

The City Council of the City of Mattoon held a Regular City Council meeting in the Council Chambers of City Hall on April 4, 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, Community Development/Planning Manager Alex Benishek, Police Chief Sam Gaines and City Clerk Susan O'Brien.

**CONSENT AGENDA**

Mayor Hall seconded by Commissioner Closson moved to approve the consent agenda consisting of Regular Meeting minutes of March 21, 2023; bills and payroll for the last half of March 2023; Resolution No. 2023-3241; and approving the continuation of a Local State of Emergency due to the Coronavirus (COVID – 19).

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<b><u>Bills and payroll for the last half of March, 2023</u></b>			
<b><u>General Fund</u></b>			
Payroll		\$	295,039.16
Bills		\$	<u>185,918.51</u>
	Total	\$	480,957.67
<b><u>Hotel Tax Administration</u></b>			
Payroll		\$	4,396.21
Bills		\$	<u>10,098.03</u>
	Total	\$	14,494.24
Bills	<b><u>Festival Mgmt Fund</u></b>	\$	<u>34,050.00</u>
	Total	\$	34,050.00
Bills	<b><u>Mobile Equipment Fund</u></b>	\$	<u>150,987.99</u>
	Total	\$	150,987.99
Bills	<b><u>Midtown TIF Fund</u></b>	\$	<u>14,933.97</u>
	Total	\$	14,933.97
Bills	<b><u>Capital Project Fund</u></b>	\$	<u>697.50</u>
	Total	\$	697.50
Bills	<b><u>Broadway East Bus Dist</u></b>	\$	<u>2,663.27</u>
	Total	\$	2,663.27
<b><u>Water Fund</u></b>			

Payroll		\$	43,504.99
Bills		\$	38,405.14
	Total	\$	81,910.13
<b><u>Sewer Fund</u></b>			
Payroll		\$	42,746.48
Bills		\$	94,363.13
	Total	\$	137,109.61
<b><u>Health Insurance Fund</u></b>			
Bills		\$	166,971.22
	Total	\$	166,971.22
<b><u>Motor Fuel Tax Fund</u></b>			
Bills		\$	9,321.84
	Total	\$	9,321.84

**CITY OF MATTOON, ILLINOIS**

**RESOLUTION NO. 2023-3241**

**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, April 4, 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.*

**BUDGET HEARING**

Mayor Hall opened the FY24 Budget Hearing at 6:32 p.m. in the City Hall Council Chambers. Administrator Kyle Gill reviewed the FY24 Budget including the Revenues and Expenditures while listing the Largest Expenditures of the General Fund, MFT Fund, Hotel Tax Fund, Festival Management Fund, Mobile Equipment Fund, Revolving Loan Fund, Capital Projects Fund, Mid-town TIF District, I-57 East TIF District, I-57 East Business District, Broadway East TIF District, Broadway East Business District, South Route 45 TIF District, South Route 45 Business District, Remington Road/I-57 Business District, Water Fund, Sewer Fund, Health Insurance Fund and Overview, and Insurance and Tort Judgment Fund; and Property Tax Levy comparisons. Administrator Gill opened the floor for questions of the Council. Administrator Gill answered a question on the SR45 TIF's lack of revenues. Director Burgett answered a question on the special projects of the Hotel Tax Fund. With no further questions Mayor Hall closed the Budget Hearing at 6:52 p.m.

Mayor Hall opened the floor for Public comments. Mr. Brent Claricoates, Attorney for Illinois Gold Rush, presented the Council with a request of Mark's My Store for the City to consider allowing grocery stores to have video gaming machines. Mayor Hall noted his request for Mr. Claricoates to present for the benefit of the Council.

Mr. Roy Blackburn of 1000 Lafayette Avenue inquired as to the expenditure for the Bike Trail Expansion. Mayor Hall explained the expenditure was supported mainly by the State and Federal grants; and viewed the bike trail as a way to attract people to the community.

Ms. Latonya Davies of 504 N. 22<sup>nd</sup> Street requested a letter of support to present to the County to keep the County a full-service Animal Shelter which assists with TNR (trap, neuter, return system).

Mayor Hall acknowledged the retirement of Tree Foreman Tim Ritter with more than 24 years of service with the Public Works Street Department on March 31, 2023.

## **NEW BUSINESS**

Commissioner Cox seconded by Commissioner Phipps moved to adopt Special Ordinance No. 2023-1855, approving a one-year contract with J&M Displays for the 4<sup>th</sup> of July firework observance; and authorizing the mayor to execute the three-year Fireworks Display Agreement.

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

#### **SPECIAL ORDINANCE NO. 2023-1855**

#### **AN ORDINANCE APPROVING A CONTRACT WITH J&M DISPLAYS, INC. OF YARMOUTH, IOWA**

**WHEREAS**, the City of Mattoon has previously contracted with Central States Fireworks for nine years and has developed a solid working relationship; and,

**WHEREAS**, Central States Fireworks has served the City of Mattoon with consistent and safe displays with the best of interest of the City of Mattoon in mind; and,

**WHEREAS**, Central States Fireworks has been purchased by J&M Displays, Inc. of Yarmouth, Iowa; and

**WHEREAS**, the City of Mattoon considers Central States Fireworks now J&M Displays, Inc. a beneficial partner in the Fourth of July Fireworks event.

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

**Section 1.** The Mayor is hereby authorized to enter into the fireworks display agreement with J&M Displays, Inc. of Yarmouth, Iowa for 4<sup>th</sup> of July fireworks observance for the year 2023 without further consideration or approval by the Mattoon, Illinois City Council.

**Section 2.** This ordinance shall be effective upon its approval as provided by law.

Upon motion by Commissioner Cox, seconded by Commissioner Phipps, adopted this 4th day of April, 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 4th day of April, 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/Daniel C. Jones  
Daniel C. Jones, City Attorney

Recorded in the Municipality's Records on April 4, 2023.

Mayor Hall opened the floor for comments. Director Burgett explained the one-year 2023 fireworks display contract with three-year service contract with J&M to allow for changes in the display for the additional two years (2024,2025). Council discussed the three-year contract and liability insurance with Director Burgett, who added the fireworks company was the same people, but different name.

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 Phipps moved to approve Council Decision Request 2023-2342, approving the re-appointments of Robert Grierson, David Skocy and Jon Spitz to the Board of Fire & Police Commissioners with terms expiring 04/30/2026.

Mayor Hall opened the floor for questions. Mayor Hall noted several re-appointments, who had all been contacted.

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 2023-2343, approving the re-appointment of Harold Gambill to the Electrical Board with a term expiring 04/30/2027.

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 Phipps moved to approve Council Decision Request 2023-2344, approving the re-appointment of Susan O'Brien to the Fire Pension Board with a term expiring 04/30/2026.

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 Closson moved to approve Council Decision Request 2023-2345, approving the re-appointment of Mark Welton to the Police Pension Board with a term expiring 04/30/2025.

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.

Commissioner Graven seconded by Commissioner Cox moved to approve Council Decision Request 2023-2346, approving the water and sewer billing adjustment in the amount of \$2,961.77 on behalf of St. James Place Housing LLC located at 1501 Old State Road.

Mayor Hall opened the floor for comments/questions. Treasurer & Director Wright noted the leak had not been discovered and billing was over two months at the Old State Village.

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 2023-2347, authorizing the employment of Thomas Oatman as a Maintenance Worker III in the Public Works Street/Utility Department, pending passage of drug testing and background checks. (April 17, 2023)

Mayor Hall opened the floor for comments/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 Closson seconded by Commissioner Phipps moved to approve Council Decision Request 2023-2348, awarding the bid in the amount of \$415,653.25 from Fuller-Wente, Inc. for the construction of the Bike Trail Expansion Project – Phase 2 from 10<sup>th</sup> Street to 16<sup>th</sup> Street.

Mayor Hall opened the floor for questions. Director Barber noted the six years for the expansion, all local contractors cooperating to provide a lower cost, and to be completed by the end of October.

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 budget work with Treasurer & Director Wright, sports complex meetings and review of documents, and grants with Department Heads. Mayor Hall noted the grants for infrastructure to build roads. Commissioner Closson inquired as to the former Brown Shoe Building and its demolition progress. Attorney Jones updated Council on the demolition stoppage, delivery of notices to have the building demolished to owners in October, filing lawsuit on March 20<sup>th</sup> due to non-compliance, the serving of notices, the issuance of summons, and first appearance dated June 12<sup>th</sup>, unless

the demolition is completed before going to court. Council with Attorney Jones discussed the two LLCs, restriction on public access, demolition contractor, and possible police barricades.

CITY ATTORNEY noted business as usual otherwise.

CITY CLERK noted insurance premium rates, 457 & 125 Cafeteria open enrollments, work comp and property casualty claims and foias. Mayor Hall opened the floor for questions. Mayor Hall inquired as to standard foias with Clerk O'Brien stating all different types.

FINANCE distributed and reviewed the Major Sources of Revenue report including a comparison between FY22 and FY23, personal property replacement taxes to pension funds, unrestricted cash, budget, and amended budget for next meeting. Mayor Hall opened the floor for questions with no response.

PUBLIC WORKS updated Council on interviewing personnel, bid results for bike trail, final easement recorded for the Little Wabash Drainage Project.

POLICE reported on 914 calls for service, 42 arrests, and new mapping system for all calls. Mayor Hall noted the focus on certain areas with Chief Gaines stating especially on burglaries. Mayor Hall opened the floor for questions with no response.

ARTS AND TOURISM updated Council on the sale of Bagelfest tickets starting on Monday with VIP and reserved seating, the addition of extra events on Thursday night including on-site festivals; and Bagelbites' first concert scheduled for May 5<sup>th</sup>. Mayor Hall opened the floor for questions with no response.

COMMUNITY DEVELOPMENT updated Council on the submission of the Pump Track application, preparation of bid specs for the Pickleball courts with Administrator Gill, work for AmeriCorps grant for trails at Lake Mattoon and OSLAD \$600,000 in grants.

### **COMMENTS BY THE COUNCIL**

Commissioner Closson noted interviews for the vacant Park position, meeting with Lake employee John Wurtsbaugh who reported 105 campsites and waiting list, 120' of rip wrap, and grant for Lake Mattoon; and thanked Director Barber for March 31<sup>st</sup> emergency plan. Director Barber noted happy we didn't need it. Mayor Hall opened the floor for questions. Mayor Hall noted good comments at Lake Mattoon with Commissioner Closson adding Mr. Wurtsbaugh's vision to make Lake Mattoon a destination spot. Commissioner Cox thanked Mr. Blackburn and Ms. Davies for their inquiries and concerns. Commissioner Graven had no further comments. Commissioner Phipps thanked both of the speakers for attending and thanked Mr. Ritter for his service with the City. Mayor Hall updated attendees on the sports complex project plan with tentative dates of April 18<sup>th</sup> – important Council items, May 23<sup>rd</sup> – issue bonds, and May 31<sup>st</sup> for Phase 1 groundbreaking target. Mayor Hall opened the floor for questions with no response.

Commissioner Cox seconded by Commissioner Phipps moved to adjourn at 7:39 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

