

The City Council of the City of Mattoon held a Regular City Council meeting in the Council Chambers of City Hall on April 15, 2025. 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: Interim Manager Kyle Gill, City Attorney Daniel C. Jones, Finance Director/Treasurer Beth Wright, Arts & Tourism Director Angelia Burgett (audio), Public Works Director Dave Clark, Fire Chief Jeff Hilligoss, Police Chief Sam Gaines, Community Development & 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 April 1, 2025, bills and payroll for the first half of April 2025.

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<b><u>Bills and payroll for the first half of April, 2025</u></b>			
<b><u>General Fund</u></b>			
Payroll		\$	297,071.90
Bills		\$	761,908.38
	Total	\$	1,058,980.28
<b><u>Hotel Tax Administration</u></b>			
Payroll		\$	5,172.04
Bills		\$	809.30
	Total	\$	5,981.34
Bills	<b><u>Festival Mgmt Fund</u></b>	\$	100.00
	Total	\$	100.00
Bills	<b><u>Insurance &amp; Tort Jdgmnt</u></b>	\$	140,532.14
	Total	\$	140,532.14
Bills	<b><u>Midtown TIF Fund</u></b>	\$	28,438.75
	Total	\$	28,438.75
Bills	<b><u>Capital Project Fund</u></b>	\$	93,940.00
	Total	\$	93,940.00
Bills	<b><u>I-57 East TIF Dist</u></b>	\$	358.00
	Total	\$	358.00
Bills	<b><u>Remington Rd &amp; I-57 Bus Dist</u></b>	\$	145,206.37
	Total	\$	145,206.37

Payroll	<b><u>Water Fund</u></b>	\$	43,992.40
Bills		\$	51,415.12
	Total	\$	95,407.52

	<b><u>Sewer Fund</u></b>		
Payroll		\$	37,885.93
Bills		\$	64,176.58
	Total	\$	102,062.51

	<b><u>Health Insurance Fund</u></b>		
Bills		\$	3,710.11
	Total	\$	3,710.11

	<b><u>Motor Fuel Tax Fund</u></b>		
Bills		\$	21,511.21
	Total	\$	21,511.21

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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 comments from those in person and online with no response.

### **NEW BUSINESS**

Commissioner Closson seconded by Commissioner Graven moved to approve Council Decision Request 2025-2587, approving amendments to the budget for the fiscal year ending April 30, 2025.

Mayor Hall opened the floor for comments/questions. Director & Treasurer Wright explained the amendments to Capital Projects Fund of an increase of \$700,000, Future needs of Fire Station 3 of an increase of \$400,000, North 6<sup>th</sup> Street Substation of an increase of \$300,000 and RLF loan financing of an increase of \$200,000 to pay down the principal of the fire truck.

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 adopt Special Ordinance No. 2025-1949, adopting the budget for the fiscal year that begins May 1, 2025 and ends April 30, 2026.

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**CITY OF MATTOON, ILLINOIS**

**SPECIAL ORDINANCE NO. 2025-1949**

**AN ORDINANCE ADOPTING THE BUDGET FOR THE CITY OF  
MATTOON FOR THE FISCAL YEAR THAT BEGINS MAY 1, 2025  
AND ENDS APRIL 30, 2026**

**WHEREAS**, the proposed budget was filed with the City Clerk and became available for public inspection on March 21, 2025; and

**WHEREAS**, notice of a public hearing to consider comments on the proposed budget was published in the *Mattoon Journal Gazette* on March 21, 2025; and

**WHEREAS**, a public hearing was held on April 01, 2025 at which hearing any taxpayer was given an opportunity to appear and be heard in favor of or against any of the proposed revenues and expenditures provided in the tentative budget; and

**WHEREAS**, after the public hearing the City Council adopted changes to the tentative budget as outlined in the final budget which is attached to this ordinance and marked as “Final Budget – April 15, 2025”; and,

**WHEREAS**, the process and procedures for the annual budget have been completed in accordance with provisions of Illinois Statutes 65 ILCS 5/8-2-9.1 through 65 ILCS 5/8-2-9.10 and City of Mattoon Ordinance No. 2002-5101.

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

**Section 1.** Estimates of revenues and expenditures shown in the attached budget, as amended, are hereby adopted as the budget for the City of Mattoon for the fiscal year that begins May 1, 2025 and ends April 30, 2026.

**Section 2.** The budget as it has been adopted is attached 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 Cox, seconded by Commissioner Phipps, adopted this 15<sup>th</sup> day of April, 2025.

AYES (Names): Commissioner Closson, Commissioner Cox,  
Commissioner Graven, Commissioner Phipps,  
Mayor Hall

NAYS (Names): None

ABSENT (Names): None

Approved this 15<sup>th</sup> day of April, 2025.

/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 04-15, 2025.

Mayor Hall opened the floor for comments. Director & Treasurer Wright noted minor adjustments and a surplus in the General Fund of approximately \$150,000 to the positive.

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 Ordinance No. 2025-5491, amending Section 51.098 of the municipal code to update the water and sewer rates for the City of Mattoon.

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**CITY OF MATTOON, ILLINOIS**

**ORDINANCE NO. 2025-5491**

**AN ORDINANCE AMENDING THE WATER AND SEWER RATES FOR THE CITY  
OF MATTOON**

**WHEREAS**, the City of Mattoon owns and maintains potable water and waste water systems including; Water Treatment, Water Distribution, Waste Water Collection, and Waste Water Treatment; and

**WHEREAS**, the City of Mattoon is responsible for establishing rates of service for the potable water and waste water systems sufficient to cover the cost of Operating Expenses, Debt Service, and Capital Reinvestment; and

**WHEREAS**, the City Mattoon wishes to increase certain rates for potable water service and waste water service by approximately 4.5% effective May 01, 2025; and

**WHEREAS**, the City of Mattoon wishes to increase the rate for Biochemical Oxygen Demand (BOD) Exceeding 200 mg/l, and the rate for Suspended Solids (SS) Exceeding 250 mg/l, for industrial waste water customers by approximately 4.5% effective May 01, 2025; and

**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.** That Section 51.098 of the City of Mattoon Illinois Code of Ordinances be replaced in its entirety with the following:

### **51.098 RATES FOR WATER SERVICE**

(A) Effective May 01, 2025 the rates for water service shall be:

(1) There shall be assessed a monthly meter charge according to the size of the meter for each service as follows:

(a) Residential

1. For a 5/8" meter, the base fee shall be \$2.54
2. For a 3/4" meter, the base fee shall be \$8.57
3. For a 1" meter, the base fee shall be \$12.84

(b) Commercial

1. For a 5/8" meter, the base fee shall be \$8.57
2. For a 3/4" meter, the base fee shall be \$12.84
3. For a 1" meter, the base fee shall be \$17.14
4. For a 1-1/2" meter, the base fee shall be \$25.71
5. For a 2" meter, the base fee shall be \$34.24
6. For a 3" meter, the base fee shall be \$68.37
7. For a 4" meter, the base fee shall be \$102.47
8. For a 6" meter, the base fee shall be \$136.73
9. For a 8" meter, the base fee shall be \$171.30

(2) Where there is more than one meter per customer, the monthly meter charge shall apply to each meter.

(3) In addition to the monthly meter charge, the following schedule of rates shall be used to calculate the monthly billing for each customer:

(a) For potable water usage inside the City Limits for each billing period:

1. The first 2,000 cubic feet (14,980 gal) or less shall be \$4.69 per 100 cubic feet.
2. The next 298,000 cubic feet (2,232,020 gal) shall be \$3.74 per 100 cubic feet.
3. Usage over 300,000 cubic feet (2,247,000 gal) shall be \$2.96 per 100 cubic feet.

(b) For potable water usage outside the City Limits for each billing period:

1. The first 2,000 cubic feet (14,980 gal) or less shall be \$7.25 per 100 cubic feet.
2. The next 298,000 cubic feet (2,232,020 gal) shall be \$5.71 per 100 cubic feet.
3. Usage over 300,000 cubic feet (2,247,000 gal) shall be \$4.60 per 100 cubic feet.

(B) Effective May 1, 2025 the fee for routine laboratory testing of water samples shall be \$20.00 per sample.

**Section 3.** That Section 50.096 of the City of Mattoon Illinois Code of Ordinances be replaced in its entirety with the following:

#### **50.096 RATES FOR SEWER SERVICE**

(A) Effective May 01, 2025 the rates for sewer service shall be:

(1) For sewer service inside the City Limits for each billing period:

- (a.) A billing fee of 2.12 per bill shall be charged for all users.
- (b.) A rate of \$7.54 per 100 cubic feet of potable water use shall be charged for all domestic level users as defined in Section 50.002.
- (c.) Users, other than domestic level users, shall be billed according to the following:
  1. A user fee of \$5.17 per 100 cubic feet.
  2. A debt service fee of \$2.37 per 100 cubic feet.
  3. A surcharge of \$0.71 per pound of BOD in excess of 200 mg/l.
  4. A surcharge of \$1.11 per pound of SS in excess of 250 mg/l.

(2) For sewer service outside the City Limits for each billing period:

- (a.) A billing fee of 2.12 per bill shall be charged for all users.
- (b.) A rate of \$10.71 per 100 cubic feet of potable water use shall be charged for all domestic level users as defined in Section 50.002.
- (c.) Users, other than domestic level users, shall be billed according to the following:
  1. A user fee of \$5.18 per 100 cubic feet.
  2. A debt service fee of \$5.52 per 100 cubic feet.
  3. A surcharge of \$0.71 per pound of BOD in excess of 200 mg/l.
  4. A surcharge of \$1.11 per pound of SS in excess of 250 mg/l.

**Section 3.** If any section, subsection, sentence, clause or phrase of this ordinance is, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance. The City Council hereby declares that it would have passed this ordinance, and

each section, subsection, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clause and phrases may be declared unconstitutional.

**Section 4.** The City Clerk is hereby directed to cause this ordinance to be published in pamphlet form.

**Section 5.** This ordinance and the rules, regulations, provisions, requirements, orders and matters established and adopted hereby shall take effect and be in full force and effect 10 days after its publication in pamphlet form as herein provided.

Upon motion by Commissioner Graven, seconded by Commissioner Cox,  
adopted this 15<sup>th</sup> day of April, 2025, 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 15<sup>th</sup> day of April, 2025.

/s/Rick Hall  
Rick Hall, Mayor  
City of Mattoon, 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 04-15, 2025.

Mayor Hall opened the floor for comments. Administrator Gill noted an increase of 4.5% increase in rates to help the future update projects at the Water and Waste Water Plants. Mayor Hall inquired if there were increases on a regular basis with Interim Manager Gill answering affirmatively. Commissioner Closson added there was a 20% increase last year and another 20% increase this year in chemicals. Director & Treasurer Wright explained an average monthly bill for a residential customer in the city limits would be increasing from \$50.53 per month to \$52.80 per 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.

Commissioner Phipps seconded by Commissioner Graven moved to adopt Resolution No. 2025-3300, prescribing contributions required of Employees and Retirees who elect to participate in the group Health, group Medicare, and Life insurance plan of the municipality.

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**CITY OF MATTOON, ILLINOIS**

**RESOLUTION NO. 2025-3300**

**A RESOLUTION ESTABLISHING CONTRIBUTIONS REQUIRED OF EMPLOYEES  
AND RETIREES WHO ELECT TO PARTICIPATE IN THE CITY OF MATTOON'S  
GROUP HEALTH, DENTAL AND LIFE INSURANCE PLANS**

**WHEREAS**, the City of Mattoon is subject to three collective bargaining agreements and all three agreements of which prescribe that employees shall pay 25% of the cost of the health insurance plan by payroll deduction beginning with the first paycheck of May after the costs for the preceding calendar year are disclosed by the Employer's health insurance administrator; and

**WHEREAS**, actual costs for stop loss insurance, fees, medical, prescription and dental claim expenditures for calendar year 2024 were \$706.06 per month for single coverage and \$1,940.82 per month for family coverage, as reported by BCBSIL (City Traditional Plan, QHDHP, Dental) & Aetna (Group Medicare Plan), the Employer's health and dental insurance plan administrators; and

**WHEREAS**, State statutes do not presently require a municipality to pay any portion of the cost of post-employment benefits for retired employees and the City reserves the right to make changes to the rates; and

**WHEREAS**, the City began to require retired employees, whose pensions are more than \$1,625 per month, to contribute a higher share of the cost of the health insurance plan by Resolution 2004-2548 adopted April 6, 2004; and

**WHEREAS**, in the wake of the property tax extension limitation effective in Coles County, declining general government revenues, and ever rising costs of health insurance, the City must make additional adjustments and further increase retired employees' share of the costs of health insurance; and

**WHEREAS**, doing so represents a change in the City's policy with respect to the amounts it subsidizes toward health insurance for retiree employees; and

**WHEREAS**, group life insurance will be provided by BlueCross BlueShield of Illinois (formerly Dearborn National) for a one-year renewal effective through May 1, 2026; and

**WHEREAS**, the time is now appropriate to prescribe contributions required of employees and retirees for the health and life insurance plans for the 2025/2026 fiscal year.

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

**Section 1.** The following tables prescribe contributions required of eligible employees and retirees who elect to participate in the City of Mattoon's group health insurance plan.



Eligible Employees and Retirees Whose Pensions Are Less Than \$1,625 Per Month;  
May 01, 2025

	Total Monthly Cost	Employer Share 75%	Employee Share 25%
Single Coverage	\$706.06	\$529.54	\$176.52
Family Coverage	\$1,940.82	\$1,455.62	\$485.20

Eligible Retirees Whose Pensions Are More Than \$1,625 Per Month through April 30, 2026

	Total Monthly Cost	Employer Share 30%	Retiree Share 70%
Single Coverage	\$706.06	\$211.82	\$494.24
Family Coverage	\$1,940.82	\$582.25	\$1,358.57

**Section 2.** Retirees, who are currently enrolled, may participate in the City of Mattoon's group term life insurance plan by monthly withholdings from pensions, whether such retiree is paid by the Illinois Municipal Retirement Fund, the Firefighters Pension Fund or the Police Pension Fund. The retiree contribution for \$10,000 life insurance shall be \$21.15 per month for retirees under 70. For retirees age 70 or over, the retiree contribution for \$5,000 life insurance shall be \$10.58 per month.

**Section 3.** Employee and retiree contributions adopted by this resolution shall become effective May 1, 2025.

**Section 4.** All contributions for payment of health and life insurance shall be deducted directly on a monthly basis from the pension benefits received by the retiree. The only exception to the direct deduction rule shall be when the IMRF rules and regulations do not allow for said direct deduction.

Upon motion by Commissioner Phipps, seconded by Commissioner Graven,  
adopted this 15<sup>th</sup> day of April, 2025, 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 15<sup>th</sup> day of April, 2025.

/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 04-15, 2025.

Mayor Hall opened the floor for comments. Clerk O'Brien stated the rates were steady but expected an increase next year.

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. 2025-1950, establishing the 2025/2026 Compensation Plan for managerial and non-union non-managerial employees of the municipality.

## **CITY OF MATTOON, ILLINOIS**

### **SPECIAL ORDINANCE NO. 2025-1950**

#### **AN ORDINANCE ESTABLISHING THE 2025-2026 COMPENSATION PLAN FOR THE MANAGERIAL AND NON-UNION NON-MANAGERIAL EMPLOYEES OF THE MUNICIPALITY**

**WHEREAS**, a ratified agreement with the three collective bargaining agreements which represents employees of the municipality has provided a four percent (4%) pay increase for the fiscal year beginning May 1, 2025 and ending April 30, 2026; and

**WHEREAS**, the time is now appropriate to also establish rates of pay for the managerial employees and the non-managerial employees not represented by a collective bargaining agreement effective with the fiscal year that begins May 1, 2025.

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

**Section 1. Recitals.** Non-Managerial, Non-Confidential & FLSA Exempt Employees shall be compensated in accordance with the schedule attached to this ordinance and marked Appendix A. Employees assigned to position identified on the Schedule of Confidential & FLSA Exempt Supervisory & Management Positions shall receive an average salary increase of 4% unless stated otherwise as outlined in Appendix B effective May 1, 2025.

**Section 2.** Management employees assigned to positions identified on the Schedule of Confidential & FLSA Exempt Supervisory & Management Positions shall receive a salary increase of 4% unless stated otherwise as outlined in Appendix C effective May 1, 2025.

**Section 3.** To the extent this ordinance conflicts with prior ordinances establishing a compensation plan for the City’s employees, the prior ordinances shall control except where specifically amended by this ordinance.

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

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

Upon motion by Commissioner Closson, seconded by Commissioner Phipps, adopted this 15<sup>th</sup> day of April, 2025, 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 15<sup>th</sup> day of April, 2025.

/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 04-15, 2025.

Mayor Hall opened the floor for comments. Interim Manager Gill noted most of the increases stayed with the union contracts of 4%.

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 2025-2588, authorizing the purchase of one 2025 GMC Sierra 4WD truck in the amount of \$50,182 from KC Summers for the Mattoon Fire Department.

Mayor Hall opened the floor for comments. Chief Hilligoss explained the three quotes including the State bid from Morrow Brothers, but the local dealerships came in \$8,000 less than the State bid.

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 adopt Special Ordinance No. 2025-1951, authorizing the mayor to sign an outright grant agreement by and between the City of Mattoon and Washington Saving Bank Trustee, Land Trust #5126. reimbursing up to \$42,165 from Mid-town TIF Revenues over a one-year period for roof replacement to the building located at 1400 Broadway Avenue; and authorizing the mayor to sign the agreement. 07-1-03844-000

## **CITY OF MATTOON, ILLINOIS**

### **SPECIAL ORDINANCE NO. 2025-1951**

#### **AN ORDINANCE APPROVING A GRANT AGREEMENT BY AND BETWEEN THE CITY OF MATTOON, ILLINOIS AND WASHINGTON SAVINGS BANK TTTEE-TR #5126 FOR 1400 BROADWAY AVENUE MATTOON ILLINOIS 61938 (PIN 07-1-03844-000) IN CONNECTION WITH THE MATTOON MID-TOWN REDEVELOPMENT PROJECT AREA**

**WHEREAS**, WASHINGTON SAVINGS BANK TTTEE-TR #5126 (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 Cox, seconded by Commissioner Closson, adopted this 15<sup>th</sup> day of April, 2025, by a roll call vote, as follows:

AYES (Names): Commissioner Closson, Commissioner Cox,  
Commissioner Graven, Commissioner Phipps,

NAYS (Names): Mayor Hall  
ABSENT (Names): None

Approved this 15<sup>th</sup> day of April, 2025.

/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 4-15, 2025.

Mayor Hall opened the floor for comments. Interim Manager Gill explained the TIF Committee's approval for the replacement roof which was three times the size of normal Downtown roofs and had several good bids with future work to be requested later.

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 Cox moved to adopt Special Ordinance No. 2025-1952, granting the rezoning for 2017 Lake Land Boulevard from C-3 to C-4. Petitioner: Morton Building

## **CITY OF MATTOON, ILLINOIS**

### **SPECIAL ORDINANCE NO. 2025-1952**

#### **AN ORDINANCE GRANTING A REZONING FROM C-3 TO C-4 AT 2017 LAKE LAND BOULEVARD IN THE CITY OF MATTOON, COLES COUNTY, ILLINOIS**

**WHEREAS**, Morton Buildings, presented a Petition to the City Clerk for a Rezoning, said Petition requests that a property be rezoned from C-3 Service Commercial District to C-4 General Commercial District to allow for outdoor storage, pursuant to City Ordinance 2015-5377, passed 5-5-2015, sections 159.05 and 159.30; and,

**WHEREAS**, petitioner is the owner of the property commonly described as 2017 Lake Land Blvd. Pin Numbers: 07-1-01914-000 AND 07-1-01913-002; and,

**WHEREAS**, a Public Hearing on said Rezoning was held before the Mattoon Planning and Zoning Commission on April 8, 2025; and,

**WHEREAS**, said Petition was recommended for approval by the Mattoon Planning and Zoning Commission at said Public Hearing on April 8, 2025; and

**WHEREAS**, the City Council of the City of Mattoon, Coles County, Illinois, has determined, that the public interest will be served by allowing for said Rezoning.

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

**Section 1.** Pursuant to enabling authority provided at Section §159.05 and 159.30 of the Mattoon Code of Ordinances, the property shall be granted a Rezoning from C-3 to C-4 with the following legal descriptions:

1. 2017 Lake Land Blvd; Mattoon, IL 61938 PIN 07-1-01914-000  
PARCEL I: LOT TWENTY-ONE (21) OF RUDY SUBDIVISION OF THAT PART OF THE WEST HALF (W 1/2) OF THE SOUTHWEST QUARTER (SW1/40 OF SECTION TWENTY-FOUR (24), TOWNSHIP TWELVE (12) NORTH RANGE SEVEN (7) EAST OF THIRD PRINCIPAL MERIDIAN, COLES COUNTY, ILLINOIS, LYING WEST OF RIGHT OF U.S. HIGHWAY NO. 45, AS PER PLAT RECORDED JANUARY 26, 1951, IN PLAT BOOK 2 PAGE 48.
2. 2017 Lake Land Blvd; Mattoon, IL 61938 PIN 07-1-01913-002  
PARCEL II: LOT TWO (2) IN DAVIS SUBDIVISION IN THE CITY OF MATTOON, COLES COUNTY, ILLINOIS, AS PER PLAT RECORDED JUNE 24, 2014, AS DOCUMENT NUMBER 201400752124 IN PLAT BOOK 5 PAGE 239.

**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 immediately.

**Section 4.** Upon becoming effective, the City Clerk shall make and record a duly certified copy of this ordinance with the Clerk and Recorder's Office of Coles County, Illinois.

Upon motion by Commissioner Phipps, seconded by Commissioner Cox, adopted this 15<sup>th</sup> day of April, 2025, by a roll call vote, as follows:

AYES (Names):	<u>Commissioner Closson, Commissioner Cox,</u>
	<u>Commissioner Graven, Commissioner Phipps,</u>
	<u>Mayor Hall</u>
NAYS (Names):	<u>None</u>
ABSENT (Names):	<u>None</u>

Approved this 15<sup>th</sup> day of April, 2025.

/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 4-15, 2025.

Mayor Hall opened the floor for questions. CECD Manager Benishek explained the rezoning for outdoor storage, prepackage deliveries with a privacy fence; and passed unanimously at the Planning Commission meeting. Interim Manager Gill noted the area had always had outdoor storage with previous owners.

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. 2025-1953, granting a Special Use for a short-term rental located at 7705 West Country Club Road. Petitioners: Josh & Kiley Butler

## **CITY OF MATTOON, ILLINOIS**

### **SPECIAL ORDINANCE NO. 2025-1953**

#### **AN ORDINANCE GRANTING A SPECIAL USE FOR A SHORT-TERM RENTAL LOCATED AT 7705 W COUNTRY CLUB ROAD 06-0-00563-000 IN THE CITY OF MATTOON, COLES COUNTY, ILLINOIS**

**WHEREAS**, Josh Butler, presented a Petition to the City Clerk for a Special Use Permit, which Petition requests that a new property be utilized for a Short-term Rental, which is a Special Use pursuant to City Ordinance 2015-5377, passed 5-5-2015, sections 159.45 and 159.46; and,

**WHEREAS**, petitioner is the owner of the property commonly described as 7705 W Country Club Road. Pin Number: 06-0-00563-000; and,

**WHEREAS**, a Public Hearing on said Special Use for a ' Short-term Rental' was held before the Mattoon Planning and Zoning Commission on April 8, 2025; and,

**WHEREAS**, said Petition was recommended for approval by the Mattoon Planning and Zoning Commission at said Public Hearing on April 8, 2025; and

**WHEREAS**, the City Council of the City of Mattoon, Coles County, Illinois, has determined, that the public interest will be served by allowing for such a Special Use.

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

**Section 1.** Pursuant to enabling authority provided at Section §159.45 and 159.46 of the Mattoon Code of Ordinances, the property as legally described above, shall be granted a Special Use Permit for a 'short-term rental'; and,

**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 immediately.

Upon motion by Commissioner Closson, seconded by Commissioner Phipps, adopted this 15<sup>th</sup> day of April, 2025, 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 15<sup>th</sup> day of April, 2025.

/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 04-15, 2025.

Mayor Hall opened the floor for comments. Commissioner Graven cautioned whether with a short-term rental that the property would no longer be considered as a primary residence. CECD Manager Benishek stated it depends on the tiered system, investment property not necessarily a designation, Coles County Landlord Association had passed through the County, depended on where registered to vote and water payments. Interim Manager Gill stated the City would determine as receiving the applications. CECD Manager Benishek noted the owner's responsibility and condition on owners; and added this passed unanimously at the Planning Commission meeting with no objectors present.

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 Resolution No. 2025-3301, approving the final MFT payment for improvements on the DeWitt Avenue project from Logan Avenue to east of 14<sup>th</sup> Street in the amount of \$267,254.68 with Rebuild Illinois Funds (RBI); and authorizing the city clerk to sign the resolution. 19-00309-00-RS





CITY OF MATTOON, ILLINOIS  
RESOLUTION NO. 2025-3301

**Resolution for Improvement  
Under the Illinois Highway Code**

Is this project a bondable capital improvement?

☒ Yes ☐ No

Resolution Type	Resolution Number	Section Number
Original	2025-3301	19-00309-00-RS

BE IT RESOLVED, by the Council of the City  
Governing Body Type Local Public Agency Type  
of Mattoon Illinois that the following described street(s)/road(s)/structure be improved under  
Name of Local Public Agency  
the Illinois Highway Code. Work shall be done by Contract  
Contract or Day Labor

For Roadway/Street Improvements:

Name of Street(s)/Road(s)	Length (miles)	Route	From	To
Dewitt Ave.	1.07	NA	14th Street	Logan Street

For Structures:

Name of Street(s)/Road(s)	Existing Structure No.	Route	Location	Feature Crossed

BE IT FURTHER RESOLVED,

1. That the proposed improvement shall consist of

This project included resurfacing of Dewitt Ave from 14th Street to Logan Ave, some new curb and gutter, sidewalks and ADA ramps.

2. That there is hereby appropriated the sum of two hundred sixty seven thousand, two hundred fifty four and 68/100

\$267,254.68 Dollars ( ) for the improvement of  
said section from the Local Public Agency's allotment of Motor Fuel Tax funds.

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit four (4) certified originals of this resolution to the district office of the Department of Transportation.

I, Susan O'Brien City Clerk in and for said City  
Name of Clerk Local Public Agency Type Local Public Agency Type

of Mattoon in the State aforesaid, and keeper of the records and files thereof, as provided by  
Name of Local Public Agency  
statute, do hereby certify the foregoing to be a true, perfect and complete original of a resolution adopted by

Council of Mattoon at a meeting held on April 15, 2025  
Governing Body Type Name of Local Public Agency Date

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this 16th day of April, 2025  
Day Month, Year

(SEAL, if required by the LPA)

Clerk Signature & Date

04/16/2025

**Approved**

Regional Engineer Signature & Date  
Department of Transportation

Mayor Hall opened the floor for comments. Interim Manager Gill explained the closeout of the DeWitt Avenue resurfacing project from 14<sup>th</sup> to Logan and noted the State was slow in processing payments.

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 Closson moved to approve Council Decision Request 2025-2589, approving the solicitation of Requests for Proposals (RFP) for the Lake Paradise Dam Inspection and Evaluation.

Mayor Hall noted this was a solicitation for the request for proposals. Interim Manager Gill stated there were repairs needed with a qualified engineer to oversee. Director Clark stated he was not an expert in inspecting dams and the integrity of dams with only a few engineers with those qualifications. Commissioner Closson inquired as to the number who could respond. Director Clark noted there were not many in Illinois who specialize in the integrity of a dam.

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 2025-2590, awarding the bid in the amount of \$96,000 from Ne-Co Asphalt Company for the MFT General Street Maintenance Hot Mix Asphalt (HMA) Surface Materials. 25-00000-02-GM

Interim Manager Gill noted the sole bidder was Ne-Co, who had been the only bidder in the past several years. Director Clark added Ne-Co could deliver on an as-needed basis which works out well.

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 2025-2591, awarding the bid in the amount of \$183,600 from Mid-Illinois Concrete for the MFT PCC-CLSM Concrete. 25-0000-03-GM

Interim Manager Gill noted the annual bidding of concrete with Mid-Illinois as the lowest bidder. Director Clark noted the sole bidder and was slightly higher than last year.

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 2025-2592, awarding the 2025 Water Treatment Plant Chemicals to:

USALCO for	Alum	@	\$0.2742/pound;
WSU for	Ammonium Sulfate	@	\$0.65/pound;
WSU for	Bleach	@	\$3.05/gallon;
Arq Purification for	Powder Activated Carbon	@	\$1.25/pound;
Polydyne for	Cationic Polymer	@	\$0.77/pound;

BRENNTAG for	Chlorine (Liquid)	@	\$0.8965 /pound;
BRENNTAG for	Fluoride	@	\$0.3350 /pound;
WSU for	Permanganate	@	\$1.25/pound;
WSU for	Phosphate Blend	@	\$0.95/pound; and
Mississippi Lime for	Lime	@	\$433.91/ton.

Mayor Hall opened the floor for questions. Interim Manager Gill noted we usually bid out every six months. Director Clark noted this bid was for a full year. Commissioner Closson inquired if the prices were firm for the year regardless of what the economy is with Director Clark stating affirmatively.

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. 2025-3302, appropriating \$1,123,650.00 of Motor Fuel Tax funds for the 2025 Street Maintenance uses; approving the 2025 MFT Street Municipal Estimate of Maintenance Costs Statement in the amount of \$1,123,650.00 ; and authorizing the mayor and city clerk to sign the documents. [25-00000-00-GM]



**Illinois Department  
of Transportation**

**CITY OF MATTOON, ILLINOIS  
RESOLUTION NO. 2025-3302**

**Resolution for Maintenance  
Under the Illinois Highway Code**

District	County	Resolution Number	Resolution Type	Section Number
7	Coles	2025-3302	Original	25-00000-00-GM

BE IT RESOLVED, by the \_\_\_\_\_ **Council** \_\_\_\_\_ of the \_\_\_\_\_ **City** \_\_\_\_\_ of  
Governing Body Type Local Public Agency Type

\_\_\_\_\_ **Mattoon** \_\_\_\_\_ Illinois that there is hereby appropriated the sum of \_\_\_\_\_  
Name of Local Public Agency

One million one hundred twenty-three thousand six hundred fifty dollars and NO/100 Dollars! (\$1,123,650.00)

of Motor Fuel Tax funds for the purpose of maintaining streets and highways under the applicable provisions of Illinois Highway Code from

01/01/2025 to 12/31/2026  
Beginning Date Ending Date

BE IT FURTHER RESOLVED, that only those operations as listed and described on the approved Estimate of Maintenance Costs, including supplemental or revised estimates approved in connection with this resolution, are eligible for maintenance with Motor Fuel Tax funds during the period as specified above.

BE IT FURTHER RESOLVED, that \_\_\_\_\_ **City** \_\_\_\_\_ of \_\_\_\_\_ **Mattoon** \_\_\_\_\_  
Local Public Agency Type Name of Local Public Agency

shall submit within three months after the end of the maintenance period as stated above, to the Department of Transportation, on forms available from the Department, a certified statement showing expenditures and the balances remaining in the funds authorized for expenditure by the Department under this appropriation, and

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit four (4) certified originals of this resolution to the district office of the Department of Transportation.

I Susan O'Brien \_\_\_\_\_ **City** \_\_\_\_\_ Clerk in and for said \_\_\_\_\_ **City** \_\_\_\_\_  
Name of Clerk Local Public Agency Type Local Public Agency Type

of \_\_\_\_\_ **Mattoon** \_\_\_\_\_ in the State of Illinois, and keeper of the records and files thereof, as  
Name of Local Public Agency

provided by statute, do hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by the

\_\_\_\_\_ **Council** \_\_\_\_\_ of \_\_\_\_\_ **Mattoon** \_\_\_\_\_ at a meeting held on! 04/15/2025 \_\_\_\_\_  
Governing Body Type Name of Local Public Agency Date

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this 15th day of April, 2025 \_\_\_\_\_  
Day Month, Year

(SEAL, if required by the LPA)

Clerk Signature & Date

04/16/2025

**APPROVED**

Regional Engineer Signature & Date  
Department of Transportation

Mayor Hall opened the floor for comments. Director Clark noted this was an estimate of costs which could be higher or lower and includes everything from crack sealing and materials, patching and overtime for cleanup.

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 Cox moved to adopt Resolution No. 2025-3303, rescinding Resolution No. 2025-3299; and approving an intergovernmental agreement between the State of Illinois, Illinois Department of Transportation and the City of Mattoon for the cost of the Lincoln Prairie Trail Lighting Design Agreement in the amount of up to \$41,000; and authorizing the mayor and city clerk to sign the agreement. (Agreement No. JN 725 012)

Mayor Hall opened the floor for comments. Director Clark noted the previous resolution only had the \$14,000 for design and IDOT wanted the entire cost of construction where the State pays for it all, City pays the consultant and receives reimbursement.

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 2025-2593, approving a \$20,000 grant by the Tourism Advisory Committee from FY25/26 hotel/motel tax funds to the Mattoon Pride Athletics in support of the four events (Leather & Laces/Edie Wittenberg Memorial, 14u Swing for Rings (Baseball), Summer Blast (Softball) and Field of Screams) to be held on April 25-27; June 27-29; June 27-29; and October 10-12, 2025 respectively; and authorizing the mayor to sign the agreement.

Mayor Hall opened the floor for comments. Interim Manager Gill noted these were the same tournaments which continue to increase each year and bring people to town.

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 2025-2594, approving a \$20,000 grant by the Tourism Advisory Committee from FY25/26 hotel/motel tax funds to the Mattoon Cobra Softball Organization in support of the five events (Mother's Day Classic; Schools Out Blow Out (Baseball); Schools Out Blow Out (Softball); USSSA State Event and Donny Howell College Showcase) to be held on May 9-11; May 30-June 1; May 30-June 1; June 13-15; October 4-5, 2025 respectively; and authorizing the mayor to sign the agreement.

Interim Manager Gill noted the same as the previous motion.

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 2025-2595, approving a \$6,000 grant by the Tourism Advisory Committee

from FY25/26 hotel/motel tax funds to the EIU Athletics in support of the IHSA Girls and Boys State Track Meets to be held on May 22-24 and May 29-31, 2025 respectively; and authorizing the mayor to sign the agreement.

Interim Manager Gill noted with the Girls and Boys State High School tournaments the hotels and restaurants are very busy.

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 2025-2596, ratifying the appointment of Peyton Morrow to the Mattoon Arts Council (MAC) with an unexpired term of 09/30/2026.

Interim Manager Gill noted Mr. Morrow had completed several murals and Downtown holiday window displays. Mayor Hall noted good continuation to the Downtown.

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.

Interim Manager Gill noted there would be no Department Reports at the Council meetings but the Council would receive departmental information from him.

### **COMMENTS BY THE COUNCIL**

Commissioner Graven stated it was a privilege to serve the community over the past 12 years, was honored to work with the currently-employed and past employed, wished the Council well, and welcomed Commissioner-Elect Butler. Council expressed their thanks to Commissioner Sandra Graven and welcomed Commissioner-Elect Butler.

Mayor Hall seconded by Commissioner Phipps moved to recess to closed session at 7:01 p.m. pursuant to the Illinois Open Meetings Act for the purpose of considering the selection of a person to fill a public office as defined in this Act for the City under (5ILCS 120 (2)(c)(3)).

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 8:10 p.m.

Commissioner Phipps seconded by Commissioner Cox moved to adjourn at 8:10 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

