

The City Council of the City of Mattoon held a Regular City Council meeting in the Council Chambers of City Hall on June 7, 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 in person: YEA Commissioner Jim Closson, YEA Commissioner Sandra Graven, YEA Commissioner David Phipps, and YEA Mayor Hall. Commissioner David Cox arrived at 7:04 p.m.

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, Fire Chief Jeff Hilligoss, Police Chief Sam Gaines, and City Clerk Susan O'Brien.

CONSENT AGENDA

Mayor Hall seconded by Commissioner Phipps moved to approve the consent agenda consisting of Regular Meeting minutes of May 17, 2022; bills and payroll for the last half of May, 2022; and Resolution No. 2022-3194, approving the continuance of a Local State of Emergency due to the Coronavirus (COVID – 19).

Bills and Payroll for the last half of May, 2022

General Fund

Payroll		\$	305,419.14
Bills		\$	<u>396,249.59</u>
	Total	\$	701,668.73

Hotel Tax Administration

Payroll		\$	2,920.84
Bills		\$	<u>3,044.17</u>
	Total	\$	5,965.01

Festival Mgmt Fund

Bills		\$	<u>17,400.00</u>
	Total	\$	17,400.00

Mobile Equip Fund

Bills		\$	<u>72,149.00</u>
	Total	\$	72,149.00

Capital Project Fund

Bills		\$	<u>6,070.57</u>
		\$	6,070.57

Broadway East Bus Dist

Bills		\$	<u>2,362.50</u>
		\$	2,362.50

Insurance & Tort Jdgmnt

Bills		\$	<u>7,632.35</u>
-------	--	----	-----------------

		Total	\$	7,632.35
	<u>Water Fund</u>			
Payroll			\$	48,698.79
Bills			\$	<u>64,602.22</u>
		Total	\$	113,301.01
	<u>Sewer Fund</u>			
Payroll			\$	46,925.03
Bills			\$	<u>86,851.16</u>
		Total	\$	133,776.19
	<u>Health Insurance Fund</u>			
Bills			\$	<u>189,091.06</u>
		Total	\$	189,091.06
	<u>Motor Fuel Tax Fund</u>			
Bills			\$	<u>39,106.81</u>
		Total	\$	39,106.81

CITY OF MATTOON, ILLINOIS

RESOLUTION NO. 2022-3194

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, June 7, 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 carried by the following vote: YEA Commissioner Closson, ABSENT Commissioner Cox, YEA Commissioner Graven, YEA Commissioner Phipps, YEA Mayor Hall.

PRESENTATIONS, PETITIONS AND COMMUNICATIONS

This portion of the City Council meeting is reserved for persons who desire to address the Council. The Illinois Open Meetings Act mandates that the City Council may NOT take action on comments received on matters that have not been identified on this agenda, but the Council may direct staff to address the topic or refer the matter for action on the agenda for another meeting. Persons addressing the Council are requested to limit their presentations to three minutes and to avoid repetitious comments. We would also ask you to state your name and address for the record as well as stand when speaking.

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

Director Barber explained some of the citizens could not attend the meeting regarding backyard chickens and would attend on July 5th.

Mayor Hall announced the Rotary Club which had a convention in Texas had met with former Mattoon native Clarice Estell Freeman earlier this month and presented her with a proclamation and key to the City acknowledging her accomplishments. Mayor Hall read the following proclamation:

PROCLAMATION Clarice Estell Freeman Day in the City of Mattoon

WHEREAS, Clarice Estell Freeman was born in Mattoon, Illinois on August 14, 1920; and

WHEREAS, Clarice Estell Freeman was the only black student at Eastern Illinois University (formally Eastern Illinois State Teachers College) from 1942 to 1945 and received her Bachelor of Science in Education; and

WHEREAS, Clarice Estell Freeman was a prominent educator and community leader in Houston, Texas for many years; and

WHEREAS, Clarice Estell Freeman said ‘My purpose is to shine my light and to be an example for others...’; and

WHEREAS, she has shown to have fiercely fought for equality and opportunity by joining the Congress of Racial Equality, or CORE and more recently the Parkwood Drive Civic Club, and is truly an inspiration for future generations.

NOW THEREFORE, BE IT PROCLAIMED, that I, Rick Hall, Mayor of Mattoon, do hereby, recognize June 7, 2022 as Clarice Estell Freeman Day in the City of Mattoon, and I call this observance to the attention of all of our citizens.

IN RECOGNITION THEREOF, I, Mayor Rick Hall, have hereunto set my hand and caused the seal of the City of Mattoon, Coles County, Illinois to be affixed this 7th day of June, 2022.

/s/Rick Hall

Rick Hall

Mayor

City of Mattoon, Illinois

NEW BUSINESS

Commissioner Closson seconded by Commissioner Graven move to adopt Special Ordinance No. 2022-1814, accepting the bid of \$5,111 and authorizing the sale of real estate located at 1220 Richmond to Allen J. Cobble and Alysia M. Cobble; and authorizing the mayor and city clerk to execute all documents necessary to complete the transaction.

CITY OF MATTOON, ILLINOIS

SPECIAL ORDINANCE NO. 2022-1814

**AN ORDINANCE AUTHORIZING THE SALE OF REAL ESTATE AT 1220
RICHMOND AVENUE**

WHEREAS, the City of Mattoon owns certain real estate at 1220 Richmond Avenue, also known as Lot 7 of Block 86 of the Original Town of Mattoon; and

WHEREAS, State Statute 65 ILCS 5/11-76-4.1 enables corporate authorities to accept any contract proposal determined by them to be in the best interest of the municipality by a vote of two-thirds of the corporate authorities then holding office, but in no event at a price less than 80% of the appraised value; and

WHEREAS, the City Council declared said real estate surplus and authorized management staff to sell said real estate by sealed bids with a minimum acceptable bid of \$1,400.00 in Special Ordinance No. 2022-1809 approved on April 22, 2022; and

WHEREAS, sealed bids for the sale of said real estate were opened at the regularly scheduled City Council meeting on May 17, 2022.

WHEREAS, Allen J. Cobble was the highest bidder at \$5,111.00, and

WHEREAS, the appraised value of said real estate was \$1,400.00; and

WHEREAS, it has been determined that it is in the best interest of the municipality to sell said real estate to Allen J. Cobble and his wife Alysia M. Cobble for the bid amount of \$5,111.00, and

WHEREAS, the warranty deed for the real estate transfer is attached as Exhibit 'X'.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MATTOON, COLES COUNTY, ILLINOIS, that

Section 1. Pursuant to procedures prescribed by state statute (65 ILCS 5/11-76-4.1), a finding is hereby made by the City Council that the following described real estate at 1220 Richmond is no longer necessary or required for the use of the municipality.

ORIGINAL TOWN OF MATTOON BLK 86 LOT 7 NW 1/4 SEC 13 T12N R07E
STORAGE ST DEPT. (PIN 07-1-03407-000)

Section 2. The real estate at 1220 Richmond Avenue be sold to Allen J. Cobble and Alysia M. Cobble for the amount of \$5,111.00 and authorizing the Mayor and the City Clerk to execute the warranty deed.

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 Closson, seconded by Commissioner Graven, adopted this 7th day of June, 2022, by a roll call vote, as follows:

AYES (Names): Commissioner Closson, Commissioner Graven,

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

Approved this 7th day of June, 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/Dan Jones
Dan Jones, City Attorney

Recorded in the Municipality's Records on June 7th, 2022.

Mayor Hall opened the floor for discussion with no response.

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

Commissioner Phipps seconded by Commissioner Closson move to approve Council Decision Request 2022-2257, approving the plans and specifications for the 2022 MFT Oil & Chip Contract.

Mayor Hall opened the floor for discussion with no response.

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

Commissioner Phipps seconded by Commissioner Closson move to approve Council Decision Request 2022-2258, approving the plans and specifications for the 2022 Dodge Grove Cemetery Oil & Chip Contract.

Mayor Hall opened the floor for discussion with no response.

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

Commissioner Phipps seconded by Commissioner Graven move to approve Council Decision Request 2022-2259, approving the plans and specifications for the 2022 MFT Miscellaneous Patching Contract.

Mayor Hall opened the floor for discussion with no response.

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

Commissioner Phipps seconded by Commissioner Closson move to approve Council Decision Request 2022-2260, authorizing the employment of Dennis R. Cole to the Public Works Department Labor Pool as a Maintenance Worker III position effective July 05, 2022, pending drug and background checks.

Mayor Hall opened the floor for discussion/comments. Director Barber noted the two new hires both were business owners with knowledgeable backgrounds.

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

Commissioner Phipps seconded by Commissioner Graven move to approve Council Decision Request 2022-2261, authorizing the employment of Ricky D. Pemberton to the Public Works Department Labor Pool as a Maintenance Worker III position effective July 05, 2022, pending drug and background checks.

Mayor Hall opened the floor for comments with no response.

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

Mayor Hall seconded by Commissioner Graven move to adopt Special Ordinance No. 2022-1815, establishing the 2022/2023 Compensation Plan for managerial and non-union non-managerial employees of the municipality.

CITY OF MATTOON, ILLINOIS

SPECIAL ORDINANCE NO. 2022-1815

AN ORDINANCE ESTABLISHING THE 2022-2023 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 three quarter percent (2.75%) pay increase for the fiscal year beginning May 1, 2022 and ending April 30, 2023; 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, 2022.

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 2.75% as outlined in Appendix B effective May 1, 2022.

Section 2. Management employees assigned to positions identified on the Schedule of Confidential & FLSA Exempt Supervisory & Management Positions shall receive a salary increase of 2.75% as outlined in Appendix C effective May 1, 2022.

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 Mayor Hall, seconded by Commissioner Graven, adopted this 7th day of June, 2022, by a roll call vote, as follows:

AYES (Names): Commissioner Closson, Commissioner Graven,

Commissioner Phipps, Mayor Hall

NAYS (Names): None

ABSENT (Names): Commissioner Cox

Approved this 7th day of June, 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/Dan C. Jones

Dan C. Jones, City Attorney

Recorded in the Municipality's Records on June 7th, 2022.

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

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

Commissioner Closson seconded by Commissioner Graven move to approve Council Decision Request 2022-2262, authorizing the employment of Travis J. Hesse in the Parks/Lakes/Cemetery Coordinator position effective June 08, 2022.

Mayor Hall opened the floor for comments. Commissioner Closson and Administrator Gill discussed the number of applicants (12) with four interviews resulting in the selection of TJ Hesse who had the skills most needed in the Parks.

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

Commissioner Graven seconded by Commissioner Phipps move to adopt Resolution No. 2022-3195, approving an agreement for technical services and assistance between the City of Mattoon and Peckham Guyton Albers and Viets, Inc. (PGAV); and authorizing the Mayor and City Clerk to execute the agreement and other relevant documents to investigate a Tax Increment Financing District and Business District on the east side of town.

CITY OF MATTOON, ILLINOIS

RESOLUTION NO. 2022-3195

A RESOLUTION APPROVING AN AGREEMENT FOR TECHNICAL SERVICES AND ASSISTANCE BETWEEN THE CITY OF MATTOON AND THE FIRM OF PECKHAM GUYTON ALBERS AND VIETS, INC.; AND AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE THE ATTACHED AGREEMENT AND OTHER RELEVANT DOCUMENTS

WHEREAS, the City of Mattoon is committed to economic development and redevelopment of the community, and

WHEREAS, the City has previously engaged the services of the Urban Consulting firm of Peckham, Guyton, Albers, & Viets, Inc. to qualify and adopt TIF and Business Districts, and

WHEREAS, the City is desirous of securing technical assistance and expert advice in regard to the drafting of Redevelopment Agreements and other matters relating community planning and economic development, and

WHEREAS, Peckham, Guyton, Albers, & Viets, Inc. is a firm experienced in providing the expert advice necessary for the City of Mattoon is complete its redevelopment goals, and

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF MATTOON, COLES COUNTY, ILLINOIS, the Mayor is hereby authorized to engage the services of Peckham, Guyton, Albers, & Viets, Inc. to provide technical assistance and expert advice to the City in these matters, furthermore the Mayor and City Clerk shall execute the attached agreement and other documents as necessary to move forward with this endeavor.

Upon motion by Commissioner Graven, seconded by Commissioner Phipps, adopted this 7th day of June, 2022, by a roll call vote, as follows:

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

NAYS (Names): None

ABSENT (Names): Commissioner Cox

Approved this 7th day of June, 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/Dan C. Jones
Dan C. Jones, City Attorney

Recorded in the Municipality's Records on June 7th, 2022.

Mayor Hall opened the floor for comments with no response. Administrator Gill explained the area around Walmart and Home Depot, reviewing adjacent areas, and TIF depended on PGAV's review. Council and Administrator Gill discussed the potential TIF, bonding with a TIF, intergovernmental agreements, feasibility, continuation of inquiries, \$12,000 expenditure and approximately three months for review.

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

DEPARTMENT REPORTS:

CITY ADMINISTRATOR/COMMUNITY DEVELOPMENT updated Council of his attendance at meeting for the Sports Complex; and reported on Community Development including new construction, notices to repair/demolish, Ameren solar panel issues, numbers of permits, developers' inquiries, residential expansions with a request to relax some electrical codes and the upcoming Electrical Commission meeting. Commissioner Graven inquired as to the progress of Dunkin Donuts with Administrator Gill noting the signed agreement, need for approved site plans and 45 days for completion once construction begins. Director Barber added Upchurch was preparing the site plans and were half complete.

CITY ATTORNEY noted business as usual with an upcoming June 14th walkthrough with the Judge on the Quakenbush property to view his progress on cleanup. Mayor Hall opened the floor for questions with no response.

CITY CLERK noted a couple of productive insurance meetings to update the regular health plan for 2023 and updated information on an Everside Clinic, coordinating insurance issues and processing of new hires, regular pension and State reporting; and announced the upcoming retirement of Deputy City Clerk Marsha True, who is an asset to the City and would be missed. Mayor Hall opened the floor for question with no response.

FINANCE noted the completion of the FY22 Treasurer's Report; announced the upcoming auditors' fieldwork on June 20th, updated the budget in Council's packets; distributed and reviewed the Revenue Tracking report and unrestricted cash. Mayor Hall opened the floor for questions with no response.

PUBLIC WORKS announced Howell's opening of DeWitt Avenue while repairing sidewalk ramps and patching on the next section of DeWitt Avenue, and Todd Fuller/Carl Bartels' Logan Street project to start on Monday with IDOT's bid opening delayed until January 2023 for their work to begin next Spring. Mayor Hall opened the floor for questions with no response.

FIRE reported on calls for service, inspections and follow-ups, training, push back of IMAGE training until July 1st; and thanked Captains Owen and Shutts for their clearing of overhanging trees; and reported on the application for training reimbursement through the State Fire Marshal's Office, which would reimburse \$9,000. Mayor Hall opened the floor for questions with no response.

POLICE reported on calls for service, 43 arrests, preparing for festivals' security plans, and State of Illinois Police Reform Training. Commissioner Phipps inquired if the training was local with Chief Gaines answering affirmatively.

ARTS AND TOURISM announced the Girls and Boys State Track events made May the biggest Tourism month and good IHSA contacts; and noted the Quilt Show in the Park this weekend, Movies in the Park at Lytle, three Farmers' Markets throughout the week and a Fireworks Meeting. Commissioner Cox arrived at 7:04 p.m. Mayor Hall opened the floor for questions with no response.

COMMENTS BY THE COUNCIL

The Council congratulated T.J. Hesse on his appointment. Commissioner Closson updated Council on the Dog Park, thanked Director Barber for the signs at Cunningham Park, and reported on vandalism at Peterson Park and Lawson Park and requested citizens to notify the police if the citizens are aware of vandal activities. Mayor Hall inquired as to the plastic fencing at Cunningham Park with Commissioner Closson noting the mulch surface needed installing before removal. Director Barber reminded Council of the Sailboat Regatta this weekend. Commissioner Cox commented on the Dog Park's addition, vandalism to trees in the Parks, receipt of good comments from the IHSA track events, and thanked Angelia on that. Commissioners Graven and Phipps had no further comments. Mayor Hall noted chasing economic opportunities and appointments involving the Sports Complex, Fourth of July meeting, housing interests, liquor ordinance update, My Town Mattoon July 15th activities, and a Special Meeting on July 8th for the Sports Complex at 11:00 a.m. in the Council Chambers. Mayor Hall opened the floor for questions with no response.

Commissioner Phipps seconded by Commissioner Cox move to adjourn at 7:14 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