

The City Council of the City of Mattoon held a Regular City Council meeting in the Council Chambers of City Hall on February 16, 2021.

Acting Mayor Graven presided and called the meeting to order at 6:32 p.m.

The following members of the Council answered roll call physically present: YEA Commissioner Dave Cox, YEA Commissioner Rick Hall, YEA Commissioner Preston Owen- Audio, YEA Acting Mayor Sandra Graven.

Also physically present were City personnel: City Administrator Kyle Gill, City Attorney Daniel C. Jones, Finance Director/Treasurer Beth Wright, Arts & Tourism Director Angelia Burgett – Audio, Public Works Director Dean Barber – Audio, Fire Chief Jeff Hilligoss, Police Chief Jason Taylor, Deputy Police Chief Sam Gaines- Audio and City Clerk Susan O’Brien.

CONSENT AGENDA

Acting Mayor Graven seconded by Commissioner Hall moved to approve the consent agenda consisting of minutes of the regular meeting February 16, 2021; bills and payroll for the first half of February, 2021.

Bills & Payroll first half of February, 2021

| | | | |
|---------|--|----|------------------|
| | <u>General Fund</u> | | |
| Payroll | | \$ | 247,798.11 |
| Bills | | \$ | <u>47,342.74</u> |
| | Total | \$ | 295,140.85 |
| | <u>Hotel Tax Administration</u> | | |
| Payroll | | \$ | 2,309.82 |
| Bills | | \$ | <u>1,757.64</u> |
| | Total | \$ | 4,067.46 |
| | <u>Festival Mgmt Fund</u> | | |
| Bills | | \$ | <u>574.00</u> |
| | Total | \$ | 574.00 |
| | <u>Capital Project Fund</u> | | |
| Bills | | \$ | <u>2,181.90</u> |
| | Total | \$ | 2,181.90 |
| | <u>Broadway East Bus Dist</u> | | |
| Bills | | \$ | <u>2,383.57</u> |
| | Total | \$ | 2,383.57 |
| | <u>I-57 East TIF Dist</u> | | |
| Bills | | \$ | <u>1,050.00</u> |
| | Total | \$ | 1,050.00 |
| | <u>Water Fund</u> | | |
| Payroll | | \$ | 42,074.07 |
| Bills | | \$ | <u>40,669.28</u> |
| | Total | \$ | 82,743.35 |

| | | | |
|---------|-------------------------------------|-----------|-------------------|
| | <u>Sewer Fund</u> | | |
| Payroll | | \$ | 36,707.97 |
| Bills | | <u>\$</u> | <u>52,451.03</u> |
| | Total | \$ | 89,159.00 |
| | <u>Health Insurance Fund</u> | | |
| Bills | | <u>\$</u> | <u>298,572.24</u> |
| | Total | \$ | 298,572.24 |
| | <u>Motor Fuel Tax Fund</u> | | |
| Bills | | <u>\$</u> | <u>9,510.68</u> |
| | Total | \$ | 9,510.68 |

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

PRESENTATIONS, PETITIONS AND COMMUNICATIONS

Acknowledging the retirement of Captain Tim St. John and his 20 plus years of service with the City of Mattoon Police Department effective February 12, 2021.

Acting Mayor Graven acknowledged Captain St. John’s service with the City, presented him a plaque, and wished him well in his retirement.

Acting Mayor Graven opened the floor for Public comments twice with no response.

NEW BUSINESS

Acting Mayor Graven seconded by Commissioner Hall moved to adopt Ordinance No. 2021-5437, amending the municipal code of ordinances Chapter 34 Section 34.18 Other Police Officials and Members to approve the reinstatement of one captain position in the Mattoon Police Department.

CITY OF MATTOON, ILLINOIS

ORDINANCE NO. 2021-5437

**AN ORDINANCE PROVIDING FOR A REORGANIZATION OF THE
COMMAND STRUCTURE OF THE CITY OF MATTOON POLICE DEPARTMENT**

WHEREAS, there now exists within the City of Mattoon Police Department pursuant to city ordinance 34.018 A-1 the following positions other than patrolman: Chief of Police, Deputy Chief, four Captain positions, five Lieutenant positions and five Sergeant positions; and,

WHEREAS, the Department had reduced the captains to four when there were two deputy chiefs; and,

WHEREAS, the Department currently has one deputy chief; and,

WHEREAS, the City Council for the City of Mattoon, Coles County, Illinois, deems that the best organization of rank positions, other than patrolman, for the City of Mattoon Police Department is as follows: Chief of Police, Deputy Chief, five Captain positions, five Lieutenant positions, and five Sergeant positions; and,

WHEREAS, the reorganization of the City of Mattoon Police Department can be accomplished by maintaining the same total number of positions.

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

Section 1. Recitals. The facts and statements contained in the preamble to this Ordinance are found to be true and correct and are hereby adopted as part of this Ordinance.

Section 2. Amendments. Section 34.18 of Chapter 34 of the Code of Ordinances of the City of Mattoon are hereby repealed and reenacted as follows:

§ 34.018 OTHER POLICE OFFICIALS AND MEMBERS.

(A) Captains

(1) There is hereby created ~~four~~ five positions within the rank of Captain in the Police Department of said city, who shall hold office until replaced and their successor or successors appointed and qualified. The rank of Captain in the Police Department shall be appointed by the rules and regulations governing the Board of Fire and Police Commissioners of said City.

(2) Any appointment to the rank of Captain in the Police Department shall be from within the ranks Lieutenant of said department.

(B) Lieutenants.

(1) There is hereby created five positions within the ranks of Lieutenant in the Police Department of said city, who shall hold office until replaced and their successor or successors appointed and qualified. The rank of Lieutenant in the Police Department shall be appointed by the rules and regulations governing the Board of Fire and Police Commissioners of said city.

(2) Any appointment to the rank of Lieutenant in the Police Department shall be from within the ranks of Sergeants of said Department.

(C) Sergeants.

(1) There is hereby created five positions within the ranks of Sergeant in the Police Department of the city, who shall hold office until replaced and their successor or successors appointed and qualified. The rank of Sergeant in the Police Department shall be appointed by the rules and regulations governing the Board of Fire and Police Commissioners of the city.

(2) Any appointment to the rank of Sergeant in the Police Department shall be from within the ranks of Patrol Officers of said department.

(D) Patrol Officers.

(1) The patrol officers, when on duty, shall devote their entire time and attention to the discharge of the duties of their office; they shall observe all the rules and regulations of the Department, and shall to the best of their ability preserve order, quiet and peace throughout the city, and shall enforce the laws of the state and the ordinances of the city.

(2) They shall report to the Chief all persons known or suspected to be gamblers, and all houses or places suspected of being gaming houses, houses of ill-fame, and the like. When it shall come to the knowledge of any police officer that an offense has been committed he shall cause complaint to be made and the proper witnesses to be subpoenaed and evidence procured for the successful prosecution of the offender.

Section 3. This ordinance shall be effective upon the day of its adoption and approval by the City Council. The Clerk is hereby directed to publish this Ordinance in pamphlet form.

Section 4. This ordinance shall be effective upon its approval as provided by law.

Upon motion by Acting Mayor Graven seconded by Commissioner Hall, adopted this 16th day of February, 2021, by a roll call vote, as follows:

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

Approved this 16th day of February, 2021.

/s/Sandra L. Graven
Sandra L. Graven, Acting Mayor
City of Mattoon, Coles County, Illinois

ATTEST:

APPROVED AS TO FORM:

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

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

Recorded in the Municipality's Records on February 16, 2021.

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

Acting Mayor Graven seconded by Commissioner Cox moved to adopt Resolution No. 2021-3121, appropriating \$82,485.21 of Motor Fuel Tax funds for the design services of the Upchurch Group for a Local Agency Structural Overlay (LASO) Project on DeWitt Avenue from 14th Street to Logan Street; and authorizing the city clerk to sign the documents. [19-00-309-00-RS]



Resolution for Improvement by Municipality Under the Illinois Highway Code

Resolution Type

Resolution Number

Section Number

| | | |
|----------|-----------|----------------|
| Original | 2021-3121 | 19-00309-00-RS |
|----------|-----------|----------------|

BE IT RESOLVED, by the City Council of the City Council or President and Board of Trustees of Mattoon Illinois that the following described street(s) /road(s)/structure be improved under the Illinois Highway Code. Work shall be done by Contract.
City, Town or Village
Contract or Day Labor

For Roadway/Street Improvements

| Name of Thoroughfare | Length | Route | From | To |
|----------------------|--------|-------|-------------------------|--------------|
| Dewitt Avenue | 1.1 | | 14 th Street | Logan Street |

For Structures:

| Name of Street(s) | Existing | Route | Location | Feature Crossed |
|-------------------|----------|-------|----------|-----------------|
| | | | | |

BE IT FURTHER RESOLVED,

1. That the proposed improvement shall consist of Design Services for a Local Agency Structural Overlay (LASO) Project on Dewitt Ave from 14th Street to Logan Street. The work is to be performed by the Upchurch Group.

2. That there is hereby appropriated the sum of Eighty-Two Thousand, Four Hundred Eight Five and 31/100 Dollars(\$82,485.31) for the improvements of said section from the Loyal Public Agency's allotment of Motor Fuel Tax funds.

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit four (4) certified originals of this Resolution on to the district office of the Department of Transportation.

I, Susan J. O'Brien City Clerk in and for said City.

of Mattoon in the State aforesaid, and keeper of the records and files thereof, as provided by statute, do hereby certify the foregoing to be a true, perfect and complete original of a resolution adopted by Council of Mattoon at a meeting held on February 16, 2021.

Clerk Signature

Date

| | |
|------------------|-----------|
| Susan J. O'Brien | 2/16/2021 |
|------------------|-----------|

APPROVED

Regional Engineer
Department of Transportation

| | |
|--|--|
| | |
|--|--|

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

Acting Mayor Graven seconded by Commissioner Cox moved to approve Council Decision Request 2021-2088, approving the plans and specifications for the CSO Phase 1 piping project.

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

Acting Mayor Graven seconded by Commissioner Hall moved to approve Council Decision Request 2021-2089, approving the promotion of Lieutenant Jeffrey Wines to the rank of Captain, effective February 20, 2021, due to the retirement of Captain St. John.

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

Acting Mayor Graven seconded by Commissioner Cox moved to approve Council Decision Request 2021-2090, approving the promotion of Sergeant Ryan C. Koop to the rank of Lieutenant, effective February 20, 2021.

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

Acting Mayor Graven seconded by Commissioner Hall moved to approve Council Decision Request 2021-2091, approving the promotion of Officer Michael A. Johnson to the rank of Sergeant, effective February 20, 2021.

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

Acting Mayor Graven seconded by Commissioner Cox moved to adopt Special Ordinance No. 2021-1767, approving the appointment of Lieutenant Ryan W. Hurst to the rank of Deputy Police Chief effective April 01, 2021, due to the appointment of Chief Gaines.

CITY OF MATTOON, ILLINOIS

SPECIAL ORDINANCE NO. 2021-1767

AN ORDINANCE RATIFYING THE APPOINTMENT AND EMPLOYMENT AGREEMENT OF RYAN HURST FOR THE POSITION OF DEPUTY POLICE CHIEF

WHEREAS, the Deputy Police Chief position will become vacant with the promotion of Samuel Gaines to Police Chief effective April 1, 2021 and the City wishes to fill the vacancy; and,

WHEREAS, the City of Mattoon enters into employment agreements with member of its managements team; and,

WHEREAS, the City is naming Ryan Hurst as the successor Mattoon Deputy Police Chief, effective April 1, 2021; and,

WHEREAS, the parties wish to memorialize the terms of Deputy Chief Hurst's employment with the City.

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

Section 1. The City Council hereby appoints Ryan Hurst to the position of the Mattoon Deputy Police Chief, effective April 1, 2021.

Section 2. The City Council hereby approves an Employment Agreement with Ryan Hurst for the position of Deputy Police Chief, a copy of which is attached hereto and incorporated herein by reference.

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 Acting Mayor Graven, seconded by Commissioner Cox, adopted this 16th day of February 2021, by a roll call vote, as follows:

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

Approved this 16th day of February, 2021.

/s/Sandra L Graven
Sandra L. Graven, Acting Mayor
City of Mattoon, Coles County, Illinois

ATTEST:

APPROVED AS TO FORM:

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

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

Recorded in the Municipality's Records on February 16, 2021.

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

Acting Mayor Graven congratulated all of the employees receiving promotions and Captain St. John's retirement.

Commissioner Hall seconded by Commissioner Cox moved to adopt Resolution No. 2021-3122, giving notice to the Illinois Department of Transportation of the 4th of July parade to be sponsored by the City of Mattoon.

CITY OF MATTOON, ILLINOIS

RESOLUTION NO. 2021-3122

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 Western Avenue to Broadway Ave;

WHEREAS, Section 4-408 of the Illinois Highway Code authorizes the 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 Western Avenue to Broadway Avenue as above designated, be requested of the Department of Transportation.

BE IT FURTHER RESOLVED that this closure shall occur during the approximate time period between 9:00 AM and 10:30 AM on July 03, 2021.

BE IT FURTHER RESOLVED that this closure is for the public purpose of the 4th of July 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 Western Avenue to Broadway 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.

APPROVED, and ADOPTED by the City Council of the City of Mattoon this 16th day of February, 2021 A.D.

/s/Sandra L. Graven
ACTING MAYOR

ATTEST:

/s/Susan J. O'Brien
MUNICIPAL CLERK

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

Commissioner Hall seconded by Commissioner Cox moved to adopt Resolution No. 2021-3123, giving notice to the Illinois Department of Transportation of the Bagelfest parade to be sponsored by the City of Mattoon.

CITY OF MATTOON, ILLINOIS

RESOLUTION NO. 2021-3123

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 Western Avenue to Broadway Ave;

WHEREAS, Section 4-408 of the Illinois Highway Code authorizes the 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 Western Avenue to Broadway Avenue as above designated, be requested of the Department of Transportation.

BE IT FURTHER RESOLVED that this closure shall occur during the approximate time period between 10:30 AM and 11:30 AM on July 17, 2021.

BE IT FURTHER RESOLVED that this closure is for the public purpose of the Bagelfest 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 Western Avenue to Broadway 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.

APPROVED, and ADOPTED by the City Council of the City of Mattoon this 16th day of February, 2021 A.D.

/s/Sandra L. Graven
ACTING MAYOR

ATTEST:

/s/Susan J. O'Brien
MUNICIPAL CLERK

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

Commissioner Hall seconded by Commissioner Cox moved to adopt Resolution No. 2021-3124, giving notice to the Illinois Department of Transportation of the Veterans Day parade to be sponsored by the City of Mattoon.

CITY OF MATTOON, ILLINOIS

RESOLUTION NO. 2021-3124

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 Western Avenue to Broadway Ave;

WHEREAS, Section 4-408 of the Illinois Highway Code authorizes the 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 Western Avenue to Broadway Avenue as above designated, be requested of the Department of Transportation.

BE IT FURTHER RESOLVED that this closure shall occur during the approximate time period between 10:15 AM and 11:00 AM on November 11, 2021.

BE IT FURTHER RESOLVED that this closure is for the public purpose of the Veterans Day 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 Western Avenue to Broadway 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.

APPROVED, and ADOPTED by the City Council of the City of Mattoon this 16th day of February, 2021 A.D.

/s/Sandra L. Graven
ACTING MAYOR

ATTEST:

/s/Susan J. O'Brien
MUNICIPAL CLERK

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

Commissioner Hall seconded by Commissioner Cox moved to adopt Resolution No. 2021-3125, giving notice to the Illinois Department of Transportation of the Celebrate Downtown parade to be sponsored by the City of Mattoon.

CITY OF MATTOON, ILLINOIS

RESOLUTION NO. 2021-3125

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 7:00 PM and 8:00 PM on December 03, 2021.

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,

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.

APPROVED, and ADOPTED by the City Council of the City of Mattoon this 16th day of February, 2021 A.D.

/s/Sandra L. Graven
ACTING MAYOR

ATTEST:

/s/Susan J. O'Brien
MUNICIPAL CLERK

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

Commissioner Cox seconded by Commissioner Hall moved to adopt Special Ordinance No. 2021-1768, declaring personal property owned by the municipality surplus and authorizing the sale or disposal of the property.

CITY OF MATTOON, ILLINOIS

SPECIAL ORDINANCE NO. 2021-1768

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 Commissioner Cox, seconded by Commissioner Hall, adopted this 16th day of February, 2021, by a roll call vote, as follows:

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

Approved this 16th day of February, 2021.

/s/Sandra L. Graven
Sandra L. Graven, Acting 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 February 16, 2021.

Acting Mayor Graven opened the floor for questions/comments. Administrator Gill noted the items for surplus were old computers, the council chamber's sound system and other miscellaneous items.

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

Acting Mayor Graven seconded by Commissioner Cox moved to adopt - Resolution No. 2021-3126, approving the continuance of a Local State of Emergency due to the Coronavirus (COVID – 19).

CITY OF MATTOON, ILLINOIS

RESOLUTION NO. 2021-3126

DECLARATION OF LOCAL STATE OF EMERGENCY

Pursuant to the authority vested in the office of Mayor by the Illinois Municipal Code Section 5/11-1-6, the Illinois Emergency Management Agency Act Section 3305/11 and Ordinance No. 2020-5430 of the City of Mattoon, I, Sandra Graven, Acting Mayor of the City of Mattoon do hereby declare that a Local State of Emergency exists as of this date, February 16, 2021, and shall continue until such time as provided in Ordinance No. 2020-5430.

WHEREAS, on January 30, 2020, the World Health Organization declared the outbreak of COVID-19 to be a public health emergency of international concern and on March 11, 2020 declared a worldwide pandemic; and

WHEREAS, on January 31, 2020, the U.S. Health and Human Services Secretary declared a public health emergency for the United States; and

WHEREAS, the Governor of the State of Illinois has issued a disaster proclamation on March 9, 2020 due to the impact of the COVID-19 virus and has activated the State Emergency Operations Center; and

WHEREAS, the State Emergency Management Agency has declared a public health emergency due to the impact of the COVID-19 virus; and

WHEREAS, the City Administration has coordinated its response with other Coles County governmental entities.

The nature of the emergency is related to the COVID-19 virus which is causing or anticipated to cause widespread impacts on the health of members of the community.

During the existence of the Local State of Emergency, the Mayor shall execute such authority as provided under the Illinois Municipal Code, the Illinois Emergency Management Agency Act and Ordinance No. 2020-5430.

This Declaration of Local State of Emergency shall be filed with the City Clerk as soon as practicable.

I, Sandra Graven, whose name is signed to this instrument, being first duly sworn, signed and executed the instrument as the Declaration of Local State of Emergency, and that I signed willingly, and that I executed it as my free and voluntary act for the purposes therein expressed.

/s/Sandra L. Graven

Sandra L. Graven, Acting Mayor

City of Mattoon, Coles County, Illinois

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

DEPARTMENT REPORTS:

CITY ADMINISTRATOR/COMMUNITY DEVELOPMENT stated preparations for negotiations and insurance examples, and budget preparation for Friday's Council Budget workshop; otherwise, business as usual. Acting Mayor Graven opened the floor for questions with no response.

CITY ATTORNEY noted business as usual in addition to the closing on the sale of 1100 Broadway Parking Lot to MAID. Acting Mayor Graven opened the floor for questions with no response.

CITY CLERK noted business as usual. Acting Mayor Graven opened the floor for questions with no response.

FINANCE distributed and reviewed the January Financial Report including revenues, expenditures, cash position and revenue tracking. Acting Mayor Graven opened the floor for questions with no response.

PUBLIC WORKS updated Council on the crews and snow removal as well as two water main breaks. Administrator Gill complimented Director Barber and the crews for the great job of snow removal after a foot of snowfall with less manpower. Acting Mayor Graven extended the same compliments and thanked the citizens for their patience with the City. Director Barber stated all ten employees worked the two-day event demonstrating good work ethic. Acting Mayor Graven opened the floor for questions with no response.

FIRE reported on call for service, inspections and relationships with schools, Banner ladder truck update, and Captain Collinsworth's efforts with Flow MSP software for hydrant information. Acting Mayor Graven inquired as to a timeline for the ladder truck with Chief Hilligoss responding close to a year and explained Banner's delays. Acting Mayor Graven opened the floor for questions with no response.

POLICE provided call numbers and incidents, arrests, and reported the Department is well. Acting Mayor Graven noted the last council meeting attendance by Chief Taylor before his retirement.

ARTS AND TOURISM notified Council of Bagelfest Plans, finishing up Lightworks, and Arts Council's summer/fall events. Acting Mayor Graven opened the floor for questions with no response.

COMMENTS BY THE COUNCIL

Commissioners and Acting Mayor Graven congratulated Captain St. John on his retirement and promotions within the Police Department; and thanked Public Works crews for their efforts in clearing the snow.

Acting Mayor Graven seconded by Commissioner Hall moved to recess to closed session at 6:58 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 120 (2)(C)(2)).

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

Council reconvened at 7:37 p.m.

Commissioner Hall seconded by Commissioner Cox moved to adjourn at 7:38 p.m.

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

/s/Susan J. O'Brien
City Clerk