

**Note: Due to COVID-19 issues, City Hall will not be open to the public. Remote participation is being implemented using Zoom meeting software. Necessary login information is provided below the agenda. To participate via video, it is necessary to download the ZOOM app. It is not necessary to have the app to call in and participate without video.**

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**AGENDA**  
**CITY OF SALEM**  
**6:00 pm REGULAR CITY COUNCIL MEETING**  
**April 6, 2020**

- I. Call to Order**
- II. Prayer and Pledge of Allegiance**
- III. Presentation of Petitions/Public Comments**
- IV. Mayor’s Report and Presentations**
  - 1. Proclamation for S.A.F.E**
  
- V. City Council Action**
  - 1. Consent Agenda
    - a. City Council Minutes – 03/16/2020 review and approval
  - 2. First reading – 2020/2021 budget
  - 3. Request to surplus some items from Police Department
  - 4. Discussion on Downstate Stabilization grant program
  - 5. COVID-19 safety measures update
  
- VI. City Manager Report**
- VII. City Attorney Report**
- VIII. Finance Director Report**
- IX. City Council Members Report**
  
- X. Motion to Adjourn**

Rex A. Barbee  
City Manager  
*RAB*

Quote of the Day –  
Without laughter, life on our planet would be intolerable. – Steve Allen

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**Remote Participation Using ZOOM conferencing software:**  
**To participate remotely by smart phone, tablet or computer with or without a web-cam use the following link and password:**

Topic: Salem City Council Meeting  
Time: Apr 6, 2020 06:00 PM Central Time (US and Canada)  
Join Zoom Meeting  
<https://zoom.us/j/507526509>  
Meeting ID: 507 526 509

**One tap mobile:**  
+13126266799,,507526509# US (Chicago)  
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**Dial by your location**  
+1 312 626 6799 US (Chicago)  
Meeting ID: 507 526 509

**Find your local number:** <https://zoom.us/u/adseXN3rWs>

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**MINUTES**  
**CITY OF SALEM REGULAR CITY COUNCIL MEETING**  
**April 6, 2020**

- I. CALL TO ORDER**  
The regular April 6, 2020 meeting of the City Council was convened at 6:00 pm via video conferencing, and called to order by Mayor Sue Morgan.
- Council members present via Zoom:**  
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

Public Works Director John Pruden

Economic Dev. Director Tabitha Meador

Members of the Media

City Clerk Bev Quinn

Chief of Police Sean Reynolds

Finance Director Keli Barrow

Chamber Director Jessickya Coleman Nix

**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 read a proclamation declaring the month of April as "Sexual Assault Awareness and Child Abuse Prevention Awareness Month" in Salem, and urged the citizens of Salem to "join community agencies and law enforcement in a partnership of trust and responsibility to make our community a safe and supportive place for everyone, and to challenge ourselves to learn about the trauma abuse causes to better serve our juries and communities."

**V CITY COUNCIL ACTION**

**1. Consent Agenda**

**a. City Council Minutes – 03/16/2020**

***Motion was made by Councilman Farley and seconded by Councilman Koehler to approve the minutes of March 16, 2020, as presented. Roll call vote: AYES: Councilman Farley, Councilman Hockett, Councilman Koehler, Councilman Morton, Mayor Morgan. NAYS: None. Motion carried.***

**2. First Reading – FY21 Budget**

City Manager Barbee indicated that Council has had the budget for a couple of weeks, but there were a few changes that were distributed today. Barbee indicated the projected FY21 budget expenditures total \$18,308,136, which is an increase of approximately 4%. Revenues are projected to be \$17,079,447, although Mr. Barbee indicated he and Finance Director Barrow expect some local taxes may be down, and they will keep an eye on those and make changes as needed.

Councilman Morton asked if there is a way to see specifically what businesses are open and project more closely what sales taxes will be collected. Finance Director Barrow indicated most of the City's highest sales tax generators are "essential businesses", so we will still be receiving those taxes. Barrow added that if businesses are closed for three months due to COVID-19, it will probably amount to an approximate 3% loss in sales tax. Councilman Farley suggested it might be smart to reduce the proposed budget expenditures by 3% to reflect the expected reduction in sales taxes to be received. Dir. Barrow responded that the 3% reduction in sales taxes would only amount to about \$20,000 per month. Farley suggested cutting the budget by \$60,000. City Manager Barbee indicated he and Dir. Barrow will prepare some budget reductions for discussion at the next meeting. City Manager Barbee provided the following budget item explanations:

**General Fund Summary**

The overall general fund budget has been increased by less than 4% from the FY20 budget. Property tax revenues are expected to be down from last year, but other taxes are up for the current year.

- **Gen Admin Salaries** – 1.27% salaries; overall increase for General Fund is 5%, including costs for July 4<sup>th</sup> events;
- **Police** – 5.2% increase – includes some Capital Improvements;
- **City Hall** – includes \$25,000 carryover for capital improvements for HVAC work;
- **Economic Development** – lower salary costs, but higher training costs;
- **Streets** – includes purchase of a ¾ ton truck and higher costs for engineering and agency expenses;
- **Pool Service** – increased due to minimum wage increases and projected increases in the cost of chemicals. Also included is debt service;
- **Animal Control** – increased, due to increases in staff, building maintenance, and professional services;
- **Mechanical Services** – increased due to purchase of additional equipment as part of the capital improvement plan;
- **Police Pension** – increased to meet State contribution requirements;
- **DOEM** – increase in projected revenues, due to grants; increase in expenditures due to contractual services;
- **Garbage Fund** – decreased, as expenses have gone down;
- **Parks** – increases in revenue and expenditures due to some "pass through" funds for the Inclusive Playground;

- **Recreation** – increased, as it contains funds set aside for soccer complex development;
- **MFT** – includes amounts for Whittaker Street sidewalks and curbs;
- **Wastewater Treatment** – increase in professional services, and replacement of equipment;
- **Gas and Raw Water** – down.

Councilman Morton asked why chemical costs are up. City Manager Barbee indicated this is just an estimate based on trends, and he did not want to under-budget.

Councilman Farley suggested that Fund 20 for gaming proceeds should be reduced, since no video gaming is being permitted during the “Stay at Home” order. Finance Director Barrow indicated she estimates the loss to be approximately \$13,000 per month. Dir. Barrow added that the Cannabis Use Tax is a new revenue of \$3,000 per month from the State.

Councilman Morton noted that the Police Department budget is \$2 million, and asked what it has been in past years. The past few years were discussed. Morton asked if the SROs are currently working, since the schools are closed. Chief Reynolds responded that they are currently working the streets.

Councilman Morton asked about the Animal Control budget. City Manager Barbee responded that he has added both full-time and part-time employees, and is budgeting for some necessary improvements to the building.

City Manager Barbee indicated this is just a first reading of the budget, and he and Dir. Barrow will make some revisions, as suggested, and bring this back for a second reading at the next meeting.

### **3. Request to surplus some items from Police Department**

City Manager Barbee indicated the Police Department would like to surplus some holsters and magazine pouches that no longer fit their weapons. Councilman Farley asked what will happen with the equipment once it is declared surplus. Chief Reynolds indicated he will sell the equipment, and would like to apply the proceeds to improved targets at the range. ***Motion was made by Councilman Farley and seconded by Councilman Hockett to approve Ordinance 2020-02 declaring the items shown on Exhibit A of the ordinance as surplus. Roll call vote: AYES: Councilman Morton, Councilman Hockett, Councilman Koehler, Councilman Farley, Mayor Morgan. NAYS: None. Motion carried.***

### **4. Discussion on Downstate Stabilization Grant Program**

Economic Development Director Meador indicated DCEO has updated and reissued its grant guidebook to narrow the scope of what businesses are eligible. Councilman Morton asked what the date deadlines are. Dir. Meador indicated she is holding off on announcing deadlines, as she will be participating in a DCEO webinar on this topic tomorrow. Meador added that once she starts receiving applications, she will combine them into hearings as a group. Meador added that every business that has expressed interest, so far, has been ineligible because they are either an “essential business” or have not been in operation for a minimum of three years. Dir. Meador added that many businesses may be uncomfortable with the requirement that their financials all be made open to the public as part of the public hearing process.

Councilman Farley noted that the Downstate Stabilization grant is different than the Hospitality grant. Dir. Meador concurred, and added that the Hospitality grant applications were due on April 1<sup>st</sup>, and were awarded via a lottery. Meador added that she knows two entities from Salem applied, but she does not know if they were selected.

Dir. Meador added that a third program, offered by DCEO, is a low-interest loan program that will pair applicants up with local lenders who are participating.

### **5. COVID-19 Safety Measures Update**

City Manager Barbee indicated that effective today, the basketball courts and skate park in Bryan Park are closed to the public. The playgrounds in all of our parks have been closed since the Governor’s original “Stay at Home” order.

Councilman Farley asked Chief Reynolds if the City is missing anything. Chief Reynolds responded that the majority of our businesses and individuals are doing a pretty good job of following the Governor’s Executive Orders, but there are some gray areas. Councilman Morton asked what those gray areas are. Chief Reynolds indicated they have primarily concerned churches wanting to have services on their parking lots for Easter, and non-essential travel. Councilman Farley concurred that the orders are somewhat vague. Farley added that Patoka is giving out public nuisance violation tickets for non-compliance. Chief Reynolds responded that he doesn’t feel it has become that much of an issue here, yet.

VI. **CITY MANAGER REPORT**

City Manager Barbee expressed kudos to all First Responders, and especially to the Fire Department, Police Department, EMS, and DOEM personnel for their front line responses.

City Manager Barbee indicated Public Works projects are proceeding nicely. The Department is hoping to have the Illinois St. and W. Main project done by Saturday, The sidewalk project on Ohio St. is complete, and additional sidewalk projects will be done by next week.

City Manager Barbee indicated the City has received an offer on a piece of property in the Industrial Park and has received interest from another potential buyer for the site currently under contract with Salem Solar LLC. More information will be provided prior to the next meeting.

VII. **CITY ATTORNEY REPORT - (Not present.)**

VIII. **FINANCE DIRECTOR REPORT** – No report.

IX. **CITY COUNCIL REPORT**

**Councilman Farley** expressed kudos to those who have been using their 3D printers to make face shields for medical personnel, including Ryan Sinclair, Mark Peradotti, Rick Dodson and Ryan Resch. *(Clerk’s note: Councilman Farley is making them, too.)*

**Councilman Morton** thanked City Manager Barbee, Economic Development Director Tabitha Meador and Finance Director Keli Barrow for their work on the Downstate Stabilization Grant Program.

XII. **ADJOURNMENT**

As there was no further business to discuss, ***motion was made by Councilman Morton and seconded by Councilman Koehle to adjourn the meeting at 6:45 pm. Roll call vote: AYES: Councilman Hockett, Councilman Koehler, Councilman Farley, Councilman Morton, Mayor Morgan. NAYS: None. Motion carried.***

Bev Quinn, CMC  
City Clerk

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