

The City Council of the City of Mattoon held a regular meeting in the City Hall Council Chambers on April 16, 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, Fire Chief Tony Nichols, Police Chief Jeff Branson, Library Director Ryan Franklin, and City Clerk Susan O'Brien.

CONSENT AGENDA

Mayor Gover seconded by Commissioner Hall moved to approve the consent agenda consisting of minutes of the regular meeting April 2, 2013; and bills and payroll for the first half of April, 2013

**Bills and Payroll for the first half of April, 2013**

**General Fund**

Payroll	\$	255,968.84
Bills	\$	<u>97,269.82</u>
Total	\$	353,238.66

**Hotel Tax Administration**

Payroll	\$	2,100.91
Bills	\$	<u>1,253.59</u>
Total	\$	3,354.50

**Insurance & Tort Judgment**

Bills	\$	<u>61,417.20</u>
Total	\$	61,417.20

**Capital Project Fund**

Bills	\$	<u>240.00</u>
Total	\$	240.00

**Broadway East Bus Dist**

Bills	\$	<u>2,309.42</u>
	\$	2,309.42

**Water Fund**

Payroll	\$	33,703.14
Bills	\$	<u>22,977.70</u>
Total	\$	56,680.84

**Sewer Fund**

Payroll	\$	31,820.17
Bills	\$	<u>21,369.40</u>
Total	\$	53,189.57

**Heath Insurance Fund**

Bills	\$	<u>262,742.79</u>
Total	\$	262,742.79

**Motor Fuel Tax**

Bills	\$	18,055.53
Total	\$	18,055.53

Mayor Gover opened the floor for discussion which followed with no discussion.

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

**PRESENTATIONS, PETITIONS AND COMMUNICATIONS**

Mayor Gover opened the floor for public comments. There were no public comments. Commissioner Becker introduced his wife, Kristin. Commissioner Ervin introduced his wife, Kim, and daughter, Rachel. Mayor Gover welcomed all in attendance.

Fire Department Captain Randy Myers introduced Mr. Elder's surviving son and daughter, and announced a memorial in the form of a book to be donated to the Mattoon Public Library regarding Merril Dean Elder's service with the Fire Department involving an accident which disabled him. Captain Myers read a statement regarding the accident, requested a memorial to be placed at the intersection on March 29, 2016, and presented the book to Library Director Franklin.

**NEW BUSINESS:**

Commissioner Ervin seconded by Commissioner Hall moved to adopt Special Ordinance No. 2013-1515, adopting the budget for the fiscal year that begins May 1, 2013 and ends April 30, 2014.

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CITY OF MATTOON, ILLINOIS  
SPECIAL ORDINANCE NO. 2013-1515

AN ORDINANCE ADOPTING THE BUDGET FOR THE FISCAL  
YEAR THAT BEGINS MAY 1, 2013 AND ENDS APRIL 30, 2014  
FOR THE CITY OF MATTOON

WHEREAS, Sections § 35.50 through § 35.59 of the Mattoon Code of Ordinances approved by the City Council on February 19, 2002 adopted enabling state statutes for an annual budget in lieu of an appropriation ordinance; and

WHEREAS, the proposed budget was filed with the City Clerk and available for public inspection on March 19, 2013; and

WHEREAS, notice of a public hearing to consider review comments on the proposed budget was published in the *Mattoon Journal Gazette*; and

WHEREAS, a public hearing was held on April 2, 2013 at which hearing any taxpayer was given an opportunity to appear and be heard in favor of or against any of the proposed revenues and expenditures assumed in the tentative budget; and

WHEREAS, after the public hearing the City Council adopted changes to the tentative budget as outlined in the final budget which is attached to this ordinance and marked as "Final Budget – April 16, 2013"; and,

WHEREAS, the process and procedures for the annual budget have been completed in accordance with provisions of Illinois Statutes 65 ILCS 5/8-2-9.1 through 65 ILCS 5/8-2-9.10 and Ordinance 2002-5101.

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

Section 1. Estimates of revenues and expenditures shown in the attached budget, as amended, are hereby adopted as the budget for the City of Mattoon's for the fiscal year that begins May 1, 2013 and ends April 30, 2014.

Section 2. The budget as it has been adopted is attached and incorporated herein by reference.

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 Ervin, seconded by Commissioner Hall, adopted this 16th day of April, 2013.

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

NAYS (Names): None

ABSENT (Names): None

Approved this 16th day of April, 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 April 16, 2013.

Mayor Gover opened the floor for discussion or comments. Commissioner Ervin commended Administrator Gill, Director Wright, and Department Heads for their work on a balanced budget. Administrator Gill thanked the Department Heads for their cooperation.

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 seconded by Commissioner Hall moved to adopt Special Ordinance No. 2013-1516, establishing the 2013/2014 Compensation Plan for managerial and non-union non-managerial employees of the municipality.

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**CITY OF MATTOON, ILLINOIS**  
**SPECIAL ORDINANCE NO. 2013-1516**

**AN ORDINANCE ESTABLISHING THE 2013 - 2014 COMPENSATION PLAN FOR THE MANAGERIAL AND NON-UNION NON-MANAGERIAL EMPLOYEES OF THE MUNICIPALITY**

**WHEREAS**, ratified agreements with the collective bargaining agents which represent employees of the municipality have provided an average of three percent (3%) pay increases at the beginning of each fiscal year beginning May 1, 2013 and ending April 30, 2014; and

**WHEREAS**, each of these collective bargaining agreements provide that City Council will amend its ordinances consistent with terms of the collective bargaining agreements; and

**WHEREAS**, the time is now appropriate to also establish rates of pay for the managerial employees and the non-managerial employees not represented by a collective bargaining agreement effective with the fiscal year that begins May 1, 2013.

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

**Section 1.** Non-Managerial, Non-Confidential & FLSA Exempt Employees shall be compensated in accordance with the schedule attached to this ordinance and marked Appendix A, which is consistent with the salary increases contained in the City's current collective bargaining agreements. Employees assigned to positions identified on the Schedule of Confidential & FLSA Exempt Supervisory & Management Positions shall receive an average salary increase of 3% as outlined in Appendix B effective May 1, 2013.

**Section 2.** Management employees assigned to positions identified on the Schedule of Confidential & FLSA Exempt Supervisory & Management Positions shall receive a salary increase of 3% as outlined in Appendix C effective May 1, 2013.

**Section 3.** To the extent this ordinance conflicts with prior ordinances establishing a compensation plan for the City's employees, the prior ordinances shall control except where specifically amended by this ordinance.

**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 Mayor Gover, seconded by Commissioner Hall, adopted this 16th day of April, 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 16<sup>th</sup> day of April, 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 April 16, 2013.

Commissioner Hall seconded by Commissioner Ervin moved to amend Special Ordinance 2013-1516 to add pay grade 7 to Appendix A - Ambulance Billing Clerk/Coding Specialist -\$14.00 to \$17.00 and change the title of Tourism Coordinator to Director of Arts & Tourism to Appendix C.

Mayor Gover declared the motion to amend Special Ordinance 2013-1516 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 questions or comments which followed with no further discussion.

Mayor Gover declared the motion to approve amended Special Ordinance 2013-1516 carried by the following vote: YEA Commissioner Becker, YEA Commissioner Ervin, YEA Commissioner Hall, YEA Commissioner Rankin, YEA Mayor Gover.

Commissioner Ervin seconded by Commissioner Becker moved to adopt Resolution No. 2013-2884, prescribing contributions required of Employees and Retirees who elect to participate in the group health and life insurance plan of the municipality.

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**CITY OF MATTOON, ILLINOIS**  
**RESOLUTION NO. 2013-2884**

**A RESOLUTION ESTABLISHING CONTRIBUTIONS REQUIRED OF EMPLOYEES AND RETIREES WHO ELECT TO PARTICIPATE IN THE CITY OF MATTOON'S GROUP HEALTH, DENTAL AND LIFE INSURANCE PLANS**

**WHEREAS**, the City of Mattoon is subject to three collective bargaining agreements which prescribe that employees shall pay 15% of the cost of the health insurance plan by payroll deduction beginning with the first paycheck of May after the cost for the preceding calendar year are disclosed by the Employer's health insurance administrator; and

**WHEREAS**, actual costs for stop loss insurance, fees, medical, prescription and dental claim expenditures for calendar year 2012 were \$646.34 per month for single coverage and \$1,030.13 per month for family coverage, as reported by Coventry/PersonalCare of Illinois and Delta Dental of Illinois, the Employer’s health and dental insurance plan administrators; and

**WHEREAS**, State statutes do not presently require a municipality to pay any portion of the cost of post employment benefits for retired employees; and

**WHEREAS**, the City began to require retired employees, whose pensions are more than \$1,625 per month, to contribute a higher share of the cost of the health insurance plan by Resolution 2004-2548 adopted April 6, 2004; and

**WHEREAS**, group life insurance and coverage was bound by a continuation, Fort Dearborn Life Insurance Company for a one-year term effective May 1, 2013; and

**WHEREAS**, the time is now appropriate to prescribe contributions required of employees and retirees for the health and life insurance plans for the 2013/2014 fiscal year.

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

**Section 1.** The following tables prescribe contributions required of eligible employees and retirees who elect to participate in the City of Mattoon’s group health insurance plan.

Eligible Employees and Retirees Whose Pensions Are Less Than \$1,625 Per Month

	Total Monthly Cost	Employer Share 85%	Employee Share 15%
Single Coverage	\$ 646.34	\$ 549.39	\$ 96.94
Family Coverage	\$ 1,030.13	\$ 875.62	\$ 154.52

Eligible Retirees Whose Pensions Are More Than \$1,625 Per Month

	Total Monthly Cost	Employer Share 67.50%	Retiree Share 32.50%
Single Coverage	\$ 646.34	\$ 436.28	\$ 210.06
Family Coverage	\$ 1,030.13	\$ 695.34	\$ 334.79

**Section 2.** Retirees, who are currently enrolled, may participate in the City of Mattoon’s group term life insurance plan by monthly withholdings from pensions, whether paid by the Illinois Municipal Retirement Fund, the Firefighters Pension Fund or the Police Pension Fund. The retiree contribution for life insurance shall be \$13.86 per month for retirees under 70. For retirees age 70 or over, the retiree contribution for life insurance shall be \$6.93 per month.

**Section 3.** Employee and retiree contributions adopted by this resolution shall become effective May 1, 2013.

**Section 4.** All contributions for payment of health and life insurance shall be deducted directly on a monthly basis from the pension benefits received by the retiree. The only exception to the direct deduction rule shall be when the IMRF rules and regulations do not allow for said direct deduction.

Upon motion by Commissioner Ervin, seconded by Commissioner Becker, adopted this 16<sup>th</sup> day of April, 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 16th day of April, 2013.

/s/ Tim Gover  
Tim 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 April 16, 2013.

Mayor Gover opened the floor for discussion which followed with no 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.

Mayor Gover seconded by Commissioner Becker moved to adopt Resolution No. 2013-2885, approving the update of the Comprehensive Plan.

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**CITY OF MATTOON, ILLINOIS  
RESOLUTION 2013-2885**

**A RESOLUTION APPROVING AN UPDATED COMPREHENSIVE PLAN FOR THE CITY OF MATTOON**

**WHEREAS**, the City Council for the City of Mattoon, Coles County, Illinois, contracted with Houseal Lavigne Associates to assist in the development of an updated comprehensive plan for the City of Mattoon; and,

**WHEREAS**, for the last eighteen months the consultants, city staff, and the steering committee have been drafting goals, objectives and policies toward development of the comprehensive plan; and

**WHEREAS**, the resultant document entitled "CITY OF MATTOON COMPREHENSIVE PLAN", is the end product of numerous committee meetings, public forums, and citizen outreach efforts; and

**WHEREAS**, the Comprehensive Plan consists of six plan elements (Land use and development, Residential areas, Commercial areas, Transportation, Parks open space and environmental features, and Community facilities, city services and cultural resources) each with specific goals, objectives and policies; and

**WHEREAS**, the Planning Commission of the City of Mattoon recommended approval of the Comprehensive Plan at a special meeting and public hearing on April 1, 2013; and

**WHEREAS**, adoption of the Comprehensive Plan, as presented, is intended to provide a rational and responsible strategy to assist the City of Mattoon with current and future growth and development issues.

**NOW THEREFORE BE IT RESOLVED**, by the City Council for the City of Mattoon, Coles County, Illinois, that

**Section 1.** The recitals set forth above are incorporated herein as part of this Resolution.

**Section 2.** The City Council for the City of Mattoon, Coles County, Illinois, does hereby adopt and approve the CITY OF MATTOON COMPREHENSIVE PLAN, attached as Exhibit 'A'.

Upon motion by Mayor Gover, seconded by Commissioner Becker, adopted this 16<sup>th</sup> of April, 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 16th day of April, 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 April 16, 2013.

Mayor Gover opened the floor for discussion which followed with no 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 Becker seconded by Commissioner Ervin moved to approve Council Decision Request 2013-1406, approving the plans and specifications for the Broadway Avenue Sidewalk Project for the completion of the sidewalk between Lifelinks and Anamet Electrical.

Mayor Gover opened the floor for discussion or comments which followed with no 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 Becker seconded by Commissioner Hall moved to approve Council Decision Request 2013-1407, awarding the material bids for the Elm Ridge Water Main project to:

Schulte Supply for Water Mains & Accessories in the amount of \$25,959.34;  
HD Supply for Water Services & Accessories in the amount of \$8,632.52; and  
HD Supply for Water Meters, Pits, & Lids in the amount of \$1,584.00.

Mayor Gover opened the floor for discussion which followed with no 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 2013-1408, awarding the 2013 Water Treatment Plant chemical bids to:

General Chemical for Alum in the amount of \$0.2275/pound;  
Thatcher Co. for Ammonium Sulfate in the amount of \$0.3579/pound;  
Continental Carbonic Products, Inc. for Carbon Dioxide in the amount of \$0.0575/pound;  
Polydyne, Inc. for Cationic Polymer in the amount of \$0.49/pound;  
JCI Jones for Chlorine in the amount of \$0.2075/pound;  
Brenntag MS for Fluoride in the amount of \$0.39/pound;  
Carus for Permanganate in the amount of \$0.92/pound;  
Carus for Phosphate Blend in the amount of \$0.51/pound; and

Norit for Powdered Activated Carbon in the amount of \$0.61/pound.

Mayor Gover opened the floor for discussion which followed with no 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 – noted completion of the budget, various meetings, inspections at various locations, nuisances, and gaming report of \$12,844. Mayor Gover opened the floor for questions with no additional discussion.

CITY ATTORNEY – had nothing to report.

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

FINANCE – noted work on a monthly Treasurer’s Report for next meeting, and revenues. Mayor Gover opened the floor for questions with no further discussion.

PUBLIC WORKS – updated Council on Public Works projects, and announced EIU vs U of I Men’s baseball at Grimes Field next Tuesday. Mayor Gover opened the floor for questions followed by no comments.

FIRE –noted annual host testing, MABIS 26 statewide exercise, and attendance of safety meetings. Mayor Gover opened the floor for questions followed by no further comments.

POLICE –had nothing new to report.

Mayor Gover introduced Council-Elect Sandra Graven and Council-Elect Preston Owen, and noted their seatings on May 7<sup>th</sup>.

COMMENTS BY THE COUNCIL

Commissioner Becker had no comment.

Commissioner Ervin expressed his pleasure and honor to serve as commissioner, acknowledged family for their support and City staff for their efforts. He stated a “no” vote for the adjournment call because he always wanted to vote no at an adjournment.

Commissioner Hall expressed his pleasure working with the current Council.

Commissioner Rankin expressed his thanks to everyone regarding the sympathies toward the loss of his mother, and thanked the public for allowing him to serve.

Commissioner Ervin seconded by Commissioner Becker and Commissioner Rankin moved to adjourned at 7:01 p.m.

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

/s/ Susan J. O’Brien  
City Clerk