

The Administrative Offices of the City of Mount Carmel are located at 631 N Market Street.

City Administrator / City Clerk

The City Administrator/City Clerk Ryan Turner is the chief administrative officer for the City and is responsible to the Mayor and City Council for the administration, management and operations of the internal affairs of the city. This includes the properties of the city, personnel matters, the operations of the employees and departments of the city, and all other internal affairs. The City Clerk's mission is to provide professional records management, meet all legal notice requirements for meetings, manage the internal operations of the city in a fiscally responsible manner.

The City Clerk serves as lead FOIA officer for the City of Mount Carmel and the City Clerk's office is the starting point for FOIA questions and requests.

Email: cityclerk [at] cityofmtcarmel.com (subject: Administration) (Ryan Turner)

City comptroller

The Comptroller provides financial strategy, management and assistance to the city, boards and commissions. The department is responsible for the [preparation and control of the annual budget](#), preparation of financial statements, financial reporting, independent audit and compliance, accounts payable, accounts receivable, revenue collection, and payroll administration.

City Treasurer

The City Treasurer Georgia Vaught maintains financial and accounting records, reports and statements. The work is performed in accordance with State Statutes and City Ordinances and is subject to review by the City Administrator, the Mayor and City Council. The City Treasurer prepares the City's payroll, oversees the payment of bills.

Email: treasurer [at] cityofmtcarmel.com (subject: Treasurer) (Georgia Vaught)

Code enforcement

The City Inspector David Easter has the responsibility of enforcing the adopted codes and ordinances of the City. The [building inspection](#) portion of the department is responsible for seeing to the enforcement of all ordinance provisions relating to buildings or zoning and to inspect all buildings or structures being erected or altered as frequently as may be necessary to insure compliance with the ordinances of the City.

Email: [deaster \[at\] cityofmtcarmel.com](mailto:deaster@cityofmtcarmel.com) (subject: City%20Inspector) (David Easter)

Frequently Asked Questions

Related Questions

When are public notice of meetings available?

- A schedule of regular meetings (dates,times, and place of meetings) are listed at the beginning of each calendar year.
- An agenda for each meeting (open or closed) is posted at least 48 hours in advance of the meeting at City Hall and on our website.(also sent to news media)

As required by state statutes 5 ILCS 120/2.02) (from Ch. 102, par. 42.02) The Open Meetings Act.

What constitutes an Open Meeting?

As defined in the Open Meetings Act

Sec. 2. Open meetings.

(a) Openness required. All meetings of public bodies shall be open to the public unless excepted in subsection (c) and closed in accordance with Section 2a.

(b) Construction of exceptions. The exceptions contained in subsection (c) are in derogation

of the requirement that public bodies meet in the open, and therefore, the exceptions are to be strictly construed, extending only to subjects clearly within their scope. The exceptions authorize but do not require the holding of a closed meeting to discuss a subject included within an enumerated exception.

What are the exceptions to the Open Meetings Act?

As defined in the Open Meetings Act, there are 35 listed exceptions.

Sec. 2. (c) Exceptions. A public body may hold closed meetings to consider the following subjects:

- The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.
- Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.
- The selection of a person to fill a public office, as defined in this Act, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance.
- Evidence or testimony presented in open hearing, or in closed hearing where specifically authorized by law, to a quasi-adjudicative body, as defined in this Act, provided that the body prepares and makes available for public inspection a written decision setting forth its determinative reasoning.
- The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired.
- The setting of a price for sale or lease of property owned by the public body.

- The sale or purchase of securities, investments, or investment contracts. This exception shall not apply to the investment of assets or income of funds deposited into the Illinois Prepaid Tuition Trust Fund.
- Security procedures, school building safety and security, and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property.
- Student disciplinary cases.
- The placement of individual students in special education programs and other matters relating to individual students.
- Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.
- The establishment of reserves or settlement of claims as provided in the Local Governmental and Governmental Employees Tort Immunity Act, if otherwise the disposition of a claim or potential claim might be prejudiced, or the review or discussion of claims, loss or risk management information, records, data, advice or communications from or with respect to any insurer of the public body or any intergovernmental risk management association or self insurance pool of which the public body is a member.
- Conciliation of complaints of discrimination in the sale or rental of housing, when closed meetings are authorized by the law or ordinance prescribing fair housing practices and creating a commission or administrative agency for their enforcement.
- Informant sources, the hiring or assignment of undercover personnel or equipment, or ongoing, prior or future criminal investigations, when discussed by a public body with criminal investigatory responsibilities.
- Professional ethics or performance when considered by an advisory body appointed to advise a licensing or regulatory agency on matters germane to the advisory body's field of competence.
- Self evaluation, practices and procedures or professional ethics, when meeting with a representative of a statewide association of which the public body is a member.
- The recruitment, credentialing, discipline or formal peer review of physicians or other health care professionals, or for the discussion of matters protected under the federal Patient Safety and Quality Improvement Act of 2005, and the regulations promulgated

thereunder, including 42 C.F.R. Part 3 (73 FR 70732), or the federal Health Insurance Portability and Accountability Act of 1996, and the regulations promulgated thereunder, including 45 C.F.R. Parts 160, 162, and 164, by a hospital, or other institution providing medical care, that is operated by the public body.

- Deliberations for decisions of the Prisoner Review Board.
- Review or discussion of applications received under the Experimental Organ Transplantation Procedures Act.
- The classification and discussion of matters classified as confidential or continued confidential by the State Government Suggestion Award Board.
- Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.
- Deliberations for decisions of the State Emergency Medical Services Disciplinary Review Board.
- The operation by a municipality of a municipal utility or the operation of a municipal power agency or municipal natural gas agency when the discussion involves (i) contracts relating to the purchase, sale, or delivery of electricity or natural gas or (ii) the results or conclusions of load forecast studies.
- Meetings of a residential health care facility resident sexual assault and death review team or the Executive Council under the Abuse Prevention Review Team Act.
- Meetings of an independent team of experts under Brian's Law.
- Meetings of a mortality review team appointed under the Department of Juvenile Justice Mortality Review Team Act.
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- Correspondence and records (i) that may not be disclosed under Section 11-9 of the Illinois Public Aid Code or (ii) that pertain to appeals under Section 11-8 of the Illinois Public Aid Code.
- Meetings between internal or external auditors and governmental audit committees, finance committees, and their equivalents, when the discussion involves internal control weaknesses, identification of potential fraud risk areas, known or suspected frauds, and fraud interviews conducted in accordance with generally accepted auditing standards of the United States of America.
- Those meetings or portions of meetings of a fatality review team or the Illinois Fatality Review Team Advisory Council during which a review of the death of an eligible adult in which abuse or neglect is suspected, alleged, or substantiated is conducted pursuant to Section 15 of the Adult Protective Services Act.
- Meetings and deliberations for decisions of the Concealed Carry Licensing Review Board under the Firearm Concealed Carry Act.
- Meetings between the Regional Transportation Authority Board and its Service Boards when the discussion involves review by the Regional Transportation Authority Board of employment contracts under Section 28d of the Metropolitan Transit Authority Act and

Sections 3A.18 and 3B.26 of the Regional Transportation Authority Act.

- Those meetings or portions of meetings of the advisory committee and peer review subcommittee created under Section 320 of the Illinois Controlled Substances Act during which specific controlled substance prescriber, dispenser, or patient information is discussed.
- Meetings of the Tax Increment Financing Reform Task Force under Section 2505-800 of the Department of Revenue Law of the Civil Administrative Code of Illinois.
- Meetings of the group established to discuss Medicaid capitation rates under Section 5-30.8 of the Illinois Public Aid Code.

How can I get a quick overview of the City's revenues, expenses and financial status?

The Annual operating budget has all this information and can be found in [The City Budget](#)

How do we find out about the city budget?

To learn about the city budget please follow the link below:

[City Budget](#)

For more information call The City Comptroller: (618) 262-4822

Where can I find information on the City's outstanding debt and annual debt service payments?

Annual debt service is funded through the annual operating budget and can be found in [The City Budget](#)

[View All FAQ's](#)

[View PDF](#)

Directions

631 N Market Street
Mount Carmel, IL 62863

United States

[View in Google Maps](#)

38.4131474, -87.7652624