

**AGENDA
CITY OF SALEM
REGULAR CITY COUNCIL MEETING
MAY 6, 2013
6:00 P.M.**

- I. Call to Order**
- II. Prayer and Pledge of Allegiance**
- III. Approval of Minutes, April 15, 2013**
- IV. Presentation of Petitions/Public Comments**
- V. Mayor's Report and Presentations**
- VI. City Council Report**
- VII. Adjournment of Previous Council**

**Presentation to Retiring Councilman Steve Huddlestun
Presentation to Retiring Councilman Kip Meador
Recognition of City Clerk Jane Marshall upon Her Retirement on May 10, 2013**

**Administering of the Oath of Office:
Councilman Jim Baity
Councilwoman Sue Morgan**

**Convene Meeting of New Council
(Modified Agenda)**

- I. Call to Order**
- II. City Council Action:**
 - 1. Loan Request from Theatre Board and Request for Improvements to Theatre Building
 - 2. Auditing Services Agreement – Glass & Shuffett, Ltd.
 - 3. Request from Salem Chamber of Commerce for Use of Bryan Park on Saturday, September 21, 2013 for 9th Annual Apple Fest
 - 4. Request from Boy Scouts Bryan Park Events
 - 5. Request from Bryan Bennett Library to close Church Street between Maple and Pearl Streets from 9:00 a.m. to Noon on June 21st for an Emergency/Community Services Awareness Fair
 - 6. Recommendation and Approval of Mayoral Appointments:
City Clerk – Bev West, and Boards and Commissions
 - 7. Animal Control Agreement with City of Centralia
- III. City Manager Report**
- IV. City Attorney Report**
- V. City Council Reports**
- VI. Adjournment**

Bill Gruen
City Manager

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**MINUTES
CITY OF SALEM
REGULAR CITY COUNCIL MEETING
MAY 6, 2013**

I. CALL TO ORDER

The Salem City Council met in regular session on May 6, 2013, at the hour of 6:00 p.m. in the Council Chambers of Salem City Hall, 101 S. Broadway, Salem, IL The meeting was called to order by Mayor John Raymer.

Council Members present upon roll call:

Councilman Royce Bringwald
Councilman David E. Black

Councilman Kip Meador
Mayor John Raymer

Absent: Councilman Steve Huddlestun

Others Present:

City Manager Bill Gruen
City Clerk Jane Marshall
Public Works Director John Pruden
Chief of Police Ron Campo
Recreation Director Sherry Daniels
Economic Development Director Jeanne Gustafson
Councilman-Elect Jim Baity
DOEM Director Terry Mulvany

City Attorney Michael R. Jones
Assistant to the City Manager Bev West
Finance Director Ben Stratemeyer
Code Enforcement Officer Brian Hunt
Library Director Kim Keller
Councilwoman-Elect Sue Morgan

Also present: Media: Salem Times Commoner; WJBD Radio; and US Sonet, video recording, along with several members of the Public

II. PRAYER AND PLEDGE OF ALLEGIANCE

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

III. APPROVAL OF MINUTES – April 15, 2013

Minutes of April 15, 2013 Regular City Council Meeting were presented. Councilman Black moved and Councilman Meador seconded the motion to approve the minutes of the Regular City Council Meeting of April 15, 2013, as written and waive the reading. Roll call vote. **AYES: Councilmen Bringwald, Meador, Black, and Mayor Raymer. NAYS: None. Motion carried.**

IV. PRESENTATION OF PETITIONS/PUBLIC COMMENTS - None

V. MAYOR’S REPORT AND PRESENTATIONS

Mayor Raymer welcomed Jeanne Gustafson who began her job today as Economic Development Director for the City of Salem.

VI. CITY COUNCIL REPORT

Councilman Meador offered a word of advice to the new Councilman and Councilwoman encouraging them to ask questions and research issues before they vote on them. He suggested that they get input from the citizens on the proposed animal control contract.

VII. ADJOURNMENT OF PREVIOUS COUNCIL

Upon a call to adjourn the old Council, **Councilman Meador moved and Councilman Black seconded the motion to adjourn the previous Council Meeting for installation of the new council members and re-open under the new Council. Roll call vote. AYES: Councilmen Meador, Black, Bringwald, and Mayor Raymer. NAYS: None. Motion carried.**

Presentation to Retiring Councilman Kip Meador

Mayor Raymer presented a Certificate of Appreciation to retiring Councilman Kip Meador expressing “recognition and grateful appreciation for his dedicated service to the Citizens of Salem while serving on the Salem City Council from May 2009 to April 30, 2013”.

Presentation to Retiring Councilman Steve Huddlestun

Mayor Raymer indicated that a Certificate of Appreciation will be presented to retiring Councilman Steve Huddlestun at a later date.

Recognition of City Clerk Jane Marshall upon Her Retirement on May 10, 2013

The retirement of City Clerk Jane Marshall was recognized and appreciation expressed for her 41 years with the City of Salem.

Administering of the Oath of Office:

Councilwoman Sue Morgan

Councilman Jim Baity

Mayor Raymer administered the Oath of Office to Councilwoman-elect Sue Morgan with her entire family standing at her side. He also administered the Oath of Office to Councilman-elect Jim Baity with his wife at his side. Both were seated at the Council Table after taking the Oath of Office.

Convene Meeting of New Council

(Modified Agenda)

I. CALL TO ORDER

The Salem City Council met in Convened session on May 6, 2013, following the Oath of Office ceremony in the Council Chambers of Salem City Hall, 101 S. Broadway, Salem, IL. The meeting was called to order by Mayor John Raymer.

Council Members present upon roll call:

Councilman Royce Bringwald

Councilwoman Sue Morgan

Councilman Jim Baity

Councilman David E. Black

Mayor John Raymer

Others Present:

City Manager Bill Gruen	City Attorney Michael R. Jones
City Clerk Jane Marshall	Assistant to the City Manager Bev West
Public Works Director John Pruden	Finance Director Ben Stratemeyer
Chief of Police Ron Campo	Code Enforcement Officer Brian Hunt
Recreation Director Sherry Daniels	Library Director Kim Keller
Economic Development Director Jeanne Gustafson	
DOEM Director Terry Mulvany	

Also present: Media: Salem Times Commoner; WJBD Radio; and US Sonet, video recording, along with several members of the Public

II. CITY COUNCIL ACTION:

1. Loan Request from Theatre Board and Request for Improvements to Theatre Building

City Manager Gruen explained that Representative Cavaletto has earmarked a \$40,000 “capital bill” grant to support the expansion/renovation of the theatre building to develop dressing room space for the performers. He further explained that any renovations or expansions to the building will need City Council approval before they take place. The preliminary plan is for an 18 x 18 foot expansion for dressing room and restroom to be located at the back of the building with at least one of the HVAC units relocated to the top of the new expansion. The Architect Brian Edmison estimated cost to be \$71,000.

He explained the Theatre Board has inquired about receiving a \$30,000 loan from the City to complete the project. Gruen indicated that at least, part of the project is TIF eligible along with Working Cash funds that could be used.

Theatre Board Representatives from the Salem Community Theatre, Andrew Johnson and Diana Jones were present to discuss the project. Mr. Johnson reviewed the Theatre’s budget and indicated they could re-pay \$4,200 a year for 7 - 8 years.

Councilman Black suggested that the City provide \$15,500 from TIF funds to be paid back and the other \$15,500 from working cash as a grant. City Manager Gruen is to put something together and bring back more information at next Council Meeting.

2. Auditing Services Agreement – Glass & Shuffett, Ltd.

A proposal for Auditing Services for the fiscal year ended April 30, 2013 from Glass and Shuffett, LTD, Certified Public Accountants from Centralia, IL was presented. **Councilman Black moved and Councilman Bringwald seconded the motion to approve execution of the agreement for auditing services from Glass and Shuffett, Ltd. Roll call vote. AYES: Councilmen Black, Bringwald, Morgan, Baity, and Mayor Raymer. NAYS: None. Motion carried.**

3. Request from Salem Chamber of Commerce for Use of Bryan Park on Saturday, September 21, 2013 for 9th Annual Apple Fest

A request was received from the Greater Salem Chamber of Commerce for use of Bryan Park shelters 1, 2, and 8 on Saturday, September 21, 2013 for the 9th Annual Apple Fest. Recreation Director Daniels advised that there were no conflicts with scheduling. **Councilman Black moved and Councilwoman Morgan seconded the motion to approve the request from the Chamber of Commerce for use of Bryan Park for the Apple Fest on September 21, 2013. Roll call vote: AYES: Councilmen Bringwald, Morgan, Baity, Black, and Mayor Raymer. NAYS: None. Motion carried.**

4. Request from Boy Scouts Bryan Park Events

A request was received from Luke Purcell, Day Camp Assistant Administrator for Salem’s Cub Scout Pack 262, for use of a portion of Bryan Park, shelters 5 & 6, as well as the stage, girls high school field, and shelters along the road leading to the south entrance of the Nature Trail, for an annual day camp on June 4, 5, 6, & 7 from approx. 4:30 pm to 9:00 pm each evening. Recreation Director Daniels indicated there were no conflicts with scheduling. **Councilman Black moved and Councilman Baity seconded the motion. Roll call vote: AYES: Councilmen Morgan, Baity, Black, Bringwald, and Mayor Raymer. NAYS: None. Motion carried.**

5. Request from Bryan Bennett Library to close Church Street between Maple and Pearl Streets from 9:00 a.m. to Noon on June 21st for an Emergency/Community Services Awareness Fair

A request was received from Library Director Kim Keller for closure of a portion of W. Church Street between S. Maple and S. Pearl streets from 10 a.m. – 11 a.m. on June 21, 2013 for an Emergency/Community Services Awareness Fair as part of their Summer Reading Program. Chief Campo and Public Works Director Pruden did not express any adverse concerns regarding this request. Pruden commented that the Public Works Department will be displaying some of their equipment. Councilman Black moved and Councilman Baity seconded the motion to approve the request from the Library as presented. Roll call vote: **AYES: Councilmen Baity, Black, Bringwald, Morgan and Mayor Raymer. NAYS: None. Motion carried.**

6. Recommendation and Approval of Mayoral Appointments: City Clerk – Bev West, and Boards and Commissions

Mayor Raymer read the list of recommendations for appointment to various boards and commissions, as well as appointment of Bev West as City Clerk effective May 10, 2013, as follows:

		<u>Term Ending</u>	
George “Joe” Black	Airport Authority	04/30/2018	5 yr term
Joyce Hahn	Library Board	04/30/2016	3 yr term
Jim Reincke	Library Board	04/30/2016	3 yr term
Alan Wilson	Planning Commission	04/30/2018	5 yr term
James Milano	Planning Commission	04/30/2018	5 yr term
William “Randy” Vogt	Police Commissioners	04/30/2016	3 yr term
Tony Shook	Police Pension Board	04/30/2015	2 yr term
Sam Lay	Zoning Board of Appeals	04/30/2018	5 yr term
Joan Kless	Zoning Board of Appeals	04/30/2014	unexpired term
Jeannine Richards	Historical Commission	04/30/2016	3 yr term
Donald R. Mills	Historical Commission	04/30/2016	3 yr term
Diane Eller	Historical Commission	04/30/2016	3 yr term
Paul Moore	Tree Board	04/30/2016	3 yr term
Doris Purcell	Tree Board	04/30/2016	3 yr term
Robert Haney	Tourism Board	04/30/2017	4 yr term
Dana Hampton	Tourism Board	04/30/2017	4 yr term
Michael Black	Tourism Board	04/30/2017	4 yr term
Timothy Hudspeth	Tourism Board	04/30/2017	4 yr term

Councilman Black moved and Councilman Baity seconded the motion to approve appointments to various boards and commissions as presented, and to approve the appointment of Bev West to the position of City Clerk effective May 10, 2013.

Councilman Bringwald indicated it may be time for a change in appointments to the Airport Authority to include persons who actively use the Airport. **Roll call vote: AYES: Councilmen Black, Bringwald, Morgan, Baity, and Mayor Raymer. NAYS: None. Motion carried.**

7. Animal Control Agreement with City of Centralia

City Manager Gruen reviewed a draft five-year agreement between Salem and Centralia that would allow for Centralia to shelter dogs on behalf of the City for a monthly fee of \$4,750. Gruen discussed several other options that he has explored with other counties and facilities, but none of these were workable for the City. He commented that during his time reviewing animal control options for the City of Salem, he has become bias toward the idea that Salem is better served by cooperating with everybody in Marion County to try to do animal control which would make the costs cheaper by spreading it out between everybody in the county. He indicated that the proposed agreement does not provide for cats and suggested that we should not wait any longer to start talking about the animal control problem.

Mayor Raymer indicated the police will pick up dogs, but are not permitted by law to keep those dogs after sundown without an approved shelter for them; the police have no option but to let them go. He further commented, in almost every other county in Illinois there is a County Board sponsorship of an animal control program. He talked about the costs for animal control for all the communities in the county and commented he would like to call on the County to study the problem immediately and establish that program so that every

community does not keep wasting their money. Raymer added, we have made two presentations to the County Board and he would appreciate an invitation from the County Board to the City of Salem to make our presentation on what it would save the people of Salem and Marion County in dollars to have the County set up animal control.

Councilman Black expressed concern about spending money paying money and still not having an acceptable animal control program. He suggested that over a period of time it would pay for itself and be cost effective for the City to provide its own facility to house animals. To answer question regarding design and construction of the facility, City Manager Gruen suggested that we may be able to get some consulting help from a local contractor to keep the costs down. Councilwoman Morgan commented that she has a problem with a five-year contract with Centralia in that they don't take our cats and we have no way to re-coop any of our money.

Mayor Raymer asked Paul Wimberly if he would be willing to be our animal control person, he responded that as long as he does not have to do the paperwork. He commented he is willing to put \$5,000 in a fund to pay a consultant for design and construction work. He also commented we may need to consider a spray and neuter program where the city may incur some costs. He also expressed appreciation to Centralia for being willing to contract with Salem, and think they will understand that we want to be in control of our own program. **Councilman Black moved and Councilman Baity seconded the motion to authorize the City Manager to spend an amount up to \$5,000 for a consultant to design the building renovations for the old "dog pound" building owned by the City in the S. Maple St area. Roll call vote: AYES: Councilmen Bringwald, Morgan, Baity, Black, and Mayor Raymer. NAYS: None. Motion carried.**

III. CITY MANAGER REPORT

City Manager Gruen appreciate the discussion on animal control
Welcomed Jeanne Gustafson and very happy to have her help and expertise.

IV. CITY ATTORNEY REPORT - No Report

V. CITY COUNCIL REPORTS

Councilman Black commented on the performance held at the Salem Community Theatre on April 27th for their annual benefit fundraiser with a full house of 400 people in attendance to see the *Broadway Invasion* performance. He added that that performance was a wonderful event and everyone enjoyed it.

Mayor Raymer reported that the same show is to be done again to benefit the Salem Foundation on the May 11th.

Councilwoman Sue Morgan expressed thanks to all Salem Citizens who have put their trust in her and to have all her family who came to be with her tonight. She listed some of the things she would like to see happen:

- Property owners with derelict buildings – tear them down, sell them, or make them livable and up to code
- Make entrances to the City inviting
- Expanding recycling
- Downtown buildings made inviting with no boarded windows
- Animal control problem resolved quickly
- Kinney Boulevard needs to be full and thriving
- Make Salem beautiful and keep it beautiful
- Encourage cooperation and positive attitude from Citizens and the City Council

Councilman Black welcomed both Sue Morgan and Jim Baity to the City Council.

VI. ADJOURNMENT

There being no further business for discussion at 7:02 p.m., **Councilman Black moved and Councilwoman Morgan seconded the motion to adjourn. Roll call vote. AYES: Councilman Black, Bringwald, Morgan, Baity, and Mayor Raymer. NAYS: None. Motion carried.**

Jane Marshall, CMC
City Clerk

Minutes approved by City Council on May 20, 2013