

The City Council of the City of Mattoon held a Regular City Council meeting in the Council Chambers of City Hall on April 20, 2021. Acting Mayor Graven presided and called the meeting to order at 6:30 p.m.

Acting Mayor Graven led the Pledge of Allegiance.

The following members of the Council answered roll call physically present: YEA Commissioner David Cox, YEA Commissioner Rick Hall, YEA Commissioner Preston Owen, 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, Public Works Director Dean Barber, Arts & Tourism Director Angelia Burgett- audio, Deputy Police Chief Ryan Hurst, Fire Chief Jeff Hilligoss 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 Meetings April 6, 2021 and bills and payrolls for the first half of April, 2021.

**Bills & Payrolls first half of April, 2021**

	<b><u>General Fund</u></b>		
Payroll		\$	273,275.74
Bills		\$	<u>333,099.69</u>
	Total	\$	606,375.43
	<b><u>Hotel Tax Administration</u></b>		
Payroll		\$	2,953.80
Bills		\$	<u>24,421.80</u>
	Total	\$	27,375.60
	<b><u>Festival Mgmt. Fund</u></b>		
Bills		\$	<u>3,230.06</u>
	Total	\$	3,230.06
	<b><u>Insurance &amp; Tort Jdgmnt</u></b>		
Bills		\$	<u>1,181.50</u>
	Total	\$	1,181.50
	<b><u>Midtown TIF Fund</u></b>		
Bills		\$	<u>32,150.19</u>
	Total	\$	32,150.19
	<b><u>Broadway East Bus Dist.</u></b>		
Bills		\$	<u>2,362.23</u>
	Total	\$	2,362.23
	<b><u>Water Fund</u></b>		

Payroll		\$	43,262.29
Bills		\$	43,603.43
	Total	\$	86,865.72
	<b><u>Sewer Fund</u></b>		
Payroll		\$	34,584.46
Bills		\$	38,733.19
	Total	\$	73,317.65
	<b><u>Health Insurance Fund</u></b>		
Bills		\$	162,369.20
	Total	\$	162,369.20
	<b><u>Motor Fuel Tax Fund</u></b>		
Bills		\$	4,891.06
	Total	\$	4,891.06

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

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

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

Acting Mayor Graven opened the floor for Public comments twice, both in attendance and audio with no response from either.

#### **NEW BUSINESS**

Commissioner Owen seconded by Commissioner Cox moved to adopt Council Decision Request 2021-2127, approving the budget amendments to provide for the increased cost of the MEF contributions for the acquisition of Criminal Investigation computers and police vehicles, Sewer Fund transfers and planned acquisitions and reduction of transfers to the Festival Management Fund due to the pandemic for the fiscal year ending April 30, 2021.

Acting Mayor Graven opened the floor for questions/comments. Commissioner Owen noted the changes to the budget were for FY21. Administrator Gill noted the minimal changes occur every year and explained the process.

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 Owen seconded by Commissioner Hall moved to adopt Special Ordinance No. 2021-1772, adopting the budget for the fiscal year that begins May 1, 2021 and ends April 30, 2022.

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**CITY OF MATTOON, ILLINOIS**

**SPECIAL ORDINANCE NO. 2021-1772**

**AN ORDINANCE ADOPTING THE BUDGET FOR THE CITY OF MATTOON  
FOR THE FISCAL YEAR THAT BEGINS MAY 1, 2021 AND ENDS APRIL 30,  
2022**

WHEREAS, the proposed budget was filed with the City Clerk and became available for public inspection on March 24, 2021; and

WHEREAS, notice of a public hearing to consider comments on the proposed budget was published in the *Mattoon Journal Gazette*; and

WHEREAS, a public hearing was held on April 06, 2021 at which hearing any taxpayer was given an opportunity to appear and be heard in favor of or against any of the proposed revenues and expenditures provided in the tentative budget; and

WHEREAS, after the public hearing the City Council adopted changes to the tentative budget as outlined in the final budget which is attached to this ordinance and marked as “Final Budget – April 20, 2021”; and,

WHEREAS, the process and procedures for the annual budget have been completed in accordance with provisions of Illinois Statutes 65 ILCS 5/8-2-9.1 through 65 ILCS 5/8-2-9.10 and City of Mattoon Ordinance No. 2002-5101.

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

Section 1. Estimates of revenues and expenditures shown in the attached budget, as amended, are hereby adopted as the budget for the City of Mattoon for the fiscal year that begins May 1, 2021 and ends April 30, 2022.

Section 2. The budget as it has been adopted is attached 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 Commissioner Owen, seconded by Commissioner Hall, adopted this 20<sup>th</sup> day of April, 2021.

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

NAYS (Names): None

ABSENT (Names): None

Approved this 20<sup>th</sup> day of April, 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 April 20, 2021.

Acting Mayor Graven opened the floor for questions/comments. Administrator Gill noted the balanced budget for FY22.

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 Owen seconded by Commissioner Cox moved to adopt Resolution No. 2021-3133, prescribing contributions required of Employees and Retirees who elect to participate in the group Health, group Medicare, and Life insurance plan of the municipality.

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**CITY OF MATTOON, ILLINOIS**

**RESOLUTION NO. 2021-3133**

**A RESOLUTION ESTABLISHING CONTRIBUTIONS REQUIRED OF EMPLOYEES AND RETIREES WHO ELECT TO PARTICIPATE IN THE CITY OF MATTOON'S GROUP HEALTH, DENTAL AND LIFE INSURANCE PLANS**

**WHEREAS**, the City of Mattoon is subject to three collective bargaining agreements and two of which prescribe that employees shall pay 20% of the cost of the health insurance plan by payroll deduction beginning with the first paycheck of May after the costs for the preceding calendar year are disclosed by the Employer's health insurance administrator; and

**WHEREAS**, actual costs for stop loss insurance, fees, medical, prescription and dental claim expenditures for calendar year 2020 were \$740.28 per month for single coverage and \$2,135.54 per month for family coverage, as reported by Aetna (City Plan and Group Medicare Plan) and Delta Dental of Illinois, the Employer's health and dental insurance plan administrators; and

**WHEREAS**, State statutes do not presently require a municipality to pay any portion of the cost of post-employment benefits for retired employees and the City reserves the right to make changes to the rates; and

**WHEREAS**, the City began to require retired employees, whose pensions are more than \$1,625 per month, to contribute a higher share of the cost of the health insurance plan by Resolution 2004-2548 adopted April 6, 2004; and

**WHEREAS**, in the wake of the property tax extension limitation effective in Coles County, declining general government revenues, and ever rising costs of health insurance, the City must make additional adjustments and further increase retired employees' share of the costs of health insurance; and

**WHEREAS**, doing so represents a change in the City’s policy with respect to the amounts it subsidizes toward health insurance for retiree employees; and

**WHEREAS**, group life insurance will be provided by BlueCross BlueShield of Illinois (formerly under Dearborn National) for a two-year renewal effective May 1, 2023; and

**WHEREAS**, the time is now appropriate to prescribe contributions required of employees and retirees for the health and life insurance plans for the 2021/2022 fiscal year.

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

**Section 1.** The following tables prescribe contributions required of eligible employees and retirees who elect to participate in the City of Mattoon’s group health insurance plan.

Eligible Employees and Retirees Whose Pensions Are Less Than \$1,625 Per Month

	Total Monthly Cost	Employer Share 80%	Employee Share 20%
Single Coverage	\$740.28	\$592.22	\$148.06
Family Coverage	\$2,135.54	\$1,708.44	\$427.10

Eligible Retirees Whose Pensions Are More Than \$1,625 Per Month

	Total Monthly Cost	Employer Share 50%	Retiree Share 50%
Single Coverage	\$740.28	\$370.14	\$370.14
Family Coverage	\$2,135.54	\$1,067.77	\$1,067.77

**Section 2.** Retirees, who are currently enrolled, may participate in the City of Mattoon’s group term life insurance plan by monthly withholdings from pensions, whether such retiree is paid by the Illinois Municipal Retirement Fund, the Firefighters Pension Fund or the Police Pension Fund. The retiree contribution for \$10,000 life insurance shall be \$19.64 per month for retirees under 70. For retirees age 70 or over, the retiree contribution for \$5,000 life insurance shall be \$9.82 per month.

**Section 3.** Employee and retiree contributions adopted by this resolution shall become effective May 1, 2021.

**Section 4.** All contributions for payment of health and life insurance shall be deducted directly on a monthly basis from the pension benefits received by the retiree. The only exception to the direct deduction rule shall be when the IMRF rules and regulations do not allow for said direct deduction.

Upon motion by Commissioner Owen seconded by Commissioner Cox adopted this 20th day of April, 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 20th day of April, 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 April 20, 2021.

Acting Mayor Graven opened the floor for questions/comments. Administrator Gill noted the increase to the retirees' premiums to 50 percent.

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 Owen moved to approve Council Decision Request 2021-2128, approving the plans and specifications for the Richmond Avenue Sidewalk Project from 13<sup>th</sup> to 12<sup>th</sup> Street replacing the sidewalk, curb and gutter.

Acting Mayor Graven opened the floor for questions/comments. Commissioner Owen noted the sidewalks to be replaced were by the former public works building.

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 2021-2129, approving the plans and specifications for the Mattoon High School (MHS) Water Main Project to improve fire flow and water quality.

Acting Mayor Graven opened the floor for questions/comments. Director Barber explained the fairly sizable water main project, the locations, and schedule to be complete by start of school.

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 approve Council Decision Request 2021-2130, awarding the 2021/2022 Water Treatment Plant chemical bids to:

USALCO	for	Alum	@	\$0.2359 /pound
Hawkins	for	Ammonium Sulfate	@	\$0.3450/pound
Hawkins	for	Cationic Polymer	@	\$0.6450 /pound
Hawkins	for	Chlorine	@	\$0.2970 /pound
Univar	for	Fluoride	@	\$0.2300 /pound
WSU	for	Permanganate	@	\$0.9400 /pound; and

WSU for Phosphate Blend @ \$0.5900 /pound.

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

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 Owen moved to adopt Special Ordinance No. 2021-1773, authorizing the Acting Mayor to sign an outright grant agreement by and between the City of Mattoon and Jarrick Honn reimbursing up to \$21,590.34 annually from Mid-town TIF Revenues over a three-year period for structural repairs and facade improvements to the building located at 1622 Broadway Avenue; and authorizing the Acting Mayor to sign the agreement, known as War Zone.

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**CITY OF MATTOON, ILLINOIS**

**SPECIAL ORDINANCE NO. 2021-1773**

**AN ORDINANCE APPROVING A GRANT AGREEMENT BY AND BETWEEN THE CITY OF MATTOON, ILLINOIS AND JARRICK HONN, FOR 1622 BROADWAY (PIN 07-1-03806-000), IN CONNECTION WITH THE MATTOON MID-TOWN REDEVELOPMENT PROJECT AREA**

**WHEREAS**, Jarrick Honn (the “**Grantee**”), has submitted a proposal to the City of Mattoon, Illinois (the “**Municipality**”) for redevelopment of a part of the Municipality’s Mattoon Mid-town Redevelopment Project Area (the “**Redevelopment Project Area**”); and, thereafter, the Municipality and the Grantee have engaged in negotiations related to a Grant Agreement (including all exhibits and attachments in connection therewith, referred to as the “**Grant Agreement**”) concerning redevelopment incentives and assistance related to the preservation, development and redevelopment of a part of the Redevelopment Project Area.

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

**Section 1.** The Grant Agreement, in substantially the form thereof presented before the meeting of the City Council at which this ordinance is adopted, shall be and is hereby ratified, confirmed and approved, and the Mayor and City Clerk are authorized to execute and deliver the Grant Agreement for and on behalf of the Municipality; and upon the execution thereof by the Municipality and the Grantee, the appropriate officers, agents, attorneys and employees of the Municipality are authorized to take all supplemental actions, including the execution and delivery of related supplemental opinions, certificates, agreements and instruments not inconsistent with the Grant Agreement, desirable or necessary to implement and otherwise give full effect to the Grant Agreement. Upon full execution thereof, the Grant Agreement shall be attached to this ordinance as EXHIBIT “A”.

**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 Acting Mayor Gover, seconded by Commissioner Owen, adopted this 20th day of April, 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 20th day of April, 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

Dan C. Jones  
Dan C. Jones, City Attorney

Recorded in the Municipality's Records on April 20, 2021.

Acting Mayor Graven opened the floor for questions/comments. Administrator Gill noted the TIF Committee recommended the grant.

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. 2021-1774, authorizing the Acting Mayor to sign an outright grant agreement by and between the City of Mattoon and Jasper Holdings, L.L.C. reimbursing up to \$40,000 annually from Mid-town TIF Revenues over a three-year period for ADA elevator and plumbing code compliance, and facade improvements to the building located at 1632 Broadway Avenue; and authorizing the Acting Mayor to sign the agreement.

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**CITY OF MATTOON, ILLINOIS**

**SPECIAL ORDINANCE NO. 2021-1774**

**AN ORDINANCE APPROVING A GRANT AGREEMENT BY AND BETWEEN THE CITY OF MATTOON, ILLINOIS AND JASPER HOLDINGS, LLC., FOR 1632 BROADWAY (PIN 07-1-03811-000), IN CONNECTION WITH THE MATTOON MID-TOWN REDEVELOPMENT PROJECT AREA**

**WHEREAS**, Jasper Holdings, LLC. (the "**Grantee**"), has submitted a proposal to the City of Mattoon, Illinois (the "**Municipality**") for redevelopment of a part of the Municipality's Mattoon Mid-town Redevelopment Project Area (the "**Redevelopment Project Area**"); and, thereafter, the Municipality and the Grantee have engaged in negotiations related to a Grant Agreement (including all exhibits and attachments in connection therewith, referred to as the "**Grant Agreement**") concerning redevelopment incentives and assistance related to the preservation, development and redevelopment of a part of the Redevelopment Project Area.



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

**Section 1.** The Grant Agreement, in substantially the form thereof presented before the meeting of the City Council at which this ordinance is adopted, shall be and is hereby ratified, confirmed and approved, and the Mayor and City Clerk are authorized to execute and deliver the Grant Agreement for and on behalf of the Municipality; and upon the execution thereof by the Municipality and the Grantee, the appropriate officers, agents, attorneys and employees of the Municipality are authorized to take all supplemental actions, including the execution and delivery of related supplemental opinions, certificates, agreements and instruments not inconsistent with the Grant Agreement, desirable or necessary to implement and otherwise give full effect to the Grant Agreement. Upon full execution thereof, the Grant Agreement shall be attached to this ordinance as EXHIBIT "A".

**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 Acting Mayor Graven, seconded by Commissioner Cox, adopted this 20th day of April, 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 20th day of April, 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/ Dan C. Jones  
Dan C. Jones, City Attorney

Recorded in the Municipality's Records on April 20, 2021.

Acting Mayor Graven opened the floor for questions/comments. Administrator Gill noted the TIF Committee recommended the grant and allowed all three floors to be usable. Commissioner Cox commented on the great 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.

Commissioner Hall seconded by Commissioner Cox moved to adopt Special Ordinance No. 2021-1775, amending the Airport Authority Agreement to reimburse the City for Fire Protection in the amount of \$21,600.

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**CITY OF MATTOON, ILLINOIS**

**SPECIAL ORDINANCE NO. 2021-1775**

**A SPECIAL ORDINANCE AUTHORIZING THE ACTING MAYOR AND CITY CLERK TO SIGN AN ADDENDUM TO THE JULY 21, 2009 AGREEMENT BETWEEN THE COLES COUNTY AIRPORT AUTHORITY AND THE CITY OF MATTOON REGARDING FIRE PROTECTION SERVICES**

**WHEREAS**, the Coles County Airport Authority (“Authority”) and City of Mattoon (“City”) entered into a Lease Agreement on the 24<sup>th</sup> day of July 2001 for the property known as the airport fire station; and,

**WHEREAS**, the City desired to terminate said Lease Agreement on July 31, 2009; and,

**WHEREAS**, the Authority and the City jointly terminated said Lease Agreement and made arrangements for the Authority to dedicate part of its water system to City and for the City to provide fire protection to the Authority under a new Agreement signed on July 21, 2009; and

**WHEREAS**, the Authority and the City have agreed to modify the July 21, 2009 Agreement with an addendum.

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

**Section 1.** The facts and statements contained in the preamble to this Ordinance are found to be true and correct.

**Section 2.** The Acting Mayor and City Clerk are hereby authorized and directed to sign the Addendum to the July 21, 2009 Agreement between the Coles County Airport Authority and the City of Mattoon regarding fire protections services which is considered to be part of this Special Ordinance as if fully set forth herein.

**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 Hall, seconded by Commissioner Cox, adopted this 20th day of April, 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 20th day of April, 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 April 20, 2021.

Acting Mayor Graven opened the floor for questions/comments. Chief Hilligoss noted good negotiations with the Airport. Commissioner Cox appreciated the work done by the Chief.

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. 2021-1776, accepting the request for a successor extension of the Lease Agreement from National Railroad Passenger Corporation (Amtrak).

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**CITY OF MATTOON, ILLINOIS**

**SPECIAL ORDINANCE NO. 2021-1776**

**A SPECIAL ORDINANCE AUTHORIZING A SUCCESSOR LEASE BETWEEN THE CITY OF  
MATTOON AND AMTRAK**

**WHEREAS**, there is currently a Lease Agreement between the City of MATTOON and AMTRAK for a portion of the Depot; and

**WHEREAS**, the original Lease Agreement was entered into on April 10, 2001 and said lease expires on May 31, 2011; and

**WHEREAS**, the City and AMTRAK extended the Lease Agreement on May 31, 2011 for a ten (10) year term with the option to extend the lease for an addition nine (9) years; and

**WHEREAS**, AMTRAK now desires to exercise its option to extend the term of the Lease Agreement for the additional nine (9) years through May 31, 2030.

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

**Section 1.** 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 Special Ordinance.

**Section 2.** The City Council accepts the request for a successor extension of the Lease Agreement from AMTRAK through May 31, 2030.

**Section 3.** This ordinance shall be deemed published as of the day of its adoption and approval by the City Council.

Upon motion by Commissioner Cox seconded by Commissioner Hall, adopted this 20th day of April, 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 20<sup>th</sup> day of April, 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 April 20, 2021.

Acting Mayor Graven opened the floor for questions/comments. Administrator Gill explained the previous contract with Amtrak and the renewal option for additional years.

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 Owen moved to adopt Ordinance No. 2021-5439, amending Section 35.01(E)(1) of Chapter 35 of the municipal code to update the calculation for plumbing fixtures.

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**CITY OF MATTOON, ILLINOIS**

**ORDINANCE NO. 2021-5439**

**AN ORDINANCE TO AMEND PLUMBING FEES CHARGED BY THE CITY OF MATTOON, ILLINOIS**

**WHEREAS**, the City of Mattoon has consolidated various fees now contained in Chapter 35 of the Code of Ordinances.

**WHEREAS**, the City desire to amend how plumbing fees are charged in fee schedule.

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Mattoon 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.** Chapter 35.01(E) (1) “Schedule of construction permit fees.” of the Mattoon Code of Ordinances is amended by repealing all of said fee schedule and adopting in lieu thereof a new fee schedule shown in Attachment A. The fees listed in Attachment A, if in conflict with the same fees now contained in the Mattoon Code of Ordinances, shall have precedence.

**Section 3.** All prior ordinances, resolutions and orders or parts of ordinances, resolutions and orders in conflict with this Resolution are repealed to the extent of such conflict.

**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. The Clerk is hereby directed to publish this Ordinance in pamphlet form.

Upon motion by Acting Mayor Graven, seconded by Commissioner Owen, adopted this 20th day of April, 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 20th day of April, 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/Dan C. Jones  
Dan C. Jones, City Attorney

Recorded in the Municipality's Records on April 20, 2021.

Acting Mayor Graven opened the floor for questions/comments. Administrator Gill noted no change to fees, only an adjustment to the fixture calculation resulting in cost-of-project calculation for permit fee as was with other permit calculations.

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 approve Council Decision Request 2021-2131, authorizing the employment of Zachary A. Dye as a probationary firefighter for the Mattoon Fire Department effective May 2021, contingent upon successful completion of background, physical and psychological exams.

Acting Mayor Graven opened the floor for questions/comments. Acting Mayor Graven inquired when in May with Chief Hilligoss stating May 1<sup>st</sup> with the ability to have Mr. Dye's completion of his exams.

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 Owen moved to approve Council Decision Request 2021-2132, approving an \$18,000 grant by the Tourism Advisory Committee from FY20/21 hotel/motel tax funds in support of the Mattoon Pride Softball for hosting four events (Mattoon Pride Summer Kick-off June 4-6, 2021; NSA State Tournament July 2-4, 2021; Mattoon Bagelfest Tournament July 16-18, 2021; Mattoon Pride Classic & Showcase July 30-Aug 1, 2021); and authorizing the acting mayor to sign the agreement.

Acting Mayor Graven opened the floor for questions/comments. Chief Hilligoss was pleased to have these grants back on the agenda. Council concurred.

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 approve Council Decision Request 2021-2133, approving a \$6,000 grant by the Tourism Advisory Committee from FY20/21 hotel/motel tax funds in support of the Mattoon YMCA for hosting three events (Lytle Park Tri June 19, 2021; Last Chance Tri October 3, 2021; Ghouls in the Pool Swim Meet October 30, 2021); and authorizing the acting mayor to sign the agreement.

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

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 approve Council Decision Request 2021-2134, approving a \$3,000 grant by the Tourism Advisory Committee from FY20/21 Festival Management-Bagelfest funds in support of the Mattoon YMCA for hosting the Run for the Bagel to be held July 17, 2021; and authorizing the acting mayor to sign the agreement.

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

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 approve Council Decision Request 2021-2135, approving the appointment of John Clarkson to the Mattoon Arts Council with an unexpired term of 09/30/2022.

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

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 adopt Resolution 2021-3134, approving the continuance of a Local State of Emergency due to the Coronavirus (COVID – 19).

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## **CITY OF MATTOON, ILLINOIS**

### **RESOLUTION NO. 2021-3134**

#### **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, April 20, 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 opened the floor for questions/comments with no response.

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 noted busy with agenda items, union negotiations, finalizing AFSCME contract and preparation for new commissioners. Acting Mayor Graven opened the floor for questions with no response.

CITY ATTORNEY noted business as usual with focus on nuisance properties. Acting Mayor Graven opened the floor for questions with no response.

CITY CLERK noted business as usual and assisting with the preparation of the insurance presentation and new council. Acting Mayor Graven opened the floor for questions with no response.

FINANCE distributed and reviewed the Revenue Tracking Report including taxes and unrestricted cash, and March Financial Statement on cash basis: revenues/expenditures and cash position overall. Acting Mayor Graven opened the floor for questions with no response.



PUBLIC WORKS updated Council on the Todd Fuller project, Streetscaping project, taxi stand demolition, IEPA note, and Otto Baum at Coles Centre. Acting Mayor Graven opened the floor for questions with no response.

FIRE thanked the Council for Mr. Dye's hire; reported on calls for service, inspections and follow-ups, gas leak in apartment building, attendance by Engineer Ueleke and Chief to Banner with their work starting; and congratulated the new council and thanked Commissioner Owen for his service. Acting Mayor Graven opened the floor for questions with no response.

POLICE reported on calls for service with 36 criminal arrests. Acting Mayor Graven opened the floor for questions with no response.

ARTS AND TOURISM reported Mattoon Arts Council had partnered with Rural King for a display case series in the Mall; noted events returning this summer with an approximate \$300,000 economic impact to the community; and announced musicians interested in starting a music festival in the near future. Acting Mayor Graven opened the floor for questions with no response.

### **COMMENTS BY THE COUNCIL**

Commissioner Cox congratulated Mr. Dye on his employment, stated looking forward to working with Commissioner-Elect Phipps and an honor to work with Commissioner Owen.

Commissioner Hall echoed Commissioner Cox's comments. Commissioner Owen had no further comments. Acting Mayor Graven welcomed Commissioner-Elect Phipps, stated the honor working with Commissioner Owen for the last eight years, and stated the City employees were doing a fantastic job.

Presentation: Alternative Health Insurance option

Clerk O'Brien stated Administrator Gill and she had met with Laura Ferry of First Mid-Insurance Group to come up with alternatives to the City's present health insurance. Mrs. Ferry has presented us options. We requested her to bring these before the council in an open setting for the council to consider and ask questions before taking possible action at a later meeting. This is only the first step in the process to gauge the council's interest in the possibilities. Mrs. Laura Ferry presented the current City's health insurance, provided a reduction in prescription costs by switching from Aetna to TrueScripts and a third-party administrator, and the Everside Health Clinic with several grants to cover most of the costs. Council asked questions and discussed risk, buildout, and prescriptions through TrueScripts. Mr. Steve Ratliff, Commissioner-Elect David Phipps and Fire Shift Captain Mike Romine inquired about the Everside Clinic with Mrs. Ferry answering.

Acting Mayor Graven seconded by Commissioner Hall moved to recess to closed session at 8:04 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 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)).

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 8:44 p.m.

Acting Mayor Graven seconded by Commissioner Owen moved to adopt Special Ordinance No. 2021-1777 (Substitute), establishing the 2020/2021 Compensation Plan for managerial and non-union non-managerial employees of the municipality.

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**CITY OF MATTOON, ILLINOIS**

**SPECIAL ORDINANCE NO. 2021-1777 (SUBSTITUTE)**

**AN ORDINANCE ESTABLISHING THE 2020-2021 COMPENSATION PLAN FOR THE  
MANAGERIAL AND NON-UNION NON-MANAGERIAL EMPLOYEES OF THE  
MUNICIPALITY**

**WHEREAS**, a ratified agreement with one of the collective bargaining agents which represents employees of the municipality has provided a two and one quarter percent (2.25%) pay increase for the fiscal year beginning May 1, 2020 and ending April 30, 2021; 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 years that begins May 1, 2020.

**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 one of 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, 2020.

**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, 2020.

**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 Acting Mayor Graven, seconded by Commissioner Owen, adopted this 20th day of April, 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 20<sup>th</sup> day of April, 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/Dan C. Jones  
Dan C. Jones, City Attorney

Recorded in the Municipality's Records on April 20, 2021.

Commissioner Owen seconded by Commissioner Hall moved to amend the motion to add \$4,000 to Robin Alexander's base pay at \$52,339.53 (after 2.25%).

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

Acting Mayor Graven seconded by Commissioner Owen moved to approve the amended Special Ordinance No. 2021-1777 (Substitute).

Acting Mayor Graven declared the amended 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 adjourn at 8:45 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