

**AGENDA
CITY OF SALEM
REGULAR CITY COUNCIL MEETING
DECEMBER 1, 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 – November 17, 2014
 - 2. Approval of Risk Management Program for Year Dec 2014 through November 2015
 - 3. Policy on Authorization to Open Vacant Graves in Salem Cemetery
 - 4. Second Reading – Amendments to Salem Hotel Motel Tax
 - 5. Amendment to Allow Residential Use in B3 Zones Under Certain Circumstances
 - 6. Approval of Demolition Bids
 - 7. Retention of Engineering Services for Street & Drainage Projects
 - a. Selection of Engineer to Review Drainage Issues at N Franklin Street
 - b. Authorization to Seek Grant Financing for Widening N College Street (Boone to Hawthorne)
 - c. Engineering Agreement with HMG to Study Realignment of Broughton Rd at Hospital

 - 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)(2) Collective Bargaining

 - XI. **City Council Action, Continued**
 - 8. Classification of Personnel

 - XII. **Adjournment**

Bill Gruen
City Manager
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**MINUTES
CITY OF SALEM
REGULAR CITY COUNCIL MEETING
DECEMBER 1, 2014**

- I. **Call to Order**

A regular meeting of the Salem City Council was held on Monday, December 1, 2014 at 6:00 p.m. The meeting was called to order by Mayor John Raymer.

Council members present:
Councilman Jim Baity
Councilman David Black
Councilman Royce Bringwald
Councilwoman Sue Morgan
Mayor John Raymer

Others present:
City Manager Bill Gruen Code Enforcement Officer Brian Hunt
City Clerk Bev Quinn Economic Development Director Jeanne Gustafson
Interim Chief of Police Susan Miller Sgt. Sean Reynolds
Library Director Kim Keller Recreation Director Sherry Daniels
City Attorney Mike Jones Assistant Public Works Director Annette Brushwitz
Finance Director Ben Stratemeyer

- 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** – None.

IV. Mayor's Report and Presentations

Mayor Raymer invited Recreation Director Sherry Daniels to address those present about Christmas activities taking place in the next few weeks.

Director Daniels reported on the "Christmas in My Hometown" events, as follows: Santa will arrive in Salem via fire truck at 5:45 p.m., and will be available to visit with children inside City Hall until 8:00 p.m. A photographer will be available to take professional pictures. There will be a gingerbread house contest from 6:00 p.m. until 8:00 p.m. There will be holiday carolers on Sweney Corner from 6:00 p.m. to 8:00 p.m., and a live nativity provided by Evergreen Christian Church on courthouse lawn. There will be a free movie (Dr. Seuss's How the Grinch Stole Christmas) at 7:00 p.m. at the Salem Community Theater. Several businesses are staying open late to celebrate with us. Additionally, there will be "Calls from Santa" on Thursday, December 11th from 5:30 p.m. to 8:00 p.m. Letters must be placed in Santa's special mailbox located at Salem City Hall, no later than noon on Tuesday, December 9th.

Mayor Raymer also noted that the Bryan Bennett Library will be providing a program on December 2, 2014 from 2-3:00 p.m., and will be serving light refreshments.

V. City Council Action

1. Consent Agenda:

a. Approval of Minutes – November 17, 2014

Motion was made by Councilman Black and seconded by Councilman Bringwald that the Consent Agenda be approved as presented. Roll call vote: AYES: Councilman Black, Councilman Bringwald, Councilwoman Morgan, Councilman Baity, Mayor Raymer. NAYS: None. Motion carried.

2. Approval of Risk Management Program for Year Dec 2014 through November 2015

City Manager Gruen indicated he had asked that Kane Insurance price risk management coverage (property/liability/work comp) with other providers. Kane also requested a renewal with the City's current provider, ICRMT (*Illinois Counties Risk Management Trust.*) Quotes with additional notes are provided below:

<u>Provider</u>	<u>Property/Liability</u>	<u>Work Comp</u>
ICRMT	\$196,478	\$267,729
Travelers	No Bid	No Bid
One Beacon	\$208,408	No Bid
IL Public Risk Fund	NA	\$380,791

- Illinois Municipal League offers risk management coverage for municipalities and is a popular among many. IML, however, doesn't provide coverage for the City's natural gas system. Furthermore, Kane reports that their coverage limits are not as good as those provided by ICRMT. IML was not approached for a bid.
- Kane reports that Travelers appeared to work pretty hard on generating a quote for Salem. However late in the game, they offered no official bid for any coverage. The unofficial cost given to Kane for property/liability was higher than ICRMT. They did not bid work comp at all.
- Illinois Public Risk Fund only covers work comp.

Not only is ICRMT the lowest of the providers who bid, the overall cost of their coverage decreases from 2014 to 2015, as noted below.

<u>ICRMT Coverage</u>	<u>2015</u>	<u>2014</u>	<u>Diff (\$)</u>
Property/Liability	\$196,478	\$211,689	(\$15,211)
Work Comp	\$267,729	\$260,348	\$7,381
TOTAL	\$464,207	\$472,037	(\$7,830)

Coverage begins December 1. In order not to have a lapse in the coverage, I have already executed the extension with ICRMT after checking with Council members about doing so. I ask that the Council ratify the extension. ***Motion was made by Councilman Black and***

seconded by Councilwoman Morgan that the City renew its Risk Management and Workers' Comp coverage with ICRMT for the year December 1, 2014 through November 30, 2015, at the rates proposed. Roll call vote: AYES: Councilman Bringwald, Councilwoman Morgan, Councilman Baity, Councilman Black, Mayor Raymer. NAYS: None. Motion carried.

3. Policy on Authorization to Open Vacant Graves in Salem Cemetery

City Attorney indicated he is not a big supporter of the proposed form, and he would prefer the Clerk continue to collect the information necessary to prove that the proposed user is the heir for the spaces. Mr. Jones added that he would not object if we continued using our current process, and only used the form in extremely rare circumstances. Councilman Black asked if we could do research to see how other communities handle this. ***Motion was made by Councilman Black and seconded by Councilman Bringwald that this item be tabled until some additional information can be obtained. Roll call vote: Councilwoman Morgan, Councilman Baity, Councilman Black, Councilman Bringwald, Mayor Raymer. NAYS: None. Motion carried.***

4. Second Reading – Amendments to Salem Hotel Motel Tax

City Manager Gruen indicated a hotel/motel increase is proposed from 4% to 5% for new hotel rooms, if constructed after January 1, 2015. In conjunction, hotel rooms constructed after January 1, 2015 but before December 31, 2015 shall be eligible for a credit or a rebate of a portion of the 5% tax if the hotel owner enters into a development agreement with the City for their project. Salem's established hotels would continue to pay the current 4% tax rate the ordinance currently provides for. These changes are proposed in order to facilitate development of the new Holiday Inn Express at Kinney Blvd., without which the developer will not be able to move forward on the project in Salem. ***Motion was made by Councilman Black and seconded by Councilwoman Morgan that Ordinance 2014-20 amending Chapter 11 of the City Code be amended as proposed. Roll call vote: AYES: Councilman Baity, Councilman Black, Councilman Bringwald, Councilwoman Morgan, Mayor Raymer. NAYS: None. Motion carried.***

5. Amendment to Allow Residential Use in B3 Zones Under Certain Circumstances

Councilman Black indicated he feels property owners should be able to use their properties to their best advantage, perhaps as a Special Use. Councilman Black suggested residential uses in the B-3 District be restricted to 18 year olds, or older. Councilman Bringwald responded that he feels restricting occupants by age is discriminatory. Councilman Bringwald read Sec. 23-1, Sec. 23-108, and Sec. 23-109 from the code, indicating that the code was written to provide certain areas for certain uses. Councilman Bringwald added that the more he reads, the less he feels residential uses are compatible uses in the B-3 Highway Business District. ***Motion was made by Councilman Black to amend the B-3 Highway Business District to allow residential uses in the B-3 district in the upstairs or rear of the building, with the same restrictions as residential uses in the B-2 Central Business District, with the addition that residents must be 18 years old or older, with a Special Use Permit.***

Councilman Black added that he feels this would be good for the community and good for the property owners. If buildings sit empty, insurance goes up.

Councilwoman Morgan asked how we limit the number of people living in residential units – is it in the code? By number of bedrooms? Square footage? Assistant Public Works Director Annette Brushwitz indicated the International Building Code covers the number of residents permitted.

Councilman Black withdrew his motion.

Mayor Raymer indicated Dr. Douglas and Schutt Sports purchased their properties with the understanding that they could run a safe operation, with no conflict with residential uses. Councilman Black indicated he feels government tries to exert too much control. Councilman Black indicated he would do further research, and bring this back.

6. Approval of Demolition Bids

City Manager Gruen indicated Public Works Director Pruden looked at the costs to demolish five properties, and has provided costs to demolish and remove the waste. The Public Works

costs were not the lowest offered. The lowest bids were from demolition contractors, as follows:

- 1024 N. Jackson – Jondro Brothers Excavating, Carlyle, IL - \$3,650.00
- 302 W. Whittaker – Chuck’s Excavating & Landscaping, Salem, IL – \$4,800.00
- 1120 S. Broadway – Wheat Excavating, Centralia, IL - \$6,870.00
- 508 S. Washington, Salem, IL – Jondro Brothers Excavating, Carlyle, IL - \$3,500.00
- 315 W. Lake – Jondro Brothers Excavating, Carlyle, IL - \$3,500.00

Mr. Gruen recommended that demolition of the properties be awarded to the low bidders.

Motion was made by Councilwoman Morgan and seconded by Councilman Black that the award of demolitions be made to the low bidders on the five properties listed. Roll call vote: AYES: Councilman Black, Councilman Bringwald, Councilwoman Morgan, Councilman Baity, Mayor Raymer. NAYS: None. Motion carried. City Manager Gruen indicated these demolitions will be paid for with UDAG funds.

7. Retention of Engineering Services for Street and Drainage Projects

- a. Selection of Engineer to Review Drainage Issues at N. Franklin Street
- b. Authorization to Seek Grant Financing for Widening N. College Street (Boone to Hawthorn)
- c. Engineering Agreement with HMG to Study Realignment of Broughton Rd. at Hospital

Councilman Black indicated he did not think Stephanie Hilton-Siebert of the hospital was interested in the realignment of Broughton Road. Economic Development Director Jeanne Gustafson indicated she met with Ms. Hilton-Siebert today, and she seemed willing to look at this. Mayor Raymer added that he thinks it would be best to wait until Salem Township Hospital has provided a five-year plan. Mayor Raymer added that the City has been very quick to step up to help businesses in the past, but they have approached the City with plans including expansion information, number of employees, etc. The City has come to expect that when we partner with someone, they provide a great deal of information. Mayor Raymer added that he is a supporter of the hospital, but feels additional information is needed, including a traffic study.

Mayor Raymer asked how many additional parking spaces the hospital would gain by Broughton Rd. being realigned. Brent Taylor of Rhutasel and Associates indicated they set up their efforts for the hospital along the parameters they were given. Determining what additional spaces would be created would require more research, and would depend upon what real estate is available. Taylor added that a traffic study would not tell you much, but a design study would be helpful. They would need to research the accessibility from the upper level to the lower, would need to show ADA accessible switch backs, etc. Mr. Taylor added that every ADA space costs two regular spaces.

City Manager Gruen asked Council if they wanted Rhutasel to bring back a proposal showing what the realignment would gain the hospital. Hospital Board Member Sandie Phillips indicated the Hospital Board meets on December 10th.

Mayor Raymer indicated he would like item c. withdrawn from discussion, until the Hospital Board meets, and perhaps invites the City to their meeting. Councilwoman Morgan indicated she thought Broughton Road was a done deal until the hospital brings back a long-term plan. Morgan added that she would like to seek proposals to explore and potentially design College Street improvements. Mr. Taylor reiterated that he does not feel a traffic study would be of benefit, but an engineering firm could be retained to look at design changes. Mr. Taylor added that the hospital originally wanted an “at grade” entrance and saw how many spaces they would come up with. They started looking at alternatives and talking points, and did not want Rhutasel to do too much design until they reached a consensus. Mr. Taylor added that if the Hospital is not interested in kinking Broughton, there is no need to do the engineering on it. Mr. Taylor added that they could do schematics and get an idea of how many spaces they would gain, up to preliminary cost estimates.

Mayor Raymer indicated items a. and b. are important, but much depends on what the hospital has to say. Councilman Black indicated he would like to see what Public Works

Director John Pruden has to say on items a. & b. in two weeks. Mayor Raymer concurred, and added that discussion will depend on what occurs at the STH board meeting.

VI. City Manager Report – None.

VII. City Attorney Report – None.

VIII. Finance Director Report – None.

IX. City Council Report

Councilman Black – Councilman Black asked what the City can do about getting the scrap materials off of the former World Color Press site. City Manager Gruen asked Code Enforcement Officer Hunt to start the process to declare nuisance and debris violations. When no action is taken, the City will then have to take on the burden of cleaning it up.

Councilwoman Morgan – Councilwoman Morgan indicated the handicapped walkway in front of the library is very rough, and could cause a fall. City Manager Gruen indicated the City did not budget for any sidewalk replacement this year, and asked Gary Hahn of Rhutasel if it could be repaired, rather than replaced. Mr. Hahn indicated sidewalk can be resurfaced without replacing the entire sidewalk.

Councilman Bringwald – Councilman Bringwald displayed a game about Salem named “Power Play”, which was developed and marketed by the Business and Professional Women’s Club in 1984. Councilman Bringwald asked anyone with information about the game to get in touch with him.

X. Executive Session

1. 5 ILCS 120/2 (C)(1) Personnel
2. 5 ILCS 120/2 (C)(2) Collective Bargaining

Motion was made by Councilman Black at 7:17 p.m. and seconded by Councilwoman Morgan to enter into Executive Session after a five minutes break. Roll call vote: AYES: Councilman Baity, Councilman Black, Councilman Bringwald, Councilwoman Morgan, Mayor Raymer. NAYS: None. Motion carried.

Return to Open Session at 7:42 p.m.

XI. City Council Action, Continued

8. Classification of Personnel

Motion was made by Councilman Black and seconded by Councilman Baity that a new position of Deputy Chief of Police be created, and the position of Lieutenant be deleted. Roll call vote: AYES: Councilman Black, Councilman Bringwald, Councilwoman Morgan, Councilman Baity, Mayor Raymer. NAYS: None. Motion carried.

City Manager Gruen indicated he will be meeting with the Police Department in the morning to advise them of who the new Chief of Police and Deputy Chief will be, and there will be a public announcement following that meeting.

XII. Adjournment

As there was no further business to discuss, upon motion by Councilman Black and second by Councilwoman Morgan, the meeting was adjourned at 7:46 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

Approved 12/15/14