

The City Council of the City of Mattoon held a Regular City Council meeting in the Council Chambers of City Hall on November 7, 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 David 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, Deputy Police Chief Ryan Hurst, Code Enforcement Manager 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 October 17, 2023; bills and payroll for the last half of October 2023 and the mayor and commissioner IML conference bills.

	<u>Bills and payroll for the last half of October, 2023</u>		
	<u>General Fund</u>		
Payroll		\$	307,592.97
Bills		<u>\$</u>	<u>200,999.97</u>
	Total	\$	508,592.94
	<u>Hotel Tax Administration</u>		
Payroll		\$	4,493.12
Bills		<u>\$</u>	<u>6,768.20</u>
	Total	\$	11,261.32
	<u>Festival Mgmt Fund</u>		
Bills		<u>\$</u>	<u>1,247.38</u>
	Total	\$	1,247.38
	<u>Insurance & Tort Jdgmnt</u>		
Bills		<u>\$</u>	<u>7,675.00</u>
	Total	\$	7,675.00
	<u>Capital Project Fund</u>		
Bills		<u>\$</u>	<u>580,144.54</u>
	Total	\$	580,144.54
	<u>I-57 East TIF Dist</u>		
Bills		<u>\$</u>	<u>119,116.65</u>
	Total	\$	119,116.65
	<u>South Rt 45 TIF Dist</u>		
Bills		<u>\$</u>	<u>57,935.98</u>
	Total	\$	57,935.98

Bills	<u>Broadway East TIF Dist</u>	\$	4,890.00
		Total	\$ 4,890.00
Bills	<u>Broadway East Bus Dist</u>	\$	300,121.00
		Total	\$ 300,121.00
Bills	<u>Remington Rd & I-57 TIF Dist</u>	\$	224,814.10
		Total	\$ 224,814.10
	<u>Water Fund</u>		
Payroll		\$	44,642.90
Bills		\$	52,669.03
		Total	\$ 97,311.93
	<u>Sewer Fund</u>		
Payroll		\$	40,875.96
Bills		\$	105,431.49
		Total	\$ 146,307.45
	<u>Health Insurance Fund</u>		
Bills		\$	267,790.90
		Total	\$ 267,790.90
	<u>Motor Fuel Tax Fund</u>		
Bills		\$	124,862.55
		Total	\$ 124,862.55

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 comment in attendance and online with no response.

NEW BUSINESS

Mayor Hall seconded by Commissioner Phipps moved to adopt Special Ordinance No. 2023-1876, authorizing a contract with Blue Cross Blue Shield of Illinois for the Administration of the fully-insured health plan and qualified High-Deductible Health Plan, and for administration of the fully-insured Dental plan for employees and retirees of the municipality, and for the administration of a Vision care insurance for active employees through payroll deductions; authorizing the continuation of an optional

MAPD plan through Aetna for those current Medicare participants; and authorizing the mayor to sign all documents.

CITY OF MATTOON, ILLINOIS

SPECIAL ORDINANCE NO. 2023-1876

AN ORDINANCE AUTHORIZING AN AGREEMENT WITH BLUE CROSS/BLUE SHIELD OF ILLINOIS FOR THE ADMINISTRATION OF THE FULLY-INSURED MEDICAL, QUALIFIED HIGH-DEDUCTIBLE HEALTH PLAN AND PHARMACY BENEFIT PLANS AND FOR THE ADMINISTRATION OF THE FULLY-FUNDED DENTAL BENEFIT PLAN FOR EMPLOYEES AND RETIREES OF THE MUNICIPALITY

WHEREAS, the City of Mattoon currently has third-party health insurance through Aetna; and

WHEREAS, it is the desire of the Mattoon City Council to change from a self-insured status to a fully-insured status due to increasing health insurance costs; and

WHEREAS, the City of Mattoon has determined a fully-insured relationship with the Blue Cross/Blue Shield plans currently offered through the First Mid Insurance Group to the employees and retirees of the City of Mattoon would provide the most benefit for participants in 2024.

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

Section 1. The mayor is authorized to sign the letter of acceptance with Blue Cross/Blue Shield of Illinois for the administration of the fully-funded medical, qualified high-deductible health, and pharmacy benefit plans and the dental plan for employees and retirees of the municipality, which is attached and incorporated by reference.

Section 2. The City has determined to continue to offer an optional Aetna Medicare Advantage/Prescription Drug Plan (MAPD), approved with Special Ordinance No. 2023-1869. This option allows the participant(s) to return to the City's primary health plan at renewal time as long as premiums have continued to be paid to the City. The City reserves the right to make changes or to discontinue the optional Medicare Advantage health insurance at its discretion. If the City decides to make changes or to discontinue the optional Medicare Advantage health insurance, those actively participating at that time will be allowed to return to the City's primary health plan as long as premiums have continued to be paid to the City.

Section 3. The City shall continue to offer an optional Qualified High-Deductible Health Plan with rates for Active Employees: Single at \$37.50/month, Single +1 at \$75/month and Family at \$150/month and Retirees under the age of 65: Single at \$75/month, Single +1 at \$150/month and Family at \$300/month. The City is offering an initial incentive of up to \$1,000 match for the calendar 2024 for Active employees. New employees hired after the first of the year will be given a 12-month match for their initial incentive. Incentives in subsequent years are to be determined by the Council for those subsequent years. This option allows the participant(s) to return to the City's primary health plan at renewal time as long as premiums have continued to be paid to the City. The City reserves the right to make changes or to discontinue the optional Qualified High-Deductible Health Plan insurance at its discretion. If the City decides to make changes or to discontinue the optional Qualified High-Deductible Health Plan insurance, those actively

participating at that time will be allowed to return to the City's primary health plan as long as premiums have continued to be paid to the City.

Section 4. The City of Mattoon will offer an optional employee-paid Vision care service provided by Blue Cross/Blue Shield of Illinois. This optional Vision care will be paid by employees' payroll deductions. There will be no City funding of the Vision insurance. The City reserves the right to make changes or to discontinue the optional Vision care service insurance at its discretion. The mayor is authorized to sign all documents to enact the Vision care insurance.

Section 5. The City Clerk or designee will administer the Health, Dental, MAPD and Vision insurance for the City of Mattoon.

Section 6. This ordinance shall be deemed published as of the day of its adoption and approval by the City Council.

Section 7. This ordinance shall be effective upon its approval as provided by law.

Upon motion by Mayor Hall, seconded by Commissioner Phipps, adopted this 7th day of November, 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 7th day of November, 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 11-07, 2023

Mayor Hall opened the floor for comments/questions. Administrator Gill noted reviewing different proposals with BCBS having a fully-insured product with more services and most providers the same.

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 adopt Special Ordinance No. 2023-1877, approving placement of the annual property and casualty insurance and workers compensation coverage for a term beginning December 1, 2023; and authorizing the mayor to sign all documents. ICRMT

CITY OF MATTOON, ILLINOIS

SPECIAL ORDINANCE NO. 2023-1877

AN ORDINANCE AUTHORIZING PLACEMENT OF THE CITY'S PROPERTY & CASUALTY, AND WORKERS COMPENSATION INSURANCE COVERAGE

WHEREAS, Dimond Brothers Insurance, Inc., an insurance broker for the City, solicited proposals from insurance companies that underwrite property, casualty and workers compensation insurance for municipal government exposures; and

WHEREAS, proposals have been received from Illinois Counties Risk Management Trust (ICRMT) for General Liability, Auto Liability, Auto Physical Damage, Law Enforcement Liability, Public Officials Liability/Employment Practices Liability, Employee Benefits Liability, Umbrella Liability, Cyber Liability, Property, Inland Marine, Commercial Crime, Workers Compensation; and Chubb for Volunteers AD&D, and Cincinnati for the dam policy; and Arlington Roe/Nexus for Fiduciary Liability. These proposals have been determined to be the most cost effective and secure solutions for managing the City's Property & Casualty and Workers Compensation exposures.

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

Section 1. The Mayor, City Clerk and Dimond Brothers Insurance, Inc. are hereby authorized to take such administrative action necessary to bind the coverages of the City of Mattoon from Illinois Counties Risk Management Trust (ICRMT) for General Liability, Auto Liability, Auto Physical Damage, Law Enforcement Liability, Public Officials Liability/Employment Practices Liability, Employee Benefits Liability, Umbrella Liability, Cyber Liability, Property, Inland Marine, Commercial Crime, Workers Compensation; and Chubb for Volunteers AD&D, and Cincinnati for the dam policy; and Arlington Roe/Nexus for Fiduciary Liability for the policy year beginning December 1, 2023 and ending November 30, 2024 pursuant to the proposal which is attached hereto and incorporated herein by 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 Mayor Hall, seconded by Commissioner Cox, adopted this 7th day of November, 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 7th day of November, 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 11-07, 2023.

Mayor Hall opened the floor for questions/comments. Administrator Gill announced the nine percent premium increase, which was good compared to other cities and had an appraisal \$12 million value of coverage and hiring more personnel as well as work comp increased.

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. 2023-3265, authorizing a \$10,000 maximum agreement with the Coles County Regional Planning & Development Commission for Technical Assistance for services to be rendered from December 1, 2023 to November 30, 2024 on a time and expense basis and authorizing the mayor to sign all documents.

CITY OF MATTOON, ILLINOIS

RESOLUTION NO. 2023-3265

**RESOLUTION TO ENTER INTO A TECHNICAL ASSISTANCE
AGREEMENT BETWEEN THE CITY OF MATTOON AND THE COLES COUNTY
REGIONAL PLANNING AND DEVELOPMENT COMMISSION**

WHEREAS, the City of Mattoon has selected the Coles County Regional Planning and Development Commission to provide certain Technical Assistance Services to the City; and

WHEREAS, the City Council has examined the proposed agreement, a copy of which is attached hereto and incorporated by reference and entitled "Technical Assistance Agreement between the City of Mattoon, Illinois and the Coles County Regional Planning and Development Commission," and finds said agreement to be acceptable.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Mattoon, Illinois, that the City shall enter into and execute said Agreement with the Coles County Regional Planning and Development Commission. The Mayor is authorized to execute said Agreement.

Upon motion by Commissioner Graven, seconded by Commissioner Cox, adopted this 7th day of November, 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 7th day of November, 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 11-07-2023.

Mayor Hall opened the floor for comments. Administrator Gill explained the renewal of each year for the technical services which the City usually does not reach the maximum; and noted the next motion is similar.

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 Resolution No. 2023-3266, authorizing an agreement with the Coles County Regional Planning & Development Commission with a maximum amount of \$3,000 for administration of the Mattoon Revolving Loan Fund for services to be rendered from December 1, 2023 to November 30, 2024 on a time and expense basis and authorizing the mayor to sign all documents.

CITY OF MATTOON, ILLINOIS

RESOLUTION NO. 2023-3266

**RESOLUTION TO ENTER INTO CONTRACTUAL AGREEMENT
FOR REVOLVING LOAN FUND ADMINISTRATION & COORDINATION SERVICES WITH
THE COLES COUNTY REGIONAL PLANNING & DEVELOPMENT COMMISSION**

WHEREAS, the City of Mattoon operates a State of Illinois capitalized Revolving Loan Fund, and;

WHEREAS, the Coles County Regional Planning and Development Commission has been deemed by the City Council as qualified to administer said Revolving Loan Fund, said Commission furnishing a proposed contractual agreement for Revolving Loan Fund administration services to the City, and

WHEREAS, The City Council has examined the proposed contractual agreement, entitled "Contract Agreement for Administration and Coordination Services for State Capitalized Revolving Loan Fund," and finds the agreement to be acceptable.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Mattoon, Coles County, Illinois that the City shall enter into and execute this Contract Agreement for Administrative

Services with the Coles County Regional Planning and Development Commission. The Mayor is authorized to execute said contractual agreement.

Upon motion by Commissioner Graven, seconded by Commissioner Phipps, adopted this 7th day of November, 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 7th day of November, 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 11-07-2023.

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 2023-2424, authorizing the employment of Larry Tarr as an Operator III with a salary of \$46,758.40 for the Waste Water Treatment Plant (WWTP) effective November 20, 2023, pending passage of a background check and drug screening.

Mayor Hall opened the floor for questions/comments. Director Barber provided a good background including having his WWTP license for Mr. Tarr and was looking forward to the additional help.

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 Closson moved to approve Council Decision Request 2023-2425, authorizing the employment of Corey Hope as a probationary Firefighter with a salary of \$47,753.92 for the Mattoon Fire Department effective November 08, 2023.

Mayor Hall opened the floor for comments. Chief Hilligoss introduced Mr. Hope, provided his background and noted his passage of background and drug screening. Mr. Hope announced his excitement to join this field of work, was a volunteer for over a year, family in attendance and wanted to serve his community.

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 Phipps moved to approve Council Decision Request 2023-2426, authorizing the employment of Gabriel Gaines as a probationary Firefighter with a salary of \$47,753.92 for the Mattoon Fire Department effective November 09, 2023.

Chief Hilligoss provided a background for Mr. Gaines, had passed all of his testing by the Fire & Police Board, and was looking forward to having him. Mr. Gaines stated he was ready to work for Mattoon and excited to start.

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 2023-2427, approving the water and sewer billing adjustment in the amount of \$4,376.51 on behalf of Jasper Holdings, L.L.C. located at 1821 Broadway Avenue.

Mayor Hall opened the floor for comments. Director and Treasurer Wright noted the adjustment was due to a leaky toilet with the actual billing of \$8,800 for one month.

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 acknowledged the upcoming Veterans Day holiday and asked those veterans in attendance to stand to be recognized.

DEPARTMENT REPORTS:

CITY ADMINISTRATOR noted the renewals of both health and property casualty insurance, labor unions ready to negotiate, and filling vacancies. Mayor Hall opened the floor for questions with no response.

CITY ATTORNEY noted business as usual while offering an update on the Quakenbush hearing where property was examined and Mr. Quakenbush's counsel requesting more time to review evidence with a compliance hearing to be held in the near future. Mayor Hall opened the floor for questions with no response.

CITY CLERK noted processing of multiple insurance issues; otherwise, business as usual.

FINANCE distributed and reviewed the Revenue Tracking Report including changes and slightly ahead of last year and unrestricted cash; and noted receiving the auditors' draft report which would be presented at the next council meeting. Mayor Hall opened the floor for questions with no response.

PUBLIC WORKS announced DCEO permission for the final phase of Streetscaping, notifying bidders this week and having the bid documents ready for approval at the next council meeting. Mayor Hall opened the floor for questions with no response.

FIRE thanked the Council for the new hires, reported on calls for service and training, and announced Engineers Tyler Johns and Trent Coy delivered a baby in the back of the ambulance with

Captain Kenny Clatfelter Engineer Mel Pierce assisting, and Engineer Dusty Rhoads and Firefighter Logan Ratliff passed testing to arrive at the Airport audit location. All did a fabulous job. Mayor Hall opened the floor for questions with no response.

POLICE reported on calls for service, and a call to service responding to a shot-fired call in a residence resulting in a school lockdown and thanked the officers for doing an amazing job including those who assisted in the incident. Mayor Hall opened the floor for questions with no response.

ARTS AND TOURISM Commissioner Cox thanked Director Barber for the additional electricity in Heritage Park for Trunk or Treat; and announced the Lightworks walkthrough to be on Thursday with traffic on Friday and the Mattoon sign was about ready for installation. Mayor Hall opened the floor for questions with no response.

COMMUNITY DEVELOPMENT announced a well-attended Trunk or Treat event, last day for the AmeriCorps group, assistance from AJ Cobble with the finishing touches of the trails, a visit from Serve Illinois who would send volunteers to help with the trails in the future, an update on the GIS portion of the housing stock, receipt of several zoning petitions and solar farm petitions. Mayor Hall opened the floor for questions with no response.

COMMENTS BY THE COUNCIL

Council congratulated the new hires. Commissioner Closson added the pickleball courts would be ready early next Spring, Lakes Supervisor Wurtsbaugh had plans for Lake Mattoon, and looking forward to the Lightworks walkthrough. Commissioner Cox thanked the Community Breakfast Attendees for representing the City and noted good things happening in the County and community. Commissioners Graven and Phipps had no additional comments. Mayor Hall noted attendance of the Chamber Breakfast, a Coles County Regional Planning meeting, the Legislative Committee of the IML, search committee of Coles Together, existing retailers expanding, other parties interested in the community outside of the sports complex, renovation of the WWII monument at City Hall by the Knights of Columbus, and the trails were going well at Lake Paradise.

Mayor Hall seconded by Commissioner Cox moved to recess to closed session at 7:02 p.m. pursuant to the Illinois Open Meetings Act for the purpose of the discussion of collective negotiating matters between the City of Mattoon and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees under (5ILCS 120 (2)(C)(2)).

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 reconvened at 7:53 p.m.

Commissioner Cox seconded by Commissioner Phipps moved to adjourn at 7:54 p.m.

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.

/s/Susan J. O'Brien
City Clerk