

The City Council of the City of Mattoon held a regular meeting in the City Hall Council Chambers on January 17, 2017.

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

Mayor Pro-Tem Owen led the Pledge of Allegiance.

The following members of the Council answered roll call physically present: YEA Commissioner Dave Cox, YEA Commissioner Sandra Graven, YEA Commissioner Rick Hall, YEA Mayor Pro-Tem Preston Owen, and Absent Mayor Tim Gover.

Also physically present were City personnel: City Administrator Kyle Gill, City Attorney Janett Winter-Black, Finance Director/Treasurer Beth Wright, Public Works Director Dean Barber, Fire Chief Tony Nichols, Arts & Tourism Director Angelia Burgett, and City Clerk Susan O'Brien.

**CONSENT AGENDA**

Mayor Pro-Tem Owen seconded by Commissioner Hall moved to approve the consent agenda consisting of minutes of the regular meeting January 3 and special meeting January 7, 2017, fire report for the month of December 2016, and 2016 annual fire report, and bills and payroll for the first half of January, 2017

**Bills & Payroll**  
**first half of January, 2017**

	<b><u>General Fund</u></b>		
Payroll		\$	264,313.76
Bills		\$	141,298.08
	Total	\$	405,611.84
	<b><u>Hotel Tax Administration</u></b>		
Payroll		\$	3,379.61
Bills		\$	676.81
	Total	\$	4,056.42
	<b><u>Festival Mgt. Fund</u></b>		
Bills		\$	569.50
	Total	\$	569.50
	<b><u>Insurance &amp; Tort Fund</u></b>		
Bills		\$	55,547.60
	Total	\$	55,547.60
	<b><u>Midtown TIF Fund</u></b>		
Bills		\$	1,840.16
	Total	\$	1,840.16

<b><u>Broadway East Bus Dist.</u></b>			
Bills		\$	3,017.86
	Total	\$	3,017.86
<b><u>Water Fund</u></b>			
Payroll		\$	32,730.04
Bills		\$	98,786.48
	Total	\$	131,516.52
<b><u>Sewer Fund</u></b>			
Payroll		\$	37,294.07
Bills		\$	79,911.37
	Total	\$	117,205.44
<b><u>Health Insurance Fund</u></b>			
Bills		\$	66,047.36
	Total	\$	66,047.36
<b><u>Motor Fuel Tax Fund</u></b>			
Bills		\$	14,185.71
	Total	\$	14,185.71

Mayor Pro-Tem Owen opened the floor for discussion.

Mayor Gover declared the motion to approve consent agenda carried by the following vote: YEA Commissioner Cox, YEA Commissioner Graven, YEA Commissioner Hall, YEA Mayor Pro-Tem Owen, Absent Mayor Gover.

#### **PRESENTATIONS, PETITIONS AND COMMUNICATIONS**

Mayor Pro-Tem Owen opened the floor for questions or comments. Mr. David Schilling, 508 Crestmore, described an issue with the streets in the subdivision, presented a petition signed by residents of the subdivision, and requested the street repairs. Director Barber stated the Crestview Subdivision was on the oil and chip list for this year. Council discussed the oil & chip program and sidewalks, which were in good condition. Mayor Pro-Tem Owen called for further questions on the subdivision roads with no response. Mayor Pro-Tem Owen called for further questions of the Public with no response.

#### **NEW BUSINESS**

Mayor Pro-Tem Owen seconded by Commissioner Graven moved to adopt Special Ordinance No. 2017-1652, declaring personal property owned by the municipality surplus and authorizing the sale or disposal of the property.

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**CITY OF MATTOON, ILLINOIS**

**SPECIAL ORDINANCE NO. 2017-1652**

**A SPECIAL ORDINANCE DECLARING 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 or 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 other disposition of 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 complete 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 Mayor Pro-Tem Owen, seconded by Commissioner Graven, adopted this 17th day of January, 2017, by a roll call vote, as follows:

AYES (Names): Commissioner Cox, Commissioner Graven,  
Commissioner Hall, Mayor Pro-Tem Owen

NAYS (Names): None

ABSENT (Names): Mayor Gover

Approved this 17<sup>th</sup> day of January, 2017.

/s/Mayor Pro-Tem J. Preston Owen  
J.Preston Owen, Mayor Pro-Tem  
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 17, 2017.

Mayor Pro-Tem Owen opened the floor for discussion/comments. Administrator Gill noted the cleanup of a K-9 vehicle did not profit in the sale of the previous vehicle, so the Police Department was going to scrap the vehicle. Mayor Pro-Tem Owen opened the floor for questions with no response.

Mayor Pro-Tem Owen declared the motion carried by the following vote: YEA Commissioner Cox, YEA Commissioner Graven, YEA Commissioner Hall, YEA Mayor Pro-Tem Owen, Absent Mayor Gover.

Commissioner Graven seconded by Commissioner Cox moved to approve Council Decision Request 2017-1734, approving the final 2016 MFT Street Maintenance Expenditure Statement in the amount of \$370,580.47; and authorizing the Mayor Pro-Tem to sign the Municipal Maintenance Expenditure Statement. [16-00000-00-GM]

Mayor Pro-Tem Owen opened the floor questions/comments with no response.

Mayor Pro-Tem Owen declared the motion carried by the following vote: YEA Commissioner Cox, YEA Commissioner Graven, YEA Commissioner Hall, YEA Mayor Pro-Tem Owen, Absent Mayor Gover.

Commissioner Graven seconded by Commissioner Hall moved to adopt Resolution No. 2017-2977, appropriating \$663,100 of Motor Fuel Tax funds for the 2017 Street Maintenance uses; approving the 2017 MFT Street Municipal Estimate of Maintenance Costs Statement in the amount of \$663,100; and authorizing the Mayor Pro-Tem and city clerk to sign the documents. [17-00000-00-GM]

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CITY OF MATTOON, ILLINOIS

RESOLUTION NO. 2017-2977



**Resolution for Maintenance of  
Streets and Highways by Municipality  
Under the Illinois Highway Code**

BE IT RESOLVED, by the City Council of the \_\_\_\_\_  
(Council or President and Board of Trustees)  
City of Mattoon, Illinois, that there is hereby  
(City, Town or Village) (Name)  
appropriated the sum of \$663,100.00 of Motor Fuel Tax funds for the purpose of maintaining  
streets and highways under the applicable provisions of the Illinois Highway Code January 1, 2017  
to December 31, 2017.  
(Date)

BE IT FURTHER RESOLVED, that only those streets, highways, and operations as listed and described on the approved Municipal Estimate of Maintenance Costs, including supplemental or revised estimates approved in connection with this resolution, are eligible for maintenance with Motor Fuel Tax funds during the period as specified above.

BE IT FURTHER RESOLVED, that the Clerk shall, as soon a practicable after the close of the period as given above, submit to the Department of Transportation, on forms furnished by said Department , a certified statement showing expenditures from and balances remaining in the account(s) for this period; and

BE IT FURTHER RESOLVED, that the Clerk shall immediately transmit two certified copies of this resolution to the district office of the Department of Transportation, at Effingham , Illinois.

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I, Susan J. O'Brien Clerk in and for the City  
of Mattoon , County of Coles (City, Town or Village)

hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by

the City Council at a meeting on January 17, 2017  
(Council or President and Board of Trustees) Date

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this 18<sup>th</sup> day of January, 2017 .

(SEAL) /s/Susan J. O'Brien City Clerk  
(City, Town or Village)

<b>Approved</b>
_____ Date
Department of Transportation
_____ Regional Engineer

Mayor Pro-Tem Owen opened the floor comments/questions with no response.

Mayor Pro-Tem Owen declared the motion carried by the following vote: YEA Commissioner Cox, YEA Commissioner Graven, YEA Commissioner Hall, YEA Mayor Pro-Tem Owen, Absent Mayor Gover.

#### DEPARTMENT REPORTS:

CITY ADMINISTRATOR/COMMUNITY DEVELOPMENT noted review of property taxes, budgets, labor negotiation arbitrators; otherwise, business as usual. Mayor Pro-Tem Owen opened the floor for questions with no response.

CITY ATTORNEY had nothing new to report. Mayor Pro-Tem Owen opened the floor for questions with no response.

CITY CLERK reported insurance issues with transition; otherwise, business as usual. Mayor Pro-Tem Owen opened the floor for questions with no response.

FINANCE distributed the December Financial Report and reviewed the report and cash position. Mayor Pro-Tem Owen opened the floor for questions. Commissioner Graven noted the additional \$400,000 in health care. Administrator Gill hoped the supplement would help this year.

PUBLIC WORKS focused on consultant designs for the CSO piping, Marshall Avenue, and treatment plant progress; and provided an update on the Public Works Building. Commissioner Hall commented on the flooded area at the Public Works Building. Director Barber stated the piping for the retention pond would remedy the flooding. Mayor Pro-Tem Owen opened the floor for questions with no response.

FIRE noted annual CPR training for the Department and budget preparation; otherwise, business as usual. Mayor Pro-Tem Owen opened the floor for questions with no response.

ARTS AND TOURISM described upcoming and attended events: Lone Elm Room workshop grantee meeting, ECIDC meeting in Sullivan, Lightworks' plans and Quilt Show. Mayor Pro-Tem Owen opened the floor for questions with no response.

#### COMMENTS BY THE COUNCIL

Commissioners Cox, Graven, and Mayor Pro-Tem Owen had no further comments. Commissioner Hall recognized a Boy Scout from Troop 57, Brenton Eggleston, in attendance.

Mayor Pro-Tem Owen seconded by Commissioner Graven moved to recess to closed session at 6:47 p.m. pursuant to the Illinois Open Meetings Act for the purpose of the discussion of collective negotiating matters between the City of Mattoon and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees (5ILCS/20 (2)(C)(2)), and review the minutes of meetings lawfully closed for purposes of the semi-annual review as mandated by Section 2.06 (5 ILCS 120(2)(c)(21)).

Mayor Pro-Tem Owen declared the motion carried by the following vote: YEA Commissioner Cox, YEA Commissioner Graven, YEA Commissioner Hall, YEA Mayor Pro-Tem Owen, Absent Mayor Gover.

Council reconvened at 7:12 p.m.

Mayor Pro-Tem Owen seconded by Commissioner Hall moved to approve Council Decision Request 2017-1735, authorizing release of minutes appropriate for disclosure from meetings in closed sessions of the City Council from October 14, 2009 through December 31, 2016, except for October 14, 20, 2009; May 18, 2010; August 16, 2011; October 18, 2011; January 10, 2012; February 01, 2012; May 01, 15, 29, 2012; June 12, 2012; July 2, 2013; February 27, 2014; March 18, 2014; April 1, 15, 24, 2014; May 6, 20, 2014; July 15, 2014; September 16, 2014; January 6, 2015; February 17, 2015; May 19, 2015; September 01, 2015; January 05, 19, 2016; February 02, 2016; March 01, 2016; September 20, 2016; and to approve the destruction of Executive Session verbatim records which have been approved for release in written form as follows: July 15, 2014 and January 20, 2015.

Mayor Pro-Tem Owen opened the floor for comments/questions.

Mayor Pro-Tem Owen declared the motion carried by the following vote: YEA Commissioner Cox, YEA Commissioner Graven, YEA Commissioner Hall, YEA Mayor Pro-Tem Owen, Absent Mayor Gover.

Commissioner Hall seconded by Commissioner Cox moved to adjourn at 7:12 p.m.

Mayor Pro-Tem Owen declared the motion carried by the following vote: YEA Commissioner Cox, YEA Commissioner Graven, NAY Commissioner Hall, YEA Mayor Pro-Tem Owen, Absent Mayor Gover.

/s/ Susan J. O'Brien  
City Clerk