

**AGENDA
CITY OF SALEM
REGULAR CITY COUNCIL MEETING
TUESDAY, FEBRUARY 21, 2012
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 Presentations**
- V. City Council Action**
 - 1. Consent Agenda:
 - a. Approval of Minutes, February 6, 2012, Special Meeting of February 8 and 13, 2012
 - b. Ordinance Second Reading - Ordinance Amending Chapter 20 of the City Code – Change in Wording Regarding Installation Requirements for Natural Gas Utility
 - c. Bills Payable for Period Ending February 21, 2012
 - 2. Resolution – In support of Development of Recreational Walking Trails in Bryan Park
 - 3. TIF #3 Redevelopment Agreement – Expansion & Relocation of Existing Business
 - 4. TIF #2 Redevelopment Agreement – Relocation/Consolidation of Existing Business
 - 5. Community Center Agreement –May 1, 2009 to May 1, 2012 & May 1, 2012 to May 1, 2015
 - 6. Request from Salem Township Hospital for City to Accept Maintenance of their proposed 10 inch Sanitary Sewer Extension for New Wing of Hospital (Revised Plans)
- After Reports:**
 - 7. Executive Session - 5 ILCS 120/2 (c) (1), (5) – Personnel and Purchase of Real Estate
 - 8. Approval of Closed Session Minutes of January 19, 2012, February 8 & 13, 2012
- VI. City Manager Report**
- VII. City Attorney Report**
- VIII. City Council Report**
- IX. Finance Director Report**
- X. Adjournment**

Deborah McKinney Huff
Interim City Manager

**MINUTES
CITY OF SALEM
REGULAR CITY COUNCIL MEETING
FEBRUARY 21, 2012
6:00 P.M.**

- I. CALL TO ORDER**

The Salem City Council met in regular session on Tuesday, February 21, 2012, at the hour of 6:00 p.m. in the Council Chambers of Salem City Hall. Mayor Raymer called the Meeting to order.

Council Members present upon roll call:

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

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
Recreation Director Sherry Daniels	Finance Director Marilyn Shook
Assistant to the City Manager Bev West	Code Enforcement Officer Brian Hunt
Assistant Public Works Director Annette Brushwitz	

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

Absent: Public Works Director John Pruden DOEM Director Terry Mulvany
Library Director Kim Keller
- 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**

None.
- IV. MAYOR'S REPORT AND PRESENTATIONS**

Mayor Raymer thanked those who came to the Public Hearing regarding the grant

application for the proposed walking trail in Bryan Park. He reported there were about twenty persons in attendance and favorable comments were received.

Mayor Raymer reported that the Farmer's Market meeting that was scheduled for February 24th has been rescheduled because the guest speaker was unable to be here at that time and the date will be announced at a later time.

V. CITY COUNCIL ACTION

1. Consent Agenda:

- a. Approval of Minutes - February 6, 2012, Special Meeting of February 8 and 13, 2012
- b. Ordinance 2012-3 – Second Reading - Ordinance Amending Chapter 20 of the City Code Change in Wording Regarding Installation Requirements for Natural Gas Utility
- c. Bills Payable for Period Ending February 21, 2012 for total amount of \$349,381.08.

Following review of the bills payable listing, **Councilman Meador moved and Councilman Huddlestun 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.**

2. Resolution-2012-02 – In support of Development of Recreational Walking Trails in Bryan Park and Submission of Federal Recreational Trails Grant through the Illinois Department of Natural Resources Division of Grant Administration

A resolution was presented for Council action in support of submission of grant application for the development of recreational walking trails in Bryan Park. Mayor Raymer reviewed a list of steps involved in the grant application process. He explained that a group has been formed that have indicated they are interested in the Bryan Park Trails and in raising the 20% local match for the grant. The grant is 80% reimbursable, meaning the city would be reimbursed upon completion of the project. Following additional discussion regarding the grant, and with the understanding that the City is only obligated if they are accepted for the grant and only if the City accepts the grant; **Councilman Meador moved and Councilman Black seconded the motion to approve Resolution 2012-02, a Resolution in support of development of recreational walking trails in Bryan Park and submission of the grant application. Roll call vote. AYES: Councilmen Meador, Huddlestun, Black, Bringwald, and Mayor Raymer. NAYS: None.**

2. TIF #3 Redevelopment Agreement – Expansion & Relocation of Existing Business – Birch Graphics from current location in Westgate Shopping Center into the

Interim City Manager Huff indicated that the information that she needed has been supplied to her, to her satisfaction.

Economic Development Director McDanel explained the project consisting of the relocation and expansion of existing business, Birch Graphics, from current location in Westgate Shopping Center into the recently shuttered American Legion. It will be a combination of a TIF #3 loan and a TIF #3 grant, the loan would be in the amount of \$60,250.00, interest rate of 3%, amortized for a term of 12 years, the city will hold the first lien on the real estate and secure the loan with personal guarantees from the applicant. The grant amount would be for \$7,150.00 – 50% of the façade renovations and 50% of the roof repair with matching grant funds. Ms. McDanel answered Council questions. Councilman Black commented he is not opposed to the request, however he is in favor of requests for loans and grants being held over for two weeks to give Council time to review the request.

The loan/grant proposal is contingent on the provisions as stated in the agreement: Securing a first position on the real estate; securing personal guarantees from the applicant as indicated in the Personal Financial Statements submitted in conjunction with the application and on file in the Dept. of Economic Development; documentation of the legal status of the borrower; documentation, in form of statements, invoices with cancelled checks, notarized affidavit from contractor, vendor, consultant or firm that verifies and/or evidences the eligible redevelopment project costs invested in the project as described in the application on file at the Economic Development Department.

Councilman Huddlestun moved and Councilman Meador seconded the motion to accept the TIF #3 Redevelopment agreement for Birch Graphics for expansion and relocation of existing business to the former American Legion building, 212 East Main Street, contingent upon the provisions stated in the agreement. Roll call vote. AYES: Councilmen Huddlestun, Black, Bringwald, Meador, and Mayor Raymer. NAYS: None. Motion carried.

Councilman Black requested that the procedure be revised to require a two week layover on the process for loans and grants for final action by Council. City Attorney Jones indicated he will prepare a resolution for next meeting.

4. TIF #2 Redevelopment Agreement – Relocation/Consolidation of Existing Business

Economic Development Director McDanel explained this Item is for introduction to the Council and discussion only at this time. Adding there is an opportunity for Howell Paving to consolidate their southern operation and relocate those operations in the former Henderson Trucking facility at #1 Industrial Drive. She indicated she is working with consultant, Mike Weber on the redevelopment agreement for this project that should be ready for next Council Meeting. Henderson would like to see a \$20,000 reimbursement over a period of eight years charged off against the acquisition price of the building in order to make the rate of return on their investment better. Consensus of Council was to move forward with this project. Ms. McDanel plans to have an ordinance and agreement prepared for Council consideration at next Council Meeting.

5. Community Center Agreement –May 1, 2009 to May 1, 2012 & May 1, 2012 to May 1, 2015

Don Ruston, President of the Salem Community Activities Center addressed Council regarding the two agreements being presented for Council Action. He explained that historically the Center has had a usage agreement with the City, basically the City assisting with the utilities in exchange for its usage of the Community Center. (*New Agreement provides for 300 hours of usage per annum.*) He explained that the agreement became due in 2009 and the renewal was overlooked and was later discussed with Mr. Christie; now we have two agreements for consideration – one retroactive to May 2009 to May 2012, and a new three-year agreement beginning May 2012. He explained that the new agreement changes the annual costs from \$25,000 to \$30,000 and eliminates the \$500.00 monthly utility payments. (The agreement states: *The City shall provide, at its expense, gas, water and sewer utility services for the Community Center for its facility located at 416 East Oglesby, provided that in the event the total annual cost of those utilities exceeds \$30,000.00, Community Center shall pay and be responsible for said excess.*) Interim City Manager Huff suggested that the agreement should state “up to \$30,000 annually)

Councilman Black moved and Councilman Meador seconded the motion to approve execution of the two agreements with the Salem Community Activities Center with amendment to the new agreement, Item #4 to “City shall credit the utility account of Community Center (add - up to) \$30,000 annually...”. Roll call vote. AYES: Councilmen Black, Bringwald, Meador, Huddlestun, and Raymer. NAYS: None. Motion declared carried.

6. Request from Salem Township Hospital for City to Accept Maintenance of their proposed 10 inch Sanitary Sewer Extension for New Wing of Hospital (Revised Plans)

This item was brought back from last Council Meeting for Council consideration of a request from the Salem Township Hospital that the City accept the maintenance of their proposed 10-inch sanitary sewer extension after satisfactory completion. The hospital will pay associated design costs, permitting and construction of the 850 feet of new sewer line from the ball diamond on Ricker Drive to the east side of proposed “B” wing expansion. A revised drawing of the proposed 10 inch sanitary sewer for the Salem Township Hospital that was prepared by Marvin R. Jenkins & Assoc, Land Surveying & Engineering was presented along with previous recommendation from Public Works Director Pruden that a point of ownership be determined near the property line of the hospital, or an easement be granted for the City’s ownership of the line on hospital property and the acceptance of the entire line be determined to be in the best interest of the City.

Councilman Black moved and Councilman Huddlestun seconded the motion to approve the request from Salem Township to accept the ownership and maintenance of their proposed 10-inch sanitary sewer extension after satisfactory completion. Roll call vote. AYES: Councilmen Bringwald, Meador, Huddlestun, Black, and Mayor Raymer. AYES: None. Motion carried.

After Reports:

3. Executive Session - 5 ILCS 120/2 (c) (1), (5) – Personnel and Purchase of Real Estate

At 7:04 p.m. Motion was made by Councilman Meador, seconded by Councilman Black to enter into Closed Session to discuss Personnel and Purchase of Real Estate.

Roll call vote. AYES: Councilmen Bringwald, Meador, Huddlestun, Black, and Mayor Raymer.

Return to Open Session:

8. Approval of Closed Session Minutes of January 19, 2012, February 6, 8 & 13, 2012

Upon return to open session at 8:08 P.M., motion was made by Councilman Meador, seconded by Councilman Black to approve Closed Session Minutes of January 19, 2012, February 6, 8, and 13, 2012 as written. Roll call vote. Councilmen Meador, Huddlestun, Black, Bringwald, and Mayor Raymer. NAYS: None. Motion carried.

VI. CITY MANAGER REPORT

Interim City Manager Huff reported negotiations continue to be scheduled with the FOP Union.

VII. CITY ATTORNEY REPORT – No report

VIII. CITY COUNCIL REPORT

Councilman Black again requested that all city vehicles be identified with City logos that say “City of Salem” and identify the department. He also requested that the City Attorney look into what can be done about panhandlers in the city of Salem.

Councilman Black apologized to Dr. Douglas, stating that at the last meeting he alluded to the fact that Dr. Douglas had an apartment in his business, and that Dr. Douglas does not have one there.

Councilman Huddlestun has received complaints about vehicles driving around with loud “boom, boom, boom” noises.

IX. FINANCE DIRECTOR REPORT

Finance Director Marilyn Shook distributed a written financial report.

X. ADJOURNMENT

There being no further business for discussion after the Executive Session at 8:10 P.M., **motion was made by Councilman Meador, seconded by Councilman Black to adjourn. Motion carried.**

**Jane Marshall, CMC
City Clerk**

Approved by City Council on March 5, 2012.