

The City Council of the City of Mattoon held a Regular City Council meeting in the Council Chambers of City Hall on May 4, 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, Fire Chief Jeff Hilligoss, Police Chief Sam Gaines 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 20, 2021 and bills and payrolls for the last half of April, 2021.

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

	<b><u>General Fund</u></b>		
Payroll		\$	291,765.19
Bills		\$	<u>59,414.84</u>
	Total	\$	351,180.03
	<b><u>Hotel Tax Administration</u></b>		
Payroll		\$	2,941.33
Bills		\$	<u>185.95</u>
	Total	\$	3,127.28
	<b><u>Insurance &amp; Tort Jdgmnt</u></b>		
Bills		\$	<u>124,076.88</u>
	Total	\$	124,076.88
	<b><u>Midtown TIF Fund</u></b>		
Bills		\$	<u>6,475.00</u>
	Total	\$	6,475.00
	<b><u>Capital Project Fund</u></b>		
Bills		\$	<u>35,548.77</u>
	Total	\$	35,548.77
	<b><u>Broadway East Bus Dist</u></b>		
Bills		\$	<u>37,938.57</u>
	Total	\$	37,938.57
	<b><u>Water Fund</u></b>		
Payroll		\$	62,020.06
Bills		\$	<u>28,606.58</u>
	Total	\$	90,626.64

	<b><u>Sewer Fund</u></b>		
Payroll		\$	50,083.28
Bills		<u>\$</u>	106,398.54
	Total	\$	156,481.82
	<b><u>Health Insurance Fund</u></b>		
Bills		<u>\$</u>	344,724.11
	Total	\$	344,724.11
	<b><u>Motor Fuel Tax Fund</u></b>		
Bills		<u>\$</u>	13,429.00
	Total	\$	13,429.00

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.

Mayor Elect Rick Hall presented to Commissioner Owen a plaque in appreciation and recognition of his council service. Acting Mayor Graven thanked Commissioner Owen for his service on the Council.

City Clerk O'Brien administered the oath of Office to the Council-Elect.

Mayor Rick Hall presided.

The following members of the Council answered roll call physically present: YEA Commissioner James Closson, YEA Commissioner David Cox, YEA Commissioner Sandra Graven, YEA Commissioner David Phipps, and YEA Mayor Frederick H. "Rick" Hall.

**PRESENTATIONS, PETITIONS AND COMMUNICATIONS**

Mayor Hall opened the floor for Public questions or comments from those attending in person and those attending virtually with no response.

**NEW BUSINESS**

Mayor Hall seconded by Commissioner Graven moved to adopt Resolution No. 2021-3135, assigning members of the City Council to departments for the administration of the municipal government.

**CITY OF MATTOON, ILLINOIS**

**RESOLUTION NO. 2021-3135**

**A RESOLUTION ASSIGNING MEMBERS OF THE CITY COUNCIL TO DEPARTMENTS FOR THE ADMINISTRATION OF THE MUNICIPAL GOVERNMENT**

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

**BE IT RESOLVED** that the powers and duties of the Commissioners assigned to the following Departments were established by Ordinance 2009-5277, adopted May 05, 2009 for the administration of the municipal government of the City of Mattoon, Coles County, Illinois:

- (A) Department of Public Affairs,
- (B) Department of Accounts and Finances,
- (C) Department of Streets and Public Improvement,
- (D) Department of Public Property
- (E) Department of Public Health and Safety.

**BE IT FURTHER RESOLVED** that the following members of the City Council are assigned to the foregoing Departments:

- (A) Rick Hall to the Department of Public Affairs.
- (B) Sandra Graven to the Department of Accounts and Finances.
- (C) David Phipps to the Department of Streets and Public Improvement.
- (D) James Closson to the Department of Public Property.
- (E) David Cox to the Department of Public Health and Safety.

Upon motion by Mayor Hall seconded by Commissioner Graven , adopted this 4th day of May, 2021 by a roll call vote, as follows:

AYES (Names): Commissioner Closson, Commissioner Cox,  
Commissioner Graven, Commissioner Phipps  
and Mayor Hall

NAYS (Names): None

ABSENT (Names): None

Approved this 4th day of May, 2021.

/s/Rick Hall  
Rick Hall, 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 May 4, 2021 .

Mayor Hall opened the floor for discussion/comments. Mayor Hall read the following assignments:

- Rick Hall to the Department of Public Affairs, and;
- Sandra Graven to the Department of Accounts and Finances, and;

David Phipps to the Department of Streets and Public Improvement, and;  
James Closson to the Department of Public Property, and;  
David Cox to the Department of Public Health and Safety.

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

Mayor Hall seconded by Commissioner Cox moved to adopt Resolution No. 2021-3136, appointing Susan J. O'Brien to the Office of City Clerk and Beth Wright to the Office of City Treasurer.

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**CITY OF MATTOON, ILLINOIS**

**RESOLUTION NO. 2021-3136**

**A RESOLUTION APPOINTING SUSAN J. O'BRIEN TO THE OFFICE OF CITY CLERK AND BETH WRIGHT TO THE OFFICE OF CITY TREASURER**

**WHEREAS**, the status of appointed officers of the municipality are traditionally re-evaluated after the election of new members to the City Council; and

**WHEREAS**, it is necessary to appoint a municipal clerk and treasurer at the first regular or special meeting of a newly-elected City Council to enable the business of the municipal corporation to continue without interruption.

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

**Section 1.** The Council hereby ratifies the mayor's appointment of Susan J. O'Brien to the Office of City Clerk.

**Section 2.** The Council hereby ratifies the mayor's appointment of Beth Wright to the Office of City Treasurer.

Upon motion by Mayor Hall, seconded by Commissioner Cox, adopted this 4th day of May, 2021 by a roll call vote, as follows:

AYES (Names): Commissioner Closson, Commissioner Cox,  
Commissioner Graven, Commissioner Phipps  
and Mayor Hall

NAYS (Names): None

ABSENT (Names): None

Approved this 4th day of May, 2021.

/s/Rick Hall  
Rick Hall, 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 May 4, 2021.

Mayor Hall opened the floor for discussion with no response.

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

Commissioner Graven seconded by Commissioner Phipps moved to adopt Resolution No. 2021-3137, appointing Daniel C. Jones as City Attorney and authorizing the Execution of the Legal Services Agreement for the City Attorney position.

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**CITY OF MATTOON, ILLINOIS**

**RESOLUTION NO. 2021-3137**

**A RESOLUTION APPOINTING DANIEL C. JONES TO THE OFFICE OF CITY ATTORNEY AND AUTHORIZING THE EXECUTION OF THE LEGAL SERVICES AGREEMENT FOR THE CITY ATTORNEY POSITION**

**WHEREAS**, the status of appointed officers of the municipality are traditionally re-evaluated after the election of new members to the City Council; and

**WHEREAS**, Daniel C. Jones has served as an Attorney for the past 27 years, City Attorney for 4 years, and has presided over City Court in the past; and,

**WHEREAS**, it is necessary to appoint an attorney to enable the business of the municipal corporation to continue

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

**Section 1.** The Council hereby ratifies the mayor's appointment of Daniel C. Jones to the office of City Attorney effective May 1, 2021.

**Section 2.** The Council hereby approves the letter of engagement prepared by Daniel C. Jones regarding services as the City of Attorney (Exhibit A).

Upon motion by Commissioner Graven, seconded by Commissioner Phipps, adopted this 4th day of May, 2021 by a roll call vote, as follows:

AYES (Names): Commissioner Closson, Commissioner Cox,  
Commissioner Graven, Commissioner Phipps

NAYS (Names): and Mayor Hall  
None  
ABSENT (Names): None

Approved this 4th day of May, 2021.

/s/Rick Hall  
Rick Hall, 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 May 4, 2021.

Mayor Hall opened the floor for discussion with no response.

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

Commissioner Graven seconded by Commissioner Cox moved to adopt Resolution No. 2021-3138, designating the depositories in which the funds or moneys of the City may be deposited.

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## CITY OF MATTOON, ILLINOIS

### RESOLUTION NO. 2021-3138

#### A RESOLUTION DESIGNATING DEPOSITORIES FOR FUNDS AND MONEYS OF THE CITY OF MATTOON, ILLINOIS

**WHEREAS**, pursuant to the terms of an Act of the General Assembly of the State of Illinois adopted and now in force and effect, it is required that a designation be made of a bank or banks, or other depository in which the funds and monies in the custody of the City Treasurer of the City of Mattoon, Illinois, may be deposited.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council for the City of Mattoon, Coles County, Illinois, that all banks and financial institutions with facilities within the City limits of Mattoon, the Illinois Funds, and Illinois National Bank are hereby designated depositories in which the funds and moneys of the City of Mattoon, Illinois, in the custody of the City Treasurer of the City of Mattoon, Illinois, may be deposited.

**BE IT FURTHER RESOLVED** that no bank herein designated as a depository shall be qualified to receive such funds or moneys until it has furnished the City of Mattoon with copies of the two last sworn statements of Resources and Liability, which such bank is required to furnish to the Auditor of Public Accounts, or to the Comptroller of Currency.

**BE IT FURTHER RESOLVED** that each bank designated as depository for such funds or moneys shall furnish the City Council of the City of Mattoon with a copy of all bank statements, which it is required to furnish to the Auditor of Public Accounts, or the Comptroller of Currency, while acting as such depository.

**BE IT FURTHER RESOLVED** that if such funds or moneys are deposited in a bank herein designated as a depository, the amounts of such deposits shall not exceed 75% of the capital stock and surplus of such banks, and the City Treasurer shall not be discharged from responsibility for any such funds or moneys deposited in any bank in excess of such limitation.

**BE IT FURTHER RESOLVED** that the depositories mentioned herein have furnished that body with copies of their past two statements as furnished to the Comptroller of Currency, or Auditor of Public Accounts, which statements are approved and accepted.

Upon motion by Commissioner Graven, seconded by Commissioner Cox, adopted this 4<sup>th</sup> day of May, 2021 by a roll call vote, as follows:

AYES (Names): Commissioner Closson, Commissioner Cox,  
Commissioner Graven, Commissioner Phipps  
and Mayor Hall

NAYS (Names): None

ABSENT (Names): None

Approved this 4<sup>th</sup> day of May, 2021.

/s/Rick Hall  
Rick Hall, 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 May 4, 2021.

Mayor Hall opened the floor for discussion with no response.

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

Commissioner Graven seconded by Commissioner Closson moved to adopt Resolution No. 2021-3139, authorizing the Mayor, City Treasurer and City Clerk to sign checks by facsimile signature.

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**CITY OF MATTOON, ILLINOIS**

**RESOLUTION NO. 2021-3139**

**A RESOLUTION AUTHORIZING THE MAYOR, TREASURER AND CITY CLERK TO SIGN CHECKS BY STAMPED SIGNATURE**

**BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF MATTOON, COLES COUNTY, ILLINOIS THAT THE MAYOR, CITY TREASURER AND CITY CLERK ARE HEREBY AUTHORIZED TO SIGN CHECKS ISSUED BY THE CITY OF MATTOON BY STAMPING THEREON FACISIMILE SIGNATURES, WHICH FACISIMILE SIGNATURES OF SAID OFFICIALS ARE STAMPED BELOW:**

<u>(Electronic Signature)</u>	<u>(Electronic Signature)</u>	<u>(Electronic Signature)</u>
Mayor	City Treasurer	City Clerk

**BE IT FURTHER RESOLVED THAT AT LEAST ONE SIGNATURE ON EVERY CHECK ISSUED BY THE CITY OF MATTOON SHALL BEAR AN ORIGINAL SIGNATURE OF THE CITY TREASURER OR CITY CLERK.**

Upon motion by Commissioner Graven, seconded by Commissioner Closson, adopted this 4th day of May, 2021 by a roll call vote, as follows:

AYES (Names): Commissioner Closson, Commissioner Cox, Commissioner Graven, Commissioner Phipps and Mayor Hall  
NAYS (Names): None  
ABSENT (Names): None

Approved this 4th day of May, 2021.

/s/Rick Hall  
Rick Hall, 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 May 4, 2021.

Mayor Hall opened the floor for discussion with no response.

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

Mayor Hall seconded by Commissioner Graven moved to adopt Resolution No. 2021-3140, appointing Kyle Gill as City Administrator.

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**CITY OF MATTOON, ILLINOIS**

**RESOLUTION NO. 2021-3140**

**A RESOLUTION APPOINTING KYLE GILL AS CITY ADMINISTRATOR**



**WHEREAS**, the City Council for the City of Mattoon, Coles County, Illinois, deems that it is in the public interest and the interest of the citizens and taxpayers of the City of Mattoon that a City Administrator be employed to manage the business of Administrative affairs of the City of Mattoon consistent with Illinois statutes and the City of Mattoon Code of Ordinances: and,

**WHEREAS**, Kyle Gill has served as City Administrator and has been selected to be retained in the position of City Administrator; and

**WHEREAS**, negotiations have taken place and an agreement has been reached between negotiators on behalf of the City of Mattoon and Kyle Gill, subject to the approval of the City Council for the City of Mattoon.

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

**Section 1.** That the Council hereby ratifies the mayor's appointment of Kyle Gill as City Administrator.

Upon motion by Mayor Hall, seconded by Commissioner Graven, adopted this 4th day of May, 2021, by a roll call vote, as follows:

AYES (Names):           Commissioner Closson, Commissioner Cox,  
                                  Commissioner Graven, Commissioner Phipps  
                                  and Mayor Hall  
NAYS (Names):           None  
ABSENT (Names):       None

Approved this 4th day of May, 2021.

/s/Rick Hall  
Rick Hall, 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 May 4, 2021 .

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

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

Mayor Hall seconded by Commissioner Cox moved to adopt Special Ordinance No. 2021-1778, ratifying employment contracts with City Administrator, City Clerk, Finance Director & City Treasurer, Information Technology Director, Fire Chief, Police Chief, Deputy Police

Chief, Public Works Director, Public Works Superintendent, Water Treatment Plant Superintendent, Parks & Recreation Director, and Director of Arts & Tourism.

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**CITY OF MATTOON, ILLINOIS  
SPECIAL ORDINANCE NO. 2021-1778**

**AN ORDINANCE RATIFYING THE EMPLOYMENT AGREEMENTS OF  
DEAN BARBER, DAVE BASHAM, ANGELIA D. BURGETT, SAMUEL GAINES, KYLE  
GILL, KEVIN HAMILTON, JEFFREY HILLIGOSS, RYAN HURST, BRIAN P.  
JOHANPETER, SUSAN O'BRIEN, KURT STRETCH, AND BETH WRIGHT FOR  
MANAGERIAL POSITIONS**

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

**Section 1.** The City Council hereby approves an Employment Agreements with:  
Dean Barber for the position of Public Works Director; and  
Dave Basham for the position of Water Treatment Plant Superintendent, and  
Angelia Burgett for the position of Director of Arts & Tourism, and  
Samuel Gaines for the position of Police Chief; and  
Kyle Gill for the position of City Administrator, and  
Kevin Hamilton for the position of Public Works Superintendent, and  
Jeffrey Hilligoss for position of Fire Chief; and  
Ryan Hurst for the position of Deputy Police Chief; and  
Brian Johanpeter for the position of Information Technology Director, and  
Susan O'Brien for the position of City Clerk, and  
Kurt Stretch for the position of Parks and Recreation Director, and  
Beth Wright for the position of Finance Director & City Treasurer,  
a copy of 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 Hall, seconded by Commissioner Cox, adopted this 4<sup>th</sup> day of May, 2021, by a roll call vote, as follows:

AYES (Names): Commissioner Closson, Commissioner Cox,  
Commissioner Graven, Commissioner Phipps  
and Mayor Hall

NAYS (Names): None

ABSENT (Names): None

Approved this 4<sup>th</sup> day of May, 2021.

/s/Rick Hall  
Rick Hall, 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 May 4, 2021.

Mayor Hall opened the floor for discussion. Commissioner Cox stated he was glad to ratify the contract and believes the City has good employees in general from top to bottom.

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

Commissioner Phipps seconded by Commissioner Closson moved to approve Council Decision Request 2021-2136, approving the plans and specifications for the 2021 fire hydrant replacement project.

Mayor Hall opened the floor for discussion/comments. Director Barber announced a new contract to supplement work formerly completed by City crews when there was more personnel; and stated replacements of a dozen hydrants were scheduled each year.

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

Commissioner Phipps seconded by Commissioner Graven move to approve Council Decision Request 2021-2137, approving the plans and specifications for the 2021 striping contract.

Mayor Hall opened the floor for comments with no response.

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

Mayor Hall seconded by Commissioner Cox moved to adopt Special Ordinance No. 2021-1779, authorizing the Mayor to sign an outright grant agreement by and between the City of Mattoon and John Stanley reimbursing up to \$13,333.34 annually from Mid-town TIF Revenues over a three-year period for structural and roof repairs to the building located at 2117 Commercial Avenue; and authorizing the Mayor to sign the agreement. (Multi-Print Solutions)

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**CITY OF MATTOON, ILLINOIS**

**SPECIAL ORDINANCE NO. 2021-1779**

**AN ORDINANCE APPROVING A GRANT AGREEMENT BY AND BETWEEN THE CITY OF MATTOON, ILLINOIS AND JOHN STANLEY, FOR 2117 COMMERCIAL AVE. (PIN 07-2-11109-000), IN CONNECTION WITH THE MATTOON MID-TOWN REDEVELOPMENT PROJECT AREA**

**WHEREAS**, John Stanley (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 Mayor Hall, seconded by Commissioner Cox adopted this 4th day of May, 2021, by a roll call vote, as follows:

AYES (Names): Commissioner Closson, Commissioner Cox,  
Commissioner Graven, Commissioner Phipps,  
Mayor Hall  
NAYS (Names): None  
ABSENT (Names): None

Approved this 4th day of May, 2021.

/s/Rick Hall  
Rick Hall, 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 May 4, 2021.

Mayor Hall opened the floor for comments. Administrator Gill stated the address was in the Phase 2 of the TIF and the structural repairs would maintain the building for many years.

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

Commissioner Phipps seconded by Commissioner Closson moved to approve Council Decision Request 2021-2138, awarding the bid in the amount of \$65,909 from Kinney Contractors for the 2021 Miscellaneous Patching Project. 21-00000-01-GM

Mayor Hall opened the floor for comments/questions. Director Barber explained the annual contract to supplement the work by the crews, budget discrepancy and sufficient funds in the MFT which would stay within the maintenance budget.

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

Commissioner Phipps seconded by Commissioner Graven moved to approve Council Decision Request 2021-2139, awarding the bid in the amount of \$56,574 from Bartels Construction for the Richmond Avenue Sidewalk Project. 20-00324-01-SW

Mayor Hall opened the floor for comments/questions. Commissioner Phipps noted the bid was below the estimated amount in the Capital Projects Fund.

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

Commissioner Phipps seconded by Commissioner Cox moved to approve Council Decision Request 2021-2140, awarding the bid in the amount of \$79,612 from Bartels Construction for the DeWitt Avenue Patching Project located at intersection of 6<sup>th</sup> and DeWitt Avenue. 19-00314-01-PP

Mayor Hall opened the floor for discussion. Director Barber noted a smaller overage on this bid; explained the previous project bids and sufficient funds to cover the overage in MFT.

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

Commissioner Phipps seconded by Commissioner Closson moved to adopt Resolution No. 2021-3141, approving the MFT expenditure in the amount of \$82,000 for pavement patching at the intersection of 6<sup>th</sup> Street and DeWitt Avenue; and authorizing the city clerk to sign the document. 19-00314-01 PP

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**CITY OF MATTOON, ILLINOIS  
RESOLUTION NO. 2021-3141**

**Resolution for Improvement  
Under the Illinois Highway Code**

Is this project a bondable capital improvement? No

Resolution Type      Resolution Number      Section Number

Original	2021-3141	19-00314-001-PP
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BE IT RESOLVED, by the Council \_\_\_\_\_ of the City \_\_\_\_\_  
Governing Body Type Local Public Agency Type  
of Mattoon Illinois that the following described street(s)/road(s)/structure be improved under  
Name of Local Public Agency  
the Illinois Highway Code. Work shall be done by Contract \_\_\_\_\_.  
Contract or Day Labor

For Roadway/Street Improvements:

Name of Street(s)/ Road(s)	Length (miles)	Route	From	To
Dewitt Avenue	0.04		6 <sup>th</sup> Street	6 <sup>th</sup> Street

For Structures:

Name of Street(s)/Road(s)	Existing Structure No.	Route	Location	Feature Crossed

BE IT FURTHER RESOLVED.

1. That the proposed improvement shall consist of

Pavement patching at the intersection of Dewitt Avenue and 6<sup>th</sup> Street.

2. That there is hereby appropriated the sum of Eighty-Two Thousand

Dollars ( \$82,000.00 ) for the improvement of said section from the Local 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 to the district office of the Department of Transportation.

I, Susan J. O'Brien \_\_\_\_\_ City \_\_\_\_\_ Clerk in and for said City \_\_\_\_\_  
Name of Clerk Local Public Agency Type Local Public Agency Type  
of Mattoon in the State aforesaid, and keeper of the records and files thereof, as provided by  
Name of Local Public Agency  
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 May 04, 2021 \_\_\_\_\_.  
Governing Body Type Name of Local Public Agency Date

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this 4<sup>th</sup> day of May, 2021.

(SEAL)

Clerk Signature	Date
/s/Susan J. O'Brien	05/04/2021

**Approved**

Regional Engineer  
Department of Transportation

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

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

Mayor Hall seconded by Commissioner Cox moved to adopt Resolution No. 2021-3142, 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. 2021-3142**

**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, Rick Hall, Mayor of the City of Mattoon do hereby declare that a Local State of Emergency exists as of this date, May 04, 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, Rick Hall, 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/Rick Hall  
Rick Hall, Mayor  
City of Mattoon, Coles County, Illinois

Mayor Hall opened the floor for discussion. Mayor Hall explained the passage each meeting to meet State requirements. Administrator Gill further elaborated on the availability funding from the State.

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

### **DEPARTMENT REPORTS:**

CITY ADMINISTRATOR/COMMUNITY DEVELOPMENT noted meeting with the two commissioners-elect, preparation of agenda items and conducting a TIF meeting; otherwise, business as usual. Mayor Hall opened the floor for questions with no response.

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

CITY CLERK noted preparations for the incoming council, insurance rate changes and agenda items. Mayor Hall opened the floor for questions with no response.

FINANCE distributed and reviewed the Revenue Tracking Sheet, unrestricted cash, the need for a single audit for FY21 due to receipt of Federal funds; and preparation for the upcoming audit. Commissioner Graven inquired as to an increase in audit fees with Director & Treasurer Wright not receiving the auditor's fees yet. Commissioner Closson inquired whether Federal funding was on a per capita basis with Director & Treasurer Wright answering affirmatively. Administrator Gill added the American Rescue Plan allocated funds per capita with unknown uses for those funds at this time. Commissioner Phipps inquired as to the unrestricted unspent portion of the funds with Director & Treasurer Wright stating the Local CURES dollars were a part of unrestricted cash with no allocation to date.

PUBLIC WORKS updated Council on the Todd Fuller and Carl Bartels Streetscaping projects, taxi stand removal, concrete plans to bidders, radio tower for sale on Ebay and concrete work to be complete by end of August. Mayor Hall opened the floor for questions with no response.

FIRE reported on 35 calls for service, inspections and follow ups, ARF & EMS training, walkthroughs of high-risk buildings and Ladder Truck to be picked up Friday; otherwise, business as usual. Mayor Hall opened the floor for questions with no response.

POLICE reported on 1,128 calls for service, 41 arrests, and explained calls for service. Chief Gaines also informed the Council of an incident where Officer Adam Jenkins and three civilians pulled a motorist away from a burning vehicle due to an accident; and thanked those individuals. Mayor Hall opened the floor for questions with no response.



ARTS AND TOURISM announced Monitor Signs erecting Exhibit Panels in the Mall for the Mattoon Arts Council's Art Exhibit in partnership with Rural King to show local talent, the May 15<sup>th</sup> Gardenfest at Lytle Park, and an ever-growing calendar of events list. Mayor Hall opened the floor for questions with no response.

#### COMMENTS BY THE COUNCIL

Commissioner Closson expressed thanks for the commissioner-elect orientation. Commissioner Cox congratulated Commissioners Closson and Phipps and welcomed them to the Council, dialogue with Chief Hilligoss and upcoming meetings with the Fire crews and Director Burgett. Commissioner Graven welcomed the newly-elected commissioners and looked forward to working with new Council and Director & Treasurer Wright. Commissioner Phipps expressed thanks for the commissioner-elect orientation; and be an advocate for Director Barber and Public Works Department while working together using their wealth of knowledge. Mayor Hall expressed working with another fantastic Council, working for the citizens and businesses, involvement with all departments and scheduling a planning meeting to discuss what the Council wants to achieve and to make improvements.

Mayor Hall seconded by Commissioner Cox moved to recess to closed session at 7:10 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)); and litigation which is affecting the City and an action is probable or imminent (5ILCS 120 (2)(C)(11)).

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

Council reconvened at 7:49 p.m.

Commissioner Cox seconded by Commissioner Closson moved to adjourn at 7:50 p.m.

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

/s/Susan J. O'Brien  
City Clerk