

The City Council of the City of Mattoon held a Regular City Council meeting in the Council Chambers of City Hall on March 15, 2022. 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: 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: City Administrator Kyle Gill, City Attorney Dan C. Jones, Finance Director/Treasurer Beth Wright, Arts & Tourism Director Angelia Burgett, Public Works Director Dean Barber, 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 Budget Workshop Session of February 24, 2022 and Regular Meeting March 1, 2022; bills and payroll for the first half of March, 2022; and Resolution No. 2022-3185, approving the continuance of a Local State of Emergency due to the Coronavirus (COVID – 19).

**Bills and payroll for the first half of March, 2022**

	<b><u>General Fund</u></b>		
Payroll		\$	264,806.08
Bills		\$	<u>333,405.10</u>
	Total	\$	598,211.18
	<b><u>Hotel Tax Administration</u></b>		
Payroll		\$	3,045.84
Bills		\$	<u>39,858.73</u>
	Total	\$	42,904.57
	<b><u>Festival Mgmt Fund</u></b>		
Bills		\$	<u>5,600.00</u>
	Total	\$	5,600.00
	<b><u>Insurance &amp; Tort Jdgmnt</u></b>		
Bills		\$	<u>108,286.88</u>
	Total	\$	108,286.88
	<b><u>Capital Project Fund</u></b>		
Bills		\$	<u>6,717.01</u>
	Total	\$	6,717.01
	<b><u>Broadway East Business</u></b>		
Bills	Total	\$	<u>2,610.32</u>
		\$	2,610.32
	<b><u>Water Fund</u></b>		
Payroll		\$	46,486.96
Bills		\$	<u>59,551.14</u>
	Total	\$	106,038.10

	<b><u>Sewer Fund</u></b>		
Payroll		\$	41,923.16
Bills		\$	<u>482,032.33</u>
	Total	\$	523,955.49
	<b><u>Health Insurance Fund</u></b>		
Bills		\$	<u>260,532.96</u>
	Total	\$	260,532.96
	<b><u>Motor Fuel Tax Fund</u></b>		
Bills		\$	<u>13,212.13</u>
	Total	\$	13,212.13
	<b><u>Revolving Loan Fund</u></b>		
Bills		\$	<u>903.00</u>
	Total	\$	903.00

**CITY OF MATTOON, ILLINOIS**

**RESOLUTION NO. 2022-3185**

**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, March 15, 2022, 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 declared the motion to approve the consent agenda carried by the following omnibus 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. Mr. Alex Walker thanked the Council for visiting Cunningham Park; and inquired about the expansion of liquor licenses. Mayor Hall noted changes to the liquor ordinance in the near future.

Commissioner Cox acknowledged the retirement of Engineer/Driver Blair Bookland with more than 23 years of service with the Fire Department on March 08, 2022.

Commissioner Cox acknowledged the retirement of Shift Captain Michael Shane Diepholz with more than 27 years of service with the Fire Department on March 12, 2022.

#### **NEW BUSINESS**

Mayor Hall seconded by Commissioner Graven moved to adopt Ordinance No. 2022-5448, approving and causing the publication of the Official Zoning Map of the City of Mattoon, Illinois.

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### **CITY OF MATTOON, ILLINOIS**

#### **ORDINANCE NO. 2022-5448**

#### **ORDINANCE APPROVING AND CAUSING PUBLICATION OF THE OFFICIAL ZONING MAP OF THE CITY OF MATTOON, ILLINOIS**

**WHEREAS**, the Illinois Municipal Code requires the City Council of the City of Mattoon, Illinois to cause to be published each year a map showing the existing zoning classifications and revisions made during the preceding year and the map so published shall be the Official Zoning Map for the City of Mattoon; and

**WHEREAS**, the Community Development Office has submitted a request to approve the revised Official Zoning Map; and

**WHEREAS**, after due and proposed consideration, the Mattoon City Council has deemed it to be in the best interest of the City of Mattoon to approve the new Official Zoning Map.

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

**Section 1.** The attached map entitled Official Zoning Map of Mattoon, Illinois dated March 31, 2022 is hereby approved as the Official Zoning Map of the City of Mattoon, Illinois pursuant to the Illinois Municipal Code and Section 159.20 of the Mattoon Code of Ordinances, which said map reflects the correct location of the official zoning districts in the City of Mattoon between March 31, 2020 and March 31, 2022.

**Section 2.** Updated versions of the Official Zoning Map may be printed in the interim between the approval of this Official Zoning Map and the approval of the Official Zoning Map next year.

**Section 3.** The City Clerk is hereby directed to publish a full-sized copy of the Official Zoning Map and to make copies available in her office for inspection and purchase by the public.

**Section 4.** The City Clerk is directed to publish this Ordinance in pamphlet form by authority of the Corporate Authorities, and this Ordinance shall be in full force and effect from and after its passage and publication in accordance with the terms of Section 1-2-4 of the Illinois Municipal Code.

Upon motion by Mayor Hall, seconded by Commissioner Graven, adopted this 15th day of March, 2022, 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 15th day of March, 2022.

/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 March 15th, 2022.

Mayor Hall opened the floor for discussion. Administrator Gill noted the annual publication which contains changes to the Zoning Map with approval by the end of March; and stating Coles County Regional Planning & Development Commission provides the updated maps.

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 move to approve Council Decision Request 2022-2222, approving the plans and specifications for the Logan Street Sidewalk Crossing Project.

Mayor Hall opened the floor for comments. Director Barber explained the crossing project at Route 16 and Logan Street, which would connect with the IDOT project allowing pedestrian crossing.

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 move to approve Council Decision Request 2022-2223, authorizing the employment of Trevor E. Easton as a probationary patrol officer for the Mattoon Police Department effective March 26, 2022, contingent upon successful completion of background, physical and psychological exams.

Mayor Hall opened the floor for comments. Chief Gaines provided a background on Mr. Easton, adding the replacement for Officer Agney.

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 2022-2224, approving the promotion of Captain Gary Collinsworth to the rank of Shift Captain effective March 12, 2022, due to the retirement Shift Captain Diepholz.

Commissioner Cox provided comments by Chief Hilligoss, explaining his work and accolades.

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 move to approve Council Decision Request 2022-2225, approving the promotion of Driver/Engineer Kenny Clatfelter to the rank of Captain effective March 12, 2022.

Commissioner Cox provided comments by Chief Hilligoss, explaining his work and accolades.

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 Closson move to approve Council Decision Request 2022-2226, approving the promotion of Firefighter Rocky Reynolds to the rank of Driver/Engineer effective March 12, 2022.

Commissioner Cox provided comments by Chief Hilligoss, explaining his work and accolades.

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 move to approve Council Decision Request 2022-2227, approving the promotion of Firefighter Trenton Coy to the rank of Driver/Engineer effective March 12, 2022, due to the retirement of Engineer Blair Bookland.

Commissioner Cox provided comments by Chief Hilligoss, explaining his work and accolades.

Commissioner Phipps seconded by Commissioner Graven move to approve Council Decision Request 2022-2228, awarding the Hot-Mix Asphalt bid in the amount of \$84.00/ton from Ne-Co Asphalt Company for Street Maintenance. 22-00000-00-GM

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 Cox seconded by Commissioner Closson moved to approve Council Decision Request 2022-2229, approving a \$18,000 grant by the Tourism Advisory Committee from FY21/22 hotel/motel tax funds to the Mattoon Pride Softball in support of Mattoon Pride Softball four tournaments: Early Bird on April 30-May 1, 2022, Mid-Summer Extreme on July 1-3, 2022, Bagelfest Tournament on July 22-24, 2022 and 20<sup>th</sup> Annual Showcase/Classic on September 24-25 and October 15-16, 2022; and authorizing the mayor to sign the agreement.

Mayor Hall opened the floor for discussion. Director Burgett noted both grants were for large events with 130-150 teams for each of those tournaments.

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 move to approve Council Decision Request 2022-2230, approving a \$15,000 grant by the Tourism Advisory Committee from FY21/22 hotel/motel tax funds to the Mattoon Cobras Softball in support of Mattoon Cobras Softball four tournaments: Mother's Day on May 6-8, 2022, Schools Out Blowout on June 3-5, 2022, USSSA State Tournament on June 17-19, 2022 and Donny Howell Fall Classic/College Showcase on October 01-02, 2022; and authorizing the mayor to sign the agreement.

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.

#### DEPARTMENT REPORTS:

CITY ADMINISTRATOR/COMMUNITY DEVELOPMENT reviewed his previous two weeks with budgets, negotiations, Sports Complex meetings, projects with other Departments, hirings for Parks/Cemetery, calls taken on development, and code enforcement. Mayor Hall opened the floor for

questions. Commissioner Graven inquired to receipt of Dunkin' Donuts' plan with Administrator Gill stating not received yet.

CITY ATTORNEY noted work on projects for Administrator Gill, and business as usual. Mayor Hall opened the floor for questions with no response.

CITY CLERK noted business as usual.

FINANCE distributed and reviewed February's Financial Report including General Fund revenues, cash position, March Revenue Tracking, and unrestricted cash. Mayor Hall opened the floor for questions with no response.

PUBLIC WORKS noted a bid opening for the DeWitt Avenue project which the award would be on the next Council meeting. Mayor Hall opened the floor for questions with no response.

FIRE Administrator Gill noted the Image Trend software was ordered with software training on March 28<sup>th</sup>. Mayor Hall opened the floor for questions with no response.

POLICE reported on calls for service with 57 arrests. Mayor Hall opened the floor for questions with no response.

ARTS AND TOURISM announced Artworks on May 14<sup>th</sup> and Gardenfest at Lytle Park, Bagelfest entertainment for one night secured, Douglas Hart Nature Center extension of email blast, and Hotel/Motel taxes for 2021 were a few hundred dollars less.

#### COMMENTS BY THE COUNCIL

Commissioner Closson noted meeting with Mr. David Myers on Cunningham Park, signage for the Park, Kiwanis' donations of \$55-\$60,000 of safe playground equipment, an upcoming meeting with Friends of Lake Mattoon and with Katrina Butler on the Dog Park. Commissioner Cox congratulated the new hire and four firefighter promotions; and noted receiving several questions regarding the gas price increases which were not City tax increases. Commissioner Graven congratulated the new hire and firefighter promotions. Commissioner Phipps congratulated the new hire and promotions; and noted the Logan Street project was a fabulous project. Mayor Hall provided a Sports Complex update, personnel matters, business opportunities and liquor ordinance considerations.

Mayor Hall seconded by Commissioner Graven move to recess to closed session at 7:01 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 under (5ILCS 120 (2)(C)(2)).

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 7:19 p.m.

Administrator Gill and Council discussed the attorney agreements and economic study for the Sports Complex and Parks' hirings.

Commissioner Closson seconded by Commissioner Cox move to adjourn at 7:25 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