

**AGENDA  
CITY OF SALEM  
REGULAR CITY COUNCIL MEETING  
SEPTEMBER 19, 2011  
6:00 P.M.**

- I. Call to Order – Roll Call**
  - II. Prayer and Pledge of Allegiance**
  - III. Presentation of Petitions/Public Comments**
  - IV. Mayor’s Report and Presentation**
    - 1. Appointments to Historical Commission
  - V. City Council Action**
    - 1. Consent Agenda:
      - a. Approval of Minutes of Regular Council Meeting of September 6, 2011
      - b. Bills Payable
    - 2. Bid Award – Sanitary Sewer Replacement Along Boone Street, Tully Lane, and Lyford Street
    - 3. Bid Award – 2011 PVC Gas Line Replacement
    - 4. Bid Award – Salem Municipal Landfill – Gas Collection Trench Construction
    - 5. Bid Award – Solar Powered Vacuum
    - 6. First Reading – Ordinance Adopting a Social Media Policy
    - 7. Consider Execution of a Lease to Utilize the National Guard Armory for Recreational Programming
    - 8. Consideration of Terminating the City Manager’s Employment Without Cause
- AFTER REPORTS – Closed Session
- VI. City Manager Report**
  - VII. City Attorney Report**
  - VIII. City Council Report**
    - 9. Executive Session: 5 ILCS 120/2 ( c) To discuss possible sale of City Owned Property
    - 10. Consider Approving Closed Session Minutes – 9/6/2011
- IX. Adjournment**

Thomas F. Christie  
City Manager

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**MINUTES  
CITY OF SALEM  
REGULAR CITY COUNCIL MEETING  
SEPTEMBER 19, 2011  
6:00 P.M.**

- I. CALL TO ORDER**

The Salem City Council met in regular session on Monday, September 19, 2011, at the hour of 6:00 p.m. in the Council Chambers of Salem City Hall. The Meeting was called to order by Mayor John Raymer.

**Council Members present upon roll call:**

|                            |                             |
|----------------------------|-----------------------------|
| Councilman Royce Bringwald | Councilman Steve Huddlestun |
| Councilman Kip Meador      | Councilman David E. Black   |
| Mayor John Raymer          |                             |

**Others Present:**

|  |                                       |
|--|---------------------------------------|
| City Manager Thomas F. Christie        | Chief of Police Ron Campo             |
| City Attorney Michael R. Jones         | Sergeant Susan Miller                 |
| City Clerk Jane Marshall               | Finance Director Jane Brown           |
| Public Works Director John Pruden      | Economic Dev Director Tracey McDaneld |
| Assistant to the City Manager Bev West | DOEM Director Terry Mulvany           |
| Library Director Kim Keller            |                                       |

Media: Salem Times Commoner, WJBD Radio, Centralia Sentential, US Sonet and Marion County Observer.

Along with members of the public.

**Absent:** Code Enforcement Officer Brad Crow, Recreation Director Sherry Daniels

**AGENDA ITEM #8** - Mayor Raymer announced that Agenda Item #8 - *Consideration of Terminating the City Manager’s Employment Without Cause* is being removed from the Agenda because it has to be done in Executive Session and it is on the Agenda as an open meeting item. He explained that he did not have an opportunity to review the Agenda when it was prepared because he was in Chicago at the IML Conference on Thursday and Friday. This Item will be set for a different time.

- II. PRAYER AND PLEDGE OF ALLEGIANCE**

Opening prayer led by Councilman Black, followed by the Pledge of Allegiance to the Flag.

- III. PRESENTATION OF PETITIONS/PUBLIC COMMENTS**

Dr. Michael Douglas, DVM addressed Council concerning the problems of animal control and the need to have some kind of program or protocol procedures in the City. He reported that they get calls everyday from people asking what to do with stray animals. He asked that Council make some kind of short-term contract to address the issue now. He stated they are not set up to house stray animals

and they don't have the facilities space to do it. Mayor Raymer explained that they will be meeting with Centralia again this week – the County has decided that animal control does not apply to the City of Salem, only in the county. He continued, we are hoping that we will be able to get an agreement with Centralia.

#### IV. MAYOR'S REPORT AND PRESENTATIONS

Mayor Raymer reported:

- He thanked Council for sending him, Councilman Bringwald and Finance Director Brown to the Illinois Municipal League Conference in Chicago. He attended 7 sessions, most dealing with economic development and liquor commissioner duties, along with professional development activities.
- **Appointment to the Historical Commission – Lindsey Cathcart & Dylan Jennings**  
He recommended the appointment of two members to the Historical Commission for a one-year term - Lindsey Cathcart and Dylan Jennings, who are seniors at Salem Community High School and who have expressed interest in serving on the Commission. Both were recommended by Principal John Boles and Teacher Sheila Baldrige.  
**Councilman Meador moved and Councilman Black seconded the motion to approve the appointment of Lindsey Cathcart and Dylan Jennings to the Historical Commission to serve a one-year term. Roll call vote. AYES: Councilmen Bringwald, Meador, Huddlestun, Black, and Mayor Raymer. NAYS: None. Motion declared carried.**
- He expressed thanks to Judge McHaney for allowing the community service workers to assist in cleanup of the fence near Interstate 57 last week. The city provided paint and part of the fence was repainted as well. He added, we hope to complete the fence restoration by the end of September and are looking forward to a good working relationship with Judge McHaney and the courts as we work to clean up several parts of our community.
- Check calendars for this Friday, the Public Hospital will be presenting a health fair. He expressed appreciation to the Hospital, Patty Emerick and the Lions Club for their efforts to keep us healthy.
- Little Egypt Festival is coming up on the first of October and we look forward to all the activities and events.
- Congratulations to the Coalition of Gardeners that includes the Daffy-Dill Garden Club, who made an application to the State for the prestigious designation of Governor's Hometown Award. They were notified that they have received that award and will be hosted at the Governor's Mansion in Springfield in October to receive the award. Their DVD on the four improvement areas in Salem this year impressed the judges and is available through Sharon Blair.
- He will be recommending a new advisory committee to look at the City web site to be appointed at next meeting. He introduced Mr. Nick Farley who will be asked to chair that group.

#### V. CITY COUNCIL ACTION

##### 1. **Consent Agenda:**

- a. Approval of Minutes of Regular Council Meeting of September 6, 2011
- b. Bills Payable for period ending September 19<sup>th</sup> for total amount of \$849,399.37.

**Councilman Black moved, and Councilman Huddlestun seconded the motion to approve the consent agenda as presented. Roll call vote: Councilmen Bringwald, Meador, Huddlestun, Black, and Mayor Raymer. NAYS: None. Motion declared carried.**

##### 2. **Bid Award – Sanitary Sewer Replacement Along Boone Street, Tully Lane, and Lyford Street**

City Manager Christie reported that annually the city budgets for replacement of old and deteriorated portions of the sanitary sewer; Director Pruden advertised and solicited bids and six were received. The City's Consultant, Curry & Associates has reviewed the bids and is recommending acceptance of the low bid from TEK Construction, 12120 Pioneer Road, Bartelso, IL in the amount of \$60,316.50. Following brief discussion, **Councilman Meador moved, and Councilman Black seconded the motion to approve the low bid from TEK Construction, Inc., in the amount of \$60,316.50 for sanitary sewer replacement along Boone Street, Tully Lane, and Lyford Street.**

**Roll call vote: Councilmen Huddlestun, Black, Bringwald, Meador and Mayor Raymer. NAYS: None. Motion declared carried.**

**3. Bid Award – 2011 PVC Gas Line Replacement**

City Manager Christie reported that annually the city budgets for replacement of old sections of its gas line; bids were properly advertised and solicited and only one bid was received and that bid was from Utility Safety & Design, Inc., Olney, IL in the amount of \$78,250.00. He reported that bids were solicited from six different companies, but only Utility Safety and Design submitted. He commented that since it was the only bid received, Director Pruden and he recommends acceptance. **Councilman Black moved, and Councilman Huddlestun seconded the motion to accept the low bid – the only bid from Utility Safety & Design, Inc. in the amount of \$78,250.00 for natural gas line replacement. Roll call vote: Councilmen Black, Bringwald, Meador, Huddlestun, and Mayor Raymer. NAYS: None. Motion declared carried.**

**4. Bid Award – Salem Municipal Landfill – Gas Collection Trench Construction**

City Manager Christie reported that Director Pruden and his staff constructed one of these trenches at a much lower cost, unfortunately, since we are answerable to IEPA, we were mandated to build a much more sophisticated trench, and as a result the director decided to solicit bids. Bids were properly advertised and two were received, the city's consultant, Weaver Boos, is recommending acceptance of the bid from Blankenship Construction Company, Mulberry Grove, IL. He added that Blankenship is also the company that is involved in the closure of the landfill.

**Councilman Black moved, and Councilman Huddlestun seconded the motion to accept the low bid from Blankenship Construction Company, for labor and materials for construction of the gas collection trench line at the Salem landfill in the amount of \$46,500.00, with the addition of \$700.00 to cover installation costs of \$350.00 /ea. for the two solar powered blowers / provided by others; for a total amount of \$47,200.00. Roll call vote: Councilmen Bringwald, Meador, Huddlestun, Black, and Mayor Raymer. NAYS: None. Motion declared carried.**

**5. Bid Award – Solar Powered Vacuum**

City Manager Christie advised that this particular piece of equipment is needed to complete the gas collection trench, because it exceeds \$10,000.00 council would have to waive the bidding process and then consider awarding the bid to LSC Environmental in the amount of \$11,719.28. He commented that he discussed this with Director Pruden and he advised that this type of specialty item, we are not going to have very good likelihood of anybody responding other than this company. Public Works Director Pruden explained.

**Councilman Meador moved, and Councilman Black seconded the motion to waive the bid process and to approve purchase of the solar powered vacuums from LSC Environmental Products, LLC for a total cost of \$11,719.28. Roll call vote: Councilmen Meador, Huddlestun, Black, Bringwald and Mayor Raymer. NAYS: None. Motion declared carried.**

**6. First Reading – Ordinance Adopting a Social Media Policy**

City Manager Christie advised this policy is being submitted for Council consideration because the City does not have one and we do not have the protection that would go along with a policy. The city does have a web page and Facebook page; all of those are subject to misuse, subject to illegal activities. This policy explains who is in charge of handling the city's social media, what can be done if anyone tries to apply any improper, obscene material, or illegal material. He suggested the city should consider seriously as protection. Bev West explained her research on the proposed policy. This being first reading, no action was taken.

Mayor Raymer called upon Nick Farley, who was present, to explain his work at Kaskaskia College. Mr. Farley explained he is the network manager at Kaskaskia College and deals with a lot of the IT happenings at the college. He advised that they are currently working on the social media policy issues at the college in trying to figure them out. Mayor Raymer asked if he would work with his group on the proposed policy and give us an opinion on it. He indicated that he would do that.

**7. Consider Execution of a Lease to Utilize the National Guard Armory for Recreational Programming**

Mayor Raymer advised we had a meeting this week with representatives from churches in town that had gymnasiums and found that there is already a lot of programming in church gyms, but space for some of our special events might be available in some of those gyms. He further commented that Recreation Director Daniels reminded us that volleyball at the Community Center, even though the ceiling is low, is free and some who have used the armory indicated the floors were slick and they would rather play at the Community Center. He indicated that although the Community Center is not ideal for volleyball, it is adequate and suggested that Council not consider the lease agreement with the military for the armory because of the expenses to the City and he does not want to take on any more unbudgeted expenses at this point. Council agreed.

**Mayor Raymer called for a motion to consider the lease agreement with the military for use of the armory property. Action on this item died for a lack of a motion.**

**8. Consideration of Terminating the City Manager's Employment Without Cause**

Mayor Raymer explained, as was announced at the beginning of the meeting, we are not going to consider Agenda Item #8 tonight because it is an executive session item. He called for a motion to table Agenda Item #8. - Consideration of Terminating the City Manager's Employment Without Cause. **Councilman Black moved and Councilman Meador seconded the motion to table Agenda Item #8. Roll call vote: Councilman Black, Bringwald, Meador, Huddlestun, Mayor Raymer. NAYS: None. Motion carried.**

**AFTER REPORTS – Closed Session**

**VI. CITY MANAGER REPORT**

City Manager Christie commented to remind that Director Brown has worked very hard at the very last minute to get the reports to them because she was at the IML conference in Chicago last week.

**VII. CITY ATTORNEY REPORT - no report**

**VIII. CITY COUNCIL REPORT**

- Finance Director Brown commented that she enjoyed getting the opportunity to go to Chicago to the IML Conference reporting she attended a lot of classes involving finances, tax levies, and received very valuable information; along with the networking with people from other municipalities. She reviewed the financial reports and offered Council opportunity to comment.
- Councilman Bringwald reported he attended around eight different sessions at the IML Conference - what to do when the wind industry comes knocking on our door, historic preservation, Roberts Rules of Order, zoning, and networking with other municipalities.
- Councilman Huddlestun reported the Applefest was a big success.
- Councilman Black also commented that the Applefest was busy all day long and it was a great affair. He complimented Leonard Ferguson and the Chamber of Commerce for what they have done to get that going.
- Councilman Meador asked Public Works Director Pruden how has our labor for cleaning up at Bryan Park been since it has been about a year since students quit parking in the park—was it a worthwhile move? Pruden commented it was an excellent move.

- 9. Executive Session: 5 ILCS 120/2 ( c) To discuss possible sale of City Owned Property at 6:56 P.M., Councilman Black moved, and Councilman Huddlestun seconded the motion to enter into Executive Session to discuss possible sale of City owned property. Roll call vote: Councilmen Huddlestun, Black, Bringwald, Meador and Mayor Raymer. NAYS: None. Motion declared carried.**

**RETURN TO OPEN SESSION**

**10. Consider Approving Closed Session Minutes – 9/6/2011**

Minutes of September 6, 2011 were not available for review.

**IX. ADJOURNMENT**

There being no further business for discussion at 7:37 P.M. **Councilman Meador moved, and Councilman Black seconded the motion to adjourn. Roll call vote: Councilmen Black, Bringwald, Meador, Huddlestun, and Mayor Raymer. NAYS: None. Motion declared carried.**

Jane Marshall, CMC  
City Clerk

Minutes approved as written by City Council at Regular Meeting of September 19, 2011.