

The City Council of the City of Mattoon held a Regular City Council meeting in the Council Chambers of City Hall on November 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 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, Arts & Tourism Director Angelia Burgett, Public Works Director Dean Barber, Fire Chief Jeff Hilligoss, Police Chief Sam Gaines, 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 November 7, 2023; bills and payroll for the first half of November 2023.

<u>Bills and payroll for the first half of November, 2023</u>			
<u>General Fund</u>			
Payroll		\$	339,323.20
Bills		\$	<u>131,202.86</u>
	Total	\$	470,526.06
<u>Hotel Tax Administration</u>			
Payroll		\$	4,493.12
Bills		\$	<u>21,779.07</u>
	Total	\$	26,272.19
Bills	<u>Festival Mgt Fund</u>	\$	<u>6,661.72</u>
	Total	\$	6,661.72
Bills	<u>Insurance & Tort Jdgmt</u>	\$	<u>9,469.37</u>
	Total	\$	9,469.37
Bills	<u>Midtown Tif Fund</u>	\$	<u>4,347.00</u>
	Total	\$	4,347.00
Bills	<u>Capital Project Fund</u>	\$	<u>148,042.99</u>
	Total	\$	148,042.99
Bills	<u>Broadway East TIF Dist</u>	\$	<u>3,100.00</u>
	Total	\$	3,100.00
Bills	<u>Broadway East Bus Dist</u>	\$	<u>2,822.93</u>

	Total	\$	2,822.93
	<u>Water Fund</u>		
Payroll		\$	46,010.53
Bills		\$	<u>56,645.19</u>
	Total	\$	102,655.72
	<u>Sewer Fund</u>		
Payroll		\$	41,281.16
Bills		\$	<u>52,465.06</u>
	Total	\$	93,746.22
	<u>Health Insurance Fund</u>		
Bills		\$	<u>220,020.12</u>
	Total	\$	220,020.12
	<u>Motor Fuel Tax Fund</u>		
Bills		\$	<u>35,728.57</u>
	Total	\$	35,728.57

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 from attendees of the meeting with no response.

Commissioner Closson acknowledged the retirement of Dave Basham with more than 36 years of service with the City at the Water Treatment Plant on December 02, 2023; and provided accolades of his service.

PRESENTATION: FY23 AUDIT – Roth & Co.

Director & Treasurer Wright introduced Ms. Leilani Rodrigo and Ms. Syndelle Manuel of Roth & Company who conducted the City’s audit. Ms. Rodrigo and Ms. Manuel presented the City’s Audit for the fiscal year ended April 30, 2023. They reviewed the audit opinions, financial statement highlights, audit findings, management letter comments on the Library, and adjusting entries; and opened the floor for questions with no response. Mayor Hall noted any questions could be addressed by Director & Treasurer Wright or the auditors once Council had an opportunity to review.

NEW BUSINESS

Mayor Hall seconded by Commissioner Cox moved to adopt Special Ordinance No. 2023-1878: Declaring personal property owned by the municipality surplus; and authorizing the sale or disposal of the property.

CITY OF MATTOON, ILLINOIS

SPECIAL ORDINANCE NO. 2023-1878

A SPECIAL ORDINANCE DECLARING PERSONAL PROPERTY OWNED BY THE MUNICIPALITY SURPLUS AND AUTHORIZING THE SALE OR DISPOSAL OF THE PROPERTY

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

Section 1. Supplies and equipment identified on Exhibit A to this ordinance are no longer necessary or useful to, or for the best interest of, the City of Mattoon, and are hereby declared surplus to the needs of the City of Mattoon.

Section 2. The City of Mattoon, Illinois does not express any warranty or imply any statement of condition of this surplus property. The Department Heads are hereby authorized to administratively sell by the most advantageous means and to negotiate the conditions for the sale, recycle, or other disposition of the property without further formal consideration or approval by the City Council. The City of Mattoon shall reserve the right to accept or reject any and/or all offers for this property.

Section 3. The Mayor and City Clerk are authorized and directed to execute any documents necessary to complete the sale or disposal of the property.

Section 4. This ordinance shall be deemed published as of the day of its adoption and approval by the City Council.

Section 5. This ordinance shall be effective upon its approval as provided by law.

Upon motion by Mayor Hall seconded by Commissioner Cox, adopted this 21st 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 21st 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 11-17, 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.

Mayor Hall announced the withdrawal by the Petitioners of the Special Ordinance 2023-1879: Granting a special use located at 1309 South 17th Street to allow for the construction of a parking lot.

Commissioner Phipps seconded by Commissioner Closson moved to approve Council Decision Request 2023-2428: Approving the plans and specifications of the Broadway Avenue Streetscaping Project from 16th Street to 14th Street. (Phipps) 13-00254-03-SW

Mayor Hall opened the floor for comments. Director Barber announced bids would be due December 13th with consideration on the 19th; and would be completed by October 31, 2024 as required. Commissioner Cox thanked Director Barber for his diligence on the project which was great for the Downtown area. Mayor Hall noted the size of the project took a while and appreciated all of the hard work.

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 2023-2429: Approving a \$8,000 grant by the Tourism Advisory Committee from FY23/24 hotel/motel tax funds to the Mattoon Youth Wrestling Club in support of the Mattoon Youth Open to be held on January 7, 2024; and authorizing the mayor to sign the agreement.

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.

DEPARTMENT REPORTS

CITY ADMINISTRATOR updated Council on replacements for vacating personnel, keeping up with legislation updates and ordinances, and working on the EEOP Plan. 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 processing insurance enrollments/changes and new hires; otherwise, business as usual.

FINANCE announced receipt of the final installation of property taxes after receiving \$5.19 million and levied \$5.26 million; and distributed and reviewed the October Financial Report including the revenues/expenditures, cumulative cash position, Revenue Tracking Report and unrestricted cash. Mayor Hall opened the floor for questions with no response.

PUBLIC WORKS announced receipt of a grant agreement with IDOT for the roadways at the sports complex and would have Council action at the next meeting. Mayor Hall opened the floor for questions with no response.

FIRE reported on calls for service including three structure fires with no injuries, five firefighters graduated from Peoria Fire Academy, KC Summers lent an electric vehicle for transportation to the Academy, training; and distributed a summary of fixes on the fleet of apparatus with a request for a new fire truck at the next council meeting as well as a grant for a ladder truck. Mayor Hall opened the floor for questions with no response.

POLICE reported on calls for service, 42 arrests, and an anonymous tip leading to an arrest of an individual with a gun. Mayor Hall opened the floor for questions with no response.

ARTS AND TOURISM reported on participation at the Business Navigators Alliance in Effingham, new anthem, Lightworks walkthrough with 10,000 participants and 180 cars on Friday, lights Downtown with trees and displays at Heritage Park. Mayor Hall opened the floor for questions. Mayor Hall noted there were a lot of people and had positive comments. Director Burgett noted Hunan's Mae Chen was always supportive and always stepped up.

COMMUNITY DEVELOPMENT reported on upcoming ordinances including waiver of permit fees for two years for new residential construction, revised alcohol ordinance for flexibility for new businesses, limiting gaming, Housing stock survey 70% complete while having Lake Land College students conduct the survey. Mayor Hall opened the floor for questions with no response.

COMMENTS BY THE COUNCIL

The Council wished everyone a Happy Thanksgiving. Commissioner Closson announced Parks Superintendent Kurt Stretch completed the installation of Lightworks and final mowing of the parks; and noted completion of the concrete sidewalk repair at the City Hall elevator entrance completed by City crews. Commissioner Cox complimented and thanked Roth & Company for the audit, the Police Department with their apprehension, and complimented Lightworks and the participating restaurants. Commissioner Graven thanked the auditors for their presentation and everyone in attendance. Commissioner Phipps announced Public Works Advisory Board re-appointments, interviews for public works director, and great Lightworks displays. Mayor Hall stated he had a lot to be thankful for.

Commissioner Cox seconded by Commissioner Phipps moved to adjourn at 7:07 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