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TO: Mayor and City Council
City Manager
City Attorney
Department Directors

Centralia Sentinel
Marion County Observer US Sonet
WJBD Radio
Salem Times Commoner

Note: The Public Notice was published in the Legals of the Centralia Sentinel on April 14, 2012.

PUBLIC NOTICE OF

- **PUBLIC HEARING FOR FYE-2013 ANNUAL BUDGET**
- **SPECIAL MEETING WITH THE BRYAN BENNETT LIBRARY BOARD**
- **SPECIAL MEETING OF THE SALEM CITY COUNCIL**

PURSUANT TO THE OPEN MEETINGS ACT:

Notice is hereby given that the Salem City Council will meet at **6:00 p.m. on Monday, April 23, 2012**, in the Council Chambers of Salem City Hall, 101 South Broadway, Salem, Illinois for a **Public Hearing** of the Proposed Fiscal Year Ending **2013** Annual Budget Ordinance. Copies of the proposed FYE-2013 Annual Budget for the City of Salem are available for public inspection at the Salem City Hall and at Bryan Bennett Library.

Notice is hereby given of a Special Meeting of the Salem City Council to be held following the Public Hearing for the purpose to:

- Discussion with Bryan Bennett Library Board Regarding Levy and Finances
- Ordinance Amending FY 2011/2012 Annual Budget
- Ordinance Adopting Annual Municipal Budget for FY2012/2013
- Ordinance Authorizing Transfer of Monies from Working Cash Fund To General Fund

CITY OF SALEM, ILLINOIS
Jane Marshall, CMC
City Clerk

AGENDA

**SPECIAL MEETING WITH THE BRYAN BENNETT LIBRARY BOARD
AND SPECIAL MEETING OF THE SALEM CITY COUNCIL**

APRIL 23, 2012

6 :00 P.M. Following Public Hearing

- I. Call to Order**
- II. Prayer and Pledge of Allegiance**
- III. City Council Action**
 - 1. Discussion with Bryan Bennett Library Board Regarding Levy and Finances
 - 2. Ordinance Amending FY 2011/2012 Annual Budget
 - 3. Ordinance Adopting Annual Municipal Budget for FY2012/2013
 - 4. Ordinance Authorizing Transfer of Monies from Working Cash Fund to General Fund
- IV. Adjournment**

Bill Gruen
City Manager

**MINUTES
PUBLIC HEARING
FYE-2013 ANNUAL BUDGET
APRIL 23, 2012
6:00 P.M.**

The Salem City Council met at 6:00 p.m. on Monday, April 23, 2012, in the Council Chambers of Salem City Hall, 101 South Broadway, Salem, Illinois for a Public Hearing of the Proposed Fiscal Year Ending 2013 Annual Budget Ordinance for the purpose to hear comments.

Mayor Raymer called the Hearing to order at 6:00 p.m., prior to adoption of an Ordinance approving the 2012/2013 Annual Budget. Those Council Members present were Councilmen Bringwald, Meador, Huddlestun, Black and Mayor Raymer. Also present were City Manager Gruen, City Clerk Marshall, Finance Director Shook, Department Heads and members of the media, along with Library Board Members and members of the public.

In compliance with the Illinois Compiled Statutes, proper notice was given and the proposed budget was made available for public inspection prior to the Hearing.

Mr. Thomas Christie, 326 Country Club Estates, Salem, IL expressed several concerns following his review of the proposed budget. He has concerns regarding the amounts budgeted in the General Fund, health care costs, for personnel, and overtime in the police department.

There being no further public comments, the budget hearing was closed at 6:10 P.M.

MINUTES
SPECIAL MEETING WITH THE BRYAN BENNETT LIBRARY BOARD
And
SPECIAL MEETING OF THE SALEM CITY COUNCIL
April 23, 2012

The Salem City Council met on Monday, April 23, 2012, at the hour of 6:10 p.m., following the public hearing in the Council Chambers of Salem City Hall, 101 S. Broadway Salem, IL 62881 for the purpose to discuss tax levy and finances with the Bryan Bennett Library Board and to take action on the FY12/13 Annual Budget.

I. Mayor Raymer called the meeting to order.

Council Members present upon roll call:

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

Others Present: City Manager Bill Gruen, City Clerk Jane Marshall, Finance Director Shook, Public Works Director Pruden, Chief of Police Campo, Economic Development Director McDanel, Assistant to City Manager West,

Library Board Members: Sherm Doolen, Jane Gaston, Joyce Raver, Jane Mordecai, Gloria Bierman, Jack McGuire

II. Prayer and Pledge of Allegiance

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

III. City Council Action

1. Discussion with Bryan Bennett Library Board Regarding Levy and Finances

Mayor Raymer commented there has been discussion about the levy amount set by the Library and the obligation to levy that amount in behalf of the library; indicating it came to our attention that the levy amount has been dropping over last few years. He commented the City Attorney researched and has shared that a recent court case upstate has established that it is the requirement of a Council to levy the amount that is requested by a library board up to the legal maximum. Raymer indicated there has been some discussion with the library board and we understand that the Library Board requested a levy of .15. He further indicated there has been some discussion regarding whether it was a levy of .15 or was it a dollar amount and according to the City Attorney, it is a dollar amount and that is what needs to be levied each time.

Ms. Gaston indicated that she is in agreement with those things; commenting that when request was made in original letter to City Council the Library Board was asking for the dollar amount of the levy extension to reflect the .15 for the library as well as for the .42 .02 for the building fund which is also supported by the court case.

Mayor Raymer indicated that Council has a copy of the Library's levy request and that at their December Meeting an amount less than that was approved; commenting we are not at the point now where we have the legal guidance and information we need to say this is what we should do next, but at this time it is valuable for the Council and the Library Board to be at the same place and discuss the issue. He proposed that we get that information in writing from the City Attorney with whatever prove ration he needs and we share that with the library board and proceed from there; indicating that it is too late to change the levy at the court house now. Ms. Gaston commented that one option the library board would like the Council to consider is, for this one year until extension next year, transfer the difference between what should have been levied and what was levied from the general fund to the library fund in order for the library to continue its operations. (the difference is little over \$22,000)

Mayor Raymer recommend that Council proceed at a regular Council Meeting after the City Attorney provides additional information for consideration; suggesting that this issue be put on the May 7th agenda.

There was discussion regarding the financial reporting for the Library. Mayor Raymer explained that the format of the reporting that the City uses in the budget and monthly reports does not line up to the bookkeeping of the library. He indicated that the Council would like to see monthly financial reports from the Library in the same format that the City reports are done; indicating it would be helpful to Council to see the library information along with the other departments on the monthly financial reports.

Mayor Raymer posed the question if it would be more prudent for the City to be in charge of banking the Library money, taking recommendations from the Library Director and paying the bills like we do in all the other departments. He further indicated that the Library Board may not want to give up control of the books because they control more than the money than comes from taxes – (endowments, foundations, fundraisers). He pointed out that the Library Board is an autonomous board; they hire their own director, set meetings, and employ library staff and we are not suggesting that any of that decision should come to the Council.

Gaston indicated, we can give you a copy of bills payable every month; explaining that according to the standards that does control their budget, they are obligated to spend 12% of the budget every year for magazines and books. Board members indicated that they would try to provide Council with monthly financial reports as requested.

Huddlestun questioned why the budget for the library revenue is not shown.

Mayor Raymer thanked the Library Board and stated that this will be put on the next Agenda.

2. Ordinance 2012-05 – Ordinance Amending FY 2011/2012 Annual Budget

An ordinance was presented amending Ordinance 2011-05, entitled “An ordinance adopting the annual municipal budget for FY2011/2012 (May 1, 2011 through April 30, 2012) for the City of Salem, Illinois”

Motion was made by Councilman Black, seconded by Councilman Meador to approve Ordinance 2012-05, An Ordinance Amending FY 2011/2012 Annual Budget. Roll call vote. AYES: Councilmen Bringwald, Meador, Huddlestun, Black, and Mayor Raymer. NAYS: None. Motion carried.

3. Ordinance 2012-06 – Ordinance Adopting Annual Municipal Budget for FY2012/2013

An ordinance was presented adopting the annual municipal budget for FY 2012/2013.

Motion was made by Councilman Black, and seconded by Councilman Meador to adopt Ordinance 2012-06, an ordinance Adopting Annual Municipal Budget for FY2012/2013. Roll call vote: AYES: Councilmen Meador, Huddlestun, Black, Bringwald, and Mayor Raymer. NAYS: None. Motion carried.

4. Ordinance 2012-07 – Ordinance Authorizing Transfer of Monies from Working Cash Fund to General Fund

An ordinance was presented authorizing transfer of monies form Working Cash Fund to the General Fund.

Motion was made by Councilman Black, seconded by Councilman Meador to approve Ordinance 2012-07, authorizing transfer of monies from Working Cash to General Fund. Roll call vote. AYES: Councilman Huddlestun, Black, Bringwald, Meador, and Mayor Raymer. NAYS: None. Motion carried.

IV. Adjournment

At 6:44 p.m. **Councilman Black moved and Councilman Meador seconded the motion to adjourn. Roll call vote. AYES: Councilmen Black, Bringwald, Meador, Huddlestun, and Mayor Raymer. NAYS: None. Motion carried.**

**Jane Marshall, CMC
City Clerk**

Approved by Council as corrected on May 7, 2012.