

The City Council of the City of Mattoon held a regular meeting in the City Hall Council Chambers on February 5, 2013.

Mayor Pro-Tem Ervin presided and called the meeting to order at 6:30 p.m.

Mayor Pro-Tem Ervin led the Pledge of Allegiance.

The following members of the Council answered roll call physically present: YEA Commissioner Bob Becker, YEA Mayor Pro-Tem Randy Ervin, Absent Commissioner Rick Hall, YEA Commissioner Chris Rankin, and Absent 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, Fire Chief Tony Nichols, Police Chief Jeff Branson, and City Clerk Susan O'Brien.

CONSENT AGENDA

Mayor Pro-Tem Ervin seconded by Commissioner Rankin moved to approve the consent agenda consisting of minutes of the regular meeting January 15, 2013; and bills and payroll for the last half of January and first half of February, 2013 and HOME Rehab Expenditures.

Bills and Payroll for the last half of January, and the first half of February, 2013

General Fund

Payroll		\$	469,351.03
Bills		\$	<u>91,855.97</u>
	Total	\$	561,207.00

Hotel Tax Administration

Payroll		\$	3,621.82
Bills		\$	<u>802.96</u>
	Total	\$	4,424.78

Festival Management

Bills		\$	<u>677.37</u>
	Total	\$	677.37

Insurance & Tort Judgment

Bills		\$	<u>7,058.40</u>
	Total	\$	7,058.40

Midtown TIF Fund

Bills		\$	<u>125.00</u>
	Total	\$	125.00

Capital Project Fund

Bills		\$	<u>81,456.20</u>
	Total	\$	81,456.20

Water Fund

Payroll		\$	59,264.57
Bills		\$	<u>42,281.79</u>
	Total	\$	101,546.36

Sewer Fund

Payroll		\$	73,703.41
Bills		\$	<u>390,621.52</u>
	Total	\$	464,324.93

Revolving Loan Fund

Bills		\$	194.43
	Total	\$	194.43

Heath Insurance Fund

Bills		\$	190,169.94
	Total	\$	190,169.94

Motor Fuel Tax

Bills		\$	16,131.92
	Total	\$	16,131.92

Mayor Pro-Tem Ervin declared the motion to approve the consent agenda carried by the following vote: YEA Commissioner Becker, YEA Mayor Pro-Tem Ervin, Absent Commissioner Hall, YEA Commissioner Rankin, Absent Mayor Gover.

Mayor Pro-Tem Ervin opened the floor for public comments. There were no comments from the public.

Mayor Pro-Tem Ervin introduced Mr. Justin Grady for his report on the Arts Council. Mr. Grady noted efforts made to relocate in the Depot, reviewed the Arts Council projects and private fundraising over \$100,000 in order to move to the Depot, strategic planning retreat, hiring of a part-time staff through Tourism, and networking/partnering with others. Mr. Grady announced an application for the Illinois Humanities Council's Hometown Teams Exhibit which is produced by the Smithsonian Institute. Mr. Grady reviewed the 2012 Arts Council Highlights. The floor was opened for questions from the Public or Council. Mayor Pro-Tem Ervin acknowledged with appreciation the work of the Arts Council.

NEW BUSINESS

Mayor Pro-Tem Ervin seconded by Commissioner Becker moved to adopt Resolution No. 2013-2877, giving notice to the Illinois Department of Transportation of the 4th of July parade to be sponsored by the City of Mattoon.

**CITY OF MATTOON, ILLINOIS
RESOLUTION NO. 2013-2877**

WHEREAS, the **City of Mattoon** is sponsoring a **Parade** in the **City of Mattoon** which event constitutes a public purpose;

WHEREAS, this **Parade** will require the temporary closure of **US 45 / IL 121**, a State Highway in the **City of Mattoon** from **Western Avenue to Broadway Avenue**;

WHEREAS, Section 4-408 of the Illinois Highway Code Authorizes the Illinois Department of Transportation to issue permits to local authorities to temporarily close portions of State Highways for such public purposes.

NOW, THEREFORE, BE IT RESOLVED by the **Council** of the **City of Mattoon** that permission to close off **US 45 / IL 121** from **Western Avenue to Broadway Avenue** as above designated, be requested of the Illinois Department of Transportation.

BE IT FURTHER RESOLVED that this closure shall occur during the approximate time period between **9:00 AM** and **10:30 AM** on **July 4th, 2013**.

BE IT FURTHER RESOLVED that this closure is for the public purpose of the **July 4th Parade**.

BE IT FURTHER RESOLVED that traffic from the closed portion of highway shall be detoured over routes with an all weather surface that can accept the anticipated traffic, which will be maintained to the satisfaction of the Department and which is conspicuously marked for the benefit of traffic diverted from the State Highway. (The parking of vehicles shall be prohibited on the detour route to allow an uninterrupted flow of two-way traffic.)* The detour shall be as follows: **The parade will only be crossing the State route at an angle from Western Avenue to Broadway Avenue; therefore, a detour will not be necessary due to the ability to open the road to traffic as required.**

*To be used when appropriate.

BE IT FURTHER RESOLVED that the **City of Mattoon** assumes full responsibility for the direction, protection and regulation of the traffic during the time the detour is in effect.

BE IT FURTHER RESOLVED that the police officers or authorized flaggers shall at the expense of the **City of Mattoon** be positioned at each end of the closed section and at other points (such as intersections) as may be necessary to assist in directing traffic through the detour.

BE IT FURTHER RESOLVED that police officers, flaggers and officials shall permit emergency vehicles in emergency situations to pass through the closed area as swiftly as is safe for all concerned.

BE IT FURTHER RESOLVED that all debris shall be removed by the **City of Mattoon** prior to reopening the State Highway.

BE IT FURTHER RESOLVED that such signs, flags, barricades, etc., shall be used by the **City of Mattoon** as may be approved by the Illinois Department of Transportation. These items shall be provided by the **City of Mattoon**.

BE IT FURTHER RESOLVED that the closure and the detour shall be marked according to the Illinois Manual on Uniform Traffic Control Devices.

BE IT FURTHER RESOLVED that an occasional break shall be made in the procession so that traffic may pass through. In any event, adequate provisions will be made for the traffic on intersecting highways pursuant to conditions noted above. (Note: This paragraph is applicable when the Resolution pertains to a Parade or when a detour is required)

BE IT FURTHER RESOLVED that the **City of Mattoon** hereby agrees to assume all liabilities and pay all claims for any damage which shall be occasioned by the closing described above.

BE IT FURTHER RESOLVED that the **City of Mattoon** shall provide a comprehensive general liability insurance policy or an additional endorsement in the amount of \$100,000 per person and \$500,000 on aggregate which as the Illinois Department of Transportation and its officials, employees and agents as insured's and which protects them from all claims arising from the requested road closing.

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the Illinois Department of Transportation so serve as a formal request for the permission sought in this resolution and to operate as part of the conditions of said permission.

PRESENTED this 5th day of February, 2013. A.D.

APPROVED this 5th day of February, 2013 A.D.

ADOPTED this 5th day of February, 2013. A.D.

/s/Randy Ervin
MAYOR PRO-TEM

ATTEST:

/s/ Susan J. O'Brien
MUNICIPAL CLERK

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

Mayor Pro-Tem Ervin seconded by Commissioner Rankin moved to adopt Resolution No. 2013-2878, giving notice to the Illinois Department of Transportation of the Bagelfest parade to be sponsored by the City of Mattoon.

WHEREAS, the **City of Mattoon** is sponsoring a **Parade** in the **City of Mattoon** which event constitutes a public purpose;

WHEREAS, this **Parade** will require the temporary closure of **US 45 / IL 121**, a State Highway in the **City of Mattoon** from **Western Avenue to Broadway Avenue**;

WHEREAS, Section 4-408 of the Illinois Highway Code Authorizes the Illinois Department of Transportation to issue permits to local authorities to temporarily close portions of State Highways for such public purposes.

NOW, THEREFORE, BE IT RESOLVED by the **Council** of the **City of Mattoon** that permission to close off **US 45 / IL 121** from **Western Avenue to Broadway Avenue** as above designated, be requested of the Illinois Department of Transportation.

BE IT FURTHER RESOLVED that this closure shall occur during the approximate time period between **10:30 AM** and **11:30 AM** on **July 20th, 2013**.

BE IT FURTHER RESOLVED that this closure is for the public purpose of the **Bagelfest Parade**.

BE IT FURTHER RESOLVED that traffic from the closed portion of highway shall be detoured over routes with an all weather surface that can accept the anticipated traffic, which will be maintained to the satisfaction of the Department and which is conspicuously marked for the benefit of traffic diverted from the State Highway. (The parking of vehicles shall be prohibited on the detour route to allow an uninterrupted flow of two-way traffic.)* The detour shall be as follows: **The parade will only be crossing the State route at an angle from Western Avenue to Broadway Avenue; therefore, a detour will not be necessary due to the ability to open the road to traffic as required.**

*To be used when appropriate.

BE IT FURTHER RESOLVED that the **City of Mattoon** assumes full responsibility for the direction, protection and regulation of the traffic during the time the detour is in effect.

BE IT FURTHER RESOLVED that the police officers or authorized flaggers shall at the expense of the **City of Mattoon** be positioned at each end of the closed section and at other points (such as intersections) as may be necessary to assist in directing traffic through the detour.

BE IT FURTHER RESOLVED that police officers, flaggers and officials shall permit emergency vehicles in emergency situations to pass through the closed area as swiftly as is safe for all concerned.

BE IT FURTHER RESOLVED that all debris shall be removed by the **City of Mattoon** prior to reopening the State Highway.

BE IT FURTHER RESOLVED that such signs, flags, barricades, etc., shall be used by the **City of Mattoon** as may be approved by the Illinois Department of Transportation. These items shall be provided by the **City of Mattoon**.

BE IT FURTHER RESOLVED that the closure and the detour shall be marked according to the Illinois Manual on Uniform Traffic Control Devices.

BE IT FURTHER RESOLVED that an occasional break shall be made in the procession so that traffic may pass through. In any event, adequate provisions will be made for the traffic on intersecting highways pursuant to conditions noted above. (Note: This paragraph is applicable when the Resolution pertains to a Parade or when a detour is required)

BE IT FURTHER RESOLVED that the **City of Mattoon** hereby agrees to assume all liabilities and pay all claims for any damage which shall be occasioned by the closing described above.

BE IT FURTHER RESOLVED that the **City of Mattoon** shall provide a comprehensive general liability insurance policy or an additional endorsement in the amount of \$100,000 per person and \$500,000 on aggregate which as the Illinois Department of Transportation and its officials, employees and agents as insured's and which protects them from all claims arising from the requested road closing.

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the Illinois Department of Transportation so serve as a formal request for the permission sought in this resolution and to operate as part of the conditions of said permission.

PRESENTED this 5th day of February, 2013. A.D.
APPROVED this 5th day of February, 2013 A.D.
ADOPTED this 5th day of February, 2013. A.D.

/s/ Randy Ervin
MAYOR PRO-TEM

ATTEST:

/s/ Susan J. O'Brien
MUNICIPAL CLERK

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

Mayor Pro-Tem Ervin seconded by Commissioner Becker moved to adopt Resolution No. 2013-2879, giving notice to the Illinois Department of Transportation of the Veterans Day parade to be sponsored by the City of Mattoon.

CITY OF MATTOON, ILLINOIS
RESOLUTION NO. 2013-2879

WHEREAS, the **City of Mattoon** is sponsoring a **Parade** in the **City of Mattoon** which event constitutes a public purpose;

WHEREAS, this **Parade** will require the temporary closure of **US 45 / IL 121**, a State Highway in the **City of Mattoon** from **Western Avenue to Broadway Avenue**;

WHEREAS, Section 4-408 of the Illinois Highway Code Authorizes the Illinois Department of Transportation to issue permits to local authorities to temporarily close portions of State Highways for such public purposes.

NOW, THEREFORE, BE IT RESOLVED by the **Council** of the **City of Mattoon** that permission to close off **US 45 / IL 121** from **Western Avenue to Broadway Avenue** as above designated, be requested of the Illinois Department of Transportation.

BE IT FURTHER RESOLVED that this closure shall occur during the approximate time period between **10:00 AM** and **11:00 AM** on **November 11, 2013**.

BE IT FURTHER RESOLVED that this closure is for the public purpose of the **Veterans Day Parade**.

BE IT FURTHER RESOLVED that traffic from the closed portion of highway shall be detoured over routes with an all weather surface that can accept the anticipated traffic, which will be maintained to the satisfaction of the Department and which is conspicuously marked for the benefit of traffic diverted from the State Highway. (The parking of vehicles shall be prohibited on the detour route to allow an uninterrupted flow of two-way traffic.)* The detour shall be as follows: **The parade will only be crossing the State route at an angle from Western Avenue to Broadway Avenue; therefore, a detour will not be necessary due to the ability to open the road to traffic as required.**

*To be used when appropriate.

BE IT FURTHER RESOLVED that the **City of Mattoon** assumes full responsibility for the direction, protection and regulation of the traffic during the time the detour is in effect.

BE IT FURTHER RESOLVED that the police officers or authorized flaggers shall at the expense of the **City of Mattoon** be positioned at each end of the closed section and at other points (such as intersections) as may be necessary to assist in directing traffic through the detour.

BE IT FURTHER RESOLVED that police officers, flaggers and officials shall permit emergency vehicles in emergency situations to pass through the closed area as swiftly as is safe for all concerned.

BE IT FURTHER RESOLVED that all debris shall be removed by the **City of Mattoon** prior to reopening the State Highway.

BE IT FURTHER RESOLVED that such signs, flags, barricades, etc., shall be used by the **City of Mattoon** as may be approved by the Illinois Department of Transportation. These items shall be provided by the **City of Mattoon**.

BE IT FURTHER RESOLVED that the closure and the detour shall be marked according to the Illinois Manual on Uniform Traffic Control Devices.

BE IT FURTHER RESOLVED that an occasional break shall be made in the procession so that traffic may pass through. In any event, adequate provisions will be made for the traffic on intersecting highways pursuant to conditions noted above. (Note: This paragraph is applicable when the Resolution pertains to a Parade or when a detour is required)

BE IT FURTHER RESOLVED that the **City of Mattoon** hereby agrees to assume all liabilities and pay all claims for any damage which shall be occasioned by the closing described above.

BE IT FURTHER RESOLVED that the **City of Mattoon** shall provide a comprehensive general liability insurance policy or an additional endorsement in the amount of \$100,000 per person and \$500,000 on aggregate which as the Illinois Department of Transportation and its officials, employees and agents as insured's and which protects them from all claims arising from the requested road closing.

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the Illinois Department of Transportation so serve as a formal request for the permission sought in this resolution and to operate as part of the conditions of said permission.

PRESENTED this 5th day of February, **2013**. A.D.

APPROVED this 5th day of February, **2013** A.D.

ADOPTED this 5th day of February, **2013**. A.D.

/s/Randy Ervin
MAYOR PRO-TEM

ATTEST:

/s/ Susan J. O'Brien
MUNICIPAL CLERK

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

Mayor Pro-Tem Ervin seconded by Commissioner Rankin moved to adopt Resolution No. 2013-2880, giving notice to the Illinois Department of Transportation of the Holiday parade to be sponsored by the City of Mattoon.

CITY OF MATTOON, ILLINOIS
RESOLUTION NO. 2013-2880

WHEREAS, the **City of Mattoon** is sponsoring a **Parade** in the **City of Mattoon** which event constitutes a public purpose;

WHEREAS, this **Parade** will require the temporary closure of **US 45 / IL 121**, a State Highway in the **City of Mattoon** from **Western Avenue to Broadway Avenue**;

WHEREAS, Section 4-408 of the Illinois Highway Code Authorizes the Illinois Department of Transportation to issue permits to local authorities to temporarily close portions of State Highways for such public purposes.

NOW, THEREFORE, BE IT RESOLVED by the **Council** of the **City of Mattoon** that permission to close off **US 45 / IL 121** from **Western Avenue to Broadway Avenue** as above designated, be requested of the Illinois Department of Transportation.

BE IT FURTHER RESOLVED that this closure shall occur during the approximate time period between **1:00 PM** and **2:00 PM** on **November 23, 2013**.

BE IT FURTHER RESOLVED that this closure is for the public purpose of the **Christmas Parade**.

BE IT FURTHER RESOLVED that traffic from the closed portion of highway shall be detoured over routes with an all weather surface that can accept the anticipated traffic, which will be maintained to the satisfaction of the Department and which is conspicuously marked for the benefit of traffic diverted from the State Highway. (The parking of vehicles shall be prohibited on the detour route to allow an uninterrupted flow of two-way traffic.)* The detour shall be as follows: **The parade will only be crossing the State route at an angle from Western Avenue to Broadway Avenue; therefore, a detour will not be necessary due to the ability to open the road to traffic as required.**

*To be used when appropriate.

BE IT FURTHER RESOLVED that the **City of Mattoon** assumes full responsibility for the direction, protection and regulation of the traffic during the time the detour is in effect.

BE IT FURTHER RESOLVED that the police officers or authorized flaggers shall at the expense of the **City of Mattoon** be positioned at each end of the closed section and at other points (such as intersections) as may be necessary to assist in directing traffic through the detour.

BE IT FURTHER RESOLVED that police officers, flaggers and officials shall permit emergency vehicles in emergency situations to pass through the closed area as swiftly as is safe for all concerned.

BE IT FURTHER RESOLVED that all debris shall be removed by the **City of Mattoon** prior to reopening the State Highway.

BE IT FURTHER RESOLVED that such signs, flags, barricades, etc., shall be used by the **City of Mattoon** as may be approved by the Illinois Department of Transportation. These items shall be provided by the **City of Mattoon**.

BE IT FURTHER RESOLVED that the closure and the detour shall be marked according to the Illinois Manual on Uniform Traffic Control Devices.

BE IT FURTHER RESOLVED that an occasional break shall be made in the procession so that traffic may pass through. In any event, adequate provisions will be made for the traffic on intersecting highways pursuant to conditions noted above. (Note: This paragraph is applicable when the Resolution pertains to a Parade or when a detour is required)

BE IT FURTHER RESOLVED that the **City of Mattoon** hereby agrees to assume all liabilities and pay all claims for any damage which shall be occasioned by the closing described above.

BE IT FURTHER RESOLVED that the **City of Mattoon** shall provide a comprehensive general liability insurance policy or an additional endorsement in the amount of \$100,000 per person and \$500,000 on aggregate which as the Illinois Department of Transportation and its officials, employees and agents as insured's and which protects them from all claims arising from the requested road closing.

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the Illinois Department of Transportation so serve as a formal request for the permission sought in this resolution and to operate as part of the conditions of said permission.

PRESENTED this 5th day of February, 2013. A.D.

APPROVED this 5th day of February, 2013 A.D.

ADOPTED this 5th day of February, 2013. A.D.

/s/ Randy Ervin
MAYOR PRO-TEM

ATTEST:

/s/ Susan J. O'Brien
MUNICIPAL CLERK

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

Mayor Pro-Tem Ervin seconded by Commissioner Becker moved to approve Council Decision Request 2013-1387, ratifying the mayor's appointment of Finance Director & Treasurer Beth Wright to the Firemen's Pension Board for an unexpired term ending April 21, 2015.

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

Mayor Pro-Tem Ervin seconded by Commissioner Becker moved to approve Council Decision Request 2013-1388, awarding the bid in the amount of \$129,850.00 to Curry Construction for rehabilitation of one secondary clarifier at the Waste Water Treatment Plant.

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

DEPARTMENT REPORTS:

CITY ADMINISTRATOR/ COMMUNITY DEVELOPMENT -updated Council on budgets, upcoming Department Head budget meetings, comprehensive plan progress, plan reviews – Carle Clinc, and business as usual. Commissioner Rankin inquired as to the status of the former Villa Pizza location. Interim Administrator Gill provided a progress report. Mayor Pro-Tem Ervin opened the floor for questions with no additional questions.

CITY ATTORNEY – noted business as usual with an update on the legal-side of the former Villa Pizza location and explained the process. Mayor Pro-Tem Ervin opened the floor for questions with no additional questions.

CITY CLERK – noted business as usual. Mayor Pro-Tem Ervin opened the floor for questions with no questions.

FINANCE –updated Council on the budget, upcoming Department Head budget meetings, and auditors' progress. Mayor Pro-Tem Ervin opened the floor for questions with no questions.

PUBLIC WORKS- updated Council on Public Works projects.

FIRE- noted work on the budgets, Fire & Police Commissioners' promotional process, and finalization of the in-house ambulance billing. Mayor Pro-Tem Ervin inquired as to the contract for outsourcing the ambulance billing. Interim Administrator Gill noted the current contract would have been for \$28-29,000 and the city's part-time ambulance billing position at \$14/hour totaling \$14,000. Chief Nichols explained the third-party contracting and noted a new contract to be higher than the previous one.

POLICE- had nothing to report.

COMMENTS BY THE COUNCIL

Commissioners Becker and Rankin had no further comments.

Mayor Pro-Tem Ervin seconded by Commissioner Becker moved to adjourn at 6:51 p.m.

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

/s/ Susan J. O'Brien
City Clerk