

The City Council of the City of Mattoon held a workshop in the City Hall Council Chambers on January 17, 2012.

Mayor Gover presided and called the workshop to order at 4:33 p.m.

Mayor Gover noted the lack of public attendance.

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

Also physically present were City personnel: City Administrator Sue McLaughlin, Attorney & Treasurer J. Preston Owen, and City Clerk Susan O'Brien.

### **WORKSHOP**

City Council determined Strategic Plan parameters with Mr. Rob Westcott from Lake Land College.

Mr. Rob Westcott wanted to review each priority with Council before a meeting is conducted with staff, focus on clear priorities, and facilitate discussion on the priorities. Council with input from Mr. Westcott and Administrator McLaughlin discussed the first strategic priority [Commissioner Hall arrived at 4:39 p.m.], the staffing plan, storm water replacement, and a 5-year plan with re-evaluations each year. Administrator McLaughlin, Council and Attorney & Treasurer Owen discussed budgeting and plan, the six vision discussion questions, and reviewed decisions. The group discussed the second strategic planning item - the City to set an example by maintaining its own properties, building maintenance and infrastructure. Council, Administrator McLaughlin, and Attorney & Treasurer Owen discussed how to translate this into an action plan for the staff. In summary, the storm water replacement, personnel, and property management were the priorities of the Council. Council further discussed personnel, short-term and long-term goals, and duration of employees. Mr. Westcott stated the next step was for a meeting with Administrator McLaughlin. The group discussed the timeline and concentration on the top three priorities. Mayor Gover thanked Mr. Westcott for his facilitation.

Commissioner Hall seconded by Commissioner Rankin moved to adjourn at 6:16 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

---

The City Council of the City of Mattoon held a regular meeting in the City Hall Council Chambers on January 17, 2012.

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, YEA Mayor Tim Gover.

Also physically present were City personnel: City Administrator Sue McLaughlin, Attorney & Treasurer J. Preston Owen, Community Development Coordinator Kyle Gill, Public Works Director Dean Barber, Fire Chief Tony Nichols, Police Chief Jeff Branson, 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 on January 10, 2012; bills for the first half of January, 2012; and HOME Rehab expenditures.

Mayor Gover opened the floor for discussion with no responders.

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.

**PRESENTATIONS, PETITIONS AND COMMUNICATIONS**

Public comments/presentations and non-agenda items:

Mr. Justin Grady, Chairman of the Mattoon Arts Council, reviewed the Arts Council's 2011 Highlights and upcoming events; expressed desire to have an Arts Center in town and other murals in town; and encouraged Arts throughout Mattoon. He extended thanks to all who contributed to the murals and artists' stays. He also thanked everyone for the Progress Square improvement. The floor was opened for questions. Commissioner Ervin inquired as to the timeframe for the next mural, and elaborated on his appreciation of the Arts. Mr. Grady responded once the Furste Building wall was addressed, the public meetings could start in the Fall. Commissioner Hall questioned the use of the Rotary Bandshell, and noted having the Arts Council and Tourism in the Depot would improve coordination efforts. Mr. Grady noted the Bandshell was open to service organizations and announced matching funds up to \$200 to encourage Bandshell activities.

Mr. Herb Meeker announced Mr. Rob Stroud would be covering City events beginning February, noted his coverage of Charleston's events, and thanked the Council for being agreeable with news articles.

There was no further public discussion.

**NEW BUSINESS:**

Mayor Gover seconded by Commissioner Hall moved to adopt Special Ordinance 2012-1472, granting a front and side yard variance and granting an intensity of use variance for 1405 Lafayette Avenue for the purpose of an accessory building with an apartment above. Mark D. Smith – Petitioner

---

**CITY OF MATTOON, ILLINOIS  
SPECIAL ORDINANCE NO. 2012-1472**

**AN ORDINANCE GRANTING A VARIANCE FROM THE FRONT AND SIDE YARD SETBACK  
REQUIREMENTS AND THE INTENSITY OF USE AT 1405 LAFAYETTE AVENUE**

WHEREAS, there has been filed a written Petition by Mark Smith for a variance, respecting the property legally described as:  
LOT FIVE (5) IN BLOCK TWO (2) IN CURYEA'S ADDITION TO THE CITY OF MATTOON, COLES  
COUNTY, ILLINOIS.

WHEREAS, said petition requests that a variance be granted pursuant to applicable ordinances of the municipality to allow the construction of an accessory building with an apartment above that encroaches into the front yard setback on the north side of the property located at 1405 Lafayette Ave., and which will reduce the front yard setback on the north side from the required average of 15.5 feet to 12 feet; and

WHEREAS, said petition requests that a variance be granted to allow the same construction to encroach into the side yard setbacks on the east and west sides of the property located at 1405 Lafayette Ave., and which will reduce the side yard setbacks on the sides from the required 10 feet to 5 feet; and

WHEREAS, said petition also requests that a variance be granted to allow the same construction to increase the intensity of the use of the lot from 40% to 45%; and

WHEREAS, the Planning Commission for the City of Mattoon held a properly noticed, public hearing on January 10<sup>th</sup>, 2012 regarding petitioners' request for said variances; and

WHEREAS, the Planning Commission for the City of Mattoon has recommended that the requested variances be granted; and

WHEREAS, the City Council for the City of Mattoon, Coles County, Illinois, deems that the recommended variance is in the public interest.

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

Section 1. Pursuant to enabling authority provided at Section §159.05 of the Mattoon Code of Ordinances, the property legally described as aforesaid, be and the same is granted a variance of the front and side yard setback requirements to enable the construction of an accessory building with an apartment above which will reduce the front yard setback from the average setback of 15.5 feet to 12 feet and reduce the side yard setbacks from 10 feet to 5 feet.

Section 2. Pursuant to enabling authority provided at Section §159.05 of the Mattoon Code of Ordinances, the property legally described as aforesaid, be and the same is granted a variance to allow the same construction to increase the intensity of the use of the lot from 40% to 45%.

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 Mayor Gover, seconded by Commissioner Hall, adopted this 17th day of January 2012, 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 17th day of January, 2012.

/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/ J. Preston Owen  
J. Preston Owen, City Attorney

Recorded in the Municipality's Records on January 17, 2012.

Mayor Gover opened the floor for discussion with no responders.

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 Ervin seconded by Commissioner Becker moved to adopt Resolution 2012-2850, accepting the American Recovery and Reinvestment Act Certifications and Assurances (ARRA) for the Depot Platform Project; and authorizing the Mayor and City Attorney to sign the documents.

---

**CITY OF MATTOON, ILLINOIS**  
**RESOLUTION NO. 2012-2850**

**A RESOLUTION ACCEPTING AMERICAN RECOVERY AND REINVESTMENT ACT CERTIFICATIONS AND ASSURANCES**

WHEREAS, the City of Mattoon has initiated a project to reconstruct the passenger platforms at the Railroad Depot at 1718 Broadway Avenue in Mattoon, Illinois; and

WHEREAS, the City of Mattoon has secured \$385,000.00 in funding thru the American Recovery and Reinvestment Act to be used for said project; and

WHEREAS, the funding source requires that the City of Mattoon formally accept the Certifications and Assurances found in Exhibit 'A' in order to be issued said funding.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Mattoon that the Certifications and Assurances found in Exhibit 'A' be accepted and that the Mayor and the City Attorney be authorized to sign said documents on behalf of the City of Mattoon.

Upon motion by Commissioner Ervin, seconded by Commissioner Becker, adopted this 17<sup>th</sup> day of January, 2012, 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 17<sup>th</sup> day of January, 2012.

/s/Timothy D. Gover  
Timothy D. 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/ J. Preston Owen  
J. Preston Owen, City Attorney

Recorded in the Municipality's Records on January 17, 2012.

Mayor Gover opened the floor for discussion with no responders.

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 Ervin moved to adopt Resolution 2012-2851, approving an update to the City's Equal Employment Opportunity Plan (EEOP).

---

**CITY OF MATTOON, ILLINOIS  
RESOLUTION NO. 2012-2851**

**A RESOLUTION APPROVING AN UPDATE TO THE CITY'S EQUAL EMPLOYMENT OPPORTUNITY PLAN**

WHEREAS, the purpose of an Equal Employment Opportunity Plan is to insure full and equal participation of men and women regardless of race or national origin in the workforce of an agency that receives federal grant funds; and

WHEREAS, it is now necessary for the City Council to update its Equal Employment Opportunity Plan to maintain continued eligibility for federal grants.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF MATTOON, COLES COUNTY, ILLINOIS that the Mayor is authorized to sign a document indicating the Council's approval of an update to the City of Mattoon's "Equal Employment Opportunity Plan", a copy of which is attached hereto and incorporated by reference.

Upon motion by Mayor Gover, seconded by Commissioner Ervin, adopted this 17<sup>th</sup> day of January, 2012, 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 17th day of January, 2012.

/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/ J. Preston Owen  
J. Preston Owen, City Attorney

Recorded in the Municipality's Records on January 17, 2012.

Mayor Gover opened the floor for discussion with no responders.

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 Ervin moved to approve Council Decision Request 2012-1283, approving the employment of Charles L. Edwards as Plumbing Inspector/Code Enforcement Officer.

Mayor Gover opened the floor for discussion with no responders.

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 acknowledged Mr. Edwards' attendance and welcomed him.

#### **DEPARTMENT REPORTS:**

CITY ADMINISTRATOR – announced the comprehensive plan media blasts and upcoming business workshop, completion of the updated EEOP, budget considerations, strategic plan, and personnel issues. Administrator McLaughlin opened the floor for questions with no responders.

ATTORNEY & TREASURER –noted work on the budget and accounting was business as usual. 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.

PUBLIC WORKS – noted 26<sup>th</sup> Street sidewalk project as well as sidewalks near Mattoon High School, plans for the spillway, and final bid documents for the Depot platform. Mayor Gover opened the floor for questions. Mayor Gover inquired when Ameren's environmental tent was to be removed. Director Barber was not positive, but believed it to be the end of January. Administrator McLaughlin added it may be February 14<sup>th</sup>. Mayor Gover called for further questions with no responders.

COMMUNITY DEVELOPMENT – updated the Council on demolitions, nuisances and inspections; otherwise, business as usual. Mayor Gover opened the floor for questions with no responders.

FIRE – updated Council on the finalization of the eligibility list, walkthroughs, and training. Mayor Gover opened the floor for questions with no responders.

POLICE – updated the Council on the construction of the police evidence building, crime mapping program software, Police Department's May 1<sup>st</sup> voluntary wellness program, and acceptance of Deputy Chief Taylor to the national FBI academy. Mayor Gover and Chief Branson discussed the evidence building. Mayor Gover opened the floor for questions with no responders.

#### **COMMENTS BY THE COUNCIL**

Commissioners Becker, Ervin, Hall, and Rankin had no further comments.

Mayor Gover seconded by Commissioner Hall moved to recess to closed session at 7:10 p.m. pursuant to the Illinois Open Meetings Act for the purpose of the discussion of minutes of meeting lawfully closed for purposes of the semi-annual review as mandated by Section 2.06 (5 ILCS 120(2)(c)(21)).

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 7:10 p.m.

Mayor Gover seconded by Commissioner Hall moved to approve Council Decision Request 2012-1284, authorizing release of minutes appropriate for disclosure from meetings in closed sessions of the City Council and destruction of disclosed executive session minute audio recordings through June 2010.

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 Ervin moved to adjourned at 7:11 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