

The City Council of the City of Mattoon held a Regular City Council meeting in the Council Chambers of City Hall on August 1, 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, Fire Chief Jeff Hilligoss, Police Chief Sam Gaines, Code Enforcement Alex Benishek 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 July 18, 2023; bills and payroll for the last half of July 2023; HOME Rehab check.

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<b><u>Bills and payroll for the last half of July, 2023</u></b>			
<b><u>General Fund</u></b>			
Payroll		\$	306,884.88
Bills		\$	<u>135,407.78</u>
	Total	\$	442,292.66
<b><u>Hotel Tax Administration</u></b>			
Payroll		\$	4,733.62
Bills		\$	<u>1,779.34</u>
	Total	\$	6,512.96
<b><u>Festival Mgmt Fund</u></b>			
Bills		\$	<u>1,832.78</u>
	Total	\$	1,832.78
<b><u>Capital Project Fund</u></b>			
Bills		\$	<u>49,400.60</u>
	Total	\$	49,400.60
<b><u>I-57 East TIF Dist.</u></b>			
Bills		\$	<u>200.83</u>
	Total	\$	200.83
<b><u>Broadway East Bus. Dist.</u></b>			
Bills		\$	<u>2,019.60</u>
	Total	\$	2,019.60
<b><u>Remington Rd &amp; I-57 Bus. Dist.</u></b>			
Bills		\$	<u>370,955.47</u>
	Total	\$	370,955.47
<b><u>Water Fund</u></b>			

Payroll		\$	45,317.64
Bills		\$	59,121.00
	Total	\$	104,438.64
<b><u>Sewer Fund</u></b>			
Payroll		\$	42,847.50
Bills		\$	292,034.72
	Total	\$	334,882.22
<b><u>Health Insurance Fund</u></b>			
Bills		\$	248,382.82
	Total	\$	248,382.82
<b><u>Motor Fuel Tax Fund</u></b>			
Bills		\$	15,823.63
	Total	\$	15,823.63
<b><u>Revolving Loan Fund</u></b>			
Bills		\$	18,000.00
	Total	\$	18,000.00

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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 in-person and online comments with no response.

**NEW BUSINESS**

Mayor Hall seconded by Commissioner Closson moved to adopt Resolution No. 2023-3259, authorizing a successor five-year extension to the lease of office space in the Police Department Building to the East Central Illinois Task Force (ECITF) for a term ending 09/30/2028; and authorizing the mayor to sign the agreement.

CITY OF MATTOON, ILLINOIS

RESOLUTION NO. 2023-3259

A RESOLUTION AUTHORIZING AN SUCCESSOR EXTENSION TO THE LEASE OF OFFICE SPACE IN THE POLICE DEPARTMENT BUILDING TO EAST CENTRAL ILLINOIS TASK FORCE

BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF MATTOON, COLES COUNTY, ILLINOIS THAT THE MAYOR IS AUTHORIZED TO SIGN A LEASE OF OFFICE SPACE IN THE POLICE DEPARTMENT BUILDING TO THE EAST CENTRAL ILLINOIS TASK FORCE IN THE FORM OF THE DOCUMENT ATTACHED HERETO AND INCORPORATED HEREIN BY REFERENCE AS EXHIBIT "A."

Upon motion by Mayor Hall, seconded by Commissioner Closson, adopted this 1st day of August, 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 1st day of August, 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 08-01, 2023.

Mayor Hall opened the floor for comments. Chief Gaines noted the number of years of ECITF's presence in the building and the huge asset they are for the City.

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 Graven moved to adopt Special Ordinance No. 2023-1866, approving a Memorandum of Understanding (MOU) between the City of Mattoon and the Mattoon Firefighters Association Local 691, providing a temporary variance regarding hiring of new probationary firefighters, new cadet/part-time firefighters and lateral hires; and authorizing the mayor to sign the MOU.

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CITY OF MATTOON, ILLINOIS

SPECIAL ORDINANCE NO. 2023-1866

**AN ORDINANCE APPROVING A MEMORANDUM OF UNDERSTANDING (“MOU”) BETWEEN THE CITY OF MATTOON AND THE MATTOON FIREFIGHTERS ASSOCIATION LOCAL 691 PROVIDING A TEMPORARY VARIANCE REGARDING THE HIRING OF NEW PROBATIONARY FIREFIGHTERS, NEW CADET/PART-TIME FIREFIGHTERS, AND RELATED CERTIFICATION REQUIREMENTS, AS WELL AS THE HIRING OF INDIVIDUALS WHO ARE ALREADY ON A PAID FIRE DEPARTMENT**

**WHEREAS**, the City of Mattoon (hereinafter “City”) entered into a Collective Bargaining Agreement (hereinafter “CBA”) with the Mattoon Firefighters Association Local 691 (hereinafter “Firefighters”) beginning May 1, 2022 which remains in effect until a successor contract is approved; and,

**WHEREAS**, the City and the Firefighters agree to amend various provisions of the CBA, for one year after the date of effectuation or until minimum staffing level pursuant to the collective bargaining agreement is achieved, whichever comes first; and,

**WHEREAS**, said MOU is to provide a temporary variance of the parties’ collective bargaining agreement with regards to the hiring of new probationary Firefighters, new cadet/part-time Firefighters, and related certification requirements; and,

**WHEREAS**, said MOU is to provide a temporary variance of the parties’ collective bargaining agreement with regards to the hiring of new individual Firefighters who are already on a paid fire department; and,

**WHEREAS**, the City has drafted said MOU to memorialize the terms of their agreement.

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

**Section 1.** The City Council hereby approves and ratifies the Memorandum of Understanding (“MOU”) attached hereto as Exhibit “A” and incorporated herein by this reference.

**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.

Upon motion by Commissioner Cox, seconded by Commissioner Graven, adopted this 1<sup>st</sup> day of August, 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 1<sup>st</sup> day of August, 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 \_\_\_\_\_ 08-01, 2023.

Mayor Hall opened the floor for comments. Commissioner Cox thanked Chief Hilligoss for his efforts and thinking outside of the box and for working with the union to yield positive results.

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 adopt Special Ordinance No. 2023-1867, authorizing the mayor to sign an outright grant agreement by and between the City of Mattoon and Jasper Holdings, L.L.C. reimbursing up to \$58,304.25 from Mid-town TIF Revenues over a two-year period for demolition and construction of the structural wall to properties located at 1824, 1826, 1830 Broadway Avenue; and authorizing the mayor to sign the agreement.

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**CITY OF MATTOON, ILLINOIS**

**SPECIAL ORDINANCE NO. 2023-1867**

**AN ORDINANCE APPROVING A GRANT AGREEMENT BY AND BETWEEN THE CITY OF MATTOON, ILLINOIS AND JASPER HOLDINGS, LLC., FOR 1824, 1826 AND 1830 BROADWAY (PIN 07-1-03778-000, 07-1-03779-000, 07-1-03780-000 ), IN CONNECTION WITH THE MATTOON MID-TOWN REDEVELOPMENT PROJECT AREA**

**WHEREAS**, Jasper Holdings, LLC. (the "**Grantee**"), has submitted a proposal to the City of Mattoon, Illinois (the "**Municipality**") for redevelopment of a part of the Municipality's Mattoon Mid-town Redevelopment Project Area (the "**Redevelopment Project Area**"); and, thereafter, the Municipality and the Grantee have engaged in negotiations related to a Grant Agreement (including all exhibits and attachments in connection therewith, referred to as the "**Grant Agreement**") concerning redevelopment incentives and assistance related to the preservation, development and redevelopment of a part of the Redevelopment Project Area.

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

**Section 1.** The Grant Agreement, in substantially the form thereof presented before the meeting of the City Council at which this ordinance is adopted, shall be and is hereby ratified, confirmed and approved, and the Mayor and City Clerk are authorized to execute and deliver the Grant Agreement for and on behalf of the Municipality; and upon the execution thereof by the Municipality and the Grantee, the appropriate officers, agents, attorneys and employees of the Municipality are authorized to take all supplemental actions, including the execution and delivery of related supplemental opinions, certificates, agreements and

instruments not inconsistent with the Grant Agreement, desirable or necessary to implement and otherwise give full effect to the Grant Agreement. Upon full execution thereof, the Grant Agreement shall be attached to this ordinance as EXHIBIT "A".

**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.

Upon motion by Commissioner Graven, seconded by Commissioner Phipps, adopted this 1<sup>st</sup> day of August, 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 1<sup>st</sup> day of August, 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 08-01, 2023.

Mayor Hall opened the floor for comments. Administrator Gill noted the attempts for two years to have the properties demolished with a structural wall to be placed resulting in a major improvement to the area. Mayor Hall explained the location of the buildings.

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 adopt Special Ordinance No. 2023-1868, authorizing the promotion of Doug Homann to the Waste Water Treatment Plant Superintendent at a base pay of \$76,000 effective July 31, 2023; and approving the WWTP Superintendent management contract.

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**CITY OF MATTOON, ILLINOIS**

**SPECIAL ORDINANCE NO. 2023-1868**

**AN ORDINANCE RATIFYING THE EMPLOYMENT AGREEMENT OF  
DOUG HOMANN FOR THE POSITION OF WASTE WATER TREATMENT PLANT  
SUPERINTENDENT**

**WHEREAS**, the Waste Water Treatment Plant Superintendent position is currently vacant and the City wishes to fill the vacancy; and,

**WHEREAS**, Doug Homann has been an Plant Operator since September 25, 2019 and has obtained the Plant Operator III; and,

**WHEREAS**, the City of Mattoon enters into employment agreements with members of its managements team; and,

**WHEREAS**, the City is naming Doug Homann as the Wastewater Superintendent, effective July 31, 2023; and,

**WHEREAS**, the parties wish to memorialize the terms of Doug Homann’s employment with the City.

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

**Section 1.** Doug Homann is hereby named as the Waste Water Treatment Plan Superintendent, effective July 31, 2023.

**Section 2.** The City Council hereby approves an Employment Agreement with Doug Homann for the position of Waste Water Treatment Plant Superintendent, a copy of which is attached hereto and incorporated herein by reference.

**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 Phipps, adopted this 1<sup>st</sup> day of August, 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 1<sup>st</sup> day of August, 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 08-01, 2023.

Mayor Hall opened the floor for comments. Commissioner Closson reviewed Mr. Homann's background and experience. Director Barber noted provided accolades of Mr. Homann.

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 Graven moved to approve Council Decision Request 2023-2396, approving the re-appointments of Dr. Ned Hoppin and Judy Winn to the Planning Commission with terms ending August 17, 2028.

Mayor Hall opened the floor for comments. Mayor Hall noted the two had been members for a while.

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 Cox moved to approve Council Decision Request 2023-2397, approving the re-appointments of Mike Armstrong, Rob Colombo Sarah Dowell, Chris Suerdieck, Tom Wright, and Bob Zollmann to the Bike Trail Committee with terms ending 08/06/2028.

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 2023-2398, approving the appointments of Alex Benishek, TJ Hesse, Tony Nicholson to the Tree Commission with terms ending 08/06/2025.

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 Graven seconded by Commissioner Phipps moved to approve Council Decision Request 2023-2399, approving the water and sewer billing adjustment in the amount of \$3,643.11 on behalf of Century 21 KIMA Properties located at 3021 Commercial Avenue.



Mayor Hall opened the floor for comments. Commissioner Graven noted the water leak was from some time ago.

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 updated Council on the upcoming TIF meeting and Joint Review Board meeting on August 15<sup>th</sup>, notifications mailed, public hearing set for September 5<sup>th</sup>, received the final plat for Emerald Acres, dealing with nuisances and having properties cleared, and assisting Manager Benishek on different projects including housing and trails. Mayor Hall opened the floor for questions with no response.

CITY ATTORNEY accepted any questions from the Council with no response.

CITY CLERK noted business as usual and would be searching for a replacement for Kara Kieffer who was leaving her position to finish her college degree. Mayor Hall opened the floor for questions with no response.

FINANCE distributed and reviewed the Annual Treasurer's Report, Revenue Tracking Report for July, and reported on unrestricted cash in the General Fund. Mayor Hall opened the floor for questions with no response.

PUBLIC WORKS had nothing significant to report. Mayor Hall noted several projects Director Barber had. Mayor Hall opened the floor for questions with no response.

FIRE reported on calls for service, inspections and follow-ups, the Department's presence at Bagelfest, training, and the good relationship between first responders. Mayor Hall opened the floor for questions with no response.

POLICE reported on calls for service, 45 arrests, training, upcoming School Safety Meetings with the School District; and announced Sgt. Devin Patterson's participation in the Police & Fire World Games in Canada, where he wrestled and took second place. Mayor Hall opened the floor for questions with no response.

ARTS AND TOURISM Commissioner Cox reported on a successful Bagelfest which had a 39% sponsorship increase, increase in carnival sales, successful long-term vendor sales, Festival District and concerts had big crowds with good feedback, the last Bagel Bites Concert Day would be August 4<sup>th</sup>, and Lightworks would be here before we know it. Mayor Hall noted the weather was outstanding.

COMMUNITY DEVELOPMENT reviewed project of applying for the IDNR OSLAD grant for \$600,000 of development funds with zero City matching funds, Lake Employee John Wurtsbaugh obtaining over 100 support letters, a site visit by the State regarding the kayak launch, housing study with over 200 responses so far, walking survey to begin, development of an economic development page for the City's website, and the award by the Federal Americorps project for the Lake trails with \$13,000 funding by the City which was a fantastic partnership. Commissioner Phipps expounded on the huge gift from the Federal grant and thanked Manager Benishek for his efforts. Commissioner Cox agreed. Mayor Hall opened the floor for questions with no response.

## COMMENTS BY THE COUNCIL

Commissioner Closson acknowledged the efforts of Lake employee John Wurtsbaugh for his efforts in generating ideas to make the Lake a destination spot; and thanked Manager Benishek for his efforts as well. Commissioner Phipps announced Public Works' 21 ongoing projects including the bike trail expansion, Howell Asphalt on 4<sup>th</sup> and 6<sup>th</sup> Streets, Broadway Streetscaping ready to go out for bid, bike trail/hotel connection and Wabash Drainage project. Commissioners Cox and Graven had no further comments. Mayor Hall noted the good news was due to the efforts of the Department Heads and that the Council supported the Department Heads; reported on citizens' issues with housing, sports complex, housing projects; and stated the City was going down the right path.

Chief Hilligoss introduced an upcoming part-time employee, Colton Romine, would be joining the Fire Department, then in March would be eligible to become full-time. Chief Hilligoss believed Mr. Romine would be a tremendous asset to the Department, and acknowledged his father was a current firefighter.

Commissioner Cox seconded by Commissioner Closson moved to adjourn at 6:59 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