

CITY OF SALEM
REGULAR CITY COUNCIL MEETING
March 18, 2024 – 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
 - City Council Minutes – request approval for 03-04-2024 meeting minutes.
 - 2. Request from Bryan Bennett Library for a no-interest loan to replace aging HVAC units.
 - 3. Request for approval of an ordinance approving and authorizing the execution of a tax increment financing TIF district redevelopment agreement between the City of Salem and Kenneth and Carol Bromley/D.B.A. Bromley Excavating
 - 4. Request from Chief Ambuehl to declare items collected as surplus.
 - 5. Request from Finance Director Barrow to close the ARPA Account. The account was used to hold grant funds during the S. Broadway water line project. With the project at completion the account can now be closed.
 - 6. Request for approval to lease a 2025 Ford Police Interceptor from the Enterprise Lease Agreement plan that was previously put into place.
 - 7. A request has been made by Rob Schnicker, who is requesting to put up blue ribbons on light poles and planters downtown in Salem for the month of April to raise awareness of child abuse in Marion County for Child Abuse Prevention month.
 - 8. Request approval of the 2024 Fireworks Display Agreement from J&M Display.
 - 9. Requesting approval of an estimate from Security Alarm to add (3) three security cameras at City Hall.
 - 10. Request to authorize purchase of the property located at 203 W. McMackin St.
 - 11. Review of the General Fund budgets for the FY 25’budget season.
 - 12. Request Approval for updated Zoning Map
 - 13. Request approval of low bid for Water Plant chemicals for FY 25’
 - 14. Approval of Accounts Payable from 2-19-2024 through 3-15-2024
- VI. City Manager Report with Department Head Updates**
- VII. City Attorney Report**
- VIII. City Council Members Report**
- IX. Motion to Adjourn**

Annette Sola
Interim City Manager
A. Sola

MINUTES
REGULAR CITY COUNCIL MEETING
March 18, 2024 – 6:00 PM

- I. Call to Order**

The regular March 4, 2024 meeting of the Salem City Council was convened in the Council Chambers of Salem City Hall. The meeting was called to order by Mayor Nicolas Farley at 6:00 PM.

Council members present: Councilman Royce Bringwald Councilwoman Tracy Crouch Councilman Jim Koehler Councilman Craig Morton Mayor Nicolas Farley	Council members absent: None
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Others present: Interim City Manager Annette Sola City Clerk Tabitha Meador Police Chief Kyle Ambuehl Public Works Director Travis Sanders Finance Director Keli Barrow Members of the Media and Public	City Attorney Mike Jones Economic Development Director Leah Dellicarpini Deputy Police Chief Susan Miller Assistant Public Works Director Courtney Mitchell Library Director Kim Keller
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II. Prayer and Pledge of Allegiance

Councilman Koehler offered the opening prayer, followed by the Pledge of Allegiance.

III. Presentation of Petitions/Public Comments – none.

IV. Mayor's Report and Presentations

- introduced new Public Works Director Travis Sanders;
- indicated the Historical Commission had a successful open house at the William Jennings Bryan home and commended the efforts of Councilman Jim Koehler and Commission member Myron Lloyd;
- indicated the Department of Emergency Management had received a substantial donation of AED materials from Carl Dunn of United Medical Response;
- indicated the DOEM facebook page has information on joining the Everbridge Alert System.

V. City Council Action

1. Consent Agenda

a. Approval of Minutes – March 4, 2024

Motion made by Councilman Bringwald and seconded by Councilwoman Crouch to approve the minutes of March 4, 2024 Council meeting, as presented. Roll call vote: AYES: Councilman Bringwald, Councilwoman Crouch, Councilman Morton, Councilman Koehler, Mayor Farley. NAYS: None. Motion carried.

b. Mayor Farley indicated agenda items:

- **4. Request from Chief Ambuehl to declare items collected as surplus;**
- **5. Request from Finance Director Barrow to close the ARPA Account.** The account was used to hold grant funds during the S. Broadway water line project. With the project at completion the account can now be closed;
- **7. Request made by Rob Schnicker to place blue ribbons on light poles and planters downtown for the month of April to raise awareness of child abuse in Marion Count for Child Abuse Prevention month;**
- **12. Request approval for updated Zoning Map,** including the rezoning of the former Brown Shoe Factory property at the corner of Whittaker Street and College Street from partially Rs-5 Single Family and Industrial to solely Industrial; and
- **13. Request approval of low bid for Water Plant chemicals for FY25.**
Low bids: Soda Ash \$18.25 per 50-pound bag – Brentag Mid-South, Inc.
Chlorine \$1,960.00 ton - Hawkins, Inc.

may be voted upon as an omnibus approval.

Motion made by Councilman Koehler and seconded by Councilman Bringwald to approve the outlined agenda items (4, 5, 7, 12, and 13). Roll call vote: AYES: Councilman Koehler, Councilman Bringwald, Councilwoman Crouch, Councilman Morton, Mayor Farley. NAYS: None. Motion carried.

2. Request from Bryan Bennett Library for a no-interest loan to replace aging HVAC units.

Mayor Farley indicated the Bryan Bennett Library has submitted a formal request for a no-interest loan of \$50,000.00 to replace five aging HVAC until at the library. The loan would be repaid at \$10,000 per year for 5 years, using revenue from the .02 Building and Maintenance Tax. The Finance Director could not find documentation on where the City has provided loans in the past but money borrowed from one intracity fund to another are paid back at a 3% interest rate. Library Director Keller indicated the Library Board is trying to prevent the “nickel and diming” of HVAC maintenance. There are ten total HVAC units: three have been replaced, five are in this request, including one at the end of life, and two more units can be extended. Library Director Keller further indicated that no grants are open at this time that would allow for funding, and no other loans have been approached.

Motion made by Councilman Koehler and seconded by Councilman Bringwald to table the request from Bryan Bennett Library for a no-interest loan to replace aging HVAC units. Roll call vote: AYES: Councilman Bringwald, Councilwoman Crouch, Councilman Morton, Councilman Koehler, Mayor Farley. NAYS: None. Motion carried.

3. Request for approval of an ordinance approving and authorizing the execution of a tax increment financing TIF district redevelopment agreement between the City of Salem and Kenneth and Carol Bromley/D.B.A. Bromley Excavating.

Mayor Farley indicated this is a TIF district redevelopment agreement between the City of Salem and Kenneth and Carol Bromley D.B.A. Bromley Excavating. The agreement will provide \$65,000.00 in reimbursable expenses to acquire the property from the City of Salem and construct and operate a concrete recycling yard on Hotze Road in Salem to collect, stockpile, crush, and sell

recycled concrete and asphalt. Economic Development Director Dellicarpini indicated the TIF agreement outlines compliance objectives for reimbursement. ***Motion made by Councilman Koehler and seconded by Councilwoman Crouch to approve Ordinance 2024-05 approving and authorizing the execution of a TIF district redevelopment agreement between the City of Salem and Kenneth and Carol Bromley/D.B.A. Bromley Excavating in the amount of \$65,000.00. Roll call vote: AYES: Councilwoman Crouch, Councilman Morton, Councilman Koehler, Councilman Bringwald, Mayor Farley. NAYS: None. Motion carried.***

6. **Request approval to lease a 2025 Ford Police Interceptor from the Enterprise Lease Agreement plan that was previously put into place.**

Mayor Farley indicated the FY25 budget for the police department will include an additional vehicle lease/purchase as outlined in our original Enterprise agreement. To lock in the current price, the vehicle purchase will need to be agreed upon now with the money spent out of the next fiscal year budget. First year cost of \$26,400.00 is included in budget figures. ***Motion made by Councilman Bringwald and seconded by Councilman Koehler to approve of the lease/purchase of the 2025 Ford Police Interceptor with a lease price of \$14,400.00 and \$12,000.00 for equipment for a total cost of \$26,400.00. Roll call vote: AYES: Councilman Koehler, Councilman Bringwald, Councilwoman Crouch, Mayor Farley. NAYS: Councilman Morton. Motion carried.***

8. **Request approval of the 2024 Fireworks Display Agreement from J&M Display.**

Mayor Farley indicated Brian Marxman from J&M Displays has presented the City with an agreement to provide the fireworks display once again for the City of Salem's annual July 4th celebration. The program will be similar to the display from last year in terms of volume. The Salem Tourism Board has agreed to donate \$10,000.00 towards the cost and will begin seeking ways to fund raise in the future to fund this event. Councilman Koehler indicated he was not impressed by last year's display, as he was expecting more. Interim City Manager Sola indicated that the area approved to shoot the fireworks is too tight to allow for bigger fireworks shells, and there are many homes in the area. ***Motion made by Councilman Koehler and seconded by Councilman Morton to approve the 2024 Fireworks Display Agreement with J&M Display. Roll call vote: AYES: Councilman Morton, Councilman Koehler, Councilman Bringwald, Councilwoman Crouch, Mayor Farley. NAYS: None. Motion carried.***

9. **Request approval to add three (3) security cameras at City Hall by Security Alarm.**

Mayor Farley indicated an estimate to install three cameras at City Hall has been received from Security Alarm. One camera would be installed just inside the front lobby to capture people as they enter the building. This is an additional line of safety for the Utility Clerks as well as members of the public entering City Hall after hours for meetings. The second camera would be installed outside of the back door of City Hall to capture anyone walking in the narrow back corridor of the building. The third camera would be installed on the back of the theatre building and would capture the parking area on the corner as well as an area of McMackin St. The cost of the installation is \$4,732.00. ***Motion made by Councilman Bringwald and seconded by Councilwoman Crouch to approve the installation of three security cameras at City Hall in the amount of \$4,732.00 by Security Alarm. Roll call vote: AYES: Councilman Koehler, Councilman Bringwald, Councilwoman Crouch, Councilman Morton, Mayor Farley. NAYS: None. Motion carried.***

10. **Request to authorize purchase of the property located at 203 W. McMackin St.**

Mayor Farley indicated this is a request to purchase the lot at 203 W. McMackin St. for no more than \$45,000.00 using TIF 3 funds. Our downtown is located at the intersection of U.S. Route 50 and Illinois Route 37, and we are unable to hold events in the main downtown area. Economic Development Director Dellicarpini indicated she is looking at a multipurpose venue to drive foot traffic downtown with the goal to spur retail development. Councilwoman Crouch indicated her concerns, as she is the neighboring property. Interim City Manager Sola indicated that the development would have to meet all zoning and setback requirements. ***Motion by Councilman Koehler and seconded by Councilman Bringwald to approve the purchase of the lot at 203 W. McMackin Street for not more than \$45,000.00, using TIF 3 funds. Roll call vote: AYES: Councilman Bringwald, Councilman Koehler, Mayor Farley. NAYS: None. ABSTENTIONS: Councilwoman Crouch, Councilman Morton. Motion carried.***

11. **Review of the FY25 General Fund Budgets**

Review of the General Fund budgets for the upcoming FY25 budget. Documentation has been provided for expected expenses for the upcoming budget year. Department Heads have worked with the City Manager and the Finance Director to address budget short falls and at this time, all accounts are in good standing. This is review only and we will bring the entire budget back for

approval at an April council meeting. Mayor Farley indicated he would like to see an executive summary of the FY25 Budget.

14. Approval of Accounts Payable from 2-19-2024 through 3-15-2024.

Following review, ***motion made by Councilman Koehler and seconded by Councilwoman Crouch to approve the Accounts Payable list for February 19, 2024 – March 15, 2024. Roll call vote: AYES: Councilman Bringwald, Councilwoman Crouch, Councilman Morton, Councilman Koehler, Mayor Farley. NAYS: None. Motion carried.***

VI. City Manager and Department Head Reports

Interim City Manager Sola –

- welcomed new Public Works Director Travis Sanders;
- indicated her appreciation to department heads for their work on budgets .

Police Chief Ambuehl –

- indicated the department is live with PowerPhone.

Deputy Chief Miller –

- indicated PowerPhone is a national protocol for police-fire-EMS that integrates with CAD;
- indicated NG911 will allow for text to 911 and provided by Marion County 911.

Assistant Public Works Director Mitchell –

- indicated remodeling of the kitchen, bathrooms, and hallway is progressing. The painting in the kitchen and bathrooms is complete and the hall wallpaper removed; the roofers should be at City Hall next week;
- indicated that four of the seven homes that have been approved through the grant process have been demolished.

Economic Development Director Dellicarpini –

- indicated lots of conversations are happening and will update as information comes publicly available.

Finance Director Barrow – no report.

City Clerk Meador – no report.

Library Director Keller –

- indicated the planetarium experience is open and seeing traffic from several schools and classes.

VII. City Attorney Report – No report.

VIII. City Council Member Reports

Councilman Koehler –

- indicated his appreciation for the Tourism Board, City Hall, and all who volunteered and visited the William Jennings Bryan Home on Sunday.

Councilman Bringwald –

- thanked Councilman Koehler for his work on the William Jennings Bryan Home;
- indicated the speed sign has been moved.

IX. Motion to Adjourn

Motion was made by Councilwoman Crouch and seconded by Councilman Morton to adjourn the meeting at 6:58 PM. Roll call vote: AYES: Councilwoman Crouch, Councilman Morton, Councilman Koehler, Councilman Bringwald, Mayor Farley. NAYS: None. Motion carried.

Tabitha Meador
City Clerk

Minutes approved: _____