

The City Council of the City of Mattoon held a Regular City Council meeting in the Council Chambers of City Hall on October 5, 2021. Mayor Hall presided and called the meeting to order at 6:30 p.m.

Mayor Hall led the Pledge of Allegiance.

The following members of the Council answered roll call physically present in person: YEA Commissioner Jim Closson, YEA Commissioner Dave Cox, YEA Commissioner Sandra Graven, YEA Commissioner David Phipps, and YEA Mayor Rick Hall.

Also physically present were City personnel in person: City Administrator Kyle Gill, City Attorney Dan 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

Mayor Hall seconded by Commissioner Cox moved to approve the consent agenda consisting of minutes of the Regular Meeting of September 21, 2021 and Special Meeting September 28, 2021, bills and payroll for the last half of September, 2021.

Bills and payroll for the last half of September

	<u>General Fund</u>		
Payroll		\$	319,390.61
Bills		\$	<u>89,196.88</u>
	Total	\$	408,587.49
	<u>Hotel Tax Administration</u>		
Payroll		\$	3,064.59
Bills		\$	<u>780.53</u>
	Total	\$	3,845.12
	<u>Festival Management Fund</u>		
Bills		\$	<u>663.25</u>
	Total	\$	663.25
	<u>Insurance & Tort Jdgmnt</u>		
Bills		\$	<u>940.94</u>
	Total	\$	940.94
	<u>Midtown TIF Fund</u>		
Bills		\$	<u>95,855.09</u>
	Total	\$	95,855.09
	<u>Capital Project Fund</u>		
Bills		\$	<u>83,500.25</u>
	Total	\$	83,500.25
	<u>I-57 East TIF District</u>		
Bills		\$	<u>602.00</u>
	Total	\$	602.00

	<u>Water Fund</u>		
Payroll		\$	42,222.94
Bills		\$	<u>28,263.84</u>
	Total	\$	70,486.78
	<u>Sewer Fund</u>		
Payroll		\$	39,619.40
Bills		\$	<u>40,457.00</u>
	Total	\$	80,076.40
	<u>Health Insurance Fund</u>		
Bills		\$	<u>194,994.76</u>
	Total	\$	194,994.76
	<u>Motor Fuel Tax Fund</u>		
Bills		\$	<u>11,330.24</u>
	Total	\$	11,330.24

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

PRESENTATIONS, PETITIONS AND COMMUNICATIONS

Mayor Hall opened the floor for Public comments with no response.

NEW BUSINESS

Commissioner Closson seconded by Commissioner Cox moved to approve Council Decision Request 2021-2182, approving the cost proposal from Clark Dietz, Inc. in the amount of \$29,360.00 for the design of improvements to one of the Secondary Clarifiers at the Waste Water Treatment Plant; and authorizing the mayor to sign the Professional Services Agreement.

Mayor Hall opened the floor for discussion with 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 Phipps seconded by Commissioner Closson moved to approve Council Decision Request 2021-2183, approving the proposal in the amount of \$90,000 from the Upchurch Group for the design of Streetscaping Improvements on Broadway Avenue from 16th to 14th Street; and authorizing the mayor to sign the Professional Services Proposal/Agreement.

Mayor Hall opened the floor for discussion. Director Barber explained the State Grant opportunity, Downtown and area improvements and accelerations of timeline for completing the Streetscaping project. Commissioner Cox noted the 5-year plan with these two blocks as the final blocks of the project. Director Barber noted insufficient TIF funds to complete the project without the grant.

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 Cox seconded by Commissioner Phipps moved to approve Council Decision Request 2021-2184, authorizing the employment of Mason Prah1 as a probationary firefighter for the Mattoon Fire Department effective October 22, 2021, contingent upon successful completion of background, physical and psychological exams.

Mayor Hall opened the floor for discussion. Chief Hilligoss acknowledged Mr. Prah1's attendance and provided a brief background on Mr. Prah1.

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 2021-2185, authorizing the employment of Cole McKimmy as an Engineering Technician in the Public Works Department effective October 18, 2021, contingent upon successful completion of a background check and drug testing.

Mayor Hall opened the floor for discussion. Director Barber explained the vacancy when WWTP Superintendent Ethan Ervin was promoted.

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 Special Ordinance No. 2021-1793, authorizing a successor contract with Aetna for the Administration of the self-insured health plan and Qualified High-Deductible Health Plan, and Delta Dental of Illinois for the Administration of the self-insured dental plan for employees and retirees of the municipality; authorizing the continuation of an optional supplemental plan for those current Medicare participants; and authorizing the mayor to sign all necessary documents.

CITY OF MATTOON, ILLINOIS

SPECIAL ORDINANCE NO. 2021-1793

AN ORDINANCE AUTHORIZING AN AGREEMENT WITH AETNA FOR THE ADMINISTRATION OF THE SELF-FUNDED MEDICAL, QUALIFIED HIGH-DEDUCTIBLE HEALTH PLAN AND PHARMACY BENEFIT PLANS AND DELTA DENTAL OF ILLINOIS FOR THE ADMINISTRATION OF THE SELF-FUNDED DENTAL BENEFIT PLAN FOR EMPLOYEES AND RETIREES OF THE MUNICIPALITY

WHEREAS, the City of Mattoon currently has third-party health insurance through Aetna; and

WHEREAS, it is the desire of the Mattoon City Council to continue a relationship with the Aetna and Delta Dental plans currently offered through the First Mid Insurance Group to the employees and retirees of the City of Mattoon.

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

Section 1. The Mayor is authorized to sign the renewal agreement (letter) with Aetna for the administration of the self-funded medical, qualified high-deductible health, and pharmacy benefit plans and the Delta Dental plan for employees and retirees of the municipality, copies of which are attached and incorporated by reference.

Section 2. The City has decided to continue to offer an optional supplemental health insurance for Medicare recipients who are currently on the City's health plan, but with a change to an Aetna Medicare Advantage/Prescription Drug Plan (MAPD). This option allows the participant(s) to return to the City's primary health plan at renewal time as long as premiums have continued to be paid to the City. The City reserves the right to make changes or to discontinue the optional supplemental health insurance at its discretion. If the City decides to make changes or to discontinue the optional supplemental health insurance, those actively participating at that time will be allowed to return to the City's primary health plan as long as premiums have continued to be paid to the City.

Section 3. The City has decided to offer an optional Qualified High-Deductible Health Plan. The City is offering an initial incentive of up to \$1,000 match for the calendar 2022 for active employees. Incentives in subsequent years are to be determined by the Council for those subsequent years. This option allows the participant(s) to return to the City's primary health plan at renewal time as long as premiums have continued to be paid to the City. The City reserves the right to make changes or to discontinue the optional Qualified High-Deductible Health Plan insurance at its discretion. If the City decides to make changes or to discontinue the optional Qualified High-Deductible Health Plan insurance, those actively participating at that time will be allowed to return to the City's primary health plan as long as premiums have continued to be paid to the City.

Section 4. This ordinance shall be deemed published as of the day of its adoption and approval by the City Council.

Section 5. This ordinance shall be effective upon its approval as provided by law.

Upon motion by Mayor Hall, seconded by Commissioner Graven, adopted this 5th day of October, 2021, by a roll call vote, as follows:

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

Approved this 5th day of October, 2021.

/s/Rick Hall
Rick Hall, Mayor
City of Mattoon, Coles County, Illinois

ATTEST:

APPROVED AS TO FORM:

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

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

Recorded in the Municipality's Records on October 5, 2021.

Mayor Hall opened the floor for comments. Administrator Gill noted the change in Supplemental Insurance for those on Medicare including some savings and better plan. Commissioner Closson, Commissioner Phipps and Commissioner Graven with Administrator Gill and Clerk O'Brien discussed the options by broker, high claims, stop loss, fixed fees, higher/lower individual stop loss, supplement insurance and a broker search.

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 Special Ordinance No. 2021-1794, approving the promotion of Assistant I.T. Director Dalton Roberts to Information Technology Director; and ratifying his employment agreement; an authorizing the mayor to sign the agreement.

CITY OF MATTOON, ILLINOIS

SPECIAL ORDINANCE NO. 2021-1794

AN ORDINANCE RATIFYING THE EMPLOYMENT AGREEMENT OF DALTON ROBERTS FOR THE POSITION OF INFORMATION TECHNOLOGY DIRECTOR

WHEREAS, the Information Technology Director position is currently vacant and the City wishes to fill the vacancy; and,

WHEREAS, Dalton Roberts had been hired as the Assistant Information Technology Director knowing the Information Technology Director position would be resigning in the near future; and,

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

WHEREAS, the City is naming Dalton Roberts as the Information Technology Director, effective October 9, 2021; and,

WHEREAS, the parties wish to memorialize the terms of Dalton Robert'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. Dalton Roberts is hereby named as the Information Technology Director, effective October 9, 2021.

Section 2. The City Council hereby approves an Employment Agreement with Dalton Roberts for the position of Information Technology Director, a copy of which is attached hereto and incorporated herein by reference; and authorizes the Mayor to sign the Employment Agreement.

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 Mayor Hall, seconded by Commissioner Graven, adopted this 5th day of October, 2021, by a roll call vote, as follows:

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

Approved this 5th day of October, 2021.

/s/Rick Hall
Rick Hall, 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 October 5, 2021.

Mayor Hall opened the floor for discussion. Administrator Gill discussed Mr. Roberts' employment and Director Johanpeter's resignation and independent contract.

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. 2021-3158, approving the continuance of a Local State of Emergency due to the Coronavirus (COVID – 19).

CITY OF MATTOON, ILLINOIS

RESOLUTION NO. 2021-3158

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, October 05, 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/comments with 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.

DEPARTMENT REPORTS:

CITY ADMINISTRATOR/COMMUNITY DEVELOPMENT discussed various meetings, demolitions of 2409 Lafayette and 2308 Marshall, demolition list update, and updating job descriptions of future vacant positions. Mayor Hall opened the floor for questions with no response.

CITY ATTORNEY noted business as usual and upcoming Judge's remediation order of Quakenbush's property after phone conferences with attorneys. Mayor Hall opened the floor for questions with no response.

CITY CLERK noted consulting with broker and insurances on insurance renewal documents, dispatching insurance issues regarding both active and retirees, preparing for retiree notices of change of supplemental insurance, processing various reports, and daily clerk and cemetery office activities. Mayor Hall opened the floor for questions with no response.

FINANCE announced the third installment of property tax receipts, receipt of funding from a FEMA grant regarding COVID personal protective equipment, preparation for the 2020 MFT Audit, unclaimed property report, Tax Levy activities report; noted the Fire Pension to transfer assets to the Illinois Fire Pension Investment Fund on November 1st; and reviewed the Revenue Tracking and unrestricted cash. Mayor Hall opened the floor for questions with no response.

PUBLIC WORKS updated Council on Broadway Streetscaping, Progress Square conduit, CSO Piping Project, grant application for sidewalk project on Western Avenue, oil and chip progress and Street crews prepped for next year. Mayor Hall opened the floor for questions with no response.

FIRE reported on calls for service, inspections and follow-ups with Firefighter Cole to replace Engineer Spurgeon upon retirement, training, new entry-level list, and conversations with Administrator Gill regarding COVID testing due to mandates. Mayor Hall opened the floor for questions with no response.

POLICE reported on calls for service with 34 arrests, Officers Orr and Blakemore finished PTI training and new hire testing with upcoming Board of Fire & Police Commissioners' interviews to follow. Mayor Hall opened the floor for questions. Commissioner Closson inquired as to the number of registered motorized bikes with Chief Gaines noting no numbers change but less bikes on the road.

ARTS AND TOURISM updated Council on 15 new Lightworks sponsorships, two upcoming performances in the Lone Elm Room, Trunk or Treat activities, new pumpkin display in Heritage Park, collaboration on a plaque for the new mural and new Christmas lights for Downtown. Mayor Hall opened the floor for questions with no response.

COMMENTS BY THE COUNCIL

Commissioner Closson welcomed Mr. Prah; and noted updating job descriptions for positions due to upcoming retirements and mentioned campground leases received. Commissioner Phipps welcomed Mr. Prah; thanked various department heads for their help; and announced his attendance at the upcoming IML Conference. Commissioners Cox and Graven had no further comments. Mayor Hall announced new Broadband services through the City and expanding businesses and opportunities.

Mayor Hall seconded by Commissioner Cox moved to recess to closed session at 7:13 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)).

Council reconvened at 8:07 p.m.

Administrator Gill noted an interest of business with inquiries about a variance of the 25-seat requirement for a restaurant. Council discussed the request and the status of a pending State Liquor hearing on another matter with Attorney Jones and Administrator Gill; and discussed a memorial for former Mayor Gover and bike path traffic.

Commissioner Phipps seconded by Commissioner Cox moved to adjourn at 8:27 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