

**AGENDA
CITY OF SALEM
REGULAR CITY COUNCIL MEETING
OCTOBER 20, 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 – October 6, 2014
 - 2. Bills Payable
 - 3. Presentation of FY14 City of Salem Audit
 - 4. Ordinance Setting Date and Time for Public Hearing on the Creation of Business District
 - 5. Authorization to Seek Bids for Building Demolitions
 - 6. Ordinance Making Amendments to Sign Code
 - 7. Request from Tourism Board to Match Contribution for Salem Promotional Services
 - 8. Request to Close Streets for "Zombie Walk" on October 31, 2014
 - 9. Planning Commission Action – Recommend Rezoning 1313 East Main to RS-5
 - 10. First Reading – Property Levy for Calendar Year 2015 Collections
 - 11. Authorization to Proceed with \$20,000 Illinois Capital Bill Grant – Improvements to Police Department Building

 - VI. City Manager Report**
 - VII. City Attorney Report**
 - VIII. Finance Director Report**
 - IX. City Council Report**
 - X. Executive Session**
 - 1. 5 ILCS 120/2 (c)(1) Personnel
 - 2. 5 ILCS 120/2 (c)(5) Purchase of Real Estate
 - XI. Adjournment**
- Bill Gruen
City Manager
-

**MINUTES
CITY OF SALEM
REGULAR CITY COUNCIL MEETING
OCTOBER 20, 2014**

- I. Call to Order**

A regular meeting of the Salem City Council was held on Monday, October 20, 2014 at 6:00 p.m. in the Council Chambers of Salem City Hall. The meeting was called to order by Mayor Pro-Tem David Black.

Council members present:
Mayor Pro-Tem David Black
Councilman Jim Baity
Councilman Royce Bringwald
Councilwoman Sue Morgan

Council member absent: Mayor Raymer was absent due to a family commitment.

Others present:

City Manager Bill Gruen	Finance Director Ben Stratemeyer
City Clerk Bev Quinn	Economic Development Director Jeanne Gustafson
Interim Chief of Police Susan Miller	Animal Control Officer Paul Wimberly
Public Works Director John Pruden	Code Enforcement Officer Brian Hunt
Library Director Kim Keller	Recreation Director Sherry Daniels
City Attorney Mike Jones	

Members of the media and public.

- II. Prayer and Pledge of Allegiance**

Opening prayer was led by Mayor Pro-Tem David Black, followed by the Pledge of Allegiance to the Flag.

- III. Presentation of Petitions/Public Comments - None.**

- IV. Mayor's Report and Presentations – None.**

V. City Council Action

1. Consent Agenda

a. **Approval of Minutes – October 6, 2014**

Motion was made by Councilman Bringwald and seconded by Councilwoman Morgan to approve the Consent Agenda as presented. Roll call vote: AYES: Councilman Bringwald, Councilwoman Morgan, Councilman Baity, Mayor Pro Tem Black. NAYS: None. Motion carried.

2. Bills Payable

Following discussion of Bills Payable, ***motion was made by Councilman Bringwald and seconded by Councilwoman Morgan that Bills Payable be approved as presented. Roll call vote: AYES: Councilwoman Morgan, Councilman Baity, Councilman Bringwald, Mayor Pro Tem Black. NAYS: None. Motion carried.***

3. Presentation of FY14 City of Salem Audit

Fred Becker, CPA, of Glass and Shuffett, was present to present the 4 FY14 City of Salem Audit. Mr. Becker called Council's attention to page 3 of the Audit, which titled "Statement of Net Position" (formerly called Statement of Assets.) Mr. Becker indicated the City of Salem is up in Assets (Cash and Cash Equivalents, Receivables, Notes Receivable, Restricted Assets, Prepaid Expenses, Capital Assets, Bond Issuance Costs, Unamortized Bond Discounts) at \$61,265,342.00 and Liabilities at \$14,205,835.00, leaving the City in a Total Net Position of \$46,108,626.00. The City's position is approximately \$1.1 million over last year. Mr. Becker indicated there will be some changes in the 2016 audit (per GASB 64) as municipalities will have to add the pension liability, which will reduce the City's unrestricted assets. Mayor Pro Tem Black expressed concern regarding the City underfunding pensions, but Mr. Becker indicated the City is funding like the majority of municipalities. Additionally, the City exceeded its budget in the Parks, Gas and Infrastructure funds, which will require that a budget amendment be made.

4. Ordinance Setting Date and Time for Public Hearing the Creation of a Business District

City Manager Gruen indicated the process for adopting a Business District requires that a public hearing be scheduled by ordinance. The date recommended is November 3, 2014 at 6:00 p.m., directly before the regular Council meeting. Mr. Gruen added that the Business District proposed currently involves only City-owned property on Kinney Blvd. ***Motion was made by Councilwoman Morgan and seconded by Councilman Baity to approve Ordinance 2014-13 setting the time and date of the Public Hearing regarding adoption of a Business District on Kinney Blvd. Roll call vote: AYES: Councilman Bringwald, Councilwoman Morgan, Councilman Baity, Mayor Pro Tem Black. NAYS: None. Motion carried.***

5. Authorization of Seek Bids for Building Demolitions:

City Manager Gruen indicated the City has received authority from the court to demolish structures at five different locations, for which authorization is sought to seek bids. They are: 1024 N. Jackson, 302 W. Whittaker, 1220 S. Broadway (old home, not brick hotel), 508 S. Washington, and 315 W. Lake. Mr. Gruen indicated he has been contacted by Gary Purcell, who is in the process of buying the brick motel at 1220 S. Washington for unpaid taxes, and intends to improve the property for a business use. ***Motion was made by Councilman Baity and seconded by Councilwoman Morgan authorizing the City Manager to solicit bids for demolition of the five properties listed, excluding the motel. Roll call vote: AYES: Councilwoman Morgan, Councilman Baity, Councilman Bringwald, Mayor Pro Tem Black. NAYS: None. Motion carried.***

6. Ordinance Making Amendments to Sign Code

City Manager Gruen outlined proposed changes to the sign code, as follows:

- Sections I, II, and III: Most permit fees are reduced to \$25 and made consistent. ***Temporary or permanent pool permits will both be \$25.***
- Section IV: Creates a definition of "billboard" where our code didn't have one in the past. We define "billboard" because they are prohibited. "Hi-rise" signs are permitted but not currently defined.
- Section V: The amendment removes the prohibition on several types of signs so that they would become permitted. Pennants, propellers, paddle wheels, streamers, spinners, all of which are designed to be set in motion by the wind now become permitted. ***There may be some confusion about why "portable signs" are generally prohibited here when they are otherwise going to be permitted under Section X. There are other types of portable type signs that I understand the Code is otherwise intended to prohibit.***
- Section VI: Specifies that no permit needs to be issued simply to change out a sign panel.

- Section VII: Off premises signs become permitted. *(As detailed in ordinance.)*
- Section VIII: This changes relaxes the distance that must be maintained between architectural signs and street lines (was six feet, now zero).
- Section IX: Technical change, nothing substantive.
- Section X: Relaxes our requirements for temporary signs placed by businesses and organizations. ***This current proposal intends to more equitably treat businesses and organizations as it relates to temporary signs. Changes of note are in blue. Council direction on size limitation for temporary signs is desired.***
- Section XI: This change amounts to a renumbering of sections and an addition of the requirement that signs must be well maintained. Panels of signs must be intact, frames unbroken, and all electrical components fully functional. Some signs in Salem now probably don't meet this requirement now and would be subject to enforcement with this change.

Mayor Pro Tem Black indicated he would like the permitted temporary signs in the business district without permits be increased from one to two.

City Manager Gruen indicated he would like the revisions to have the full support of the Council, particularly the section pertaining to "maintenance". If we require broken panels be replaced in signs that are no longer serving a business, they could be replaced with plain white panels.

Motion was made by Councilman Bringwald and seconded by Councilwoman Morgan to approve Ordinance 2014-14, with a revision allowing two temporary signs without a permit on commercial properties. Roll call vote: AYES: Councilman Baity, Councilman Bringwald, Councilwoman Morgan, Mayor Pro Tem Black. NAYS: None. Motion carried.

7. Request from Tourism Board to Match Contribution for Salem Promotional Services

City Manager Gruen indicated the Salem Tourism Board had met with CommunityLink regarding development of video and promotional materials for the City. The Tourism Board has indicated they will commit \$10,000 on this service if the City will agree to pay the remaining \$5,000.

Mayor Pro Tem Black asked where the \$5,000 would come from. Mr. Gruen indicated it could come from the Economic Development budget. Tourism Board President Bob Haney indicated that CommunityLink will do three separate videos, one that focuses on Salem, one that focuses on Industry, and one that focuses on Community. The Tourism Board has wanted to do this for two or three years, and they think it is a great idea. City Manager Gruen asked if it would be acceptable to the Tourism Board if a City Council member sat in on the design discussions. Mr. Haney said that would be acceptable. Economic Development Director Jeanne Gustafson indicated Tourism Board Member Michael Black had indicated they want the City to have editorial control. Councilwoman Morgan said it is always good when we can promote the City.

Motion was made by Councilwoman Morgan and seconded by Councilman Bringwald to approve an expenditure of \$5,000 from the Economic Development Budget towards the CommunityLink promotional project. Roll call vote: AYES: Councilman Bringwald, Councilwoman Morgan, Councilman Baity, Mayor Pro Tem Black. NAYS: None. Motion carried.

8. Request to Close Streets for "Zombie Walk" on October 31, 2014

City Manager Gruen indicated the Rotary Club is hosting the "Zombie Walk" to benefit the Greater Salem Area Foundation. The Council had previously heard that the walk would make use of sidewalks and that street closure wouldn't be requested. They have received suggestions that the event would be improved and draw more walkers if they are able to use City streets. As such, the Council is requested to consider closing, from 6:30 p.m. to 9:30 p.m.: (1) North Maple Street, Maple to Schwartz; (2) Schwartz Street, Maple to Broadway; (3) North Walnut, Schwartz to Alley and (4) Alley Street, Walnut to Broadway. ***Motion was made by Councilman Bringwald and seconded by Councilman Baity to approve road closures, as requested. AYES: Councilman Bringwald, Councilwoman Morgan, Councilman Baity, and Councilman Black. NAYS: None. Motion carried.***

9. Planning Commission Action – Recommend Rezoning 1313 E. Main Street to RS-5

Planning Commission has recommended rezoning 1313 E. Main Street from B-3 Highway Business and NU Non-Urban to RS-5 Single Family Residential, at the request of the property owners, James and Carol Densford. Councilwoman Morgan indicated the building has been used as a business, and has been vacant for a long time. Morgan indicated she does not feel comfortable rezoning this property to residential unless it is safe and structurally sound for residential use. Councilman Black indicated he agrees with Councilwoman Morgan, and has

spoken to the property owners about this. Public Works Director John Pruden was directed by Council consensus to inspect the building prior to a second reading on the proposed rezoning.

10. First Reading – Property Tax Levy for Calendar Year 2015 Collections

City Manager Gruen indicated he is requesting Council hear the first reading for the property tax levy for 2015 collections, with final approval of the levy at the November 17th meeting. Due to backdoor referendum requirements for the .02% Building Tax levy requested by the Library, Mr. Gruen will be asking City Council for approval of \$15,000 out of the total levy at the November 3, 2014 meeting. Total levy is estimated at \$1,166,896, which is a 1.0499 difference over the 2013 Extension. Mr. Gruen indicated the total will not change, but the line items within may.

11. Authorization to Proceed with \$20,000 Illinois Capital Bill Grant – Improvements to Police Department Building

The Police Department has received a \$20,000 capital bill grant from Representative Cavaletto. No match is required by the City. Also presented was a list detailing proposed improvements, prepared by Architect Brian Edmison. ***Motion was made by Councilman Baity and seconded by Councilwoman Morgan to proceed with the improvements to the Police Department utilizing the \$20,000 Illinois Capital Bill Grant. Roll call vote: AYES: Councilman Baity, Councilman Bringwald, Councilwoman Morgan, Mayor Pro Tem Black. NAYS: None. Motion carried.***

VI. CITY MANAGER REPORT

City Manager Gruen reported that Paul Wimberly has been doing a great job of getting the animal control facility ready for use, and it looks really good. The City is holding a “volunteer day” at the facility at 3700 Cartter Rd. to do painting, cleaning, etc. beginning at 9:00 a.m.

City Manager Gruen indicated he had asked the Department of Military Affairs to postpone accepting bids on the armory, and they had postponed the bid opening for 30 days. Mr. Gruen indicated his concern is that someone will pick up the building at a low price, without fully understanding what will have to be done to the building to make it useable. Mr. Gruen added that he is currently working with a group who is interested in using the building and land and, while it is not a good option, it might be the “least worst” option. A CMS representative has indicated that once the State abandons an armory, it is abandoned. The building has mold, asbestos, etc. Mr. Gruen indicated that if the City must tear the building down, he hopes there may be some funds available through IEPA.

VII. CITY ATTORNEY REPORT - None.

VIII. FINANCE DIRECTOR REPORT – None.

IX. CITY COUNCIL REPORT

Councilman Bringwald complimented the City Manager on how the animal control facility is looking. Councilwoman Morgan concurred.

Councilman Black indicated he feels a letter of appreciation should be sent to the Farm Bureau acknowledging the farm community’s effect on the economy in Salem. Consensus was to develop a resolution of recognition and appreciation.

X. EXECUTIVE SESSION

Motion was made by Councilman Baity and seconded by Councilwoman Morgan to enter into Executive Session at 7:10 p.m. for the purpose of discussing Personnel and the Purchase of Real Estate. Council returned to open session at 8:05 p.m.

XI. ADJOURNMENT

Motion was made by Councilman Bringwald and seconded by Councilman Baity to adjourn the meeting at 8:05 p.m. Roll call vote: AYES: Councilman Baity, Councilman Baity, Councilwoman Morgan, Mayor Pro Tem Black. NAYS: None. Motion carried.

Bev Quinn, CMC
City Clerk

Minutes approved: November 3, 2014