

**AGENDA  
CITY OF SALEM  
6:00 PM REGULAR CITY COUNCIL MEETING  
OCTOBER 21, 2019**

- 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. City Council Minutes – 10/07/2019
  - 2. Request for approval on policy for Fraud, Waste and Abuse
  - 3. Second reading on Property Tax Levy for 2020 collection
  - 4. Opening of offer on City owned real estate (*discussion may follow in executive session*)
  - 5. Approval of Bills Payable for period of 9/16/2019 thru 10/18/2019
  
- VI. City Manager Report**
- VII. City Attorney Report**
- VIII. Finance Director Report**
- IX. City Council Report**
- X. Executive Session**
  - 1. Sale and/or purchase of real estate
  - 2. Personnel
  
- XI. Action on Executive Session**
- XII. Adjournment**

Rex A. Barbee, City Manager

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**MINUTES  
CITY OF SALEM REGULAR CITY COUNCIL MEETING  
OCTOBER 21, 2019**

**I. CALL TO ORDER**

The regular October 21, 2019 meeting of the City Council was convened at 6:00 pm, and called to order by Mayor Pro Tem Sue Morgan.

**Council members present:**

Councilman Jim Koehler  
Councilman Nic Farley  
Mayor Pro Tem Sue Morgan  
Councilman Craig Morton (*arrived at 6:04 pm*)

**Council members absent:** None.

**Others present:**

City Manager Rex Barbee	City Clerk Bev Quinn
City Attorney Mike Jones	Chief of Police Sean Reynolds
Public Works Director John Pruden	Deputy Chief of Police Susan Miller
Economic Dev. Dir Jeanne Gustafson	Members of the Media and Public

**II. PRAYER AND PLEDGE OF ALLEGIANCE**

Opening prayer was offered by Councilman Koehler followed by the Pledge of Allegiance.

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

**IV. MAYOR’S REPORT AND PRESENTATIONS**

Mayor Pro Tem Morgan indicated she attended the PKC dinner, and it was great. Morgan expressed welcome to all visiting Salem with the PKC event. Mayor Pro Tem Morgan indicated the City of Salem Recreation Department will be holding a Halloween Costume Contest at the Theatre at 5:30 pm on Thursday, October 31<sup>st</sup>, with trick-or-treat hours following from 6:00 pm to 8:00 pm.

## **V. CITY COUNCIL ACTION**

### **1. Consent Agenda**

- a. City Council Minutes – 10/07/2019

***Motion was made by Councilman Farley and seconded by Councilman Koehler to approve the minutes of 10/07/2019 as presented. Roll call vote: AYES: Councilman Farley, Councilman Koehler, , Mayor Pro Tem Morgan. NAYS: None. Motion carried.***

### **2. Request for approval on policy for Fraud, Waste and Abuse**

City Manager Barbee indicated he was contacted by SCIRPDC, asking if the City has a policy on “fraud, waste and abuse”. It was determined that we do not. Samples were obtained and the draft policy was provided with the agenda. SCIRPDC has indicated having such a policy is beneficial when grant applications are being reviewed. City Attorney Jones indicated he has since reviewed the document, suggested a minor revision regarding training, and will be bringing this back in ordinance form for adoption at the next meeting.

### **3. Second Reading on Property Tax Levy for 2020 Collection**

City Manager Barbee indicated nothing has changed on the levy document since the first reading, and the increase will be 4.99% plus the .02% amount approved for Bryan Bennet Library building and maintenance costs.

### **4. Opening of offer on City owned real estate**

City Manager Barbee opened a real estate offer from James and Lie-Lotte Hoffmann for Lot 4 of Armory Site Subdivision, in the amount of \$2,500.00. Mr. Hoffmann had indicated his original plan was to place the home over the area where the armory’s basement was filled. Although Shores Builders assured him that the fill had been done properly, the contractors Mr. Hoffmann spoke with could not guarantee that the land wouldn’t settle. Therefore, Mr. Hoffmann is purchasing the additional lot, and will be building the house on the south lot and a garage over the area that was filled. Mayor Pro Tem Morgan indicated this will be discussed further during Executive Session.

### **5. Approval of Bills Payable for period of 9/16/2019 thru 10/18/2019**

Following discussion, ***motion was made by Councilman Farley and seconded by Councilman Koehler to approve the bills payable from 9/16/2019 thru 10/18/2019 as presented. Roll call vote: AYES: Councilman Morton, Councilman Koehler, Councilman Farley, Mayor Pro Tem Morgan. NAYS: None. Motion carried.***

## **VI. CITY MANAGER REPORT**

**Training:** City Manager Barbee reported that he attended an Enterprise Zone conference on October 10-11, and will be attending a local government reporting training seminar on Tuesday.

**Mowing Ordinance:** City Manager Barbee indicated Kinmundy has recently passed an ordinance requiring that residents keep their ditches mowed, and Code Enforcement Officer Dave Lusch has requested that Salem pass a similar ordinance. Barbee indicated he would be doing further research into this.

**Soccer Fields:** City Manager Barbee indicated the City continues to look into possible sites for development of soccer fields.

**Time-limits for speakers at City Council meetings:** Mr. Barbee indicated he would like to see Council consider adopting an ordinance to set time limits on speakers during meetings.

**Greater Salem Area Chamber Lunch:** City Manager Barbee indicated he and Economic Development Director Gustafson were the speakers at the Chamber lunch, during which they addressed questions that have been posed regarding why the City isn’t pursuing certain retail businesses.

**Kaskaskia College Meeting:** Mr. Barbee indicated he and Mayor Pro Tem Morgan will be attending a meeting on Thursday hosted by Kaskaskia College to discuss the Salem Education Center.

**PKC:** Barbee indicated the PKC organization is back in town, and he appreciates their presence as they shop in our stores, eat in our restaurants and purchase our gas.

**Boss’s Day:** City Manager Barbee indicated he was presented with a Boss’s Day basket from the office staff last week, and he was surprised and appreciative.

## **VII. CITY ATTORNEY REPORT-** No report.

## **VIII. FINANCE DIRECTOR REPORT**

Finance Director Barrow indicated the City has received about 95% of the property taxes it budgeted for, with one more payment coming in April. Barrow added that sales taxes seem to be doing well.

## **IX. CITY COUNCIL REPORT**

**Councilman Koehler** congratulated the SCHS Football Wildcats, who will be playing in the playoff games. Koehler also congratulated the SCHS Marching Wildcats Band, which competed at McKendree University on Saturday, and received 1<sup>st</sup> in Music; 1<sup>st</sup> In General Effects; 1<sup>st</sup> in Percussion; 1<sup>st</sup> in Color Guard; 1<sup>st</sup> in Class 5A and Grand Champion.

**Councilman Farley** expressed kudos to Economic Development Director Jeanne Gustafson for her assistance, and to the local manufacturers, Jarco, Americana, NAL and Schutt , who participated in the Industry Tours for Patoka and Salem High Schools students.

**X. EXECUTIVE SESSION**

***Motion was made at 6:15 pm by Councilman Farley and seconded by Councilman Koehler to enter into Executive Session for the purpose of discussing sale and/or purchase of real estate and personnel. Roll call vote: AYES: Councilman Koehler, Councilman Farley, Councilman Morton, Mayor Pro Tem Morgan. NAYS: None. Motion carried.***

*Returned to open session at 7:10 pm.*

**XI. ACTION ON EXECUTIVE SESSION**

**Sale and/or Purchase of Real Estate**

***Motion was made by Councilman Koehler and seconded by Councilman Morton to approve the purchase of 117 S. Broadway Ave. for \$39,000, from Sheila Mulvany, to be used as a museum by the Historical Commission. Roll call vote: AYES: Councilman Morton, Councilman Koehler, Councilman Farley, Mayor Pro Tem Morgan. NAYS: None. Motion carried.*** City Manager Barbee added that the Council has reviewed estimates for some necessary revisions to the property, including a water line, ADA accessible restroom, and a new HVAC system. Barbee added that the Historical Commission has a \$10,000 commitment from the Tourism Board and \$15,000 in UP Grant funds that will be used towards the purchase and repairs, with the City's additional commitment, including purchase of the building, totaling approximately \$45,000.

***Motion was made by Councilman Farley and seconded by Councilman Koehler to approve the sale of Lot 4 Armory Site Subdivision to James and Lie-Lotte Hoffmann for \$2,500.00. Roll call vote: AYES: Councilman Koehler, Councilman Farley, Councilman Morton, Mayor Pro Tem Morgan. NAYS: None. Motion carried.***

***Motion was made by Councilman Farley and seconded by Councilman Morton to approve the sale of 11 acres on S. Hotze Road (Property ID 11-16-200-029) to Aaron Robb for \$33,000.00, pending any TIF or Enterprise Zone Development Agreements. Roll call vote: AYES: Councilman Farley, Councilman Morton, Councilman Koehler, Mayor Pro Tem Morgan. NAYS: None. Motion carried.***

**Personnel**

Mayor Pro Tem Morgan announced that Economic Development Director Jeanne Gustafson has announced her retirement, effective January 1, 2020. Morgan added that she is very sad to see Jeanne go, as she has done a wonderful job.

City Manager Barbee announced that City Council has agreed to appoint Mayor Pro Tem Sue Morgan to complete the open term as Mayor. Mayor Pro Tem Morgan will be sworn in as Mayor at the November 4<sup>th</sup> council meeting. Barbee added that the City will continue to accept letters of interest for the open Council position. In conjunction with Mayor Pro Tem Morgan's appointment as Mayor, Councilman Farley has agreed to serve as Mayor Pro Tem.

**XII. ADJOURNMENT**

As there was no further business to discuss, ***motion was made by Councilman Farley and seconded by Councilman Morton to adjourn the meeting at 7:15 pm. Roll call vote: AYES: Councilman Morton, Councilman Farley, Councilman Koehler, Mayor Pro Tem Morgan. NAYS: None. Motion carried.***

Bev Quinn, CMC  
City Clerk

Approved: \_\_\_\_\_