

**AGENDA
CITY OF SALEM
REGULAR CITY COUNCIL MEETING
January 15, 2018**

- 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 – December 18, 2017 and January 2, 2018
 - 2. Review of Draft Plat for Subdivision of Former Armory Site
 - 3. Presentation by Mark Decker Regarding Fundraising for Participation in next Tournament of Roses Parade\
 - 4. Approval of Technical Services Agreement with for Enterprise Zone Application
 - 5. Approval of Amended Harassment Policy
 - 6. Approval of Zoning Code Amendment
 - 7. Approval of Liquor Code Amendment - Reduction in Number of Class C Licenses
 - 8. Approval of Bills Payable

 - 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)(21) – Review of Executive Session Minutes**

 - XI. **City Council Action**
 - 9. Approval of Executive Session Minutes from July 17, 2017 and December 4, 2017
 - 10. Approval of Resolution Pertaining to Semi Annual Review of Executive Session Minutes

 - XII. **Adjournment**
- Bill Gruen**
City Manager

**MINUTES
CITY OF SALEM
CITY COUNCIL MEETING
JANUARY 15, 2018 – 6:00 PM**

- I. **CALL TO ORDER**

The regular January 15, 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 Tim Hudspeth
Councilman Nic Farley
Councilwoman Sue Morgan
Mayor Rex Barbee

Councilman Craig Morton arrived at 6:02 pm.

Council members absent: None.

Others present:

City Manager Bill Gruen	City Attorney Mike Jones
City Clerk Bev Quinn	Chief of Police Sean Reynolds
Asst. Public Works Director Annette Brushwitz	Finance Director Keli Barrow
Economic Development Dir. Jeanne Gustafson	Deputy Chief of Police Susan Miller
Mark Decker, Historical Commission	Animal Control Officer Russell Paddick
Adam Stroud, PGAV	Members of the Media and Public

- II. **PRAYER AND PLEDGE OF ALLEGIANCE**

Opening prayer was given by Councilwoman 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 congratulated the Independent Order of Oddfellows, whose membership just recognized members with 40 and 50 years of service. Mayor Barbee thanked them for their service.

- V. **CITY COUNCIL ACTION**

1. Consent Agenda

a. Approval of Minutes – December 18, 2017 and January 2, 2018

Councilman Morton indicated he had voted “nay” on the approval of Fick, Eggermeyer and Williamson Auditors during the January 2, 2018 minutes. ***Motion was made by Councilman Farley and seconded by Councilwoman Morgan to approve the minutes of December 18, 2017 and January 2, 2018 as amended. Roll call vote: AYES: Councilman Farley, Councilman Morton, Councilwoman Morgan, Mayor Barbee. NAYS: None. Councilman Hudspeth abstained. Motion carried.***

2. Review of Draft Plat for Subdivision of Former Armory Site

City Manager Gruen indicated he has commissioned Micah Mulvany of Marvin Jenkins and Associates to draft a concept plan for the subdivision of the former Armory property. The smallest lot is approximately 15,000 square feet. Councilman Farley mentioned that Council had discussed transferring the small triangular lot (*Lot 175*) to the adjacent property owner. Mr. Gruen concurred and indicated tonight’s discussion is just a review of the concept plan, and to let Mr. Mulvany know if he is on the right track to proceed with design of the Final Plat. Mr. Gruen indicated there are power poles on Lots 2 and 3, and asked if there were utility easements in that area. Mr. Mulvany responded that he is not sure, as they did not show up on the deeds. Mr. Mulvany indicated he *does* need City Council to decide on a subdivision name for the plat. Attorney Jones suggested, with the concurrence of Council, that Lot 175 be excluded from the subdivision plat and that Mr. Mulvany proceed with the final plat.

3. Presentation by Mark Decker Regarding Fundraising for Participation in Next Tournament of Roses Parade

Mr. Decker introduced Brian Deckard, Chairman of the 2018 Marion County Soldiers’ and Sailors’ Reunion Committee, who is working in conjunction with Mr. Decker on the Illinois Bicentennial Celebration.

Mr. Deckard indicated the 2018 Soldiers’ and Sailors’ Reunion Committee is looking at holding a three-day event, including: 1) A dinner at Salem Community High School to honor veterans and service people on Friday; 2) A float in the Little Egypt Festival Parade on Saturday, and 3) Some type of service at one of the area churches on Sunday. When asked, Mr. Deckard indicated the event will not include a carnival, as it has in past years, but they may consider adding one at some future date. Mr. Deckard added that they will be setting up camp on SCHS property, and they may ask the City to assist with parking and traffic control.

Mr. Decker indicated that, as part of the Soldiers’ and Sailors’ Reunion resurgence, they decided a dinner would be the best way to honor veterans and service people. There will be photographs and displays, as well as a video booth where servicemen and women can share stories about their service, which will become part of a display at the Historical Commission’s Museum. If the event is successful in 2018, the Committee would like to tie the 2019 event into the 75th anniversary of the GI Bill of Rights and move the event to June 22nd, which is the date President Roosevelt signed the GI Bill into law.

Mr. Decker indicated the Rose Bowl Parade is always looking for patriotic floats, and he would like to see the City have a float commemorating the GI Bill of Rights’ 75th Anniversary in the parade. Mr. Decker sent an email to the Rose Bowl Parade committee in Pasadena, CA, and received a call from one of their staff people. The staffer asked what the GI Bill of Rights is, and after Mr. Decker explained what it is, and the effect it has had on our country, she suggested he submit an application, as there are two slots coming open.

Mr. Decker indicated the float would have a historical and patriotic subtext, The Parade Committee will make their selection in March. Mr. Decker indicated that if we push “go”, there will be a \$5,500.00 application fee. The application will need to outline what the City would want to convey in the float, which would include agriculture, railroads, oil, coal, churches, community service groups all leading up to the GI Bill of Rights.

Mr. Decker indicated it costs between \$210,000 and \$275,000 to have one of the floats produced, which includes the design, construction, and fresh flowers used in the construction. All Rose Bowl

Parade floats must be created by one of four professional float manufacturing companies selected by the Rose Bowl Parade Committee. The project can allow for a group to go to Pasadena the week before the parade and help with the construction. The budget will include a “hospitality” line item which could provide for some members of the American Legion, the Mayor, City Manager, or whoever is chosen, to ride on the float. Mr. Decker indicated they are also throwing around the possibility of doing an essay contest which would provide for one boy and one girl to attend the parade and ride on the float.

Mr. Decker indicated he has been advised that the Tourism Board might be willing to provide a pretty good chunk of the cost, but he will need to make a presentation to them prior to their making a commitment.

Mayor Barbee advised Mr. Decker that he admires his ambition, and that the Council is always up for good exposure for the City of Salem. Councilman Farley asked what will happen if we are accepted, and unable to raise the money. Councilman Hudspeth asked if there is a “cut off” period at which time they would give our spot to someone else. Mr. Decker was unsure, but will be contacting the Parade Committee to find out. Mayor Barbee asked that Mr. Decker pass any information he receives during his next conversation with the Parade Committee on to Mr. Gruen, who will then share it with City Council. Mr. Decker indicated the City has an account where donations can be stored and Mr. Gruen concurred. Councilman Hudspeth indicated he is willing to commit support in a non-financial way. Councilwoman Morgan indicated she thinks this is a great idea, but is extremely concerned about the cost. Mr. Decker indicated that if he decides to proceed with the application, he hopes that the City will pick up the \$5,500.00 application fee, but he is not asking for it at this time.

4. Approval of Technical Services Agreement with PGAV for Enterprise Zone Application

Economic Development Director Jeanne Gustafson indicated she has provided copies of an informational slideshow to City Council members, as she is sure they will be asked questions by members of the community. Director Gustafson introduced Adam Stroud of PGAV.

Mr. Stroud indicated that PGAV has done a couple of other Enterprise Zone applications, and he, personally, did one for the City of Greenville prior to joining PGAV. Mr. Stroud added that PGAV has been working with the City of Salem for decades, and while it is very difficult to work with communities that don’t know what they want to happen in the next five years. It is great to work with communities like Salem that have professionals like Jeanne, who have already established relationships with the taxing bodies, legislators, etc. PGAV follows the law, and makes sure every box is checked. Mr. Stroud added that Dir. Gustafson has already started the communication process.

Mr. Stroud indicated the application is due by December 31st of 2020. DCEO will look at the applications and give the applications a score. The Enterprise Zone Board will then review the applications and give them another score. Stroud added that it is very important for applicants to put their best foot forward on the application. If approved, Salem will have the new Enterprise Zone for 15 years, with an option to extend it for an additional 10 years.

City Manager Gruen asked what Enterprise Zone applications PGAV has done. Mr. Stroud indicated other PGAV reps did applications for Galesburg and Mt. Vernon, and he did one for Greenville, prior to joining PGAV, with an acceptance rate of 100%. Mr. Gruen asked Mr. Stroud if he feels PGAV will be recognized as a firm that has been successful. Mr. Stroud responded that they will be, and they have also been successful in working with other incentive programs, such as TIF districts. *(Mr. Stroud gave a brief explanation of the differences between Enterprise Zones and TIF districts.)* City Manager Gruen indicated he has been approached by existing businesses, as well as SBIC members, who have indicated they prefer Enterprise Zone benefits over TIF benefits. Mr. Stroud responded that that is often the case, as TIF deals are negotiated and Enterprise Zones provide entitlement benefits.

Councilman Farley asked if the boundaries of the new enterprise zone will be the same as the existing zone. Mr. Gruen responded that it probably will cover the same area, but will be larger.

Director Gustafson added that the current zone is 2.53 square miles, and our zone can be as large as 12 square miles.

City Manager Gruen indicated the agreement with PGAV has a cost of \$41,000 - \$47,000 over an 18-month period, and asked Mr. Stroud how that amount was reached. Mr. Stroud indicated the other PGAV reps who did Galesburg and Mt. Vernon kept meticulous records as to the time spent working on those projects. Stroud added that he feels Salem's fee will be at the low end, due to the amount of work Dir. Gustafson will be doing.

Mayor Barbee indicated he feels it will benefit the City to utilize PGAV. Councilman Morton asked how much time using PGAV will save the City Manager and Economic Development Director. Mr. Stroud indicated that would be hard to determine, but he will be doing \$41,000.00 worth of the work.

Councilwoman Morgan asked Director Gustafson how she feels about it. Director Gustafson indicated she feel she is capable of doing the Enterprise Zone application on her own, but PGAV has a great reputation to add to the project. Gustafson indicated she is very protective of her position, and feels very strongly about improving the City's tax base, retaining jobs and improving education, so those are the parts of the project she wants to take the lead on. Gustafson added that she feels PGAV can be very helpful in providing the mapping for the test area and putting the documents together.

Councilman Morton asked if PGAV will be working with other communities on their Enterprise Zone applications. Mr. Stroud responded he is relatively sure they will be working with Jacksonville, IL, and they hope to be retained by several other communities. Stroud added that he feels that every zone application they work on adds value to their other zone application, as they will put him in front of DCEO more often. **Motion was made by Councilman Hudspeth and seconded by Councilman Morton to approve the Technical Services Contract with PGAV for the Enterprise Zone Application not to exceed \$47,000.00. Roll call vote: AYES: Councilman Morton, Councilwoman Morgan, Councilman Hudspeth, Councilman Farley, Mayor Barbee. NAYS: None. Motion carried.** Mr. Stroud thanked the City Council, and indicated he is looking forward to the opportunity of working with Salem.

5. Approval of Amended Harassment Policy

City Manager Gruen indicated the State has made a requirement that every municipality adopt a sexual harassment policy by January 15, 2018. The City has a policy, but it is a little bit dated. Mr. Gruen has created a new policy which largely uses the language provided by attorneys at OKGC. A memo explaining the changes was provided to City Council with their agenda packets. The policy has been reviewed by City Attorney Mike Jones, who has declared it as "excellent work". **Motion was made by Councilman Farley and seconded by Councilwoman Morgan to approve the new Discrimination, Harassment and Sexual Misconduct Policy. Roll call vote: AYES: Councilwoman Morgan, Councilman Hudspeth, Councilman Farley, Councilman Morton, Mayor Barbee. NAYS: None. Motion carried.** City Attorney Mike Jones indicated the policy has now been approved, and he will prepare an ordinance for adoption at the next meeting that will repeal the existing policy and replace it with the new one.

6. Approval of Zoning Code Amendment

City Manager Gruen indicated Planning Commission has made a recommendation to add "Construction Sales and Service" to the list of uses that may be permitted by Special Use Permit in the Nonurban Zoning District. In addition, the Commission is recommending that all businesses in the NU district comply with the same "Use Restrictions" that businesses in the B-3 Highway Business District must comply with. **Motion was made by Councilman Hudspeth and seconded by Councilman Morton to approve amending the Zoning Code to add "Construction Sales and Service" to the list of uses that may be permitted by Special Use Permit and to add a new section requiring businesses in the NU district comply with the same Use Restrictions as businesses in the B-3 District. Roll call vote: AYES: Councilman Hudspeth, Councilman Farley, Councilman Morton, Councilwoman Morgan, Mayor Barbee. NAYS: None. Motion carried.**

7. Approval of Liquor Code Amendment – Reduction in Number of Class C Licenses

City Manager Gruen indicated that at the last meeting, at the request of a Class C license holder, the Class G licenses were increased by one, so that the licensee could have video gaming. Council indicated they would like to see the Class C licenses reduced by one, due to this change. The proposed action reduces Class C licenses from 9 to 8. **Motion was made by Councilman Hudspeth and seconded by Councilman Farley to amend Chapter 3 of the Code of Ordinances to reduce the maximum number of Class C liquor licenses permitted from 9 to 8. Roll call vote: AYES: Councilman Farley, Councilman Morton, Councilwoman Morgan, Councilman Hudspeth, Mayor Barbee. NAYS: None. Motion carried.**

8. Approval of Bills Payable

January payables were presented for action, with the addition of a bill from JK Trotter in the amount of \$96,225.06 that was received after the payables list was generated. Following discussion, **motion was made by Councilman Hudspeth and seconded by Councilwoman Morgan to approve the Payables dated 12/18/2017 through 1/12/3018, with the addition of the bill from JK Trotter in the amount of \$96,225.06. Roll call vote: AYES: Councilman Farley, Councilman Morton, Councilwoman Morgan, Councilman Hudspeth, Mayor Barbee. NAYS: None. Motion carried.**

VI. CITY MANAGER REPORT

No report.

VII. CITY ATTORNEY REPORT

No report.

VIII. FINANCE DIRECTOR REPORT

No report.

IX. CITY COUNCIL REPORT

No Report

X. EXECUTIVE SESSION

1. 5 ILCS 120/2(C)(21) – Review of Executive Session Minutes

Motion was made by Councilwoman Morgan and seconded by Councilman Hudspeth at 7:20 pm to enter into executive session for the purpose of reviewing Executive Session Minutes. Roll call vote: AYES: Councilman Hudspeth, Councilman Farley, Councilman Morton, Councilwoman Morgan, Mayor Barbee. NAYS: None. Motion carried. Mayor Barbee indicated Executive Session would convene after a brief break.

Return to open session at 7:32 pm.

XI. CITY COUNCIL ACTION

9. Approval of Executive Session Minutes from July 17, 2017 and December 4, 2017

10. Approval of Resolution Pertaining to Semi Annual Review of Executive Session Minutes

Motion was made by Councilman Morton and seconded by Councilman Hudspeth to approve items 9 and 10 by omnibus action. Roll call vote: AYES: Councilman Farley, Councilman Morton, Councilwoman Morgan, Councilman Hudspeth, Mayor Barbee. NAYS: None. Motion carried.

XII. ADJOURNMENT

As there was no further business to discuss, **motion was made by Councilman Hudspeth and seconded by Councilman Farley to adjourn the meeting at 7:34 p.m. Roll call vote: AYES: Councilwoman Morgan, Councilman Hudspeth, Councilman Farley, Councilman Morton, Mayor Barbee. NAYS: None. Motion carried.**

Bev Quinn, CMC
City Clerk

Minutes approved: _____