

The City Council of the City of Mattoon held a regular meeting in the City Hall Council Chambers on November 21, 2017.

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 Dave Cox, YEA Commissioner Sandra Graven, YEA Commissioner Rick Hall, YEA Commissioner Preston Owen, and YEA Mayor Tim Gover.

Also physically present were City personnel: City Administrator Kyle Gill, City Attorney Daniel C. Jones, Finance Director/Treasurer Beth Wright, Public Works Director Dean Barber, Fire Chief Tony Nichols, Police Chief Jeff Branson, Deputy Police Chief Jason Taylor, 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 November 7, 2017; bills and payroll for the first half of November, 2017.

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

	<b><u>General Fund</u></b>		
Payroll		\$	346,509.34
Bills		\$	<u>65,712.62</u>
	Total	\$	412,221.96
	<b><u>Hotel Tax Administration</u></b>		
Payroll		\$	3,380.82
Bills		\$	<u>7,166.67</u>
	Total	\$	10,547.49
	<b><u>Mobile Equipment Fund</u></b>		
Bills		\$	<u>396.65</u>
	Total	\$	396.65
	<b><u>Midtown TIF</u></b>		
Bills		\$	<u>3,538.08</u>
	Total	\$	3,538.08
	<b><u>Capital Project Fund</u></b>		
Bills		\$	<u>21,061.12</u>
	Total	\$	21,061.12
	<b><u>Broadway East Bus Dist.</u></b>		
Bills		\$	<u>2,614.97</u>
	Total	\$	2,614.97

	<b><u>Water Fund</u></b>		
Payroll		\$	38,827.80
Bills		\$	<u>38,694.58</u>
	Total	\$	77,522.38
	<b><u>Sewer Fund</u></b>		
Payroll		\$	34,659.12
Bills		\$	<u>38,762.39</u>
	Total	\$	73,421.51
	<b><u>Health Insurance Fund</u></b>		
Bills		\$	<u>159,035.20</u>
	Total	\$	159,035.20
	<b><u>Motor Fuel Tax Fund</u></b>		
Bills		\$	<u>12,374.38</u>
	Total	\$	12,374.38

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

**PRESENTATIONS, PETITIONS AND COMMUNICATIONS**

Mayor Gover opened the floor for questions or comments from the Public with no response.

**NEW BUSINESS**

Mayor Gover seconded by Commissioner Owen moved to adopt Special Ordinance No. 2017-1666, authorizing a contract with Aetna for the Administration of the self-insured health plan and Delta Dental of Illinois for the Administration of the self-insured dental plan for employees and retirees of the municipality; authorizing the continuation of an optional supplemental plan for those current Medicare participants; and authorizing the mayor to sign all documents.

**CITY OF MATTOON, ILLINOIS**

**SPECIAL ORDINANCE NO. 2017-1666**

**AN ORDINANCE AUTHORIZING AN AGREEMENT WITH AETNA FOR THE ADMINISTRATION OF THE SELF-FUNDED MEDICAL AND PHARMACY BENEFIT PLAN AND DELTA DENTAL OF ILLINOIS FOR THE ADMINISTRATION OF THE SELF-FUNDED DENTAL BENEFIT PLAN FOR EMPLOYEES AND RETIREES OF THE MUNICIPALITY**

**WHEREAS**, the City of Mattoon currently has health insurance through Aetna; and

**WHEREAS**, it is the desire of the Mattoon City Council to continue a relationship with the Aetna and Delta Dental plans currently offered through the First Mid Insurance Group to the employees and retirees of the City of Mattoon.

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

**Section 1.** The Mayor is authorized to sign an agreement with Aetna for the administration of the self-funded medical and pharmacy benefit plan and the Delta Dental plan for employees and retirees of the municipality, copies of which are attached and incorporated by reference.

**Section 2.** The City has decided to continue to offer an optional supplemental health insurance for Medicare recipients who are currently on the City's health plan. This option allows the participant(s) to return to the City's primary health plan at renewal time as long as premiums have continued to be paid to the City. The City reserves the right to make changes or to discontinue the optional supplemental health insurance at its discretion. If the City decides to make changes or to discontinue the optional supplemental health insurance, those actively participating at that time will be allowed to return to the City's primary health plan as long as premiums have continued to be paid to the City.

**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 Owen, adopted this 21st day of November 2017, by a roll call vote, as follows:

AYES (Names): Commissioner Cox, Commissioner Graven,  
Commissioner Hall, Commissioner Owen,  
Mayor Gover

NAYS (Names): None

ABSENT (Names): None

Approved this 21st day of November, 2017.

/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/Dan C. Jones

Dan C. Jones, City Attorney

Recorded in the Municipality's Records on November 21, 2017.

Mayor Gover opened the floor for questions/comments/discussion. Clerk O'Brien reported an increase of approximately \$30,000 fixed costs on the City's Plan, Delta Dental was about even, and the Medicare supplement Rx was going from a two-tier to a three-tier formula where Tier III increased \$5 a prescription.

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

Mayor Gover seconded by Commissioner Hall moved to adopt Special Ordinance No. 2017-1667, approving placement of the annual property and casualty insurance and workers compensation coverage for a term beginning December 1, 2017; and authorizing the mayor to sign all documents.

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**CITY OF MATTOON, ILLINOIS**

**SPECIAL ORDINANCE NO. 2017-1667**

**AN ORDINANCE AUTHORIZING PLACEMENT OF THE CITY'S PROPERTY & CASUALTY, AND WORKERS COMPENSATION INSURANCE COVERAGE**

**WHEREAS**, Arthur Gallagher Risk Management Services, Inc., an insurance broker for the City, solicited proposals from insurance companies that underwrite property, casualty and workers compensation insurance for municipal government exposures; and

**WHEREAS**, proposals have been received from Lloyd's of London for General Liability, Auto Liability, Auto Physical Damage, Law Enforcement Liability, Public Officials Liability/Employment Practices Liability, Employee Benefits Liability, Umbrella Liability; and from Federal Insurance Company (Chubb) for Property, Inland Marine, Excess Liability, Fiduciary Liability and Volunteers AD&D; and from Hanover Insurance Company for Commercial Crime; and from American Bankers Insurance Company of Florida for Flood Insurance; and from Illinois Public Risk Fund for Workers Compensation. These proposals have been determined to be the most cost effective and secure solutions for managing the City's property & casualty and workers compensation exposures.

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

**Section 1.** The Mayor, City Clerk and Arthur Gallagher Risk Management Services, Inc. are hereby authorized to take such administrative action necessary to bind the coverages of the City of Mattoon from Lloyd's of London for General Liability, Auto Liability, Auto Physical Damage, Law Enforcement Liability, Public Officials Liability/Employment Practices Liability, Employee Benefits Liability, Umbrella Liability; and from Federal Insurance Company (Chubb) for Property, Inland Marine, Excess Liability, Fiduciary Liability and Volunteers AD&D; and from Hanover Insurance Company for Commercial Crime; and from American Bankers Insurance Company of Florida for Flood Insurance; and from Illinois Public Risk Fund for Workers Compensation for the policy year beginning December 1, 2017 and ending November 30, 2018 pursuant to the proposal which is attached hereto and incorporated herein by reference.

**Section 2** This ordinance shall be deemed published as of the day of its adoption and approval by the City Council.

**Section 3** This ordinance shall be effective upon its approval as provided by law.

Upon motion by Mayor Gover, seconded by Commissioner Hall, adopted this 21st day of November, 2017, by a roll call vote, as follows:

AYES (Names): Commissioner Cox, Commissioner Graven,  
Commissioner Hall, Commissioner Owen,  
Mayor Gover  
NAYS (Names): None  
ABSENT (Names): None

Approved this 21<sup>st</sup> day of November, 2017.

/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/Dan C. Jones  
Dan C. Jones, City Attorney

Recorded in the Municipality's Records on November 21, 2017.

Mayor Gover opened the floor for questions/comments/discussion. Administrator Gill reported a 13-14% increase overall with increases to Property due to Satellite Treatment Facility and new Public Works Building, Auto, Flood, and Work Comp (16.4% increase) which was based on salaries, number of employees and claims over the last three years.

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

Mayor Gover seconded by Commissioner Graven moved to adopt Special Ordinance No. 2017-1668, 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. 2017-1668**

**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 Gover, seconded by Commissioner Graven, adopted this 21st day of November, 2017, by a roll call vote, as follows:

AYES (Names): Commissioner Cox, Commissioner Graven,  
Commissioner Hall, Commissioner Owen,  
Mayor Gover

NAYS (Names): None

ABSENT (Names): None

Approved this 21<sup>st</sup> day of November, 2017.

/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/Daniel C. Jones  
Daniel C. Jones, City Attorney

Recorded in the Municipality's Records on November 21, 2017.

Mayor Gover opened the floor for comments/questions. Mayor Gover noted the surplus was mostly vehicles.

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

Mayor Gover seconded by Commissioner Cox moved to approve Council Decision Request 2017-1807, authorizing the promotion of Lt. Samuel Gaines to the position of Deputy Police Chief and a new employment agreement effective December 01, 2017, due to the promotion of Chief Jason Taylor.

Mayor Gover opened the floor for questions/comments. Deputy Chief Taylor nominated Lt. Gaines due to his background, investigation resolve, intellect with everything, good family man; and epitomizes leadership of the Police Department. Chief Branson echoed Deputy Chief Taylor's comments and provided accolades of Lt. Gaines.

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

Mayor Gover congratulated Deputy Chief Gaines.

Mayor Gover seconded by Commissioner Hall moved to approve Council Decision Request 2017-1808, authorizing the promotion of Sgt. Jeremy W. Clark to rank of Lieutenant effective December 01, 2017, due to the promotion of Deputy Chief Samuel Gaines.

Chief Branson commented on both Sgt. Clark and Officer Koop by describing their backgrounds and providing accolades of each; and believed in all three of the promotions.

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

Mayor Gover congratulated Lt. Clark.

Mayor Gover seconded by Commissioner Graven moved to approve Council Decision Request 2017-1809, authorizing the promotion of Officer Ryan C. Koop to rank of Sergeant effective December 01, 2017, due to the promotion of Sergeant Jeremy Clark.

Mayor Gover opened the floor for questions/comments with no response.

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

Mayor Gover congratulated Sgt. Koop.

Commissioner Hall seconded by Commissioner Cox moved to approve Council Decision Request 2017-1810, approving a \$5,000 grant by the Tourism Advisory Committee from FY16/17 hotel/motel tax funds to the Mattoon Youth Wrestling Club for hosting the Mattoon Kids Open to be held on January 07, 2018; and authorizing the Mayor to sign the agreement.

Mayor Gover opened the floor for questions/comments/discussion. Commissioner Graven questioned the contingency. Commissioner Hall and Administrator Gill noted the availability of funds and an amendment to the budget of about \$30,000. Commissioner Cox noted a good time of year for tourism.

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

Mayor Gover seconded by Commissioner Hall moved to approve Council Decision Request 2017-1811, authorizing an agreement between the City of Mattoon and Mattoon CUSD #2 for reimbursement of school crossing guards and two School Resource Officers; and authorizing the mayor to sign the agreement.

Mayor Gover opened the floor for questions/comments/discussion with no response.

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

#### DEPARTMENT REPORTS:

CITY ADMINISTRATOR/COMMUNITY DEVELOPMENT noted business as usual with final preparations of the health and property/casualty insurances and employee contracts. Mayor Gover opened the floor for questions with no response.

CITY ATTORNEY noted business as usual, but no update on the Pierce fire truck litigation. Mayor Gover opened the floor for questions with no response.

CITY CLERK noted preparation of insurance renewals, processing of employees' retirements, FSA renewals, and FOIAs. Mayor Gover opened the floor for questions with no response.

FINANCE reviewed the October Financial Report citing differences in State Income Tax receipts between years; reviewed the cash position; noted posting of auditor adjustments; provided a 6-month review of budget vs. actual; and noted waiting on the County for numbers in order to complete the tax levy. Mayor Gover opened the floor for questions with no response.

PUBLIC WORKS explained the boil order for Humboldt, Water Treatment Plant Superintendent's efforts to provide extra chlorine to resolve Humboldt's issue, and have Humboldt take more responsibility in stabilizing their water. Commissioner Cox inquired when Mattoon's water would notice the reduction of chlorine with Director Barber stating within two days after Humboldt's water stabilizes. Director Barber updated Council on the progress at the Public Works Building estimating the first day of operation to be the first of January. Mayor Gover opened the floor for questions with no response.

FIRE updated Council on the Fire Department's charitable foundation of 167 food baskets provided by \$6,500 of donations, progress of new fire truck, and declaring a fire truck surplus as part of the grant for the new fire truck; announced the retirement of Captain James Donnell, who will be greatly missed and described his maintenance on the fire trucks and data entry for maintenance, on November 30, 2017; noted the reduction of staff to 25; and announced several community events where the Fire Department had attended and the December 4, 2017 State Bicentennial Flag ceremony. Mayor Gover opened the floor for questions with no response.

POLICE nothing new to report, but commented on the good promotions. Mayor Gover announced this was the last Council meeting for Chief Branson. Chief Branson expressed appreciation of the Council and noted the Police Department's appreciation of everyone and his great 7 ½ years as Chief



and 28 years overall. Mayor Gover thanked Chief Branson for his service and announced a presentation of a retirement plaque at the next meeting.

ARTS AND TOURISM Commissioner Hall noted the upcoming parade, and starting of Lightworks; and announced an upcoming \$3,000 request from the YMCA Weightlifting tournament, which provides a large number of hotel stays, but would be considered after the event due to timing of the Council meetings and need for a budget amendment. Council discussed the tournament and approval of the grant after the event.

#### COMMENTS BY THE COUNCIL

Commissioners Cox, Graven, Hall, Owen and Mayor Gover wished everyone a Happy Thanksgiving and congratulations to Chief Branson on his retirement.

Commissioner Hall seconded by Commissioner Cox moved to adjourned at 7:08 p.m.

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

/s/Susan J. O'Brien  
City Clerk