

**AGENDA
CITY OF SALEM
REGULAR CITY COUNCIL MEETING
MAY 1, 2017 – 6:00 PM**

- I. Call to Order & Roll Call**
- II. Prayer and Pledge of Allegiance**
- III. Swearing in of Elected City Council Members**
- IV. Presentation of Petitions/Public Comments**
- V. Mayor's Report and Presentations**

- VI. City Council Action**
 - 1. Consent Agenda
 - a. Approval of Minutes – April 17, 2017 Regular & Special Meetings
 - 2. Mayoral Appointments
 - 3. Purchase Approval – Concrete Ramp Work for Floating Bot Dock
 - 4. Second Reading – Approval of Requests for TIF Assistance
 - 5. Approval of Authorization to Execute Deed for Armory Property
 - 6. Approval of Audit Agreement with Glass & Shuffett for FY17 Audit
 - 7. Approval of Purchase of Rock, Sand, Chemical Materials

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

- XI. Executive Session**
 - 1. 5 ILCS 120/2(c)(2) – Collective Bargaining
 - 2. 5 ILCS 120/2(c)(5) – Purchase of Real Estate
 - 3. 5 ILCS 120/2(c)(6) – Sale of Real Estate
 - 4. 5 ILCS 120/2©(21) – Executive Session Minutes.

**Bill Gruen
City Manager**

**MINUTES
CITY OF SALEM
REGULAR CITY COUNCIL MEETING
May 1, 2017**

I. CALL TO ORDER AND ROLL CALL

The regular meeting of the May 1, 2017 City Council meeting was called to order by Mayor Rex Barbee at 6:00 pm.

Council members present:

Councilman Tim Hudspeth
Councilman Nic Farley
Councilman Craig Morton
Councilwoman Sue Morgan
Mayor Rex Barbee

Council members absent:

None

Others present:

City Manager Bill Gruen	City Attorney Mike Jones
City Clerk Bev Quinn	Economic Development Dir. Jeanne Gustafson
Chief of Police Sean Reynolds	Finance Director Keli Barrow
Public Works Director John Pruden	Asst. Public Works Director Annette Brushwitz
Deputy Chief of Police Susan Miller	Library Director Kim Keller
Animal Control Officer Paul Wimberly	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 lead by Mayor Barbee.

III. SWEARING IN OF ELECTED CITY COUNCIL MEMBERS

Mayor Barbee presented the Oath of Office to both Councilman Timothy Hudspeth and Councilwoman Sue Morgan, whose terms will run from May 1, 2017 to April 30, 2021.

IV. PRESENTATION OF PETITIONS/PUBLIC COMMENTS – None.

V. MAYOR'S REPORT AND PRESENTATIONS

- Mayor Barbee indicated he had signed a proclamation declaring May 20, 2017 as Poppy Day in the City of Salem.
- Mayor Barbee offered a “hats off” to the Public Works crews who worked tirelessly during recent weather related issues.

VI. CITY COUNCIL ACTION

1. **Consent Agenda**

- a. Approval of Minutes – April 17, 2017 Regular and Special Meetings
Motion was made by Councilman Farley and seconded by Councilman Hudspeth to approve the regular minutes of April 17, 2017 and the Budget Hearing minutes of April 17, 2017,as presented. Roll call vote: AYES: Councilwoman Morgan, Councilman Hudspeth, Councilman Farley, Mayor Barbee. NAYS: None. Councilman Morton abstained. Motion carried.

2. **Mayoral Appointments**

Mayor Barbee indicated that as Treasurer Debby Lamb has submitted her letter of resignation as Treasurer, effective 4/30/2017, he is appointing Cindy Eller to the position of Interim Treasurer to fill Debby’s unexpired term. *(Term expires 4/30/2019.)*

The Mayor’s list of appointments to Boards and Commissions was presented for confirmation.

	Original Appointment	Re-Appointment Term Ending
<u>LIBRARY BOARD – 3-Year Term</u>		
Jane Gaston	05/01/2002	04/30/2020
Gayla Wilkerson	03/20/2017	04/30/2020
Lynn Larimer	05/01/2017	04/30/2020
<u>BOARD OF POLICE COMMISSIONERS –3 Year Term</u>		
Larry Kelly	05/01/2017	04/30/2020
<u>POLICE PENSION BOARD – 2-Year Term</u>		
David Black	03/07/2016	04/30/2019
<u>PLANNING COMMISSION - 5 Year Term</u>		
Harold Hunzicker	07/16/2001	04/30/2022
Jim Davis	06/18/2012	04/30/2022
Kathy Matthews	03/01/2005	04/30/2022
Neil Chance	05/01/2007	04/30/2022
<u>TOURISM BOARD - 4 Year Term</u>		
Robert Haney	01/05/2004	04/30/2021
Dana Hampton	06/07/2010	04/30/2021
Sherry Morton	05/16/2016	04/30/2021
Open Position		

Motion was my Councilman Farley and seconded by Councilman Hudspeth that the Mayor’s appointments to the office of Treasurer and the various boards and commissions be approved as presented. Roll call vote: AYES: Councilman Farley, Councilman Morton, Councilwoman Morgan, Councilman Hudspeth, Mayor Barbee. NAYS: None. Motion carried.

3. **PURCHASE APPROVAL – CONCRETE RAMP WORK FOR FLOATING BOAT DOCK**

City Manager Gruen indicated the boat dock requires some additional concrete work in order for the ramp that connects to the dock to have the proper slope. Cost for the work is exceeding expectations and could require approval by City Council. Scott Rakers of HMG was present to provide details on the additional work. Mr. Rakers provided quotes as follow:

Shores Builders (14 ft. ramp)	- \$19,500
Depew and Owen (14 ft. ramp)	- \$19,882
McLean Landscaping (24’ ramp)	- \$13,750
G & H Marine (28’ ramp)	- \$ 9,000

Mr. Rakers indicated the ramp will either need a harder surface or a longer ramp. Either way, it will probably take another month to complete the dock. There will be rails on both sides. Mr. Rakers added that there is no advantage either way. Councilman Farley indicated the question is do we want a longer walkway to save \$4,000. Councilman Morton asked how we got into this situation without knowing the concrete work would cost between \$13,750 and \$20,000. Mayor Barbee responded that we expected it to be \$10,000 or less, which the City Manager can approve. ***Motion was made by Councilman Farley and seconded by Councilwoman Morgan to approve the expenditure with G & H Marine for the 28 ft. ramp at \$9,000. Roll call vote: AYES: Councilman Morton, Councilwoman Morgan, Councilman Hudspeth Councilman Farley, Mayor Barbee.***

4. SECOND READING – APPROVAL OF REQUESTS FOR TIF ASSISTANCE

DerMajestic, 119 E. Main St. - City Manager Gruen outlined a TIF assistance request from Gretchen Douglas of DerMajestic, LLC, located at 119 E. Main, as follows:

Ms. Douglas is requesting financial assistance to upgrade her building, which houses DerMajestic, LLC (*permanent makeup application, piercings, and retail jewelry*) and three residential apartments. Ms. Douglas indicated she would like to expand the services offered by her business and make repairs and renovations to her building in several phases.

The first phase would include removal of the top section of a chimney, installation of a metal cap, and tuck pointing all brick on the rear side of the building. Also included will be building out and trimming all windows and doors on the rear of the building with maintenance free vinyl and painting the back of the building; painting and flooring for the interior; and heating and air-conditioning for the building. City Manager Gruen indicated the only paperwork not included in Ms. Douglas's submittal is the estimate from Toennies for heating and air-conditioning in the amount of \$6,670.00. Ms. Douglas indicated her request is primarily for the outside of the building and heating and air, as the three apartments are in great condition. (*There is some damage to her apartment caused by the lack of tuck-pointing, but those repairs will come later.*) Ms. Douglas indicated she can document \$18,000 in previous expenditures and is asking for \$15,000 at this time. Projects in the future will include installation of an awning and new signage.

Ms. Douglas indicated all quotes received are from *Ground Up Construction*, owned by Quintin Donley. Ms. Douglas indicated she felt Mr. Donley's proposals were reasonable, they will work well together, and Mr. Donley is the grandson of Mack Todd, long-time contractor.

City Manager Gruen indicated the Downtown TIF currently has \$207,030 in it. There is a check going out to Daniels-Wilzbach for an awning in the amount of \$1,585. New dollars estimated to be received in FY18 are \$71,300, giving the City a FY18 starting balance of \$276,745. Currently, the City has committed \$5,300 for 111 N. Broadway, \$6,000 for a roof at 210 W. Main, and \$35,000 to the Theatre. This leaves approximately \$230,000 available for additional projects.

Mr. Gruen indicated he has been working with Rhutasel and Associates on the new parking lot behind City Hall, with a City Manager's estimated total cost of \$198,000. Some of this can be pulled from Fund 18, leaving a balance for TIF projects of \$168,000.

The City Council is currently considering the following requests:

Coaches Corner, 115 W. Main - \$25,000
DerMajestic, 119 E. Main - \$15,000
Joe Latham, 123 W. Main - \$15,000

Additional expenses include an estimated \$4,500 for engineering inspections.

Mr. Gruen indicated that traditionally, City Council has capped Downtown TIF projects at \$15,000, except for the new Renaissance Salon, which involved totally new construction. Gruen added that funding at this level (*\$15,000*) has worked well, and would leave us a cushion of \$15,000 - \$17,000 at the end of the fiscal year.

Councilman Farley indicated the City Council needs to have a bigger conversation regarding parking spaces, and he may have a suggestion, which he will discuss in Executive Session. Mr. Gruen indicated Rhutasel and Associates will have an estimate for the parking lot for the second meeting in May. Councilman Farley asked if the City Manager is looking for approval for Coaches Corner, DerMajestic, and Latham tonight. City Manager Gruen responded either tonight or at the next meeting.

Councilman Farley indicated he wanted to provide some commentary regarding Coaches Corner Pub and Game Room. One of the common complaints he receives from citizens in his age group is that there isn't enough for people his age to do. While the City doesn't usually fund over \$15,000, adding something for people in town to do, along with the estimated sales tax and gaming revenues, makes him comfortable with the \$25,000 being requested. Councilman Farley added that after the Theatre fundraiser the other night, it would have been nice to have someplace downtown to go to after the event. Farley added that he would like to see Council support this.

Councilman Morton asked Mr. Morgan how he came up with his estimated sales tax and gaming revenues. Mr. Morgan responded that he looked at other establishments proceeds. Councilman Farley added that Mr. Morgan's project will provide the best return on our investment dollars. Mayor Barbee indicated he is not concerned with the \$25,000 figure, and he agrees with Councilman Farley's comments.

Councilman Hudspeth asked how long the City Council has been using the 50% / \$15,000 cap. Councilwoman Morgan responded since she was elected four years ago. Councilman Morton asked Mr. Morgan how the project would work if the City gave them \$15,000 this year and \$10,000 next year. Mr. Morgan responded that that would not work, as he wants to do the project right from the start.

City Manager Gruen commented that the \$15,000 funding limit has fit well with the fund balance we have. Gruen added that no matter what level you fund at, he would suggest you make it contingent upon inspections.

Councilman Farley indicated he does not feel the three projects being considered are contingent upon anything to be discussed in executive session. Mayor Barbee agreed, and indicated he would like to see action taken on funding these three projects. ***Motion was made by Councilman Farley and seconded by Councilman Morton to fund Coaches Corner Pub and Game Room at 115 W. Main St. in the amount of \$25,000; DerMajestic at 119 E. Main at \$15,000; and Joe Latham at 123 W. Main at \$15,000, all subject to engineering review. Roll call vote: AYES: Councilman Hudspeth, Councilman Farley, Councilman Morton, Mayor Barbee. NAYS: None. Councilwoman Morgan abstained.***

5. APPROVAL OF AUTHORIZATION TO EXECUTE DEED FOR ARMORY PROPERTY

City Manager Gruen indicated he has not yet received the Phase I report from Russ Goodiel, but Mr. Goodiel has indicated he is 98% sure that the results will be “recommend no further investigation”. Mr. Goodiel expects to have the final report to Mr. Gruen sometime next week. Mr. Gruen indicated he can wait until the next City Council meeting for action by Council or City Council can authorize him to sign the deed accepting the armory property contingent upon receiving a positive Phase I report. ***Motion was made by Councilman Farley and seconded by Councilwoman Morgan to authorize City Manager Gruen to execute the necessary paperwork accepting the armory property, contingent upon his receiving a report of “no further investigation” on the Phase I report. Roll call vote: AYES: Councilman Hudspeth, Councilman Farley, Councilman Morton, Councilwoman Morgan, Mayor Barbee. NAYS: None. Motion carried.***

6. APPROVAL OF AUDIT AGREEMENT WITH GLASS & SHUFFETT FOR FY17 AUDIT

City Manager Gruen indicated Council had discussed going out to other auditing services for proposals for this year, but as the City has hired a new Finance Director, he would like to see the City stay with Glass & Shuffett for another year. Glass and Shuffett’s proposal to do the FY17 audit is \$29,250. ***Motion was made by Councilman Farley and seconded by Councilman Hudspeth to approve entering into a contract for the FY17 Audit with Glass & Shuffett in the amount of \$29,250. Roll call vote: AYES: Councilman Farley, Councilman Morton, Councilwoman Morgan, Councilman Hudspeth, Mayor Barbee. NAYS: None. Motion carried.***

7. APPROVAL OF PURCHASE OF ROCK, SAND AND CHEMICAL MATERIALS

City Manager Gruen indicated the City received bids on rock, sand and chemicals for general maintenance. The low bid for CA-6 rock was from Beelman Logistics, LLC in the amount of \$14.69/ton and the low bid for FA-1 sand was from Beelman Logistics in the amount of \$11.49/ton. The low bids on chemicals were from Hawkins, Inc. for Alum Sulfate Liquid at \$430.00/ton, Hawkins, Inc. for Soda Ash (grade 100) at \$13.20/50 lb. bag, and D.P.C. Enterprises for Chlorine at \$434.00/ton. Public Works Director Pruden indicated all of the bids were up a little bit over last year. ***Motion was made by Councilwoman Morgan and seconded by Councilman Hudspeth to accept the low bids as follow:***

Beelman Logistics, LLC – CA-6 Rock - \$14.69/ton;
Beelman Logistics, LLC – FA-1 Sand - \$11.49/ton;
Hawkins, Inc. – Alum Sulfate Liquid - \$430/ton;
Hawkins, Inc. – Soda Ash (grade 100) - \$13.20/50 lb. bag; and
D.P.C. Enterprises – Chlorine - \$434.00/ton.

Roll call vote: AYES: Councilman Morton, Councilwoman Morgan, Councilman Hudspeth, Councilman Farley, Mayor Barbee. NAYS: None. Motion carried.

VII. CITY MANAGER’S REPORT – None.

VIII. CITY ATTORNEY REPORT – None.

IX. FINANCE DIRECTOR REPORT – None.

X CITY COUNCIL REPORT

Councilwoman Morgan asked if the City will be having mulch this year. Public Works Director Pruden responded it will, but not until August or September.

Mayor Barbee asked if the Water and Wastewater Plants were able to handle all of the extra water received over the weekend, and commended them for a job well done. Public Works Director Pruden indicated they did, and all of the Public Works employees involved should be commended, as they worked like yeomen all weekend long.

XI. EXECUTIVE SESSION

1. 5 ILCS 120/2(c)(2) – Collective Bargaining
2. 5 ILCS 120/2(c)(5) – Purchase of Real Estate
3. 5 ILCS 120/2(c)(6) – Sale of Real Estate
4. 5 ILCS 120/2(c)(21) – Executive Session Minutes

Motion was made by Councilman Hudspeth and seconded by Councilwoman Morgan to enter into Executive Session at 6:52 pm for the purposes of discussing Collective Bargaining, Purchase of Real Estate, Sale of Real Estate and Executive Session Minutes. Roll call vote: AYES: Councilman Hudspeth Councilman Farley, Councilman Morton< Councilwoman Morgan, Mayor Barbee. NAYS: None. Motion carried.

Mayor Barbee indicated there would be a five minute break, and the only action after Executive Session would be on the Executive Session minutes.

Return to Open Session at 8:10 pm.

XII. CITY COUNCIL ACTION

8. Executive Session Minutes from March 6, March 20, and April 3, 2017

Motion was made by Councilwoman Morgan and seconded by Councilman Hudspeth to approve the exeutive session minutes as amended, and that they remain closed. Roll call vote: AYES: Councilman Hudspeth, Councilman Farley, Councilman Morton, Councilwoman Morgan, Mayor Barbee. NAYS: None. Motion carried.

XIII. 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 8:15 pm. Roll call vote: AYES: Councilman Morton, Councilwoman Morgan, Councilman Hudspeth, Councilman Farley, Mayor Barbee. NAYS: None. Motion carried.***

Bev Quinn, CMC
City Clerk

Minutes approved: May 15, 2017