

The City Council of the City of Mattoon held a Regular City Council meeting in the Council Chambers of City Hall on December 20, 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 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 Daniel C. Jones, , 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 Regular Meeting minutes of December 06, 2022; bills and payroll for the first half of December, 2022; Resolution No. 2022-3226; and approving the continuation of a Local State of Emergency due to the Coronavirus (COVID – 19).

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

	<u>General Fund</u>		
Payroll		\$	270,406.17
Bills		\$	<u>258,169.18</u>
	Total	\$	528,575.35
	<u>Hotel Tax Administration</u>		
Payroll		\$	4,376.21
Bills		\$	<u>1,955.13</u>
	Total	\$	6,331.34
	<u>Festival MGMT Fund</u>		
Bills		\$	<u>6,934.02</u>
	Total	\$	6,934.02
	<u>Insurance & Tort Jdgmnt</u>		
Bills		\$	<u>19,308.00</u>
	Total	\$	19,308.00
	<u>Broadway East Bus. Dist.</u>		
Bills		\$	<u>2,973.60</u>
	Total	\$	2,973.60
	<u>Water Fund</u>		
Payroll		\$	47,970.65
Bills		\$	<u>29,389.56</u>
	Total	\$	77,360.21
	<u>Sewer Fund</u>		
Payroll		\$	44,228.62
Bills		\$	<u>138,467.15</u>

	Total	\$	182,695.77
	<u>Health Insurance Fund</u>		
Bills		\$	208,640.17
	Total	\$	208,640.17
	<u>Motor Fuel Tax Fund</u>		
Bills		\$	12,186.76
	Total	\$	12,186.76

CITY OF MATTOON, ILLINOIS

RESOLUTION NO. 2022-3226

DECLARATION OF LOCAL STATE OF EMERGENCY

State of Illinois
County of Coles
City of Mattoon

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, December 20, 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 omnibus vote: YEA Commissioner Closson, YEA 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 in-person Public and online (audio) comments with no response.

FY22 Audit Presentation – Larry Nichols of Doehring, Winders & Company
Mr. Larry Nichols of Doehring, Winders and Company presented the FY22 Audit by highlighting the funds and government-line basis formats, an unmodified opinion, changes in the fund balance, government-wide basis items of a positive net position, improvements to the Police and Fire Pensions, employee health benefits, IMRF contribution improvements and Capital grants. Mr. Nichols also discussed the management analysis, Federal Funding, COVID funding, Capital improvements, Communications Letter, assistance with the Annual Financial Report, and TIF Reporting while receiving great cooperation from the Staff. Mayor Hall noted for the attendees of the meeting that the document was approximately 150 pages and eight months after the end of the fiscal year due to preparation of the report. Mayor Hall opened the floor for questions with no response. Council thanked Mr. Nichols for the report.

NEW BUSINESS

Mayor Hall seconded by Commissioner Phipps moved to adopt Special Ordinance No. 2022-1847, rezoning 2885 ECR 800N (07-1-00258-000; 07-1-00261-000; 07-1-00262-000) from RS to C4 for the construction of a retail sale of firearms and indoor firing gun range. Petitioner: Central Roofing, L.L.C.

CITY OF MATTOON, ILLINOIS

SPECIAL ORDINANCE NO. 2022-1847

AN ORDINANCE GRANTING REZONING FROM RS TO C4 AT 2885 E COUNTY ROAD 800N TO ALLOW CONSTRUCTION OF RETAIL SALE OF FIREARMS

AND AN INDOOR GUN RANGE

WHEREAS, there has been filed a written Petition, by Central Roofing, L.L.C., requesting of premises legally described as:

PT OF SEC 9 BK 738 PG 189 MILLER FARM SERVICE

Commonly known as 2885 E County Road 800N, Mattoon, Illinois
PIN: 07-1-00262-000

;and

WHEREAS, said site is zoned RS (Suburban District); and

WHEREAS, the property is well suited for a C-4 zoning; and

WHEREAS, the Planning Commission held a public hearing on December 13, 2022 for the City of Mattoon, Coles County, Illinois, and has recommended that the request be granted; and

WHEREAS the City Council for the City of Mattoon, Coles County, Illinois, deems that it would be in the public interest to approve the rezoning to allow for the construction of a retail sale of firearms store with an indoor gun range, and zoning of nearby properties, does not diminish property values, promotes the health, safety, morals and general welfare of the public, provides significant gain the public with no hardship imposed on neighboring property owners, is suitable for the zoned purposes of the project site, and is consistent with the land development in the vicinity.

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

Section 1. Pursuant to enabling authority provided at Section §159.05 of the Mattoon Code of Ordinances, the property legally described as

PT OF SEC 9 BK 738 PG 189 MILLER FARM SERVICE

, be and the same is granted a re-zoning from RS to C-4 for the purpose of the construction of a retail sale of firearms store with an indoor gun range.

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.

Section 4. The City Clerk shall make and record a duly certified copy of this ordinance with the Clerk and Recorder’s Office of Coles County, Illinois.

Upon motion by Mayor Hall seconded by Commissioner Phipps adopted this 20th day of December, 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 20th day of December, 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 December 20th, 2022.

Mayor Hall opened the floor for comments. Administrator Gill commented on the results of the Planning Commission which included no objections, owners' presentation and floor plan, and was voted unanimously to approve. Mayor Hall provided an approximate location of the rezoned area and opened the floor for questions 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 Phipps seconded by Commissioner Graven moved to adopt Resolution No. 2022-3227, supporting the State of Illinois Community Development Block Grant (CDBG) application and commitment of City Funds for the Little Wabash Drainage Project – Phase 1 Piping Project.

CITY OF MATTOON, ILLINOIS

RESOLUTION NO. 2022-3227

A RESOLUTION OF SUPPORT FOR A STATE OF ILLINOIS "COMMUNITY DEVELOPMENT BLOCK GRANT" (CDBG) APPLICATION AND COMMITMENT OF CITY FUNDS

WHEREAS, the City of Mattoon intends to construct a series of drainage improvements on the west side of the community known as the Little Wabash Drainage Project; and

WHEREAS, the first phase of said series of projects is the construction of approximately 3,130' of 60" storm sewer from the Little Wabash River to IL-16 (Marshall Avenue), a.k.a. the Little Wabash Drainage Project – Phase 1 Piping; and

WHEREAS, the total estimated cost for the Little Wabash Drainage Project – Phase 1 Piping is \$1,300,000.00; and

WHEREAS, the City of Mattoon is applying to the State of Illinois for a Community Development Block Grant (CDBG) in the amount of \$925,000.00 of said cost; and

WHEREAS, it is necessary that an application be made for said grant and agreements be entered into with the State of Illinois; and

WHEREAS, the cost of the project is such that financial participation by the City of Mattoon is necessary in conjunction with the CDBG funds; and

WHEREAS, the City of Mattoon's share of the construction cost would be \$375,000.00; and

WHEREAS, said City share of the construction costs would be paid from the Capital Projects Fund.

NOW, THEREFORE, BE IT RESOLVED by the City Council for the City of Mattoon, Coles County, Illinois as follows:

- 1) that the City of Mattoon apply for a grant under the terms and conditions of the State of Illinois and shall enter into and agree to the understandings and assurances contained in said application.
- 2) that the Mayor and City Clerk on behalf of the City of Mattoon execute such documents and all other documents necessary for the carrying out of said application.
- 3) that the Mayor and City Clerk are authorized to provide such additional information as may be required to accomplish the obtaining of such grant.
- 4) that the City of Mattoon does hereby commit funds from the Capital Projects Fund in the amount of \$375,000.00 for use in conjunction with an Illinois Community Development Block Grant, for an estimated total project cost of \$1,300,000.00.

Upon motion by Commissioner Phipps, seconded by Commissioner Graven, adopted this 20th day of December, 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 20th day of December, 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

Dan C. Jones
Dan C. Jones, City Attorney

Recorded in the Municipality's Records on December 20, 2022.

Mayor Hall opened the floor for discussion. Director Barber noted the process was in the middle of the grant application phase, a part of the Public Works Advisory meeting, City's contribution of

\$375,000 and requested \$1.3 million with grant. Mayor Hall opened the floor for questions 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 approve Council Decision Request 2022-2316, authorizing the employment of Kara Kieffer as an Administrative Assistant with an annual salary of \$31,200.00 in the City Clerk's Office, effective January 3, 2023, pending a drug screen and background check.

Mayor Hall opened the floor for comments. Administrator Gill noted the employment was for a replacement position, and Ms. Kieffer's interviews.

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 much time spent returning phone calls, and Code Enforcement had been busy with plumbing and heating permits. Commissioner Cox wanted to reiterate as to why the high gasoline prices were higher in Mattoon with Administrator Gill stating there was no City tax on gasoline and the City has no control over what the private market charges. Commissioner Graven stated the private market considers how far distribution is, and asked for confirmation of a State gasoline tax to go into effect in January with Administrator Gill answering affirmatively. Mayor Hall opened the floor for questions with no response.

CITY ATTORNEY wished everyone a Merry Christmas and Happy New Year. Mayor Hall opened the floor for questions with no response.

CITY CLERK noted the processing insurance and benefits renewals, retirements and new hires and day-to-day office requests; and announced the next Council meeting will be held on January 3, 2023. Mayor Hall opened the floor for questions with no response.

PUBLIC WORKS announced preparation for the winter storm starting on Thursday and reminded caution on the road. Commissioner Closson inquired on shifts for snow removal crews with Director Barber noting a rotation of 12-hour shifts. Mr. Tony Nicholson inquired about salt prices with Director Barber stating salt prices were \$120/ton. Mayor Hall opened the floor for additional questions with no response.

FIRE the Chief reported on calls for service, inspections and follow-ups, recognition of the Shift on making the extra effort with a water leak at Game Stop, training, and preparation for the pending snowstorm and emergency shelters. Mayor Hall opened the floor for questions with no response.

POLICE the Chief reported on calls for service and 41 arrests.

ARTS AND TOURISM updated Council on the 200 email blast recipients, distribution of letters of interest for events and budgets, and Lightworks to finish on the 26th. Mayor Hall opened the floor for questions with no response.

COMMENTS BY THE COUNCIL

Council wished everyone a Merry Christmas and Happy New Year. Commissioner Closson commented on staying safe and the appreciation of the first responders and Public Works crew. Commissioner Cox expressed appreciation of Central Roofing and their investment in the community with William Bates, Ryan Fultz and Matthew Hardin of Central Roofing in attendance and announced their receipt of their Federal Firearm Certification; and thanked Mr. Nichols for the good job on the audit. Commissioner Graven congratulated Central Roofing. Commissioner Phipps echoed the congratulations to Central Roofing and thanked the first responders and Public Works crew. Mayor Hall reminded all to replace their smoke/carbon monoxide detectors, urged all to park in their driveways for an easier snow removal, and enforcement of new laws effective January 1st for the Police Department.

Commissioner Cox seconded by Commissioner Phipps moved to adjourn at 7:05 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