

AGENDA
CITY OF SALEM
REGULAR CITY COUNCIL MEETING
~~JANUARY 6, 2014~~
RESCHEDULED DUE TO WEATHER AND ROAD CONDITIONS
JANUARY 13, 2014
6:00 PM

- 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 – December 16, 2013
 - 2. Disposition/City Acceptance of the Salem Armory
 - 3. First Reading – RLF Application Submitted by Triple Crown
 - 4. Illinois Emergency Telecommunicator Response Taskforce Mutual Aid Agreement
 - 5. Award of Bids for Demolition of Dangerous Buildings
 - 6. Award of Bid for MFT Sidewalk Repair
 - 7. Award of Bid for Pine Tree Drive Storm Sewer Improvement
 - 8. Approval of CBRE Contract for Kinney Blvd
 - 9. Approval of Jenkins & Associates Contract for Bryan Park Trail (DNR Grant)
 - 10. Executive Session: Section (2)(c)(1) Personnel; (5) Real Estate; (11) Litigation; and (21) Executive Session Minutes
 - 11. Purchase of Real Estate
 - 12. Approval of Executive Session Minutes
- VI. City Manager Report
- VII. City Attorney Report
- VIII. Finance Director Report
- IX. City Council Report
- X. Adjournment

Bill Gruen
City Manager

MINUTES
CITY OF SALEM
COUNCIL MEETING
JANUARY 13, 2014
(Rescheduled due to weather from January 6, 2014)

I. **Call to Order**

The Salem City Council met in regular session on Monday, January 13, 2014 at 6:00 p.m. in the Council Chambers of Salem City Hall. This meeting was rescheduled from January 6th, due to weather and road conditions. The meeting was called to order by Mayor John Raymer.

Council Members Present:

Councilman David Black
Councilman Royce Bringwald
Councilwoman Sue Morgan
Councilman Jim Baity
Mayor John Raymer

Others present:

City Manager Bill Gruen	Economic Development Director Jeanne Gustafson
Chief of Police Ron Campo	Finance Director Ben Stratemeyer
Public Works Director John Pruden	Recreation Director Sherry Daniels
DOEM Director Terry Mulvany	Sgt. Susan Miller
Code Enforcement Officer Bryan Hunt	City Clerk Bev Quinn

Also present were members of the general public, and the following members of the media: Bruce Kropp, WJBD Radio; Dennis Rosenberger, Salem Times-Commoner; and Reece Rutland, Centralia Sentinel.

II. **Prayer and Pledge of Allegiance**

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

III. **Presentation of Petitions /Public Comments**

Department of Emergency Management - Mayor Raymer indicated the City recently experienced a snow storm, with 11-12 inches of snow, which resulted in highways and interstates being shut down, and local storm shelters being opened up. Mayor Raymer invited Terry Mulvany, DOEM Director, to address Council.

Director Mulvany indicated he received a call on January 5th at 7:00 p.m. indicating it would be necessary for storm shelters to be opened up, as all hotels and motels in the area were full. Mr. Mulvany indicated

the Apostolic Church of Salem opened up immediately, and housed stranded motorists from January 5th until January 8th. Once they became full, a backup shelter was opened at St. Theresa Church, which was open from January 6th through the 7th. A third shelter location, First Christian Church, was put on standby, but was not used.

Mr. Mulvany indicated the response from the churches, businesses and community was outstanding, with the local Red Cross loaning 60 blankets, the Salem Fire Protection District loaning 60 blankets, and the DOEM using 60 blankets that had been stored and sanitized from the blizzard of 1982. Wal-Mart came through with a large number of blankets and pillows, the Ministerial Alliance donated funds for food, and when a need was noted on Facebook, members of the community brought food, desserts, and supplies. Mulvany added that several truck drivers were traveling with pets, and the Humane Society came through with pet crates and food. The DOEM and Fire Department helped with the transfer of critical care employees such as nurses and other medical personnel. Marion County Sheriff's Department, State Police, and Marion County Emergency Services Department transferred people from the interstate to the shelters. Overall, the Community did an outstanding job of helping stranded motorists, and really showed their desire to help. Mayor Raymer added that Wal-Mart had incurred approximately \$30,000 in additional parking lot clearing costs, to accommodate semi-parking.

Councilwoman Morgan expressed her appreciation, and led the room in a round of applause for the DOEM, Shelters, and Volunteers who assisted during the event.

Salem Fire Protection District

Salem Fire Protection District Chief Roger Mann addressed Council regarding traffic signal devices that will allow emergency personnel to change the traffic signals to stop non-emergency traffic, and allow emergency vehicles through. Chief Mann indicated they have been working towards this program for 10 years, and have now received a donation that will allow implementation at the Main and Broadway intersection. Chief Mann indicated there will be no fees involved, and all they are requesting from the City Council is its approval, as the intersection is in the City. ***Motion was made by Councilman Black and seconded by Councilman Baity that approval be given for installation of the traffic signal device that will allow Salem Fire Protection District, Salem Police, DOEM, Ambulances and other emergency personnel to control the traffic signal at Main and Broadway during an emergency. Roll call vote: AYES: Councilman Black, Councilman Bringwald, Councilwoman Morgan, Councilman Baity, and Mayor Raymer. NAYS: None. Motion carried.***

Greater Salem Chamber of Commerce

Mayor Raymer indicated he had received a letter from Chamber Director Leonard Ferguson, expressing support of the Southern Illinois Tourism Bureau, and noting that Salem is not a member. Mr. Ferguson indicated he has always supported the Tourism Bureau, and would like to see the City join. Mayor Raymer indicated the Salem Tourism Board has indicated they do not want to join, but he feels it may be an important tool for Economic Development, and he will bring this subject back to the Council for further discussion.

IV. Mayor's Report and Presentations

State of the City Report

Mayor Raymer presented the "State of the City – 2014" report, and indicated it had been emailed to the media and copies were available at tonight's meeting. Mayor Raymer added that while he did not want to read the entire report, he did want to mention three key sections, as follow:

- 1) The values and moral standards we enjoy can be traced directly to our 39 churches. Salem is known as a "church town" for good reasons – we attend and support our churches and the many programs they offer. The faith community in Salem operates on several levels. Attendance remains high and increases due to the variety of Christian services that range from as many as 500 to as few as 10 people who make attendance a regular habit. Larger churches offer 2 or 3 Sunday morning services with an emphasis on the music offerings: traditional and contemporary services are common. Five churches offer "community rooms" (gymnasiums) and many gatherings host youth groups, bible study, food pantry, newborn support, mission projects, special music, civic service projects, disaster relief, and a host of other services which involve us in living out our faith.
- 2) The City of Salem through its City Manager Bill Gruen operates with our means available. City department heads including John Pruden at Public Works, Sherry Daniels at Recreation, Chief Ron Campo of the Salem Police Department Terry Mulvany at Emergency Services, Jeannie Gustafson at Economic Development and Bev Quinn as City Clerk/Office Manager regularly monitor revenue and expenses to stay on budget. The frugality of the City can be seen in the current budget with 5.74 million in revenue and 5.72 million in expenses – a thin \$19,000 difference. About 40% of our revenue comes from local retail sales tax (\$2,124,000). Property tax (\$787,000) and State Income tax (\$700,000) together make up another 25% of revenue and all other sources provide the other 35%. The council appreciates and expects the City Manager, Finance Director and department heads to

operate within available dollars, and appreciates the work of Ben Stratemeyer, Debby Lamb, and Accounting Staff members Jill Combs, Kim Eblin, and Becky Phillips in their handling of daily operations.

3) We need to be watching for:

1. The revised softball and soccer fields at Tully Park. SCHS plans to move the girls' softball field from Frala and have a varsity and junior varsity softball field in Tully Park. The City youth soccer fields will be rebuilt in a safer configuration.
2. The World Coon Hunt just had their 5th hunt here and plan to come back for several years. We have new hunts scheduled – good for coon hunters, and Salem's economy
3. The New walking trail in Bryan park opening summer 2014
4. Expansion of a Salem Manufacturing Plant in spring 2014
5. New emphasis on a Route 50 4-Lane road through Marion County
6. City emphasis on developing retail businesses on Kinney drive
7. Animal Control new facility and program for Salem 2014

Unity Forum

Mayor Raymer indicated the Unity Forum has been scheduled for Monday, February 10th, at the Bryan Bennett Library.

V. **City Council Action**

1) Consent Agenda

a. Approval of Minutes – December 16, 2013

Councilman Black requested that acronyms not be used in the minutes, and that "CBB" in the minutes be replaced with the full name of the engineering firm, Crawford, Bunte and Brammeier.

Motion was made by Councilman Black, seconded by Councilwoman Morgan that the Consent Agenda/Minutes of December 16, 2013 be approved as revised. Roll call vote: Councilman Bringwald, Councilwoman Morgan, Councilman Baity, Councilman Black, Mayor Raymer. NAYS: None. Motion carried.

2) Disposition/City Acceptance of the Salem Armory

City Manager Gruen indicated that currently, no (third-party) person or entity has stepped forward to take the Salem Armory. The Illinois Department of Military Affairs would like to know by mid-January if the City is interested in accepting the Armory itself. If not, it will seek to sell the real estate on its own. City Manager Gruen indicated there are covenants attached to the deed that require new owners to maintain the building's historical value, particularly the façade and windows, meaning that windows could not be replaced with non-historical low-cost windows. There is also a possibility of asbestos in the window caulk. Gruen added that there has been a lot of water in the building, and the gym floor is buckling. The building is not in great shape.

Councilman Black indicated he is not interested at all in owning the building, as the cost of maintenance and upkeep would be prohibitive. Councilman Baity and Mayor Raymer both expressed their agreement. Councilman Bringwald noted that there appears to be a consensus that the City Council does not want to own the building. Mr. Gruen indicated he would advise the Department of Military Affairs that they may want to consider maintaining the status quo on ownership (*meaning that they may want to hold off on taking further action, on the chance the City finds a third-party entity to take the building over*). Gruen added that he will also suggest they do some repairs and maintenance of the building.

3) First Reading – RLF Application Submitted by Triple Crown

City Manager Gruen indicated an application was submitted by Jacob Purcell and Larry Rubin as Triple Crown Sports for \$30,000 from the Revolving Loan Fund to start up a youth, sports training facility. Also referenced was a memo from Economic Development Director Jeanne Gustafson providing highlights of the project. Ms. Gustafson indicated both partners have extensive history with coaching and training, and that Triple Crown has been working with Don Ruston of Marion County Savings Bank, who has found the project to be viable at the bank level, with the City's involvement. Total project cost is \$141,327, and she is recommending a loan of \$30,000 to Triple Crown Sports, at 3% interest for 10 years, with the first six months being interest only. Ms. Gustafson indicated both partners were unable to attend tonight's meeting, but can be available to answer questions at the next meeting. Mr. Gruen asked if Council would like to do a second reading on January 20th, or hold off until February 3rd. Councilman Bringwald indicated he would prefer February 3rd. Ms. Gustafson indicated she would contact Mr. Rubin and Mr. Purcell to see if they would be available to answer questions on January 20th, with second reading on February 3rd.

4) Illinois Emergency Telecommunicator Response Taskforce Mutual Aid Agreement

City Manager Gruen indicated the agreement would allow for the sharing of dispatchers and equipment in an emergency situation. The City would not be *required* to deploy dispatchers, and may

or may not qualify for reimbursement of costs incurred. There is not presently any fee to participate. City Manager and Public Works Director recommended approval. **Motion was made by Councilman Black, seconded by Councilman Baity that the City enter into a mutual aid agreement with Illinois Emergency Telecommunicator Response Taskforce. Roll call vote: AYES: Councilwoman Morgan, Councilman Baity, Councilman Black, Councilman Bringwald, Mayor Raymer. NAYS: None. Motion carried.**

5) Award of Bids for Demolition of Dangerous Buildings

City Manager Gruen indicated the Code Enforcement Officer has received bids for the demolition of dangerous buildings at 1120 S. Rotan, 516 N. College, and 120 S. Rotan (Feed Store). Additionally, the City is looking at using its track hoe to knock down buildings at 315 and 313 N. Walnut, break the debris into smaller pieces, and use the drug court for collecting the debris. Mr. Gruen indicated he would like to hold off on demolition of the Feed Store (120 S. Rotan). The low bids on demolition of 1120 S. Rotan and 516 N. College were from Chuck's Excavating. **Motion was made by Councilman Black, seconded by Councilwoman Morgan to award the bid for demolition of 1120 S. Rotan (\$3,800) and 516 N. College (\$4,650) to Chuck's Excavating, and to proceed with the City/Drug Court demolition of 315 and 313 N. Walnut. Roll call vote: AYES: Councilwoman Morgan, Councilman Baity, Councilman Black, Councilman Bringwald, Mayor Raymer. NAYS: None. Motion carried.**

6) Award of Bid for MFT Sidewalk Repairs

City Manager Gruen indicated bids were opened for MFT Sidewalk Repairs for the 100 block of E. McMackin and 100 block of North Ohio, with the low bid coming from Depew and Owen in the amount of \$78,348.00. **Motion was made by Councilman Black and seconded by Councilwoman Morgan to accept the low bid from Depew and Owen in the amount of \$78,348.00. Roll call vote: AYES: Councilman Baity, Councilman Black, Councilman Bringwald, Councilwoman Morgan, Mayor Raymer. NAYS: None. Motion carried.**

7) Award of Bid for Pine Tree Drive Storm Sewer Improvement

City Manager Gruen indicated bids were opened for storm sewer work on Pine Tree Drive. The work will entail paving storm sewer for the purpose of diverting water away from the Continental Motel on Main Street. The low bid was received from Howell Paving in the amount of \$11,605.00, with the expenditure coming from Fund 18. **Motion was made by Councilman Black, seconded by Councilman Baity to accept the low bid from Howell Paving in the amount of \$11,605.00. Roll call vote: AYES: Councilman Black, Councilman Bringwald, Councilwoman Morgan, Councilman Baity, Mayor Raymer. NAYS: None. Motion carried.**

8) Approval of CBRE Contract for Kinney Blvd

City Manager Gruen indicated he has distributed a new, unmarked copy of the latest version of the CBRE listing contract, with the revisions that were previously discussed. City Manager Gruen pointed out the following changes:

- #2 – Underlined section was added by the City Manager to insure that the City is not on the hook for a fee or commission, if it chooses not to accept an offer.
- #7 – Client shall be reimbursed for marketing expenses up to \$2,000. City Manager Gruen indicated Barber Murphy had a similar clause, and this is standard practice. Councilman Black indicated the City should request copies of receipts.
- #15 – City Manager indicated the agents designated to market the City's property are Fusz, Bishop, Holter, and Bush.
- #26 – City Manager Gruen indicated this section has been revised to indicate the agents designated to market the City's property and prohibited from encouraging the relocation of any Salem business from the City to any location outside the corporate limits of the City of Salem, but other CBRE agents working from locations in other locations on non-related projects will not have the same prohibitions.

Mr. Gruen also called Council's attention to the Exhibit, which outlines prices set some time ago. Gruen added that these prices are not set in stone, and if Council wants to make some revisions within the next few weeks, it will not affect the marketing materials. Mr. Gruen also added that the commission to CBRE is 6%. Mr. Gruen indicated contact CBRE and request they insert the word Lease in paragraph 2, as follows: "The Owner reserves the right to approve or not approve the sale or lease of real estate.... No fee, commission, charge, or cost that is subject to an agreement with the City of Salem and that is contingent upon the sale or lease...."

City Manager Gruen indicated he will work with City Attorney Mike Jones on these changes, and bring back a revised contract on January 20th.

Motion was made by Councilman Black and seconded by Councilman Bringwald to table action on the CBRE contract until January 20, 2013. Roll call vote: AYES: Councilman Black, Councilman Bringwald, Councilwoman Morgan, Councilman Baity, Mayor Raymer. NAYS: None. Motion carried.

9) Approval of Jenkins & Associates Contract for Bryan Park Trail (DNR Grant)

City Manager Gruen presented the Jenkins & Associates contract for the Bryan Park Trail, and indicated the following revisions will be made:

- Insert “not to exceed \$15,000” under section B.
- Remove inapplicable language (2b) also under Section B, as this is not a USDA project.
- Section C is permissive and indicative of the cost of resident inspection, if provided by Jenkins. Mr. Gruen indicated he has discussed this with John Pruden, and the resident inspection would be provided by City staff (in kind) if grant funding for engineering runs out.

Motion was made by Councilman Black and seconded by Councilwoman Morgan that the contract with Jenkins and Associates for engineering of the Bryan Park Trail be approved, with revisions noted by City Manager Gruen. Roll call vote: AYES: Councilman Bringwald, Councilwoman Morgan, Councilman Baity, Councilman Black, Mayor Raymer. NAY: None. Motion carried.

10) Executive Session: Section (2)(c)(1) Personnel; (5) Real Estate; (11) Litigation ;and (21) Executive Session Minutes

Motion was made by Councilman Black and seconded by Councilman Baity to enter into Executive Session for the purpose of discussing Personnel, Real Estate, Litigation and Executive Session Minutes. Roll call vote: AYES: Councilwoman Morgan, Councilman Baity, Councilman Black, Councilman Bringwald, and Mayor Raymer. NAYS: None. Motion carried.

11) Purchase of Real Estate

City Manager Gruen indicated City Council has discussed the purchase of property at 4700 Cartter Road, Kell, IL for \$52,000 for use as an Animal Control facility. ***Motion was made by Councilwoman Morgan and seconded by Councilman Black that City Attorney Mike Jones be authorized to prepare an offer in the amount of \$52,000 for property identified as 4700 Cartter Road, Kell, IL. Roll call vote: Councilman Baity, Councilman Black, Councilman Bringwald, Councilwoman Morgan, Mayor Raymer. NAYS: None. Motion carried.***

12) Approval of Executive Session Minutes

Motion was made by Councilman Black and seconded by Councilman Bringwald that Executive Session minutes dated November 11, 2013 and November 18, 2013 be approved as written. Roll call vote: AYES: Councilman Black, Councilman Bringwald, Councilwoman Morgan, Councilman Baity, Mayor Raymer. NAYS: None. Motion carried.

VI. City Manager Report

City Manager Gruen discussed the possibility of holding the Aquatic Center workshop on January 27th. When not all members of Council would be available, Mr. Gruen indicated he would come up with a new date.

VII. City Attorney Report (not present)

VIII. Finance Director – No report.

IX. City Council Report

Councilman Black - Councilman Black referenced a list of training courses Terry Mulvany has taken, and commended him for it. Councilman Black added that all members of the Council should be taking the NIMS courses, which train you on how to respond in an emergency situation, as well as the FOIA and Open Meetings Act training. Councilman Black also commended all involved in the snow emergency.

Mayor Raymer – Mayor Raymer indicated he had attended the Murray Center hearing in Chicago, and the Murray Center attorneys brought forth information that caused the judge to impeach state employee Mark Doyle and the gentleman responsible for moving residents from Murray Center.

X. Adjournment

Motion was made by Councilman Black and seconded by Councilman Bringwald that the meeting be adjourned at 8:17 p.m. Roll call vote: AYES: Councilman Bringwald, Councilwoman Morgan, Councilman Baity, Councilman Black, Mayor Raymer. NAYS: None. Motion carried.

Bev Quinn, CMC
City Clerk

Minutes approved: January 20, 2014