

The City Council of the City of Mattoon held a regular meeting in the City Hall Council Chambers on October 2, 2018.

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: Absent 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, Deputy Police Chief Sam Gaines, Arts & Tourism Director Angelia Burgett, 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 special and regular meeting September 18, 2018; bills and payroll for the last half of September, 2018.

Bills & Payroll
last half of September, 2018

	<u>General Fund</u>		
Payroll		\$	265,540.32
Bills		\$	<u>95,991.94</u>
	Total	\$	361,532.26
	<u>Hotel Tax Administration</u>		
Payroll		\$	2,499.82
Bills		\$	<u>413.99</u>
	Total	\$	2,913.81
	<u>Capital Project Fund</u>		
Bills		\$	<u>38,613.04</u>
	Total	\$	38,613.04
	<u>Water Fund</u>		
Payroll		\$	39,327.54
Bills		\$	<u>84,555.23</u>
	Total	\$	123,882.77
	<u>Sewer Fund</u>		
Payroll		\$	38,127.48
Bills		\$	<u>46,964.51</u>
	Total	\$	85,091.99
	<u>Health Insurance Fund</u>		
Bills		\$	<u>162,309.49</u>
	Total	\$	162,309.49

Motor Fuel Tax Fund

Bills		\$	11,220.99
	Total	\$	11,220.99

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

Mayor Gover declared the motion to approve consent agenda carried by the following vote: Absent 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 with no response.

NEW BUSINESS:

Commissioner Hall seconded by Commissioner Graven moved to adopt Resolution No. 2018-3023, giving notice to the Illinois Department of Transportation of the “Celebrate Downtown” Parade on December 7th to be sponsored by the City of Mattoon.

CITY OF MATTOON, ILLINOIS

RESOLUTION NO. 2018-3023

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 Broadway Avenue to Western Ave;

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 Broadway Avenue to Western 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 7:15 PM and 8:00 PM on December 07, 2018.

BE IT FURTHER RESOLVED that this closure is for the public purpose of the Celebrate Downtown 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 Broadway Avenue to Western 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 to the fullest extent permitted by law, the City of Mattoon shall be responsible for any and all injuries to persons or damages to property, and shall indemnify and hold harmless the Illinois Department of Transportation, its officers, employees and agents from any and all claims, lawsuits, actions, costs and fees (including reasonable attorney's fees and expenses) of every nature or description, arising out of, resulting from or connected with the exercise of authority granted by the Department which is the subject of this resolution. The obligation is binding upon the City of Mattoon regardless of whether or not such claim, damage or loss or expense is caused in part by the act, omission or negligence of the Department or its officers, employees or agents.

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 \$1,000,000 per person and \$2,000,000 on aggregate which as the Illinois Department of Transportation and its officials, employees and agents as insureds and which protects them from all claims arising from the requested road closing. A copy of said policy or endorsement will be provided to the Department before the road is closed.

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the 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 2nd day of October, 2018 A.D.

APPROVED this 2nd day of October, 2018 A.D.

ADOPTED this 2nd day of October, 2018. A.D.

/s/Timothy D. Gover
MAYOR

ATTEST:

/s/Susan J. O'Brien
MUNICIPAL CLERK

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

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

Mayor Gover seconded by Commissioner Owen moved to adopt Special Ordinance No. 2018-1692, authorizing a contract with Aetna for the Administration of the self-insured health plan and Qualified High-Deductible 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. 2018-1692

AN ORDINANCE AUTHORIZING AN AGREEMENT WITH AETNA FOR THE ADMINISTRATION OF THE SELF-FUNDED MEDICAL, QUALIFIED HIGH-DEDUCTIBLE HEALTH PLAN, AND PHARMACY BENEFIT PLANS 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, the City of Mattoon desires to implement an additional option of a Qualified High-Deductible Health Plan (QHDHP) for its employees and retirees; 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 the renewal agreement (letter) with Aetna for the administration of the self-funded medical, qualified high-deductible health, and pharmacy benefit plans 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. The City has decided to offer an optional Qualified High-Deductible Health Plan. The City is offering an incentive of up to \$1,000 match for the calendar 2019. Incentives in subsequent years are to be determined by the Council for those subsequent years. 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 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 Owen, adopted this 2nd day of October 2018, by a roll call vote, as follows:

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

Approved this 2nd day of October, 2018.

/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 October 2, 2018.

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

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

Commissioner Hall seconded by Commissioner Owen moved to approve Council Decision Request 2018-1876, ratifying the appointments of Scott Wattles, Bernie deBuhr, and Trison Moss to the

Mattoon Arts Council for terms ending September 30, 2019 and Mackinzie Graham to the Mattoon Arts Council for a term ending September 30, 2020.

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

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

Commissioner Hall seconded by Commissioner Graven moved to approve Council Decision Request 2018-1877, approving and authorizing the employment of Trenton Coy as a probationary firefighter effective October 25, 2018, pending passage of his evaluations.

Mayor Gover opened the floor for questions/comments with no response. Commissioner Hall introduced Mr. Coy.

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

Commissioner Owen seconded by Commissioner Hall moved to adopt Special Ordinance No. 2018-1693, approving an interest rate and terms for a \$43,500 loan from the Revolving Loan Fund to Tina Prior of Vitality Skin Care, Inc. to assist with the purchase of equipment at the Vitality Skin Care Facility located at 1630 Broadway Avenue, Mattoon, Illinois.

CITY OF MATTOON, ILLINOIS

SPECIAL ORDINANCE NO. 2018-1693

AN ORDINANCE APPROVING AN INTEREST RATE AND TERMS FOR A \$43,500.00 LOAN FROM THE REVOLVING LOAN FUND TO TINA PRIOR OF VITALITY SKIN CARE INC. FOR EQUIPMENT PURCHASE

WHEREAS, the City of Mattoon has a Revolving Loan Fund (RLF) Program; and,

WHEREAS, Tina Prior of Vitality Skin Care, Inc. has submitted a Revolving Loan Fund (RLF) Application for RLF funds in the amount of forty-three thousand five hundred dollars (\$43,500) for equipment purchase; and,

WHEREAS, the Mattoon Revolving Loan Fund (RLF) Committee has reviewed said RLF Application and recommends City Council approval in accordance with the applicable guidelines.

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

Section 1. The City Council hereby approves the RLF loan request of Tina Prior of Vitality Skin Care, Inc. in the amount of forty-three thousand five hundred dollars (\$43,500) for a fixed annual interest rate of 2.5% for a term of eight (8) years for the purchase of capital equipment.

Section 2. The Municipal Clerk is hereby directed to file a certified copy of this ordinance in the City Revolving Loan File.

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 Owen, seconded by Commissioner Hall adopted this 2nd day of October, 2018, by a roll call vote, as follows:

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

NAY (Names): None

ABSENT (Names): Commissioner Cox

Approved this 2nd day of October, 2018

/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 October 2, 2018.

Attachment (1)

Revolving Loan Fund Application

Mayor Gover opened the floor for questions/comments/discussion. Commissioner Graven inquired as to guarantees on the loans. Administrator Gill noted the City was second on the mortgage. Council discussed being second on the mortgage. Administrator Gill noted the RLF was more successful than not.

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

DEPARTMENT REPORTS:

CITY ADMINISTRATOR/COMMUNITY DEVELOPMENT informed Council of being busy with negotiations, TIFs, and RLF meetings. Mayor Gover opened the floor for questions with no response.

CITY ATTORNEY noted business as usual with the final agreement on the Pierce Fire Truck. Mayor Gover opened the floor for questions with no response.

CITY CLERK noted preparation of the insurance renewals, personnel and pension matters, as well as the Clerk's office had 57 early voters. Mayor Gover opened the floor for questions with no response.

FINANCE reported completing and filing of the unclaimed property report with the State Treasurer, preparation of the Tax Levy, receipt of the Police Pension's Municipal Report and awaiting the Fire Pension's Municipal Report. Mayor Gover opened the floor for questions with no response.

PUBLIC WORKS updated Council on the Beniach and A.J. Walker construction projects; and elaborated on the water issue with Lake Mattoon and the fish kill from a man-made contamination with the IDNR and IEPA investigating. Mayor Gover inquired as to the construction on Marshall Avenue. Director Barber provided details on the completion of each section with an anticipated final date in 2020. Commissioner Hall inquired as to the sidewalks on Marshall Avenue with Director Barber reported the south side was completed and the start of the north side. Mayor Gover opened the floor for further questions with no response.

FIRE expressed thanks and congratulations to Shift Captain Doug Dodson on his retirement after over 28 years of service; and congratulated Trenton Coy on his approval pending his evaluations next week. Mayor Gover opened the floor for questions with no response.

POLICE acknowledge the staff was working hard and had 1,441 calls for service with 46 arrests since the last Council meeting. Mayor Gover opened the floor for questions with no response.

ARTS AND TOURISM updated Council on preparations for Lightworks, Holiday Craft Show, Christmas parade, Trunk or Treat, Downtown Celebration, and website development for Explore Mattoon and Mattoon in Motion. Mayor Gover opened the floor for questions with no response.

COMMENTS BY THE COUNCIL

Commissioner Hall reported on Mattoon in Motion and their incubator project with the Peace Corp obligations and work on the bylaws, as well as Fire Department negotiations and related issues. Commissioners Graven and Owen had no further comments.

Mayor Gover seconded by Commissioner Hall moved to recess to closed session at 6:49 p.m. pursuant to the Illinois Open Meetings Act for the purpose of the discussion of the appointment, compensation, discipline, performance, or dismissal of specific employees of the City or legal counsel for the City. (5ILCS/20 (2)(C)(1)); 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 litigation which is affecting the City and an action is probable or imminent (5ILCS/20 (2)(C)(11)).

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

Council reconvened at 7:17 p.m.

Commissioner Hall seconded by Commissioner Graven moved to adjourn at 7:18 p.m.

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

/s/Susan J. O'Brien, City Clerk

