

AGENDA CITY OF SALEM
REGULAR CITY COUNCIL MEETING
JULY 1, 2013

- I. Call to Order
- II. Prayer and Pledge of Allegiance
- III. Presentation of Petitions/Public Comments
- IV. Mayor's Report and Presentations
 - 1. Appointment of Jill Combs as Deputy City Clerk
 - 2. Kaskaskia College Volunteer Program
- V. City Council Action:
 - 1. Consent Agenda:
 - a. Approval of Minutes – June 17, 2013
 - 2. Community Appearance Request form Daffy Dill Garden Club
 - 3. Demolition of Real Estate at SW Corner of Main & Jefferson Streets
 - 4. Purchase Request – Police Dept Cruiser Lease
 - 5. Animal Control
 - 6. Council Resolution Regarding Liquor Licenses and Mayor's Absence
- VIII. City Manager Report
- IX. City Attorney Report
- X. Finance Director
- XI. City Council Report
- XII. Adjournment

Bill Gruen
City Manager

MINUTES
CITY OF SALEM
REGULAR CITY COUNCIL MEETING
JULY 1, 2013

I. CALL TO ORDER

The Salem City Council met in regular session on July 1, 2013 at 6:00 p.m. in the Council Chambers of Salem City Hall. The meeting was called to order by Mayor John Raymer.

Council Members present upon roll call:

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

Others Present:

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

Absent: Library Director Kim Keller

Also present: Media: Salem Times Commoner; WJBD Radio; and US Sonet, video recording; Art Borum, Kaskaskia College, Pat Warden and Sharon Blair, Daffy Dill Garden Club, Alissa Dewitt, student, Deborah Hoffstetter, Relay for Life, 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. PRESENTATION OF PETITIONS/PUBLIC COMMENTS

None.

IV. MAYOR'S REPORT AND PRESENTATIONS

- 1. **Appointment of Jill Combs as Deputy City Clerk** – Mayor Raymer swore Jill Combs in as Deputy City Clerk, and congratulated her on her appointment.
- 2. **Presentation of Plaque of Appreciation to Relay for Life Steering Committee** - Mayor Raymer introduced Deb Hoffstetter of the Relay for Life Steering Committee, and presented a plaque of appreciation to the organization for the wonderful work they have done in presenting this year's Relay for Life event, and for raising more than \$87,000 this year for Cancer research.
- 3. **Art Borum, Kaskaskia College** – Art Borum of Kaskaskia College was present to outline a new program KC has established to recognize volunteers. Mr. Borum indicated that communities will keep records of individual volunteer hours, and when the volunteer

has worked 30 hours, the community will submit a completed form to Kaskaskia College, and the college will issue a credit hour for their efforts. Mayor Raymer responded that Salem has a lot of good volunteers, and he is happy to see them recognized. **Councilman Black moved and Councilwoman Morgan seconded that this program be adopted through resolution. Roll call vote: AYES: Councilwoman Morgan, Councilman Baity, Councilman Black, Councilman Bringwald, Mayor Raymer. NAYS: None. Motion declared carried.**

IV. CITY COUNCIL ACTION

1. Consent Agenda:

a. Approval of Minutes – June 17, 2013. **Councilman Black moved and Councilwoman Baity seconded the motion that the minutes of June 17, 2013 be approved as presented. Roll call vote: AYES: Councilman Baity, Councilman Black, Councilman Bringwald, Councilwoman Morgan, Mayor Raymer. NAYS: None. Motion carried.**

2. Community Appearance Request from Daffy Dill Garden Club

City Manager Gruen directed Council's attention to a budget submitted by the Daffy Dill Garden Club. The budget includes: Planter Flowers for Downtown - \$2,000.00; Perennials/Salem HS/Big Muddy Supplies - \$2,100.00, Mulch for Bryan Statue Garden and Downtown - \$750; Fertilizer - \$150.00; Miscellaneous - \$1,000.00 for a total of \$6,000.00. Additional items for consideration: 16 Banners - \$3,500.00; Gazebo Funds Holdover to 2014 - \$5,000.00, for a Grand Total estimated 2013/14 costs of \$14,500.00.

City Manager Gruen added that there had been discussion of developing a grant application form for those using Community Appearance funds. Councilman Black asked how much the total would be for the gazebo. Ms. Warden indicated it would be a 20' Apache from Americana Building Products, at \$12,293.78. This price does not include concrete or shake roof. Ms. Warden indicated they are seeking additional proposals, and are also accepting donations towards the purchase. Mr. Black asked if there are utilities in the area. Public Works Director John Pruden indicated there are no mains in the area, but there is water to the site. City Manager Gruen indicated there are \$6,000 earmarked to be used by Keep Salem Beautiful and \$4,500 to be paid out as wages for watering. **Councilman Black moved and Councilman Bringwald seconded the motion that \$14,500 be authorized to be spent from the Community Appearance line item for the Daffy Dill Garden Club estimated expenditures. Roll call vote: AYES: Councilman Black, Councilman Bringwald, Councilwoman Morgan, Councilman Baity, Mayor Raymer. NAYS: None. Motion carried.**

3. Demolition of Real Estate at SW Corner of Main and Jefferson Streets

City Manager Gruen indicated owners of the property at the SW corner of Main and Jefferson Street, Chuck and Brooks Foster, are present. The City has been discussing acquiring the property from them, after demolition, at a cost of \$15,000 plus landfill and fuel costs. The drug court would send their workers to do some of the demolition, and any materials they could salvage would be used by them for funding of their program. City Attorney Jones indicated the City will need to do its due diligence in checking for liens on the property. Councilman Black asked if the building is attached to the neighboring building. Mr. Foster indicated it is not, and there are approximately three feet of space between the buildings. City Manager Gruen indicated the City would use TIF funds for the project, and the empty lot would be used for parking. Gruen added that they are estimating \$2,000 in landfill and fuel cost, in addition to the \$15,000 purchase price. If Council agrees, City Attorney Mike Jones will work with the property owners' attorney, Sam Bauerle, on preparing a purchase agreement. It appears the lot would provide 15-17 parking spaces. **Motion was made by Councilman Black, seconded by Councilwoman Morgan to purchase the empty lot at \$15,000.00, and to pay for the landfill and fuel costs associated with the demolition. AYES: Councilman Bringwald, Councilwoman Morgan, Councilman Baity, Councilman Black, Mayor Raymer. NAYS: None. Motion carried.**

4. Purchase Request – Police Dept. Cruiser Lease

City Manager Gruen apologized for misreading the bid documents prior to the last discussion regarding this purchase, and indicated he is recommending the proposal from Schmidt Ford, Option B, at a total cost of \$120,520, with an annual lease purchase cost of \$30,130. Gruen added that they had budgeted \$28,000, but feels the overage is absorbable, as this is the overall best option. **Motion was made by Councilman Black, seconded by Councilwoman Morgan to accept the proposal from Schmidt Ford, Option B in the amount of \$120,520.00. Roll call vote: AYES: Councilwoman Morgan, Councilman Baity, Councilman Black, Councilman Bringwald, Mayor Raymer. NAYS: None. Motion carried.**

5. Animal Control

City Manager Gruen indicated he has been looking at two different Animal Control options. The first is that we run our own program, hire a full-time Administrator and a part-time employee, and renovate one of the city-owned buildings by the landfill or Goff Plumbing. The estimated annual cost for year one would be \$110,000. Debt service would drop off after year 6.

The second option is to contract with Jefferson County Animal Control. The estimated annual cost would be \$23,300.00. The minimum monthly cost would be \$1,500, with additional animals costing up to \$4,200.00. The estimated cost in year one would be \$63,300.00. Jefferson County's proposal is for a three-year term.

City Manager Gruen indicated Jefferson County has been very good about accepting our emergency situation animals on a case-by-case basis, and has already approved the contract proposed in the City Council packet.

Councilman Black asked if the City has considered building a new structure. Mr. Gruen indicated he has checked into that, and has looked at a website called Hound Quarters, which is turn key construction at approximately \$150.00/sq. ft. A 1,200 square foot building would cost approximately \$180,000. A 2,200 sq. ft. building would cost approximately \$330,000.00. Councilman Black suggested looking into a lease-purchase agreement with a local contractor, which would be much less expensive than paying prevailing wages. Discussion ensued, with City Manager Gruen responding that he feels it would be less expensive to enter into an agreement with Jefferson County. Discussion ensued regarding entering into an agreement with Jefferson County while researching our options for building our own shelter. City Manager Gruen was directed to see if Jefferson County would consider a shorter-term agreement.

Councilwoman Morgan indicated she feels the people of Salem deserve a decision on Animal Control, and she did not want to see it tabled again. Mayor Raymer added that if the Council does table this item, he would like to see action taken at the July 15th meeting. Councilmen Bringwald and Baity concurred. City Manager Gruen indicated he would contact Jefferson County Animal Control to see if they would be interested in a two-year contract, which would allow the City to research its options regarding implementation of its own program. City Manager Gruen reiterated that Jefferson County has been great to work with, and expressed his appreciation to Paul Wimberly and the Police Department for their assistance with animal control.

6. Council Resolution Regarding Liquor Licenses and Mayor's Absence

City Manager Gruen indicated there is nothing formal in place as to who acts as liquor commissioner in the Mayor's absence. City Clerk Bev West contacted the Illinois Liquor Commission, who advised that the simple way to handle it is to adopt a resolution. City Attorney Mike Jones indicated that the statute reads that the Mayor can appoint one or more Deputy Liquor Commissioners to fill that position in his absence, and suggested it be the Mayor Pro Tem or City Manager would be appropriate choices. Mayor Raymer indicated that he would like to appoint the City Manager, as he is at City Hall and available should a situation occur. **Councilman Black moved and Councilman Baity seconded that the City Manager serve as Deputy Liquor Commissioner. Roll call vote: AYES: Councilman Baity, Councilman Black, Councilman Bringwald, Councilwoman Morgan, Mayor Raymer. NAYS: None. Motion carried.**

VI. CITY MANAGER REPORT

Jefferson Park - City Manager Gruen thanked the Elks members and Assistant Public Works Director Annette Brushwitz for their work to renovate Jefferson Park. Gruen indicated the Elks donated \$2,000.00 to be used for equipment, but the labor they provided made their contribution much more than \$2,000.00.

City Auction – City Manager Gruen reported that the City auction was a great success, and we grossed \$30,689.50.

Proliance – Mr. Gruen indicated the company the City contracts its gas purchases through has been purchased by Energy Transfer Purchases. Most of the employees we work with are staying on with the new company, so the transition should be seamless.

Special Meeting – Mr. Gruen indicated he is trying to schedule a Special City Council meeting for Monday, July 8th at 5:00 p.m. to discuss gas rates.

Theatre Grant – Mr. Gruen indicated he is still working with the Theatre Board on their grant.

Station/Feed Store – Mr. Gruen reported that he spoke with a Trustee on the County Board, and it appears the filling station and feed store property will be up for auction in October. The property owners have not responded to Bryan Hunt's Notice to Repair.

VII. CITY ATTORNEY REPORT - No report.

VIII. FINANCE DIRECTOR REPORT – No report.

IX. CITY COUNCIL REPORTS

Councilman Black suggested a plaque of appreciation be sent to the Elks in appreciation for their donation and their members' work on Jackson Park.

Councilwoman Morgan expressed her appreciation for the handrails along the steps on East Main. Ms. Morgan also reported that she attended the IML workshop for Newly Elected Officials at O'Fallon, and it was very informative.

Councilman Bringwald indicated he recently visited M & M Courtyard Café and they seem to be doing very well.

Mayor Raymer expressed appreciation to City Manager Gruen for the outstanding job he did on this year's budget. The FY2014 document contains additional reports, graphics, and many additional details not provided in previous budget documents.

Mayor Raymer indicated the City hosted its first Union Pacific Parks Improvement workshop with Dr. Tom Green. Dr. Green will be sending a report within the next two weeks. Mayor Raymer added that Dr. Green was very impressed with the condition of Bryan Park. His main concern was that the trees are all basically the same age. The next workshop is focused on recycling, and the Keep Salem Beautiful organization will facilitate.

X. ADJOURNMENT

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

Bev West, CMC
City Clerk

Approved at the 7/15/13 City Council meeting.