

**AGENDA
CITY OF SALEM
REGULAR CITY COUNCIL MEETING
February 17, 2015
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**
 - 1. Bryan Park Trail Construction
 - 2. Workforce Development
- V. **City Council Action**
 - 1. Consent Agenda
 - a. Approval of Minutes – February 2, 2015
 - 2. Bills Payable
 - 3. Jared Hunter Request for TIF Assistance for Façade Improvement – 106, 108 and 110 West Main St.
 - 4. Moose TIF Assistance – Request for Additional Funds
 - 5. Surplus Real Estate at 1414 South Broadway (Former Jarco Site)
 - 6. Surplus 1998 Tarco Windy Leaf Vac
 - 7. Bid Approval – Street Resurfacing
 - 8. Purchase Approval – Kell Street Lift Station Equipment / Hydro Kinetics
 - 9. Permissibility of Children's Inflatable Jump Houses in City Parks
- VI. **City Manager Report**
- VII. **City Attorney Report**
- VIII. **Finance Director Report**
- IX. **City Council Report**
- X. **Executive Session**
 - 9. 5 ILCS 120/2(c)(1) – Personnel
 - 10. 5 ILCS 120/2(c)(6) – Sale of Real Estate
- XI. **City Council Action**
 - 11. Personnel
- XII. **Adjournment**

Bill Gruen
City Manager

**MINUTES
CITY OF SALEM
REGULAR CITY COUNCIL MEETING
FEBRUARY 17, 2015**

I. Call to Order

A regular meeting of the Salem City Council was held on Monday, February 17, 2015 at 6:00 p.m. The meeting was called to order by Mayor John Raymer.

Council members present:

Councilman David Black
Councilman Royce Bringwald
Councilwoman Sue Morgan
Mayor Raymer

Council member absent: Jim Baity

Others present:

City Manager Bill Gruen	Code Enforcement Officer Brian Hunt
City Clerk Bev Quinn	Finance Director Ben Stratemeyer
Chief Sean Reynolds	Deputy Chief Susan Miller
Recreation Director Sherry Daniels	Public Works Director John Pruden
Library Director Kim Keller	Economic Development Director Jeanne Gustafson

Also present were members of the media and public.

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**

1. Bryan Park Trail Construction – Mayor Raymer asked for a status update on the Bryan Park Trail. City Manager Gruen indicated the construction bid was awarded to Shores Builders. Mr. Gruen spoke with Bill Adams last week, and they are looking at a late Spring start, due to the wet weather. They recognize that the deadline for completion is September. Mr. Gruen added that Public Works Director John Pruden will be working with Micah Mulvaney on marking and removing trees.
2. Mayor Raymer indicated the City's booth theme for the Chamber of Commerce Home Show will be Workforce Development, and there will be surveys available to see what our employers need.

Mayor Raymer thanked everyone who participated in the Unity Forum, and indicated he appreciated Bruce Kropp acting as MC. Mayor Raymer added that it was a pleasure to honor Rita Winkler of the Murray Center Parent's Organization.

Mayor Raymer indicated the Annual Meeting of the TIF Joint Review Board was held Thursday, and it was well attended by the Taxing Bodies. Mayor Raymer thanked City Manager Bill Gruen and Economic Development Director Jeanne Gustafson for their work with the TIFs and for their presentations at the meeting. Mike Squibb indicated the Fire Department is interested in placing the "emergency light" sensors on additional traffic signals, which will stop traffic in all directions to allow emergency personnel through. Raymer added that it may be possible to use some of the Downtown TIF funds for that purpose.

Mayor Raymer read a "Thank You" note from Linda Barthelomy for the gas credit received by customers in December, and indicated it was one of several received.

V. **City Council Action**

1. **Consent Agenda:**

- a. Approval of Minutes – February 2, 2015

Motion was made by Councilman Bringwald and seconded by Councilman Black to approve the minutes of February 2, 2015 as presented. Roll call vote: AYES: Councilman Black, Councilman Bringwald, Councilwoman Morgan, Mayor Raymer. NAYS: None. Motion carried.

2. **Bills Payable**

Motion was made by Councilman Black and seconded by Councilwoman Morgan to approve the Bills Payable as presented. Roll call vote: AYES: Councilman Bringwald, Councilwoman Morgan, Councilman Black, Mayor Raymer. NAY: None. Motion carried.

3. **Jared Hunter Request for TIF Assistance for Façade Improvements – 106, 108, and 110 West Main Street**

City Manager Gruen indicated the owner of the three noted properties, Jared Hunter, is requesting TIF assistance for façade improvements. Tenants at these locations are Purcell Electric, Main Street Chic, and D & R Heating & Air.

Mr. Hunter indicated he would be removing the existing awnings and replacing the siding with siding that looks like shake shingles. A quote for materials from RP Lumber and a quote for labor from Alpha and Omega Construction were referenced. Mr. Gruen indicated this request came in late last week, and the application paperwork has not been completed. Mayor Raymer asked if the improvements included a sign for Downtown Chic. Mr. Hunter indicated the business owner will be doing that separately. ***Motion was made by Councilman Black and seconded by Councilwoman Morgan to approve a \$4,440 forgivable loan to be matched by private funds from Mr. Hunter. Roll call vote: AYES: Councilwoman Morgan, Councilman Black, Councilman Bringwald, Mayor Raymer. NAYS: None. Motion carried.***

4. Moose TIF Assistance – Request for Additional Funds

City Manager Gruen indicated City Council had originally approved a \$10,000 forgivable loan to the Salem Moose Lodge for building improvements. Since that time, Moose International has requested that the Salem Lodge repay immediately \$6,000 of a \$10,000 disbursement the Salem Lodge received from them. Therefore, the Salem Moose requests additional dollars to they can proceed on the original building renovation project. Additionally, in order to move forward with the bank loan, Salem Lodge will need to use some of the City funds to pay off a loan at Marion County Savings Bank. Mr. Gruen recommended that the City's commitment be increased to \$15,000. Mr. Gruen added that the contractor who was originally slated to make the repairs has been replaced by Brian Pennypacker, who is the son of Moose Administrator Leonard Pennypacker.

Councilman Black indicated the engineering report on the building indicated it would need \$100,000 - \$150,000 in repairs, and asked if \$29,634.74 would make much difference in the building. Black also asked if the Moose had requested more than one quote. Mr. Gruen indicated they had not, but the original contractor on the project was a member, and had indicated he would be donating some of his labor.

Councilman Bringwald indicated he is not in favor of acting on this request until Council sees a more organized plan.

Mayor Raymer indicated Council would like to help the Moose, as they serve the community, but he is not sure who is doing the work, or what work is being done.

Councilwoman Morgan indicated she does not see why the City would be paying off an existing loan. Morgan asked if that was an appropriate use of RLF funds.

Councilman Black indicated he is in favor of helping the Moose, but he has questions that need to be answered, such as what will the overall effect of these repairs be on the building, and will it be structurally sound.

City Manager Gruen added that the Moose officers still need to approve the request for TIF assistance, as well.

Mayor Raymer indicated he would like to have voting officers of the Moose present to make a request and explain how the funds will be spent. Raymer added that he would like a list of repairs necessary to make the building structurally sound prepared by Bill Leuking of Rhutasel and Associates. Mayor Raymer asked that Moose officers be invited to the next meeting.

Motion was made by Councilman Bringwald and seconded by Councilman Black to table the Moose's request for additional TIF funds. Roll call vote: AYES: Councilman Black, Councilman Bringwald, Councilwoman Morgan, Mayor Raymer. NAYS: None. Motion carried.

5. Surplus Real Estate at 1414 South Broadway (Former Jarco Site)

City Manager Gruen indicated Jarco is almost completely moved out of 1414 South Broadway, and the City does not own the building, as we agreed not to take possession until the relocation was complete. Gruen added that he is asking that this building be declared "surplus" to expedite the notices necessary prior to sale of the building. Mr. Gruen added that he has spoken with two prospects regarding this building, and they are wanting to move quickly.

Councilman Black questioned if it is legal to market a property that the City does not own, and asked City Attorney Jones for his opinion. Mr. Jones indicated the City should wait to declare the property surplus or market until we have closed on it. Consensus was to hold this over.

6. Surplus 1998 Tarco Windy Leaf Vac

City Manager Gruen indicated the City would like to declare the 1998 Tarco Windy Leaf Vac, VIN #JW1912A5392J02, as surplus, as we have purchased a replacement vac. Gruen added that the City intends to market this equipment to both the general public and other cities.

Motion was made by Councilwoman Morgan and seconded by Councilman Black to

declare the 1998 Tarco Windy Leaf Vac (VIN #JW1912A5392J02) as surplus. Roll call vote: AYES: Councilman Bringwald, Councilwoman Morgan, Councilman Black, Mayor Raymer. NAYS: None. Motion carried.

7. Bid Approval – Street Resurfacing

City Manager Gruen indicated City Council had previously approved the streets to be resurfaced with FY15 funds. Bids were received on this project from Rooters American Maintenance, Beckemeyer in the amount of \$128,292.70 and Howell Paving, Salem, \$136,774.50. Mr. Gruen added that the City has a policy that it can accept a higher bid from a local bidder, if the difference is less than 5%. The difference of \$8,481.80 is 6.61%. **Motion was made by Councilman Black and seconded by Councilman Bringwald to accept the low bid from Rooters American Maintenance in the amount of \$128,292.70. Roll call vote: AYES: Councilwoman Morgan, Councilman Black, Councilman Bringwald, Mayor Raymer. NAYS: None. Motion carried.**

8. Purchase Approval – Kell Street Lift Station Equipment / Hydro Kinetics

City Manager Gruen indicated he is requesting purchase approval for lift station equipment to be installed at Kell Street. The equipment totals \$43,210, and would be purchased from Hydro Kinetics. Gruen added that he is also requesting that the formal bidding process be waived, as this is the source of the equipment that the Water Department prefers. Public Works Director Pruden added that this is the same company equipment was purchased from earlier this year, and the same process. Mr. Gruen added that this is a budgeted item. **Motion was made by Councilman Black and seconded by Councilwoman Morgan to approve purchase of lift station equipment from Hydro Kinetics in the amount of \$43,210, and to waive the formal bidding process. Roll call vote: AYES: Councilman Black, Councilman Bringwald, Councilwoman Morgan, Mayor Raymer. NAYS: None. Motion carried.**

9. Permissibility of Children’s Inflatable Jump Houses in City Parks

City Manager Gruen indicated the City has permitted “Bounce Houses” in the park for City events and festivals, but has not permitted them in the park for personal use. Gruen added that he contacted the City’s Risk Management company regarding this, and they do not have an opinion.

Councilwoman Morgan indicated that she does not feel they should be permitted in the parks for private parties, as it opens up the City’s liability. Morgan added that children DO get hurt in them.

Councilman Black asked if we would require users to have liability coverage. City Attorney Jones indicated he would prefer the City not allow it.

Councilman Bringwald indicated the City needs better parameters, and asked about allowing them on a temporary basis, to see how it works out.

Mayor Raymer asked if City Clerk Quinn could obtain some sample policies from other communities, and noted that Columbia, IL has one. Quinn concurred. City Manager Gruen indicated he would bring this back to Council.

VI. City Manager Report

City Manager Gruen indicated he wanted to compliment Public Works Director John Pruden and his employees, as they had assisted Gateway Water with a frozen intake valve at Carlyle Lake.

VII. City Attorney Report – None.

VIII. Finance Director Report – None.

IX. City Council Report

Councilman Black indicated the City’s streets are looking pretty good, and complimented Mr. Pruden on his department’s snow removal efforts. Councilman Black also asked about the status of action regarding the defective street sweeper. Mr. Gruen indicated he has been in contact with the City’s attorney on this, and he does not feel we will be able to get a new street sweeper out of it. Councilman Black asked Mr. Pruden if there is a way to determine the

amount of “down time” the City has experienced, etc. Mr. Pruden responded that he has turned over all of their records regarding down time to the attorney.

X. Executive Session

9. 5 ILCS 120/2(c)(1) – Personnel

10. 5 ILCS 120/2(c)(6) – Sale of Real Estate

Motion was made by Councilwoman Morgan and seconded by Councilman Black to enter into Executive Session for the purpose of discussing Personnel and Sale of Real Estate at 6:42 p.m. Roll call vote: AYES: Councilman Bringwald, Councilman Black, Councilwoman Morgan, Mayor Raymer. NAYS: None. Motion carried.

Return to Open Session at 7:25 p.m.

XI. City Council Action

11. Personnel

Mayor Raymer indicated that as the City will be seating a new Mayor and Council in May, and Council wants to foster continuity, it is his pleasure to announce that Council has agreed to an employment contract with City Manager Gruen. ***Motion was made by Councilman Black and seconded by Councilman Bringwald to approve an employment agreement from January 1, 2015 through April 30, 2017. Roll call vote: AYES: Councilman Black, Councilman Bringwald, Councilwoman Morgan, Mayor Raymer. NAYS: None. Motion carried.***

XII. Adjournment

As there was no further business to discuss, upon motion by Councilman Black and second by Councilman Bringwald, the meeting was adjourned at 7:26 p.m. Roll call vote: AYES: Councilman Bringwald, Councilwoman Morgan, Councilman Black, and Mayor Raymer. NAYS: None. Motion carried.

Bev Quinn, CMC
City Clerk

Minutes approved: 3/02/15