

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

- I. Call to Order**
- II. Prayer and Pledge of Allegiance**
- III. Presentation of Petitions/Public Comments**
- IV. Mayor's Report and Presentation**
  - a. Discussion - Goal Setting and Community Survey
- V. City Council Action**
  - 1. Consent Agenda:
    - a. Ratify Interim City Manager's Employment Agreement
    - b. Approval of Minutes - Regular Meeting December 5, 2011
    - c. Bills Payable for Period ending December 19, 2011
  - 2. TIF #3 Redevelopment Loan & Grant to R & G Photography – 217 W. Main
  - 3. Request for use of Bryan Park by Boy Scouts of America for 3-Day Event on June 28 – 30, 2012 from 9:00 a.m. to 4:00 p.m.
  - 4. Animal Control Contract
  - 5. Ordinance Amendment - First Reading - Consideration of Amending City Code, Chapter 5 Article III. Impoundment and Redemption of Dogs and Cats; along with other updates to Chapter 5 Regarding Animal Control
  - 6. Funding of Part Self-funded Employee Health Insurance Coverage
  - 7. Ordinance Levying Taxes for Corporate Purposes for FY Ending April 30, 2012
  - 8. Resolution Abating Taxes for General Obligation Refunding Bonds, Series 2009 (Alternate Revenue Source) – Swimming Pool
  - 9. Resolution Abating Taxes for Wastewater Treatment Improvements Revenue Source Alternate Bonds, dated March 27, 2006
  - 10. Replacement of Sludge Pump at Wastewater Treatment Plant
  - 11. Change Order & Pay Request from TEK Construction, Inc. for Sanitary Sewer Replacement along Boone, Tully Lane and Lyford Streets
  - 12. First Reading - Ordinance Authorizing Sale of City Surplus Property – Old Street Sweeper Brooms

**AFTER REPORTS – Closed Session**

- VI. City Manager Report**
- VII. City Attorney Report**
- VIII. Finance Director Report**
- IX. City Council Report**

- 13. Closed Session – 5 ILCS 120/2 ( c ) (2) and (3) - Collective Negotiating Matters - Operating Engineers Union 399 and /or Salary Schedules for One or More Classes of Employees; and Sale of City Owned Property
- 14. Possible Action Following Closed Session
- 15. Approval of Closed Session Minutes - November 21, 2011 & November 28, 2011

**X. Adjournment**

Deborah D. McKinney Huff  
Interim City Manager

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

**I. CALL TO ORDER**

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

**Council Members present upon roll call:**

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

**Others Present:**

Interim City Manager Deborah McKinney Huff	
City Attorney Michael R. Jones	Chief of Police Ron Campo
City Clerk Jane Marshall	Economic Dev Director Tracey McDanel
Public Works Director John Pruden	Recreation Director Sherry Daniels
Assistant to the City Manager Bev West	Library Director Kim Keller
DOEM Director Terry Mulvany	Sergeant Susan Miller
Code Enforcement Officer Brian Hunt	

Media: Salem Times Commoner, WJBD Radio, Centralia Sentential, US Sonet and Marion County Observer; along with members of the Public

**Absent:** Finance Director Jane Brown

**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**

Thomas Christie, 326 Country Club Estates, Salem addressed Council as a citizen with several comments and concerns.

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

Mayor Raymer reported:

- Goal Setting and Community Survey - The process of creating a Survey to be delivered to residents and business owners has begun – working with Kaskaskia College staff on this.
- Has received comments regarding expanding the “Christmas in My Hometown” events coordinated by the Recreation Department to highlight our downtown businesses district and get more businesses involved. He thanked Recreation Director Daniels for the carriage rides and the businesses that were involved.
- Suggestion from Garden Club Coalition to make a lighted pathway to drive through at Christmas in Bryan Park. Suggesting that someone approach businesses and civic groups to see if they would be interested in providing a lighted pathway to drive through for next Christmas.
- Possibility of expanding the Farmers Market as an economic development issue and quality of life issue – suggested holding meeting in February and inviting people who may have interest in marketing in the farmers market.

**V. CITY COUNCIL ACTION**

**1. Consent Agenda:**

- a. Ratify Interim City Manager’s Employment Agreement (Provides for \$6,000 monthly salary, mileage, and no benefits until new City Manager is hired)
- b. Approval of Minutes - Regular Meeting December 5, 2011
- c. Bills Payable for Period ending December 19, 2011, for total amount of \$749,319.74.

**Councilman Black moved and Councilman Meador seconded the motion to approve the Consent Agenda as presented. Roll Call Vote: AYES: Councilmen Bringwald, Meador, Huddlestun, Black, and Mayor Raymer. NAYS: None. Motion carried.**

**AMENDED AGENDA -** Mayor Raymer called for a motion to amend the Agenda to move the Closed Session Agenda Item up for discussion one item in Closed Session – Sale of City Owned Property - for the convenience of people who have to travel a long distance after the meeting. **Councilman Black moved and Councilman Huddlestun seconded the motion to enter amend the Agenda to move the Closed Session up on the Agenda. Roll call vote. AYES: Councilmen Meador, Huddlestun, Black, Bringwald, and Mayor Raymer. NAYS: None. Motion carried.**

At 6:25 p.m., **Councilman Black moved and Councilman Meador seconded the motion to enter into closed session to discuss the sale of city owned property. Roll call vote AYES: Councilmen Huddlestun, Black, Bringwald, Meador, and Mayor Raymer. NAYS: None. Motion carried.**

**Council moved to the Mayor’s Office for the Closed Meeting.**

**Return to Open Session at 6:40 p.m.**

**2. TIF #3 Redevelopment Loan & Grant to R & G Photography – 217 W. Main**

Rachel King was present to answer questions regarding her application for a TIF #3 Redevelopment loan (\$15,000, 36 months, 3% interest rate) and grant (\$15,000) for her business, R & G Photography, located at 217 W. Main. Following discussion, **Councilman Meador moved and Councilman Black seconded the motion to approve the TIF #3 loan in the amount of \$15,000 and the grant in the amount of \$15,000 to Rachel King, R & G Photography, subject to contingencies set forth in Director McDaneld’s letter and contract document. Roll call vote. AYES: Councilmen Huddlestun, Black, Bringwald, Meador, and Mayor Raymer. NAYS: None. Motion carried.**

**3. Request for use of Bryan Park by Boy Scouts of America for 3-Day Event on June 28 – 30, 2012 from 9:00 a.m. to 4:00 p.m.**

Zac Garman, District Executive for Boy Scouts was present to answer questions regarding request for use of Bryan Park on June 27 through June 30<sup>th</sup> to hold their annual Cub Scout Day Camp. Mr. Garman addressed concern for safety issues, advising that they have done the archery and bb guns at other locations and they will have safety restrictions with backdrops and roped off areas, so citizens will be safe. Recreation Director Daniels, in memo recommended approval of this request. Mr. Garman was advised that they would need to submit a Certificate of Insurance along with a \$50.00 fee for the use of the shelters. Councilman Huddlestun suggested that if the Scouts book a pool party during this time, that the \$50.00 fee could be waived. **Councilman Black moved and Councilman Meador seconded the motion to approve the request for use of Bryan Park on June 27 through June 30 by the Boy Scouts for Cub Scout Day Camp activities. Roll call vote. AYES: Councilmen Black, Bringwald, Meador, Huddlestun, and Mayor Raymer. NAYS: None. Motion carried.**

**4. Animal Control Contract**

Mayor Raymer indicated that the Animal Control Contract Agreement still has unresolved issues and called for a motion to table discussion until next meeting. Mayor Raymer commented that the Citizens Committee found that there was a need for animal control and he also wanted to be perceived as encouraging the Marion County Board to consider animal control on a county-wide basis. He has found that the County is required by law to maintain animal control. Raymer thanked the animal control committee and Sergeant Miller for their work on this issue. **Councilman Meador moved and Councilman Black seconded the motion to table further discussion on Animal Control Contract until next meeting. Roll call vote. AYES: Councilmen Black, Bringwald, Meador, Huddlestun, and Mayor Raymer. NAYS: None. Motion carried.**

**5. Ordinance Amendment - First Reading - Consideration of Amending City Code, Chapter 5 Article III. Impoundment and Redemption of Dogs and Cats; along with other updates to Chapter 5 Regarding Animal Control**

Chapter 5 – *Animals and Fowl* from the City Code was presented with suggestions noted for updates and additions regarding animal control. Sergeant Miller explained that the impoundment and redemption fees for dogs and cats were determined by fees charged by surrounding communities. Following brief discussion, **Councilman Meador moved and Councilman Black seconded the motion that an ordinance be prepared and moved to second reading at next meeting. Roll call vote. AYES: Councilmen Bringwald, Meador, Huddlestun, Black, and Mayor Raymer. NAYS: None. Motion carried.**

**6. Funding of Part Self-funded Employee Health Insurance Coverage**

Ms. Huff explained the maximum plan cost is stated to be \$1,264,946.00 which is a 22% increase. It was noted that should we reach that cost level, the city is liable for that amount of money. Ms. Huff recommended funding at 18%. Councilman Huddlestun expressed concern that it should be funded fully at 22%. **Councilman Black moved and Councilman Meador seconded the motion to fund the Part Self-funded Employee Health Insurance at 18%. Call Vote: AYES: Councilmen Meador, Black, Bringwald, and Mayor Raymer. NAYS: Huddlestun. Motion carried.**

**7. Ordinance 2011-15 – Ordinance Levying Taxes for Corporate Purposes for FY Ending April 30, 2012**

Jane Gaston, President of the Bryan-Bennett Library Board, addressed Council regarding restoring the Library tax levy rate to 0.15 and the library building rate to 0.02. Council discussed the amount that was necessary to insure the library's per capita grant eligibility **Councilman Huddlestun moved and Councilman Meador seconded the motion to adopt the Tax Levy Ordinance with the Library funding at \$91,574.00 and the General Fund at \$308,163.00. Roll Call Vote: AYES: Councilmen Meador, Huddlestun, and Black. NAYS: Councilman Bringwald and Mayor Raymer. Motion declared carried.**

**8. Resolution 2011-15 – Resolution Abating Taxes for General Obligation Refunding Bonds, Series 2009 (Alternate Revenue Source) – Swimming Pool**

**9. Resolution 2011-16 – Resolution Abating Taxes for Wastewater Treatment Improvements Revenue Source Alternate Bonds, dated March 27, 2006**

**Agenda Items 8 and 9 approved by omnibus vote. Councilman Black moved and Councilman Meador seconded the motion to approve Resolution 2011-15 and Resolution 2011-16, resolutions abating taxes for GO Refunding Bonds, Series 2009, Swimming Pool and WWTP Improvements Revenue Source Alternate Bonds. Roll call vote. AYES: Councilmen Black, Bringwald, Meador, Huddlestun, and Mayor Raymer. NAYS: None. Motion carried.**

**10. Replacement of Sludge Pump at Wastewater Treatment Plant**

Proposals were solicited from two reputable pump companies for replacement of a sludge pump at the wastewater treatment plant. Public Works Director Pruden recommended acceptance of the lowest responsive and responsible quote from Penn Valley Pump with accessories for the amount of \$26,686.00 and recommended the Council waive the formal bidding process. **Councilman Black moved and Councilman Meador seconded the motion to waive the formal bidding process and to approve the low bid from Penn Valley Pump in the amount of \$26,686.00 for Sludge Pump Replacement at the Wastewater Treatment Plant. Roll Call Vote: AYES: Councilmen Bringwald, Meador, Huddlestun, Black, and Mayor Raymer. NAYS: None. Motion carried.**

**11. Change Order & Pay Request from TEK Construction, Inc. for Sanitary Sewer Replacement along Boone, Tully Lane and Lyford Streets**

Curry & Associates Engineers forwarded change order #1 for a contract deduct of \$20,823.53 along with Pay Request #1 in the amount of \$35,428.32 to TEK Construction, Inc. for the Sanitary Sewer Replacement along Boone, Tully Lane and Lyford Streets. **Councilman Black moved and Councilman Meador seconded the motion to approve the Change Order #1 and Pay Request #1 to TEK Construction. Roll call vote. AYES: Councilmen Meador, Huddlestun, Black, Bringwald, and Mayor Raymer. NAYS: None. Motion carried.**

**12. Ordinance 2011-16 – First Reading - Ordinance Authorizing Sale of City Surplus Property – Old Street Sweeper Brooms**

Public Works Director Pruden reported that the City has a surplus of nine boxes of street sweeper brooms for the old street sweeper that was traded in and that is no longer useful to the city. He further reported that an offer was received to purchase them for \$50.00 each. He recommended that the ordinance be approved authorizing the sale of these items. **Councilman Black moved and Councilman Huddlestun seconded the motion to approve Ordinance 2011-16, an ordinance declaring these items as surplus property and authorizing the sale. Roll Call Vote: AYES: Councilmen Huddlestun, Black, Bringwald, Meador, and Mayor Raymer. NAYS: None. Motion carried.**

**AFTER REPORTS – Closed Session**

**VI. CITY MANAGER REPORT**

Interim City Manager Huff reported she continues to meet with public groups to benefit the city and to meet with the Department Heads to be fiscally responsible.

**VII. CITY ATTORNEY REPORT – No Report**

**VIII. FINANCE DIRECTOR REPORT - Absent**

**IX. CITY COUNCIL REPORT**

Councilman Black commented that the stage shelter in Bryan Park might be useful as a back-up location in an emergency for the Police Department and Emergency Management for temporary operations.

Mayor Raymer recognized Nick Farley who was present, indicating that he was working on the City Website.

**13. CLOSED SESSION – 5 ILCS 120/2 ( c) (2) and (3) - Collective Negotiating Matters Operating Engineers Union 399 and /or Salary Schedules for One or More Classes of Employees. Councilman Meador moved and Councilman Black seconded the motion to enter into Closed Session to discuss Collective Negotiating Matters and Salary schedules for one or more classes of employees. Roll call vote. AYES: Councilmen Bringwald, Meador, Huddlestun, Black, and Mayor Raymer. NAYS: None. Motion carried.**

**14. Possible Action Following Closed Session**

No Action.

**15. Approval of Closed Session Minutes - November 21, 2011 & November 28, 2011**

**Councilman Black moved and Councilman Huddlestun seconded the motion to approve closed session minutes of November 21, 2011 and November 28, 2011 as written. Roll call vote. AYES: Councilmen Bringwald, Meador, Huddlestun, Black, and Mayor Raymer. NAYS: None. Motion carried.**

**X. ADJOURNMENT**

**There being no further business for discussion at 9:25 p.m. Councilman Black moved and Councilman Huddlestun seconded the motion to adjourn. Roll call vote. AYES: Councilmen Bringwald, Meador, Huddlestun, Black, and Mayor Raymer. NAYS: None. Motion carried.**

Jane Marshall, CMC  
City Clerk

Minutes approved as written by City Council January 3, 2012.