

The City Council of the City of Mattoon held a Regular City Council meeting in the Council Chambers of City Hall on February 21, 2023. 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 Dave Phipps and YEA Mayor Rick Hall.

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 Cox moved to approve the consent agenda consisting of Substitute Regular Meeting minutes of February 7, 2023; bills and payroll for the first half of February 2023; Resolution No. 2023-3236; and approving the continuation of a Local State of Emergency due to the Coronavirus (COVID – 19).

Bills and payroll for the first half of February, 2023

	<u>General Fund</u>		
Payroll		\$	255,257.33
Bills		\$	<u>90,983.84</u>
	Total	\$	346,241.17
	<u>Hotel Tax Administration</u>		
Payroll		\$	3,876.21
Bills		\$	<u>687.89</u>
	Total	\$	4,564.10
	<u>Festival Mgmt Fund</u>		
Bills		\$	<u>1,396.02</u>
	Total	\$	1,396.02
	<u>Insurance & Tort Jdgmnt</u>		
Bills		\$	<u>357.00</u>
	Total	\$	357.00
	<u>Capital Project Fund</u>		
Bills		\$	<u>13,943.50</u>
	Total	\$	13,943.50
	<u>Broadway East Bus. Dist.</u>		
Bills		\$	<u>2,940.39</u>
	Total	\$	2,940.39
	<u>Water Fund</u>		

Payroll		\$	44,470.19
Bills		\$	38,653.47
	Total	\$	83,123.66
<u>Sewer Fund</u>			
Payroll		\$	43,217.09
Bills		\$	29,488.20
	Total	\$	72,705.29
<u>Health Insurance Fund</u>			
Bills		\$	190,200.77
	Total	\$	190,200.77
<u>Motor Fuel Tax Fund</u>			
Bills		\$	8,857.09
	Total	\$	8,857.09

CITY OF MATTOON, ILLINOIS

RESOLUTION NO. 2023-3236

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, February 21, 2023, 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 Public comments for those in attendance and online with no response.

NEW BUSINESS

Commissioner Cox seconded by Commissioner Phipps moved to adopt Ordinance No. 2023-5460, adopting the amendment to Section 33.065 of Chapter 33 in the code of ordinances to update the mission of the Mattoon Arts Council.

CITY OF MATTOON, ILLINOIS

ORDINANCE NO. 2023-5460

AN ORDINANCE AMENDING CHAPTER 33 OF THE MUNICIPAL CODE REGARDING DEPARTMENTS, BOARDS AND COMMISSIONS

WHEREAS, Section 33.065 of the Municipal Code of the City of Mattoon, Coles County, Illinois, provides regulations for the Mattoon Arts Council; and

WHEREAS, the Mattoon Arts Council’s Board of Directors from time to time reviews and recommends changes be made to the regulations; and

WHEREAS, after careful consideration, the Mattoon Arts Council’s Board of Directors and the City of Mattoon, Illinois, deems it to be in the best interests to have Section 33.065 amended by this ordinance.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Mattoon as follows:

Section 1. Recitals. The facts and statements contained in the preamble to this Ordinance are found to be true and correct and are hereby adopted as part of this Ordinance.

Section 2. Arts Council Regulations. Section §33.065(A)(2) of Chapter 33 of the Code of Ordinances of the City of Mattoon is hereby amended to read as follows:

(2) Mission. The Mattoon Arts Council supports, develops, facilitates and promotes high-quality, affordable arts programs and events for people of all ages.

Section 3. Severability. If any provision of this Ordinance, or the application of any provision of this Ordinance, is held unconstitutional or otherwise invalid, such occurrence shall not affect other provisions of this Ordinance, or their application, that can be given effect without the unconstitutional or invalid provision or its application. Each unconstitutional or invalid provision, or application of such provision, is severable.

Section 4. This ordinance shall be effective upon its publication and approval as provided by law. The Clerk is hereby directed to publish this Ordinance in pamphlet form.

Section 5. All ordinances or parts thereof in conflict herewith are hereby repealed, and this Ordinance shall be in full force and effect forthwith upon adoption.

Upon motion by Commissioner Cox, seconded by Commissioner Phipps, adopted this 21st day of February, 2023, 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 21st day of February, 2023.

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

ATTEST:

APPROVED AS TO FORM:

/s/Susan J. O'Brien

/s/ Daniel C. Jones

Susan J. O'Brien, City Clerk

Daniel C. Jones, City Attorney

Recorded in the Municipality's Records on _____ 02-21 _____, 2023.

Mayor Hall opened the floor for comments. Director Burgett noted the update was to the actual way the Council functions-an evolution of what MAC does.

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 2023-2326, authorizing the employment of Anthony J. Roley as a probationary police officer for the Mattoon Police Department effective February 26, 2023, contingent upon successful completion of background, physical and psychological exams.

Mayor Hall opened the floor for comments. Chief Gaines provided a background of Mr. Roley; and voiced excited to have Mr. Roley in the Department. Mr. Roley stated his appreciation for the opportunity and looked forward to starting.

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 congratulated Officer Roley.

Commissioner Graven seconded by Commissioner Closson moved to approve Council Decision Request 2023-2327, approving the water and sewer billing adjustment in the amount of \$1,648.67 on behalf of Tim Clark located at 1401 Wabash Avenue.

Mayor Hall opened the floor for comments. Commissioner Graven noted the adjustment was for frozen water pipes with Treasurer and Director Wright stating the entire billing was \$3,400.

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 approve Council Decision Request 2023-2328, approving the water and sewer billing adjustment in the amount of \$1,082.48 on behalf of Judith Brown located at 22 Country Gardens.

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.

Commissioner Closson seconded by Commissioner Phipps moved to approve Council Decision Request 2023-2329, awarding the bid in the amount of \$99,990.00 to Hodels, Inc. for the Waste Water Sludge Application Tank.

Mayor Hall opened the floor for questions/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.

Commissioner Graven seconded by Commissioner Cox moved to adopt Resolution No. 2023-3237, pledging support of Tax Increment Financing in its current form as a valuable economic development tool without adding restrictions on municipal governments and communities they serve.

CITY OF MATTOON, ILLINOIS

RESOLUTION NO. 2023-3237

**A RESOLUTION OF THE CITY OF MATTOON
IN SUPPORT OF TAX INCREMENT FINANCING**

WHEREAS, the City of Mattoon has the responsibility to promote economic development and revitalization of underperforming areas within the City; and

WHEREAS, the City recognizes that Tax Increment Financing (TIF) is a means to address areas of blight, support development and promote local job creation and retention; and

WHEREAS, TIF incentives directly contribute to the expansion of the local tax base and attracts private development and new businesses to the City; and

WHEREAS, the availability of TIF is a critical mechanism to spur economic development for the City; and

WHEREAS, the City Council of the City of Mattoon find that the availability of TIF as an economic development tool is essential for the continuing economic vitality of the City.

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

Section 1. The foregoing recitals shall be and are hereby incorporated as findings of fact as if said recitals were fully set forth herein.

Section 2. The City urges the Illinois General Assembly and Governor to protect TIF in its current form as a valuable economic development tool without additional restrictions on municipal governments and the communities they serve.

Section 3. The City clerk shall forward a copy of this Resolution to the Illinois Municipal League.

Upon motion by Commissioner Graven, seconded by Commissioner Cox, adopted this 21st day of February, 2023, 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 21st day of February, 2023.

/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 February 21, 2023.

Mayor Hall opened the floor for comments. Administrator Gill noted the Illinois Municipal League's request for support of TIFs, because proposed changes would make having TIF districts more difficult with more restrictions.

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 noted work on the budget including Department Head meetings with Treasurer and Director Wright; and answered normal daily questions. Mayor Hall opened the floor for questions with no response.

CITY ATTORNEY noted business as usual. Mayor Hall opened the floor for questions with no response.

CITY CLERK noted final prep for the work comp audit and day-to-day activities; and provided assistance to the Public, employees and insurance provider/broker. Mayor Hall opened the floor for questions with no response.

FINANCE distributed and reviewed the January Financial Report including revenues with the ARPA funds/expenditures, cash position, Revenue Tracking Report including taxes, unrestricted cash in general fund; and announced the need for an RFP for auditing services to be submitted to three firms with a March 10th deadline and upcoming contract for natural gas. Mayor Hall opened the floor for questions. Administrator Gill noted natural gas was currently the lowest in 52 weeks.

PUBLIC WORKS has no comments.

FIRE reported on calls for service including two structure fires and arson at the Depot, inspections and follow-ups, and training; announced Firefighter Nichols to attend the eight-week

Academy, CAD systems dispatch, AFG grant with Grant Writer Carnes, and GEMT program which should increase monies typically written off. Mayor Hall opened the floor for questions with no response.

POLICE reported on the first quarterly range training exercises. Mayor Hall opened the floor for questions with no response.

ARTS AND TOURISM announced the Christian Artist for this year's Bagelfest as American Idol contestant Colton Dixon with more acts to be announced soon, and updated Council on the Arts Council's American Writer for film Craig Titley's session for students. Mayor Hall opened the floor for questions with no response.

COMMUNITY DEVELOPMENT Administrator Gill, due to Mr. Benishek's attendance of the Rural Development Conference, reported on three different zoning inquiries, the vacation of an alley on North 11th, and various projects. Mayor Hall opened the floor for questions with no response.

COMMENTS BY THE COUNCIL

Commissioner Closson noted the Parks and Street Department crews' removal of dead trees, and retired employee, Bill Landrus' passing. Commissioners Cox and Graven had no further comments. Commissioner Phipps noted meeting with citizens on street and sidewalk initiatives and bike trail activities. Mayor Hall noted meeting with one of the families through the Move to Mattoon effort, contract reviews with the Sports Complex, and liquor ordinance updates. Mayor Hall opened the floor for questions with no response.

BUDGET DISCUSSION

Administrator Gill led discussion on the preliminary budget including a preliminary deficit of \$142,163, potential new hires in various departments, allocation of funds to the General Fund, which Director Barber stated the Water & Sewer Funds needed and Commissioner Graven noted the increase in rates each year followed by Director Barber noting an upcoming two percent increase to last over the next five years. Anticipated increases in natural gas with electrical rates until the end of October were discussed. Mayor Hall inquired about audit fees. Treasurer and Director Wright announced a modification to the auditor fees due to the necessity of finding a new auditing firm. Administrator Gill described possible adjustments to reduce the deficit by increasing sales tax revenues, decreasing MEF ambulance contribution, and accelerating purchases to 2022 for City Hall wiring, servers, Police computers, purchase of one squad car and truck, and eliminating a new Labor Pool employee, new Police Officer or consider a COPS grant, and an allocation of audit fees to other funds, resulting in a deficit of \$3,163. Commissioner Cox inquired about an inability to attain certain police staffing with Administrator Gill believing that would be considered or hire officers in separate years. Commissioner Graven suggested keeping the current police staff lower so not to bind us. Administrator Gill discussed the surplus from 2022 due to cannabis sales, online sales and more local purchasing. With the surplus Administrator Gill suggested purchasing the Police Dept truck, additional contributions to pensions, allocate to MEF fund for future purchases or the TIF Capital Fund. Commissioner Phipps inquired about spending the funds with Administrator Gill noting the funds could be placed in reserves. Council discussed the MEF, Assistant Fire Chief, responsibilities, and tax revenues increases. Treasurer & Director Wright explained the revenue estimates from the IML and surplus of income tax and personal property replacement taxes for FY22. Council discussed the ARPA funds, need to replenish the water/sewer funds, additional contributions to pensions, Downstate pension consolidation, audit report mandates, acceleration purchases on the next meeting, ARPA funds, and continuation of discussion at the next Council meeting with comments to be relayed to Administrator Gill.

Commissioner Cox seconded by Commissioner Phipps moved to adjourned at 7:44 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