

The City Council of the City of Mattoon held a regular meeting in the City Hall Council Chambers on January 15, 2013.

Mayor Gover presided and called the meeting to order at 6:30 p.m.

Mayor Gover led the Pledge of Allegiance.

The following members of the Council answered roll call physically present: YEA Commissioner Bob Becker, YEA Commissioner Randy Ervin, YEA Commissioner Rick Hall, YEA Commissioner Chris Rankin, and YEA Mayor Tim Gover.

Also physically present were City personnel: Interim City Administrator Kyle Gill, City Attorney Janett Winter-Black, Finance Director/Treasurer Beth Wright, Public Works Director Dean Barber, Deputy Fire Chief Sean Junge, Police Chief Jeff Branson, and City Clerk Susan O'Brien.

CONSENT AGENDA

Mayor Gover seconded by Commissioner Becker moved to approve the consent agenda consisting of minutes of the regular meeting January 2, 2013; Fire Department report for the month of November, 2012; and bills and payroll for the first half of January, 2013 and HOME Rehab Expenditures.

	Bills and Payroll for the first half of January, 2013		
	General Fund		
Payroll		\$	242,368.61
Bills		\$	<u>138,482.07</u>
	Total	\$	380,850.68
	Hotel Tax Administration		
Payroll		\$	2,095.91
Bills		\$	<u>926.88</u>
	Total	\$	3,022.79
	Festival Management		
Bills		\$	<u>863.12</u>
	Total	\$	863.12
	Mobile Equipment Fund		
Bills		\$	<u>73,595.10</u>
	Total	\$	73,595.10
	Insurance & Tort Judgment		
Bills		\$	<u>39,159.08</u>
	Total	\$	39,159.08
	Broadway East Bus Dist		
Bills		\$	<u>2,622.41</u>
	Total	\$	2,622.41
	Capital Project Fund		
Bills		\$	<u>13,807.78</u>
	Total	\$	13,807.78
	Water Fund		
Payroll		\$	34,992.99

Bills		\$	<u>15,267.85</u>
	Total	\$	50,260.84
	Sewer Fund		
Payroll		\$	34,010.55
Bills		\$	<u>24,750.37</u>
	Total	\$	58,760.92
	Heath Insurance Fund		
Bills		\$	<u>46,750.78</u>
	Total	\$	46,750.78
	Motor Fuel Tax		
Bills		\$	<u>7,907.18</u>
	Total	\$	7,907.18

Mayor Gover opened the floor for discussion with no further discussion ensuing.

Mayor Gover declared the motion carried by the following vote: YEA Commissioner Becker, YEA Commissioner Ervin, YEA Commissioner Hall, YEA Commissioner Rankin, YEA Mayor Gover.

Mayor Gover opened the floor for public comments resulting with no public comments.

NEW BUSINESS:

Commissioner Rankin seconded by Commissioner Ervin moved to adopt Special Ordinance 2013-1511, declaring the personal property owned by the municipality surplus and authorizing its sale or disposal.

CITY OF MATTOON, ILLINOIS

SPECIAL ORDINANCE: 2013-1511

A SPECIAL ORDINANCE DECLARING THE PERSONAL PROPERTY OWNED BY THE MUNICIPALITY SURPLUS AND AUTHORIZING THE SALE OR DISPOSAL OF THE PROPERTY

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL FOR THE CITY OF MATTOON, COLES COUNTY, ILLINOIS, as follows:

Section 1. Supplies and equipment identified on Exhibit A to this ordinance are no longer necessary or useful to, or for the best interest of the City of Mattoon, and are hereby declared surplus to the needs of the City of Mattoon.

Section 2. The City of Mattoon, Illinois does not express any warranty nor imply any statement of condition of this surplus property. The Department Heads are hereby authorized to administratively sell by the most advantageous means and to negotiate the conditions for the sale, recycle, or otherwise destroy the property without further formal consideration or approval by the City Council. The City of Mattoon shall reserve the right to accept or reject any and/or all offers for this property.

Section 3. The Mayor and City Clerk are authorized and directed to execute any documents necessary to affect the sale or disposal of the property.

Section 4. This ordinance shall be deemed published as of the day of its adoption and approval by the City Council.

Section 5. This ordinance shall be effective upon its approval as provided by law.

Upon motion by Commissioner Rankin, seconded by Commissioner Ervin, adopted this 15th day of January, 2013, by a roll call vote, as follows:

AYES (Names): Commissioner Becker, Commissioner Ervin,
Commissioner Hall, Commissioner Rankin
Mayor Gover

NAYS (Names): None

ABSENT (Names): None

Approved this 15th day of January, 2013.

/s/ Tim Gover
Tim Gover, Mayor
City of Mattoon, Coles County, Illinois

ATTEST:

/s/ Susan J. O'Brien
Susan J. O'Brien, City Clerk

APPROVED AS TO FORM:

/s/ Janett S. Winter-Black
Janett S. Winter-Black, City Attorney

Recorded in the Municipality's Records on January 15, 2013.

Mayor Gover opened the floor for discussion resulting with no further discussion.

Mayor Gover declared the motion carried by the following vote: YEA Commissioner Becker, YEA Commissioner Ervin, YEA Commissioner Hall, YEA Commissioner Rankin, YEA Mayor Gover.

Commissioner Hall seconded by Commissioner Rankin moved to adopt Special Ordinance 2013-1512, amending Special Ordinance 2012-1481, the compensation plan for managerial and non-union non-managerial employees of the municipality, for the inclusion of an Ambulance Billing Clerk/Code Specialist.

CITY OF MATTOON, ILLINOIS

SPECIAL ORDINANCE NO. 2013-1512

**AN ORDINANCE AMENDING SPECIAL ORDINANCE 2012-1481, THE 2012-2013
COMPENSATION PLAN FOR THE MANAGERIAL AND NON-UNION NON-MANAGERIAL
EMPLOYEES OF THE MUNICIPALITY FOR THE INCLUSION OF AN AMBULANCE
BILLING CLERK/CODING SPECIALIST**

WHEREAS, The Mattoon Fire Department is seeking to hire a Regular Part Time Employee for the purpose of Ambulance Billing Coding Specialist and other Fire Department related office duties: and

WHEREAS, The Mattoon Fire Department is wanting this position to be filled by a Regular Part Time Employee with specific skills and duties other than the summer labor force: and

WHEREAS, The City wishes to update the WAGE AND SALARY SCHEDULE IN APPENDIX A of Special Ordinance 2012-1481.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Mattoon as follows:

Section 1. Recitals. The facts and statements contained in the preamble to this Ordinance are found to be true and correct and are hereby adopted as part of this Ordinance.

Section 2. Amendments. The Regular Part-Time Ambulance Billing Clerk/Coding Specialist position is to be classified in the Pay Grade 7 of Appendix A of the City of Mattoon Compensation Plan effective February 1, 2013 and is to receive the Base Hourly Wage Rate of \$14 to \$17, and is hereby approved by the corporate authorities.

Pay Grade	Job Classification	Base Hourly Wage Rate
7	Ambulance Billing Clerk/Coding Specialist	\$14.00 to \$17.00

Section 3. This ordinance shall be deemed published as of the day of its adoption and approval by the City Council.

Section 4. This ordinance shall be effective upon its approval as provided by law.

Upon motion by Commissioner Hall, seconded by Commissioner Rankin, adopted this 15th day of January, 2013, by a roll call vote, as follows:

AYES (Names): Commissioner Becker, Commissioner Ervin
Commissioner Hall, Commissioner Rankin
Mayor Gover

NAYS (Names): None

ABSENT (Names): None

Approved this 15th day of January, 2013.

/s/ Timothy D. Gover
Timothy D. Gover, Mayor
City of Mattoon, Coles County, Illinois

ATTEST:

APPROVED AS TO FORM:

/s/ Susan J. O'Brien
Susan J. O'Brien, City Clerk

/s/ Janett S. Winter-Black
Janett S. Winter-Black, City Attorney

Recorded in the Municipality's Records on January 15, 2013.

Mayor Gover opened the floor for discussion resulting with no further discussion.

Mayor Gover declared the motion carried by the following vote: YEA Commissioner Becker, YEA Commissioner Ervin, YEA Commissioner Hall, YEA Commissioner Rankin, YEA Mayor Gover.

Commissioner Rankin seconded by Commissioner Becker moved to approve Council Decision Request 2013-1385, approving the installation of a sanitary sewer on Essex Avenue between Lake Land Boulevard and 19th Street.

Mayor Gover opened the floor for discussion resulting with no further discussion.

Mayor Gover declared the motion carried by the following vote: YEA Commissioner Becker, YEA Commissioner Ervin, YEA Commissioner Hall, YEA Commissioner Rankin, YEA Mayor Gover.

DEPARTMENT REPORTS:

CITY ADMINISTRATOR/ COMMUNITY DEVELOPMENT – updated Council on activities including speaking at the Chamber’s Board of Directors meeting, meeting with Advisory Committee on the compensation plan, budget meeting timeline distribution, video gambling December proceeds of \$8,653.00, attendance of inspectors of an ADA seminar, permit issuance for Good Will store, plan review, and business as usual. Mayor Gover opened the floor for questions with no responders.

CITY ATTORNEY – had nothing at this time. Mayor Gover opened the floor for questions with no responders.

CITY CLERK – noted business as usual. Mayor Gover opened the floor for questions with no responders.

FINANCE – noted work with auditors, budget, and other reports regarding financial information. Mayor Gover opened the floor for questions with no responders.

PUBLIC WORKS – updated Council on Public Works projects, Lightworks donations up \$2,000, and Lake Mattoon’s normal water level. Mayor Gover opened the floor for questions. Council inquired on the Depot parking lot and wall near the Depot with Director Barber affirming Spring landscaping and Administrator Gill explaining the upcoming TIF grant application to assist with the repairs to the wall. Mayor Gover noted accolades from a High 12 Club member on Public Works Department employees.

FIRE – Assistant Chief Junge reported on a Charleston structure fire; explained Rapid Intervention Team (RIT) process; noted the speaking engagement at Parrish Center with odor investigation explanation, and distributed a 2012 Fire Department statistics survey. Mayor Gover opened the floor for questions with no responders.

POLICE – reviewed the 2012 police calendar year statistics. Administrator Gill noted the MPD had 450 nuisances in 2011 with 320 in 2012. Mayor Gover opened the floor for questions with no responders.

COMMENTS BY THE COUNCIL

Commissioners Becker, Ervin, Hall had no further comments.

Commissioner Rankin expressed well wishes to the candidates in audience and asked for their introductions. Terry Brotherton, Chris Aubrey, and Sandy Graven introduced themselves.

Mayor Gover seconded by Commissioner Becker moved to recess to closed session at 6:49 p.m. pursuant to the Illinois Open Meetings Act for the purpose of the discussion of minutes of meetings lawfully closed for purposes of the semi-annual review as mandated by Section 2.06 (5 ILCS 120(2)(c)(21)); and the purchase or lease of real property (5 ILCS 120(2)(c)(5)).

Mayor Gover opened the floor for discussion resulting with no further discussion.

Mayor Gover declared the motion carried by the following vote: YEA Commissioner Becker, YEA Commissioner Ervin, YEA Commissioner Hall, YEA Commissioner Rankin, YEA Mayor Gover.

Council reconvened at 7:04 p.m.

Mayor Gover seconded by Commissioner Hall moved to approve Council Decision Request 2013-1386, authorizing the release of all Executive Session minutes from October 14, 2009 through December 31, 2012, except for October 14, 20, 2009; May 18, 2010; September 7, 2010; August 16, 2011; October 18, 2011; January 10, 2012; February 01, 2012; March 06, 2012; April 17, 2012; May 01, 15, 29, 2012; June 12, 19, 2012; July 3, 2012; November 20, 2012; December 4, 2012 and to approve the destruction of Executive Session verbatim records that have been approved for release in written form as follows: January 18, 2011; February 22, 2011; April 12, 2011; May 3, 17, 31, 2011; June 7, 2011.

Mayor Gover declared the motion carried by the following vote: YEA Commissioner Becker, YEA Commissioner Ervin, YEA Commissioner Hall, YEA Commissioner Rankin, YEA Mayor Gover.

Commissioner Hall seconded by Commissioner Rankin moved to adjourn at 7:05 p.m.

Mayor Gover declared the motion carried by the following vote: YEA Commissioner Becker, YEA Commissioner Ervin, YEA Commissioner Hall, YEA Commissioner Rankin, YEA Mayor Gover.

/s/ Susan J. O'Brien
City Clerk