

**AGENDA
CITY OF SALEM
REGULAR CITY COUNCIL MEETING
JUNE 4, 2018
6:00 PM REGULAR MEETING**

- 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 – 05/21/18
 - 2. Approval of Resolution Supporting Action on Four-Lane Rt. 50
 - 3. Approval of Bids for City Hall Lobby Security Renovations
 - 4. Approval of Proposals for Architectural Services for City Hall HVAC and Façade Replacement
 - 5. Approval of Proposals for Bank Financing City Hall Lobby Renovations
 - 6. Approval of Proposals for Bank Financing for Purchase of Tract Hoe
 - 7. Approval of Bid for Purchase of new Squad Car
 - 8. Approval of Bids for Street Resurfacing – Indiana Street and Walton Drive
 - 9. Approval of Bid to Complete “Split System HVAC” Project at Electrical Buildings at Wastewater Treatment Plant
 - 10. Approval of Purchase of Water Plant Printing Priming System Parts for Replacement
 - 11. Approval of Resolution Supporting Parochial Schools

- VI. City Manager Report**
- VII. City Attorney Report**
- VIII. Finance Director Report**
- IX. City Council Report**
- X. Adjournment**

**Bill Gruen
City Manager**

**MINUTES
CITY OF SALEM
CITY COUNCIL MEETING
June 4, 2018 – 6:00 PM**

- I. CALL TO ORDER**

The regular June 4, 2018 meeting of the City Council was convened at 6:00 p.m., and called to order by Mayor Rex Barbee.

Council members present:
Councilman Jim Koehler
Councilman Nic Farley
Councilman Craig Morton (arrived shortly after call to order)
Councilwoman Sue Morgan
Mayor Rex Barbee

Others present:

City Manager Bill Gruen	City Attorney Mike Jones
City Clerk Bev Quinn	Chief of Police Sean Reynolds
Public Works Director John Pruden	Public Works Assist. Annette Brushwitz
Economic Dev. Dir. Jeanne Gustafson	Animal Control Officer Russell Paddick
Representative and Mrs. John Cavaletto	Legislative Aid Mark Decker
Ben Poirier, Architect	Members of the Media and Public

- II. PRAYER AND PLEDGE OF ALLEGIANCE**

Opening prayer was given by Councilwoman Sue Morgan, followed by the Pledge of Allegiance to the Flag.

- III. PRESENTATION OF PETITIONS/PUBLIC COMMENTS – None.**

- IV. MAYOR’S REPORT AND PRESENTATIONS**

Mayor Barbee offered kudos to Councilman Farley for his presentation at the Memorial Day ceremony at East Lawn Cemetery. Mayor Barbee also urged the community to Support Family Day in the Park on June 9th, the Shrine Circus on June 7-8, Salem Community Theatre’s presentation of “Just Desserts” being offered this weekend and next, and the Salem Family Aquatic Center, which opened Memorial Day weekend.

- V. CITY COUNCIL ACTION**
 - 1. Consent Agenda**

- a. Approval of Minutes – May 21, 2018

Motion was made by Councilwoman Morgan and seconded by Councilman Koehler that the Consent Agenda be approved as presented. Roll call vote: AYES: Councilman Farley, Councilwoman Morgan, Councilman Koehler, Mayor Barbee. NAYS: None. (Councilman Morton arrived shortly after action was taken.)

2. Approval of Resolution Supporting Action on Four-Lane Rt. 50

Representative John Cavaletto indicated upgrading US Rt. 50 into a four-lane highway has been discussed for more than 40 years, and he has now been told that this is no longer an active project. Representative Cavaletto indicated the Federal government is trying to make this decision without the State of Illinois' input. If the expansion was recommended 40 years ago, what has changed? There is truck and car traffic along US Rt. 50 night and day. Between Lebanon and Lawrenceville, only Lebanon and Salem still have traffic running through the center of town. Representative Cavaletto indicated he had joined with a bipartisan group of state legislators (*State Representative Terri Bryant, State Representative Jerry Costello, State Senator Dale Fowler, State Representative LaToya Greenwood, State Representative Jay Hoffman, State Senator Kyle McCarter, State Representative Charlie Meier, State Representative David Reis, State Senator Dale Righter, and State Senator Paul Schimpf*) in urging State Senators and Congressmen to reconsider the importance of the proposed four-lane rural expressway project for US Rt. 50 in Illinois. Representative Cavaletto added that the City of Salem badly needs a bypass in order to re-route heavy truck traffic around the city instead of allowing it to continue flowing directly down Main Street, and if Salem is going to grow, it will need to be along a Rt. 50 bypass. Additionally, during the most recent ten-year period, there were at least 49 fatal accidents in a 130-mile stretch of US Route 50. Representative Cavaletto indicated his term will end in January 2019, and he was asked by the Governor what projects he would like to have infrastructure funds for. Representative Cavaletto told him the only two projects he wants to see funded are the windows in Vandalia and the four-lane highway through Marion County.

Councilman Farley asked what other municipalities have adopted this resolution. Representative Cavaletto indicated Breese, Clay County, Lawrenceville, Carlyle, Flora and Lebanon have all adopted the resolution. Councilman Farley indicated he has attended enough US Rt. 50 Coalition meetings to know that he supports this. If Salem is going to grow, it will need to be along a bypass to the north of Salem. Mayor Barbee added that he, too, supports the Rt. 50 bypass, and added his appreciation for all Representative Cavaletto has done for Salem during his time as a State Representative. Councilman Koehler asked what disadvantages there are to a bypass. Mayor Barbee indicated he supports the bypass, but there are some who fear the bypass would take people away from downtown Salem. Councilman Koehler added that he is in favor of it, and the bypass is important if Salem is going to compete with other communities. Representative Cavaletto added that he knows of some things that are going to happen, if the transportation system through Salem gets better, and the City needs an Enterprise Zone north of town adjacent to the bypass.

Motion was made by Councilman Farley and seconded by Councilman Koehler to approve Resolution 2018-03 supporting the funding of the US Route 50 four-lane project. Roll call vote: AYES: Councilman Morton, Councilwoman Morgan, Councilman Koehler, Councilman Farley, Mayor Barbee. NAYS: None. Motion carried.

3. Approval of Bids for City Hall Lobby Security Renovations

4. Approval of Proposals for Architectural Services for City Hall HVAC and Façade Replacement

5. Approval of Proposals for Bank Financing City Hall Lobby Renovations

City Manager Gruen indicated it would be appropriate to discuss agenda items V. 3, 4, and 5 together. Regarding agenda item V.3., Mr. Gruen indicated proposals were received on the City Hall Lobby Security Remodel on May 31st, and the bids came in higher than expected. Bids were received as follows:

Depew and Owen, Centralia, IL - \$128,000.00

Wohlman Construction Inc., Effingham, IL - \$98,497.00

R & W builders, O'Fallon, IL - \$102,000.00; also a bid using TSS as substitute - \$82,867.00

Bruce Unterbrink Construction, Greenville, IL - \$106,000.00

On agenda item V.4., Architect Ben Poirier has offered two proposals to design and bid out for HVAC/boiler replacement and facade replacement projects. The proposal for the HVAC project totals \$11,200 and the proposal for façade replacement totals \$2,200.

On agenda item V.5., the FY19 budget includes two projects for which the City proposed obtaining financing to complete, including (a) City Hall renovations and (b) purchase of a track hoe from the Garbage Fund. The RFP for financing, and notes on both of these projects, were attached to the agenda.

City Manager Gruen indicated he proposals for financing came in good, with the best proposal coming from Marion County Savings Bank, which does not require the first payment until the next year; therefore, we would have \$25,000 that was budgeted that will not have to be paid on this loan. Gruen added that if the project comes in over \$156,000, the remainder could be taken from fund balances. Gruen added that the City Council can, of course, reject all bids, as well.

Architect Ben Poirier added that he had asked all bidders to bid the same materials, but the bid documents did include a substitution form which would allow a bid on substitute materials. The bid from R & W Builders included a substitution that would allow for a deduction of \$19<133, for a total bid of \$82,867.00. Mr. Poirier added that the substituted materials are just as good as the specified materials. As to scheduling, Mr. Poirier indicated it will take 2-3 weeks to process paper work, then there will be a 6-8 week delay for construction. The office will probably be in disarray for three weeks in September.

Councilman Farley asked what the architect's budget figure was. Mr. Poirier responded \$30,)00, which did not include architectural fees, engineering, consultants, etc. Mr. Gruen added that he feels he and Mr. Poirier budgeted low.

City Manager Gruen indicated he talked to Kevin Cantrell of Goff Plumbing to see if there is a way to inspect the lines and identify weak points, and there is not. Mr. Gruen indicated the lines are very old, and the copper rusted through on the first floor, and would be much worse if it happened on an upper floor and caused damage throughout. Mr. Poirier added that the proposal for HVAC calls for leaving the boiler in place, as it is full of asbestos.

Finance Director Keli Barrow indicated she had solicited proposals from five local banks and all were good, with the best one coming from MCSB. The first payment will be in June of 2019 for interest, then \$25,000 per year for the next six years. Additionally, the loan may be paid off early with no penalties or origination fees.

Councilman Morton asked if insurance was going to pay on the water line break. City Manager Gruen responded that the City has a \$10,000 deductible, so probably not. Mr. Gruen indicated he would like to see City Council move forward on all three projects, and if there are overages, we can pull funds from other fund lines.

Mayor Barbee asked if the City Council would like to approve agenda items V. 3, 4 & 5 with an omnibus vote. Councilman Farley indicated he feels all three projects need to be done, but he hates to see the City Load up debt, and suggested some of the revenue in water and gas be used to pay double the normal payment each year. City Manager Gruen responded that funds could be looked at when the payment is due. ***Motion was made by Councilman Koehler and seconded by Councilman Morton to approve agenda items V3, 4, and 5 by omnibus vote, which is to include the award of the remodel project to R & W Builders, the financing of the lobby renovation to MCSB, and to approve the contracts with Mr. Poirier to provide architectural services. Roll call vote: AYES: Councilwoman Morgan, Councilman Koehler, Councilman Farley, Councilman Morton, Mayor Barbee.***

6. Approval of Proposals for Bank Financing for Purchase of Track Hoe

City Manager Gruen indicated Finance Director Barrow had solicited proposals from local banks for the financing of a new track hoe. The low bid was from MCSB for three years at \$33,000/year, with a \$120,000 cash payment and trade in of the old track hoe. Ms. Barrow added that we will

make the first payment on this loan will be made during FY19. This is renewable each year, and there are no penalties or fees to pay the loan off early. Councilman Morton asked who the track hoe would be used by. Asst. Public Works Director Annette Brushwitz responded that it will be used at the landfill for compost, for demolition of derelict structures, to clean the water plant basis, and other uses. Currently, the City is spending thousands of dollars on repairs to the current track hoe. ***Motion was made by Councilman Farley and seconded by Councilwoman Morgan to approve financing the Public Works track hoe through Marion County Savings Bank for three years. Roll call vote: AYES: Councilman Koehler, Councilman Farley, Councilman Morton, Councilwoman Morgan, Mayor Barbee. NAYS: None. Motion carried.***

7. Approval of Bid for Purchase of new Squad Car

City Manager Gruen indicated Chief Reynolds solicited bids for a new squad vehicle. The low bid was received for a 2019 Dodge Durango AWD Police Service Vehicle from Max Dye, Inc., after trade-in, of \$18,886.00. Added to that bid is a quote from Strong Safety Solutions for \$7,835.00 for new police car equipment and installation and a quote from Birch Graphics for \$750.00 to install the exterior graphics. The total cost of the vehicle, accessories and installation is \$27,471.00 after trade-in. The FY19 budget has \$30,000 budgeted for this item. ***Motion was made by Councilman Farley and seconded by Councilman Koehler to approve purchase of the 2019 Dodge Durango with the accessories and installation by Strong Safety Solutions and Birch Graphics for a total of \$27,471.00. Roll call vote: AYES: Councilman Farley, Councilman Morton, Councilwoman Morgan, Councilman Koehler, Mayor Barbee. NAYS: None. Motion carried.***

8. Approval of Bids for Street Resurfacing – Indiana Street and Walton Drive

City Manager Gruen indicated the FY19 budget includes \$198,600 for resurfacing of Indiana St. and Walton Drive. Bids were received and the low bid came in at approximately \$238,058.00, or about \$40,000 over budget. Rhutasel's recommendation is to accept the low bid of the two received, which comes from Howell Paving. The City can work with Rhutasel and Howell to reduce the scope of the project in order to get closer to the budgeted amount. If the City Council is inclined to approve, Howell has asked that approval be granted tonight, due to scheduling other projects.

Mr. Gruen indicated that removing Walton Drive from the project would reduce the cost by \$38,000, but that is not what John Pruden or Monica French at Rhutasel recommend. Ms. French has indicated there are some things that could be removed from the Indiana Street portion of the project that would reduce costs.

Asst. Public Works Director Annette Brushwitz indicated the bid received is a "worst case scenario" bid that assumes they will need to do a lot of patching before putting down the new surface. This reduction could be as much as \$13,000. Brushwitz added that there is a hump between Illinois St. and Indiana St. on Spruce that was built into this project, and we could save by not doing that. Councilwoman Morgan asked if there is money in Fund 18 to cover the overage. Mr. Gruen responded "yes", but added that he agrees with Ms. Brushwitz that the cost of the project will be less than the bid. Mr. Gruen asked Council if they want him to work with Howell and Rhutasel to reduce the scope of the project. Asst. PW Dir. Brushwitz added that if we remove Walton Dr. from the project, and they can't do it at the same time they are doing Indiana St., the cost will be higher when rebid. ***Motion was made by Councilman Farley and seconded by Councilwoman to approve the bid from Howell Paving for the resurfacing of Walton Dr. and Indiana St. in the amount of \$238,058.15 with no reduction in the scope of the project. Roll call vote: AYES: Councilman Morton, Councilwoman Morgan, Councilman Koehler, Councilman Farley, Mayor Barbee. NAYS: None. Motion carried.***

9. Approval of Bid to Complete "Split System HVAC" Project at Electrical Buildings at Wastewater Treatment Plant

City Manager Gruen indicated the FY19 budget includes \$24,000 to reconfigure the HVAC setup for three electrical buildings at the Wastewater Treatment Plant. These contain several banks of electrical components that help run the entire plant and generate a fair bit of heat within the buildings. The new HVAC setup will more effectively cool these buildings. Bids were sought locally and only one was received from Booher in the amount of \$23,250, which is under budget.

Motion was made by Councilwoman Morgan and seconded by Councilman Koehler to approve the bid to reconfigure the HVAC system at the Wastewater Treatment plant from Booher's Tin Shop, Inc. in the amount of \$23,250.00. Roll call vote: AYES: Councilwoman Morgan, Councilman Koehler, Councilman Farley, Councilman Morton, Mayor Barbee. NAYS: None. Motion carried.

10. Approval of Purchase of Water Plant Priming System Parts for Replacement

Mr. Gruen indicated the FY19 budget includes \$27,000 for replacement of the pump priming system in the Water Plant. The purchase request for this project would purchase parts from Municipal Equipment Co., for a total of \$27,033.00. Gruen added that some existing equipment would not have to be modified if the City uses Municipal Equipment Co. ***Motion was made by Councilman Koehler and seconded by Councilman Morton to approve the purchase of parts from Municipal Equipment Co. in the amount of \$27,033.00 for replacement of the pump priming system at the Water Plant. Roll call vote: AYES: Councilman Koehler, Councilman Farley, Councilman Morton, Councilwoman Morgan, Mayor Barbee. NAYS: None. Motion carried.***

11. Approval of Resolution Supporting Parochial Schools

Postponed until a future meeting.

VI. CITY MANAGER'S REPORT

- City Manager Gruen indicated ED Director Jeanne Gustafson has set up a process by which the Salem public will be invited to provide input on how the application is prepared for submission to the State. Meetings will be scheduled for public input on the following topics:
 1. Plan to improve tax base (sales/income/property and strategy for job creation
 2. Identification of industrial and commercial vacancies in and near Salem
 3. Discussion on change in EAV of industrial and commercial properties
 4. Poverty and unemployment
 5. Public infrastructure (if scheduled)
 6. Discussion on boundary map for new, proposed enterprise zone and its incentives
 7. Work force skills

Mr. Gruen indicated members of the Salem business community and local government officials have volunteered to lead some of the sessions noted above. Dates and times for sessions will be announced in advance.

- Mr. Gruen indicated the theatre building expansion plans have been completed by Brian Edmison, and will be reviewed by John Pruden for issuance of a building permit. Councilman Morton asked how long Mr. Pruden's review will take. Asst. PW Dir. Brushwitz responded probably a week.

VII. CITY ATTORNEY REPORT – None.

VIII. FINANCE DIRECTOR REPORT – None.

IX. CITY COUNCIL REPORTS

Councilman Koehler asked if the City no longer assists citizens with non-domestic animals. City Manager Gruen responded that generally if a wild animal is inside someone's home, we recommend they contact an exterminator. For a while the City didn't have a permit to collect wild animals. Now we do, but our manpower and resources are limited and better focused on domestic animals. Mr. Gruen added that Animal Control Officer Russell Paddick has been setting some traps for people outside their homes, but doesn't generally go inside. Mr. Paddick indicated he contacted the local DNR representative, and they do issue 30-day permits to individuals to trap and release wild animals or to euthanize legally. Mayor Barbee added that we have to depend on Mr. Paddick to make those decisions based on time and manpower. Mr. Paddick added that he has responded to one business and one daycare. The local business was having a ground hog issue that resulted in the collapse of their sidewalk and the day care had the possibility of affecting a large number of people. Councilman Koehler added that he used to work for Dr. Sprague when Dr. Sprague was the animal control provider, and they offered 24-7 response for wild and domestic animals. Councilman Koehler added that this is something he would like the City to consider.

X. **ADJOURNMENT**

As there was no further business to discuss, ***motion was made by Councilman Farley and seconded by Councilwoman Morgan to adjourn the meeting at 7:13 p.m. Roll call vote: AYES: Councilman Koehler, Councilman Farley, Councilman Morton, Councilwoman Morgan, and Mayor Barbee. NAYS: None. Motion carried.***

Bev Quinn, CMC
City Clerk

Minutes approved: June 18, 2018