.
3. Review and acceptance of board meeting dates for 2017. Roland Person moved to accept the proposed list of dates (all being the 2nd Wednesday of each month at 4:30 p.m.). Susan Tulis seconded. MOTION passed unanimously.
4. Review and adopt a resolution to comply with the government travel expense control act. Don Prosser made a motion to adopt the resolution with correction of minor typos. Susan Tulis seconded. MOTION passed unanimously.
5. Review and acceptance of investment policy. Roland Person made a motion to approve investment of public funds policy. Philip Brown seconded. MOTION passed unanimously.
6. Review and acceptance of accessibility plan for serving patrons with disabilities. Roland Person moved to approve accessibility plan with formatting edits. Susan Tulis seconded. MOTION passed unanimously.
7. Review of executive session minutes. Harriet Simon moved to keep executive session minutes closed. Don Prosser seconded. MOTION passed unanimously.
8. Review of levy hearing. The City Council expressed appreciation to the library board for choosing not to raise the levy. The city also did not raise their property tax levy.
9. Other. None.

Committee reports.

None.

Unfinished business.

None.

New business.

None.

Other.

None.

Adjournment.

Adjourned at 5:12 p.m.

Next Board Meetings for 2017 (all in Public Library meeting room, 4:30 p.m., second Wednesday of each month): January 11, February 8, March 8, April 12, May 10, June 14, July 12, August 9, September 13, October 11, November 8, December 13.

Respectfully submitted:

Joyce Hayes, Secretary

Prepared by: Diana Brawley Sussman, Library Director

**CITY OF CARBONDALE, ILLINOIS
FOREIGN FIRE INSURANCE BOARD**

MEETING MINUTES
9:00 AM, DECEMBER 8, 2016
FIRE STATION #2, 401 N. GLENVIEW

PRESENT: DW PRESLEY, ROB MILLER, KEVIN MILLER, COURTNEY JOSSENDAL, MATTHEW WOZNIAK, CHIEF T. LOMAX.

ABSENT: Jacob Earll

GUESTS: None

CALL TO ORDER: MEETING CALLED TO ORDER AT 9:16 AM.

MINUTES OF PREVIOUS MEETING: CHIEF LOMAX MOTION TO APPROVE PREVIOUS MEETING MINUTES. JOSSENDAL SECONDS. (6-0)

TREASURER'S REPORT: CURRENT BALANCE OF 46,970.73. OUTSTANDING EXPENDITURES OF \$2,144.97. CURRENT AVAILABLE BALANCE OF \$45,265.76. CHIEF LOMAX MOTIONS TO APPROVE TREASURER REPORT. WOZNIAK SECONDS. (6-0)

UNFINISHED BUSINESS: OCTOBER 2016 MEETING CANCELLED.

NEW BUSINESS:

CHIEF LOMAX MOTION TO SPEND UP TO \$2500.00 ON PATIO FURNITURE FOR STA. 2. JOSSENDAL SECONDS. (6-0)

CHIEF LOMAX MOTIONS TO SPEND \$200.00 ON LASER LEVELS FROM LOWES. K. MILLER SECONDS. (6-0)

CHIEF LOMAX MOTIONS TO SPEND \$110.00 ON SPEED BAG/HARDWARE FOR STA. 1. PRESLEY SECONDS. (6-0)

CHIEF LOMAX MOTIONS TO SPEND \$550.00 ON 2 R.I.T BAGS. WOZNIAK SECONDS. (6-0)

WOZNIAK MOTIONS TO SPEND UP TO \$440.00 ON RUBBER FLOORING FOR STA. 1 WEIGHT ROOM. JOSSENDAL SECONDS. (6-0)

CHIEF LOMAX MOTIONS TO SPEND \$1512.95 ON CHAIRS FOR STA. 1 FROM STYLES OF CARBONDALE. K. MILLER SECONDS. (6-0)

PRESLEY MOTIONS TO SPEND \$1450.00 ON WASHER AND DRYER FOR STA. 1. WOZNIAK SECONDS. (6-0)

CHIEF LOMAX MOTIONS TO SPEND \$828.00 ON SCOTT GANT LAWN CARE FOR STATION 2. K. MILLER SECONDS. (6-0)

ICE MACHINE MAINTENANCE MOTIONED TO SPEND \$1000.00 FOR BOTH STATIONS. TABLED. (6-0)

CHIEF LOMAX MOTIONS TO SPEND \$2550.00 ON PRINTER AND FAX MACHINE FROM STYLES OF CARBONDALE. PRESLEY SECONDS. (6-0)

PRESLEY MOTIONS TO SPEND \$11,805.00 ON BATTERY OPERATED HOLMATRO CUTTER AND SPREADER EXTRICATION EQUIPMENT. WOZNIAK SECONDS. (6-0)

JOSSENDAL DEPARTS MEETING AT 10:15.

JACOB EARLL APPROVED AS BOARD MEMBER. (5-0)

PRESLEY MOTIONS TO ADOPT NEW BY-LAWS, EFFECTIVE 12/8/2016. K. MILLER SECONDS. (5-0)

WOZNIAK MOTIONS TO APPROVE 2017 MEETING SCHEDULE. PRESLEY SECONDS. (5-0)

Guest Comments and Questions:

ANNOUNCEMENTS AND ADJOURNMENT:

R. MILLER ADJOURNS MEETING AT 10:40. K. MILLER SECONDS. (5-0)

Matthew Wozniak, Secretary

**CITY OF CARBONDALE, ILLINOIS
FOREIGN FIRE INSURANCE BOARD**

**MEETING MINUTES
SPECIAL MEETING
JANUARY 19, 2017 9:00 AM
FIRE STATION #2, 401 N. GLENVIEW**

PRESENT: CHIEF LOMAX, D.W PRESLEY, KEVIN MILLER, COURTNEY JOSSENDAL, JACOB EARLL, R. MILLER.

ABSENT: Matt Wozniak

GUESTS: None

CALL TO ORDER: CALLED TO ORDER 9:04

MINUTES OF PREVIOUS MEETING: NOT AVAILABLE AT TIME OF SPECIAL MEETING.

TREASURER'S REPORT: CURRENT BALANCE OF \$41,539.23. OUTSTANDING EXPENDITURES OF \$16,533.27. CURRENT AVAILABLE BALANCE OF \$25,005.96.

CHIEF LOMAX MOTION TO APPROVE TREASURE REPORT. K. MILLER SECONDS. (6-0)

UNFINISHED BUSINESS: NONE.

NEW BUSINESS:

CHIEF LOMAX MOTIONS TO SPEND UP TO \$3400.00 ON TWO SAMSUNG TVs FOR STA. 1 AND STA. 2. JOSSENDAL SECONDS. (6-0)

R. MILLER MOTIONS TO SPEND UP TO \$250.00 ON TV MOUNTING BRACKET FOR STA. 2. K. MILLER SECONDS. (6-0)

CHIEF LOMAX MOTIONS TO SPEND \$29.98 ON A SCREWDRIVER SET FOR STA. 1. R. MILLER SECONDS. (6-0)

Guest Comments and Questions

ANNOUNCEMENTS AND ADJOURNMENT: CHIEF LOMAX MOTION TO ADJOURN MEETING AT 9:24. R. MILLER SECONDS. (6-0)



Liquor Advisory Board December 1, 2016

The City of Carbondale's Liquor Advisory Board held a meeting on Thursday, December 1, 2016, in Room 103 of the Carbondale Civic Center, 200 South Illinois Avenue. Mark Robinson called the meeting to order at 5:26 p.m. with the following-named members of the Board present/absent:

1. Roll Call

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

Absent:

A quorum was available to take action on the agenda items. City Staff present for the meeting included City Clerk Jennifer Sorrell, Lieutenant Paul Edwards, and Fire Inspector Tom Manis.

2. Approval of minutes from October 6, 2016

David Cisco moved, John Mills seconded, to approve the minutes of October 6, 2016. VOTE: All voted aye; motion declared carried.

3. Acceptance of Police, Fire, and Building and Neighborhood Services First Quarter reports (July – September) for license year 2016-2017

Steve Payne and Don Monty entered the meeting at approximately 5:30 pm

M. Robinson mentioned that Mayor Henry submitted a letter requesting the Saluki Bar to appear before the Board to explain why there was a change in the operation of the beer garden. Several complaints of amplified sound at this location are included in the first quarter reports. The Board agreed to have a representative from Saluki Bar come before the Board to address said issues.

Lieutenant Paul Edwards and Fire Inspector Tom Manis were present to answer any questions from the Board. Tom Manis mentioned a crowd control issue with Stix. A congregation of people seem to take up most of the sidewalk space in front of Stix which causes them to overflow into the street. The Board agreed that a representative of Stix should come before the Board to address any concerns.

John Mills moved, T. Karayiannis seconded, to accept and forward the reports to the Local Liquor Control Commission. VOTE: All voted aye; motion declared carried.

4. Review and acceptance of the 2017 Liquor Advisory Board calendar

The Board accepted the calendar as prepared and the Clerk indicated that the full schedule would be provided to the media.

5. Citizens' Comments - None.

6. Adjournment

Meeting adjourned at 5:35 p.m.

Next Liquor Advisory Board Meeting Date: January 5

Jennifer R. Sorrell, City Clerk

Date Approved



Liquor Advisory Board January 5, 2017

The City of Carbondale's Liquor Advisory Board held a meeting on Thursday, January 5, 2017, in Room 103 of the Carbondale Civic Center, 200 South Illinois Avenue. Chairman Mark Robinson called the meeting to order at 5:25 p.m. with the following-named members of the Board present/absent:

1. Roll Call

Present: Mark Robinson, John Mills, Tasis Karayiannis, and David Cisco

Absent: Don Monty and Steve Payne

A quorum was available to take action on the agenda items. City Staff present for the meeting included Deputy City Clerk Clinette Hayes, Lieutenant Matt Dunning, and Fire Inspector Tom Manis.

2. Approval of minutes from December 1, 2016

David Cisco moved, John Mills seconded, to approve the minutes of December 1, 2016. VOTE: All voted aye; motion declared carried.

3. Consideration of a consecutive 180-day permit for a Class A2 Liquor License (retail sale of all alcoholic liquor, by the drink with food for consumption on the premises only) from Sabor de Mel, LLC d/b/a Sabor de Mel at 607 South Illinois Avenue

Lieutenant Matt Dunning entered the meeting at 5:30 p.m.

Melba Gastal of Sabor de Mel was present to address any questions or concerns from the Board. Ms. Gastal indicated that the remodel is taking longer than expected. She believes that the work will be completed within a week, but since the temporary permit expires soon she wanted to be considered for a second permit in case the work is not completed.

Questions and comments from the Board included the following: changes in the application [only business hours of operation], awareness of outstanding items [Yes], the square footage shown on the application not adding up correctly [she will double check her numbers and make the corrections], clarification of source of funds [funds are from her own money], and plans to open [planning to open within a week].

John Mills moved, David Cisco seconded, to approve re-issuance of a consecutive 180-day permit from Sabor de Mel, LLC d/b/a Sabor de Mel at 607 South Illinois Avenue. VOTE: All voted aye; motion declared carried.

4. Citizens' Comments - None

5. Board Comments - None.

6. Adjournment

Meeting adjourned at 5:35 p.m.

Next Liquor Advisory Board Meeting Date: February 2, 2017