

The City Council of the City of Mattoon held a regular meeting in the City Hall Council Chambers on November 19, 2019.

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, Finance Director/Treasurer Beth Wright, Arts & Tourism Director Angelia Burgett, Public Works Director Dean Barber, Deputy Police Chief Sam Gaines, 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 5, 2019; bills and payroll for the first half of November, 2019.

Bills & Payroll
first half of November, 2019

	<u>General Fund</u>		
Payroll		\$	257,935.06
Bills		\$	<u>68,938.90</u>
	Total	\$	326,873.96
	<u>Hotel Tax Administration</u>		
Payroll		\$	2,497.79
Bills		\$	<u>1,372.71</u>
	Total	\$	3,870.50
	<u>Insurance & Tort Jdgmnt</u>		
Bills		\$	<u>54,190.00</u>
	Total	\$	54,190.00
	<u>Midtown TIF Fund</u>		
Bills		\$	<u>60,536.11</u>
	Total	\$	60,536.11
	<u>Capital Project Fund</u>		
Bills		\$	<u>8,226.10</u>
	Total	\$	8,266.10
	<u>Broadway East Bus Dist</u>		
Bills		\$	<u>1,952.58</u>
	Total	\$	1,952.58
	<u>Water Fund</u>		
Payroll		\$	41,228.08
Bills		\$	<u>192,713.53</u>
	Total	\$	233,941.61

	<u>Sewer Fund</u>		
Payroll		\$	38,818.21
Bills		<u>\$</u>	<u>45,314.77</u>
	Total	\$	84,132.98
	<u>Health Insurance Fund</u>		
Bills		\$	<u>115,606.39</u>
	Total	\$	115,606.39
	<u>Motor Fuel Tax Fund</u>		
Bills		\$	<u>55,062.59</u>
	Total	\$	55,062.59

Mayor Gover declared the motion to approve the 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

Mr. Himanshu Amin of Guru Krupa Gas & Liquor, Inc. inquired whether a decision was made additional tastings of liquor per the request from the last Council meeting. Administrator Gill stated further contact needed to be made to other city managers/administrators and would attempt to return Mr. Amin’s call by week’s end.

Presentation: Acknowledging more than 23 years of service with the City by Fire Department Shift Captain Robert Alexander.

Commissioner Hall presented Fire Department Shift Captain Robert Alexander a retirement plaque in recognition of his more than 23 years of service with the Fire Department; provided accolades of Shift Captain Alexander’s performance; and thanked him for his outstanding service. Shift Captain Alexander thanked the Council, Mayor and citizens of Mattoon for his opportunity to serve; thanked his wife for her support; and praised his crew for their work and pride to serve with them.

Presentation: Read Across Mattoon – Mattoon Middle School

Students from the Mattoon Middle School, Aydin Tariq, Alaina Nolte, and Kaeden Frederick, introduced the Student Reading Committee’s selection for the Read-Across-Mattoon book challenge entitled Insignificant Events in the Life of a Cactus by Dusti Bowling; provided a synopsis of the book, and requested participants to complete an online survey. Mrs. Ingrid Minger, Mattoon Middle School Teacher, announced a visit by Ms. Dusti Bowling at the Mattoon Public Library on May 12, 2020. Council thanked the group for their presentation.

NEW BUSINESS

Commissioner Hall seconded by Commissioner Graven moved to approve Council Decision Request 2019-1990, approving a \$6,000 grant by the Tourism Advisory Committee from FY19/20 hotel/motel tax funds in support of the Mattoon Youth Wrestling Club for hosting the Mattoon Kids Open to be held on January 12, 2020; 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: YEA Commissioner Cox, YEA Commissioner Graven, YEA Commissioner Hall, YEA Commissioner Owen, YEA Mayor Gover.

Mayor Gover seconded by Commissioner Cox moved to adopt Special Ordinance No. 2019-1728, approving placement of the annual property and casualty insurance and workers compensation coverage for a term beginning December 1, 2019; and authorizing the mayor to sign all documents.

CITY OF MATTOON, ILLINOIS

SPECIAL ORDINANCE NO. 2019-1728

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, Cyber Liability; and from Federal Insurance Company (Chubb) for Property, Inland Marine, Fiduciary Liability and Volunteers AD&D; and from Hanover Insurance Company for Commercial Crime; 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, Cyber Liability; and from Federal Insurance Company (Chubb) for Property, Inland Marine, Fiduciary Liability and Volunteers AD&D; and from Hanover Insurance Company for Commercial Crime; and from Illinois Public Risk Fund for Workers Compensation for the policy year beginning December 1, 2019 and ending November 30, 2020 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 Cox, adopted this 19th day of November, 2019, 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 19th day of November, 2019.

/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 19, 2019.

Mr. Jim Closson of IMLRM explained his company submitted a bid and would quote again next year. Administrator Gill announced the additional flood insurance was not with this ordinance; however, if the additional flood insurance is still relevant, another ordinance would be brought before Council at the next council meeting. On the comparison of insurances, our current policy contains a safety grant which was \$12,782. Mayor Gover opened the floor for comments or questions with no response.

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

Commissioner Hall seconded by Commissioner Cox moved to approve Council Decision Request 2019-1991, approving the promotion of Captain Michael Romine to Shift Captain effective November 23, 2019, due to the retirement of Shift Captain Alexander.

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

Mayor Gover declared the motion carried by the following: YEA 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 2019-1992, approving the promotion of Engineer Jeff Hilligoss to Captain, effective November 23, 2019, due to the promotion of Shift Captain Romine.

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

Mayor Gover declared the motion carried by the following: YEA 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 2019-1993, approving the promotion of Firefighter Donald Seibert to Engineer, effective November 23, 2019, due to the promotion of Captain Hilligoss.

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

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

DEPARTMENT REPORTS:

CITY ADMINISTRATOR/COMMUNITY DEVELOPMENT was busy with property/casualty insurance renewal, thanked Brooke Carey for her assistance with the renewal, and reviewing gaming parlors with food. Mayor Gover opened the floor for questions with no response.

CITY CLERK had insurance renewals for the actives and retirees, FSA open enrollment, retirement of Shift Captain Alexander, and FOIAs; otherwise, business as usual. Mayor Gover opened the floor for questions with no response.

FINANCE distributed and reviewed the October Financial Report, cash position, and finalized April '19 Council Report which summarized the clean-opinion audit including the review of variances and cash position at the end of April. Mayor Gover opened the floor for questions with no response.

PUBLIC WORKS updated Council on the Milano Grunloh plans for Coles Centre which was going out to bid, and Bartels' progress on Broadway Avenue concrete. Mayor Gover opened the floor for questions with no response.

POLICE noted business as usual. Mayor Gover opened the floor for questions with no response.

ARTS AND TOURISM announced a big week for Tourism including a Lightworks walkthrough event on Thursday followed by Lightworks opening on Friday, first year for Christmas music during Lightworks provided by Lake Land College Radio, Christmas Parade, Holiday Crafts Sale, and several bazaars throughout the community. Mayor Gover opened the floor for questions with no response.

Mayor Gover seconded by Commissioner Hall moved to recess at 7:02 p.m. to closed session 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 120 (2)(C)(1)); and 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 120 (2)(C)(2)).

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

Council reconvened at 7:52 p.m.

Mayor Gover seconded by Commissioner Hall moved to adopt Special Ordinance 2019-1729, establishing the 2019/2020 Compensation Plan for managerial and non-union non-managerial employees for the municipality.

CITY OF MATTOON, ILLINOIS

SPECIAL ORDINANCE NO. 2019-1729

**AN ORDINANCE ESTABLISHING THE 2019-2020 COMPENSATION PLAN FOR THE
MANAGERIAL AND NON-UNION NON-MANAGERIAL EMPLOYEES OF THE
MUNICIPALITY**

WHEREAS, a ratified agreement with two collective bargaining agents which represents employees of the municipality has provided a two and one quarter percent (2.25%) pay increase at the beginning of the fiscal year beginning May 1, 2019 and ending April 30, 2020; 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, 2019.

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 2.25% as outlined in Appendix B effective May 1, 2019.

Section 2. Management employees assigned to positions identified on the Schedule of Confidential & FLSA Exempt Supervisory & Management Positions shall receive a salary increase of 2.25% as outlined in Appendix C effective May 1, 2019.

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 19th day of November, 2019, 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 19th day of November, 2019.

/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/Dan C. Jones

Dan C. Jones, City Attorney

Recorded in the Municipality's Records on November 19, 2019.

Commissioner Hall seconded by Commissioner Cox moved to amend the ordinance by increasing the Tourism Director's salary by \$4,000 in addition to the 2.25% increase.

Commissioner Hall stated the Tourism Director's salary is not from the General Fund but through Arts & Tourism fees and programs; and would have some parameters on the Director.

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

Mayor Gover seconded by Commissioner Hall moved to approve the amended Ordinance.

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

COMMENTS BY THE COUNCIL

Commissioners Cox, Graven, Hall and Owen had no further comments.

Commissioner Hall seconded by Commissioner Cox moved to adjourn at 7:55 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