

**AGENDA
CITY OF SAEM
6:00 PM REGULAR CITY COUNCIL MEETING
January 20 2020**

- 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 – 1/06/20 review for approval
 - 2. Presentation on Digi-ticket process by Circuit Clerk Rhonda Yates and Chief Reynolds
 - 3. Request for approval on purchase of replacement computers for Police Squad cars
 - 4. Request for letter of support for Little Egypt Golf Cars grant application with IL DOT
 - 5. Approval of accounts 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 Closed Session Minutes
 - 2. 5 ILCS 120/2 (c)(4) – Legal Action

- V. City Council Action (*continued after Executive Session*)**
 - 6. Approval of Closed Session Minutes – 9/16/19, 10/21/19 and 12/02/19
 - 7. Approval of Resolution 2020-02 – Semi Annual Review of Closed Session Minutes

- XI. Motion to Adjournment**

Rex A. Barbee
City Manager

**MINUTES
CITY OF SALEM REGULAR CITY COUNCIL MEETING
January 20, 2020**

- I. CALL TO ORDER**

The regular January 20, 2020 meeting of the City Council was convened at 6:00 pm, and called to order by Mayor Sue Morgan.

Council members present:
Councilman Jim Koehler
Councilman Nic Farley
Councilman Craig Morton
Councilman Jacob Hockett
Mayor Sue Morgan

Council members absent: None.

Others present:

City Manager Rex Barbee	City Clerk Bev Quinn
City Attorney Mike Jones	Public Works Director John Pruden
Asst. Public Works Director Annette Brushwitz	Chief of Police Sean Reynolds
Economic Dev. Director Tabitha Meador	Deputy Chief of Police Susan Miller
Code Enforcement Officer Dave Lusch	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 Morgan presented her "State of the City Address", wherein she thanked a number of individuals and organizations who have made a difference in our community during the past year.

Mentioned were:

- Bryan Bennett Library Director Kim Keller
- Code Enforcement Officer Dave Lusch
- Salem Police Department
- Public Works Department
- YMCA Director/City of Salem Recreation Director Jed Casburn
- Inclusive Playground Committee, including Shelli McIntosh, Lions Club Members and Jeanne Gustafson
- Daffy Dill Garden Club
- Historical Commission
- Mission Salem
- Salem Community Theatre Board
- Little Egypt Festival and Parade, Chairs Jay and Beth Henke and Committee
- Sleep in Heavenly Peace, Annette Brushwitz, Steffanie Rakers and Megan Branch
- Media, Bruce Kropp and Dennis Rosenberger
- City of Salem Employees, Boards, Commissions, Fraternal Organizations, Clubs, Churches, Volunteer Groups, and Citizens

V. CITY COUNCIL ACTION

1. **Consent Agenda**

a. City Council Minutes – 1/06/2020

Motion was made by Councilman Farley and seconded by Councilman Koehler to approve the minutes of January 6, 2020, as presented. Roll call vote: AYES: Councilman Farley, Councilman Morton, Councilman Koehler, Mayor Morgan. NAYS: None. Motion carried.

2. **Presentation on Digi-ticket process by Circuit Clerk Rhonda Yates and Chief Reynolds**

Circuit Clerk Rhonda Yates indicated her office is implementing the Digi-Ticket process, and she hopes Salem Police Department will agree to be part of Phase I. Yates added that her office has a fund that includes a digital tickets, document storage, and public access, and she intends to fund the entire program for all of the cities involved for the first two years. Her purchase will include everything, including paper, except equipment installation. Chief Reynolds added that this program will provide a safety element by not requiring officers to look down to write and will cut the time of traffic stops to about half. If a driver is being issued multiple tickets, this system can populate the information from the driver's license, and upload that information to the additional tickets. The system will also be used for city ordinance violations. Yates added that after two years, the equipment will belong to departments using it, and the agencies will have some annual expense (*approximately \$250.00*). As the 10 printers are replaced, they will cost roughly \$350-\$400 each, and the department currently spends approximately \$1,000 annually for ticket books. Ms. Yates added that training is included with the cost, and should take 2-3 hours per officer. Chief Reynolds indicated he sat in on training in Flora, and the system is very user-friendly, and city mechanic Jon Handegan has indicated he is confident he can handle the installation. ***Motion was made by Councilman Farley and seconded by Councilman Hockett to approve participation in the Digi-Ticket program with Marion County Circuit Clerk's office. Roll call vote: AYES: Councilman Morton, Councilman Hockett, Councilman Koehler, Councilman Farley, Mayor Morgan. NAYS: None. Motion carried.***

3. **Request for approval on purchase or replacement computers for Police Squad Cars**

City Manager Rex Barbee indicated the Salem Police Department needs to upgrade its in-car computers. The proposed Technology Utilization Agreements provide a format to spread the costs over a three or five year period, and will replace the existing laptops with Panasonic CF-33 Toughbooks. Additionally, the screens of the laptops can be detached to get digital signatures from those receiving tickets and to take photographs.

Councilman Morton asked if this is an emergency situation. Chief Reynolds indicated they have had to have a lot of equipment repairs made, with more pending. The new computers will be covered under a warranty. Reynolds added that the equipment seems to be failing all at the same time. Deputy Chief Miller added that they are having difficulty with their modems, as the technology is advancing more quickly than IO Bus can handle. The new equipment will allow

dispatch to send alerts to all officers at once, check warrants, etc. Chief Reynolds added that the cost of the lease program each year is similar to having to purchase a couple of new computers.

Councilman Farley noted that he does not like that the City is only looking at bids from one vendor. DC Miller indicated CDS has a contract with the State of Illinois, and other electronic equipment suppliers don't have the experience with law enforcement equipment that CDS has. Additionally, CDS offers a warranty that other suppliers don't offer. Miller added that all of the police departments in Marion County use CDS.

Councilman Morton asked how much over budget the Police Department is at this time. City Manager Barbee responded that they are not over budget, and added that Finance Director Keli Barrow has indicated the City's current budget can handle either the three or five year lease costs.

Councilman Farley expressed some concern about the five-year lease, due to the speed at which technology changes. Chief Reynolds indicated he is comfortable with the five-year lease, because of the warranty. The monthly cost will be lower, but more expensive overall. City Manager Barbee indicated he is amenable to a three-year lease, but feels the City should move forward. Councilman Farley drew Chief Reynolds and Deputy Chief Millers' attention to a component that they may not need, and Reynolds indicated they would check on it. Chief Reynolds added that everything is under warranty in the lease. Councilman Farley indicated it would be \$170.00/mo. for the three-year lease or \$147.00/mo. for the five-year lease. ***Motion was made by Councilman Farley and seconded by Councilman Koehler to enter into a 60-month lease with CDS for eight Toughbooks, as outlined in the lease agreement. Roll call vote: AYES: Councilman Hockett, Councilman Koehler, Councilman Farley, Mayor Morgan. NAYS: Councilman Morton. Motion carried.***

4. Request for letter of support for Little Egypt Golf Cars grant application with IL DOT

City Manager Barbee indicated Neal Smith, owner of Little Egypt Golf Cars, is applying for a grant through IL DOT to assist in the cost of construction of a concrete road onto their property to facilitate their business's and future businesses' development in Little Egypt Golf Cars Subdivision. IDOT EDP grant funds will require that the City be a co-applicant, and payments pass through the City for disbursement to contractors. Little Egypt Golf Cars is bearing the expense of engineering studies and the remaining cost of road construction. Mr. Smith has provided a site plan for development of his business and future business sites. The grant will cover 50% of the road development costs. City Manager Barbee added that if the project should fail midway through development, the City will be responsible for returning the funds to IL DOT. Barbee added that Mr. Smith has provided a succession plan for ownership of his development, and has the necessary financial backing for the \$4-5 million project. ***Motion was made by Councilman Koehler and seconded by Councilman Morton to approve a Letter of Support and participation in the grant application to IL DOT with Neal Smith and Little Egypt Golf Cars, as presented. Roll call vote: AYES: Councilman Koehler, Councilman Farley, Councilman Morton, Councilman Hockett, Mayor Morgan. NAYS: None. Motion carried.***

5. Approval of Accounts Payable for period of 12/16/19 through 01/17/20

City Manager Barbee indicated a bill had come in from Burr's Tree Service in the amount of \$2,500.00 after payables were finalized, and he would like it considered along with the listed bills. Following review, ***motion was made by Councilman Hockett and seconded by Councilman Morton to approve the bills payable of 12/16/19 through 1/17/20 with the addition of the Burr Tree Service bill in the amount of \$2,500.00, as presented. Roll call vote: AYES: Councilman Morton, Councilman Hockett, Councilman Koehler, Mayor Morgan. NAYS: None. Councilman Farley abstained, as he did not receive the payables with his emailed packet. Motion carried.***

VI. CITY MANAGER REPORT

City Manager Barbee provided the following report:

- The City and Inclusive Playground Committee have received notice that they were approved for the \$210,700 grant they applied for. The next step will be to await the letter of award, then schedule ground breaking and tree removal.
- The City has made several of the sidewalk repairs discussed earlier in the year, and is accepting bids for a Sidewalk Improvement Project for several additional sidewalks.
- Department Heads are working on their budget documents, with the first submittal being due mid-February.
- Gadget Gurus has moved to their new location at 117 S. Broadway, and will be holding a ribbon cutting on Saturday, February 1st at noon.

- Brad Dickneite has moved Salem Bicycle Shop to the 100 block of E. Main.
- Barbee mentioned he was viewing college football on television, and it was great to see the Schutt name on several helmets.
- The Salem Theatre will be holding a ribbon cutting On February 13th.

VII. CITY ATTORNEY REPORT - No report.

VIII. FINANCE DIRECTOR REPORT – Not present, no report.

IX. CITY COUNCIL REPORT

Councilman Koehler apologized for his statements made at the January 6th meeting, indicating his concern about Save A Lot closing, and that Salem needs another grocery store, without having all of the necessary information. Koehler also commended the Salem Police Department for quickly solving the case regarding vandalization of the Little League property.

X. EXECUTIVE SESSION

1. 5 ILCS 120/2(c)(21) – Review of Closed Session Minutes
2. 5 ILCS 120/2 (c)(4) – Legal Action

Motion was made by Councilman Farley and seconded by Councilman Hockett to enter into executive session at 7:00 pm for the purpose of discussing closed session minutes and pending litigation. Roll call vote: AYES: Councilman Morgan, Councilman Hockett, Councilman Koehler, Councilman Farley, Mayor Morgan. NAYS: None. Motion carried.

(Mayor Morgan called a five minute break.)

Return to open session at 7:16 pm.

V. CITY COUNCIL ACTION (after executive session)

1. Approval of Closed Session Minutes – 9/16/19, 10/21/19 and 12/02/19

Motion was made by Councilman Koehler and seconded by Councilman Farley to approve the closed session minutes of 9/16/19, 10/21/19 and 12/02/19 as presented, and to keep them closed. Roll call vote: AYES: Councilman Hockett, Councilman Koehler, Councilman Farley, Councilman Morton, Mayor Morgan. NAYS: None. Motion carried.

2. Approval of Resolution 2020-02 – Semi-Annual Review of Closed Session Minutes

Motion was made by Councilman Hockett and seconded by Councilman Farley to approve Resolution 2020-02 Semi-Annual Review of Closed Session minutes, as presented. Roll call vote: AYES: Councilman Koehler, Councilman Farley, Councilman Morton, Councilman Hockett, Mayor Morgan. NAYS: None. Motion carried.

XI. ADJOURNMENT

As there was no further business to discuss, ***motion was made by Councilman Morton and seconded by Councilman Farley to adjourn the meeting at 7:20 pm. Roll call vote: AYES: Councilman Koehler, Councilman Farley, Councilman Morton, Councilman Hockett and Mayor Morgan. NAYS: None. Motion carried.***

Bev Quinn, CMC
City Clerk

Approved: _____