

**AGENDA
CITY OF SALEM
REGULAR CITY COUNCIL MEETING
6:00 PM April 1, 2019**

- I. Call to Order**
 - II. Prayer and Pledge of Allegiance**
 - III. Presentation of Petitions/Public Comments**
 - IV. Mayor's Report and Presentations**
 - 1. Presentation by Ret. Representative John Cavaletto
 - 2. Proclamation for Grace Methodist Church – Historic Building
 - V. City Council Action**
 - 1. Consent Agenda
 - a. City Council Minutes – 03/18, 2019
 - 2. Second Reading of FY20 City of Salem Budget
 - 3. Approval of Purchase of Paint Services for Bryan Park Restrooms
 - 4. Approval of Bid for Culvert Replacement at Kell St.
 - 5. Approval of IDOT Resolution for Whittaker FAU Work
 - VI. City Manager Report**
 - VII. City Attorney Report**
 - VIII. Finance Director Report**
 - IX. City Council Report**
 - X. Adjournment**
- Bill Gruen
City Manager

**MINUTES
CITY OF SALEM
REGULAR CITY COUNCIL MEETING
April 1, 2019**

- I. CALL TO ORDER**

The regular April 1, 2019 meeting of the City Council was convened at 6:00 p.m. and called to order by Mayor Rex Barbee.

Council members present:
Councilman Jim Koehler
Councilman Nicolas Farley
Councilman Craig Morton (*Arrived at 6:02 pm*)
Councilwoman Sue Morgan
Mayor Rex Barbee

Council member absent:
None

Others present:

City Manager Bill Gruen	City Clerk Bev Quinn
City Attorney Mike Jones	Chief of Police Sean Reynolds
Public Works Director John Pruden	Asst. Public Works Director Annette Brushwitz
Deputy Chief Susan Miller	Finance Director Keli Barrow
Economic Development Dir. Jeanne Gustafson	Members of the Media and Public
- II. PRAYER AND PLEDGE OF ALLEGIANCE**

Opening prayer was offered by Councilwoman Morgan, followed by the Pledge of Allegiance.
- III. PRESENTATION OF PETITIONS/PUBLIC COMMENTS**

Mayor Barbee welcomed Tammy, Grace and Caroline Foltz, and invited them to address Council about a project they want to do. Grace read the following letter to Council:

(*See next page*)

My name is Grace Foltz and this is my sister Caroline. We are starting a Little Free Library. It is a neighborhood book exchange with the goal of inspiring readers and strengthening communities. The motto is "Take a book-Share a book".

A little history of them – In 2009 a man from Wisconsin placed a little free library in his front yard in honor of his mother. Since then the nonprofit book exchange organization grown to 60,000 around the world in 80 countries. You can visit littlefreelibrary.org to see the world map and library locations. As soon as we receive our charter number Salem will be on the map.

We first saw a Little Free Library in Sanibel several years ago while on vacation. Since then we have seen them in several other states. We have said over the course of the years that we would like to start our own. Our Grandma Bonnie passed away 2 weeks ago and she was an avid reader. She loved sharing books, talking about books and loved reading to us when we were little. We decided to get going with this project to honor her memory.

The Centralia Sentinel has given us 3 old newspaper receptacles that we plan to repaint and place:

- #1 at Salem Pool
- #2 Ball field on College by the concession stand
- #3 Community Center

There will be a small indoor one at SSM Salem Family Health Center on Whittaker in the waiting room.

In the winter we will see about moving the one at the ball field to the health department.

My sister and I and our mom will be checking them and restocking them, but by all means if someone knows that one needs restocked please call my mom's office and tell her or reach out to us on facebook. We plan to make a Salem Little Free Library facebook page that people can follow and we can post when they have been restocked or when they need restocked. And any suggestions will be welcome!

The Little Free Library isn't meant to compete with the Bryan Bennett Library and obviously can't offer the services that they provide. Hopefully, it will serve to complement it by providing easy access to books for those that may not be able to get to the public library. We will make sure to have a sign on it that says it's not a drop off for the public library books. We don't want people to be confused and drop off a book that needs to be returned to the public library.

How many people will naturally visit them, how many books will be taken, and what books will be most popular are questions that we have. We will just have to give it a try and see. We have been told that children's books and young adult books are popular.

We have been told that successful little libraries have an official ribbon cutting so we will plan to do that as soon as they are painted and placed.

Mayor Barbee commended the young ladies for their efforts and Councilman Farley added that he is very impressed. Mayor Barbee thanked the Foltzes for their presentation.

IV. MAYOR'S REPORT AND PRESENTATIONS

1. **Presentation by Ret. Representative John Cavaletto**

Mayor Barbee invited Retired State Representative John Cavaletto to address Council. Mr. Cavaletto thanked Mayor Barbee and the City Council for inviting him to the meeting. Mr. Cavaletto indicated over this years in the House of Representatives, he has collected many pictures of Abraham Lincoln. Mr. Cavaletto added that he feels Mr. Lincoln was the greatest president who ever lived and a great statesman, as well as being an Illinois boy. Mr. Cavaletto indicated he just donated a picture to the Old Court House in Vandalia, and he would also like to donate one to the City of Salem. (*See below.*)



Mayor Barbee thanked Mr. Cavaletto, and indicated the City would display it in a place of honor.

2. Proclamation for Grace Methodist Church – Historic Building

Mayor Barbee announced that the Grace Methodist Church building has been placed on the National Register of Historic Places, and the Church is holding a celebration to recognize this designation on April 6, 2019. In recognition of this honor, Mayor Barbee declared the week of April 1-7, 2019 as “Grace United Methodist Church Week” in Salem. Members of the Grace United Methodist Church who were present are: Frank Brinkerhoff, John Richardson, Jim Milano, Mary Ann Milano, John Right, Rae Delao, Levi Ward and Jeannie Malone. Councilman Koehler added that the Methodist church is having a fish fry as part of their celebration, and tickets are available for purchase.

Proclamation for S.A.F.E. (*Sexual Assault and Family Emergencies*) – Pam Bird of S.A.F.E. was present to provide information about the services her organization provides. At S.A.F.E.’s request, Mayor Barbee presented a proclamation declaring the month of April as “Sexual Assault Awareness Month & Child Abuse Prevention Month” in Salem.

V. CITY COUNCIL ACTION

1. Consent Agenda

a. Approval of Minutes – March 18, 2019

Motion was made by Councilman Koehler and seconded by Councilwoman Morgan to approve the City Council minutes of March 18, 2019, as presented. Roll call vote: AYES: Councilman Farley, Councilman Morton, Councilwoman Morgan, Councilman Koehler, Mayor Barbee. NAYS: None. Motion carried.

2. Second Reading of FY20 City of Salem Budget

City Manager Gruen went through budget revisions since the first reading of the proposed budget, as follows:

Notes on Budget Changes Since March 18, 2019

General Fund & Economic Development		Old	New	\$ Difference	Why?
01-4336-00	Cable TV Franchise	\$ 80,000	\$ 88,000	\$ 8,000	Higher FY19 revenues collected
01-5105-214-00	Econ Dev Professional Service	\$ -	\$ 5,000	\$ 5,000	
01-5105-306-00	Econ Dev Office Supplies	\$ 500	\$ 1,500	\$ 1,000	Professional services in support of potential projects, possible travel to RECON
01-5105-401-00	Econ Dev Travel	\$ 2,500	\$ 3,500	\$ 1,000	
01-5105-401-01	Econ Dev Meetings	\$ 2,000	\$ 3,000	\$ 1,000	
Total Econ Dev Budget		\$ 102,750	\$ 110,750	\$ 8,000	
Total Gen Fund Budget		\$ 5,717,610	\$ 5,725,610	\$ 8,000	

Garbage		Old	New	\$ Difference	Why?
03-5101-214-00	Professional Service	\$ 35,665	\$ 35,065	\$ (600)	
03-5101-314-00	Equipment Maint Materials	\$ 22,900	\$ 22,300	\$ (600)	Landfill license application and test for two
03-5101-402-00	Training	\$ -	\$ 1,200	\$ 1,200	
Total Garbage Budget		\$ 683,515	\$ 683,515	\$ -	

Water/Sewer		Old	New	\$ Difference	Why?
16-5121-622-00	Water/Sewer System Improve	\$ 361,125	\$ 286,125	\$ (75,000)	Want higher EOY 20 Fund 16 balance
Total Water/Sewer System Budget		\$ 796,140	\$ 721,140	\$ (75,000)	
Total Water/Sewer Budget		\$ 3,086,618	\$ 3,011,618	\$ (75,000)	

Fund 18		Old	New	\$ Difference	Why?
18-5121-622-08	Water/Service Line Replacement	\$ 685,275	\$ 760,275	\$ 75,000	Have room for Kell St and Oak Park water
Total Fund 18 Budget		\$ 1,805,255	\$ 1,880,255	\$ 75,000	

Fund 20/Video Gaming		Old	New	\$ Difference	Why?
18-5101-601-01	Comm Center Director Salary	\$ 17,500	\$ 15,000	\$ (2,500)	
18-5101-601-00	Grant Match Projects	\$ 10,500	\$ 13,000	\$ 2,500	
Total Fund 18 Budget		\$ 160,000	\$ 160,000	\$ -	

Fund 22/UDAG		Old	New	\$ Difference	Why?
22-5101-632-00	Demo projects	\$ 15,000	\$ 1,000	\$ (14,000)	Late demo/other spending noted below
Total Fund 22/UDAG Budget		\$ 15,000	\$ 1,000	\$ (14,000)	

~ March 1 Fund Balance	\$ 20,302
Mission Salem Contribution	\$ (10,000)
409 S Lincoln Demo	\$ (2,678)
Moving track hoe	\$ (150)
Tree removal at 409 S Lincoln	\$ (3,000)
310 S Hamilton estimate	\$ (3,000)
FY19 EOY Estimate	\$ 1,474

	Old	New	\$ Difference
Total Budget All Funds	\$ 17,230,881	\$ 17,224,881	\$ (6,000)

FY20 Spending "On Hold" for FY19 Budget Performance	
Bryan Park restroom painting	\$ 7,200
New Shelter #5, outfitted	\$ 15,400
Park rip rap	\$ 5,000
Police Dept computer security	\$ 42,000
City Hall work	\$ 145,067
TOTAL	\$ 214,667

City Manager Gruen went through all non-General Fund proposed expenditures, as listed below.

FUND:	ALL FUNDS	EXPENDITURE SUMMARY	FY 2018	FY 2019	FY 19 Budget	FY 2019	FY 2020
			ACTUAL	BUDGET	Favorable	ACTUAL	BUDGET
			4/30/2018	4/30/2019	(Unfavorable)	3/31/2019	
01	GENERAL		5,632,171	5,467,497	638,967	4,828,530	5,725,610
01	GENERAL WITH POLICE PENSION TRANSFER		0	5,706,238	638,967	5,067,271	6,020,004
02	ESDA		35,074	34,366	(158)	34,524	35,875
03	GARBAGE		627,634	657,635	15,858	641,777	683,515
04	PARKS		219,549	184,494	(473)	184,967	181,020
06	LIBRARY		344,151	197,937	47,145	150,792	201,180
07	LIBRARY IMRF		18,642	16,272	(2,859)	19,131	16,270
08	RECREATION		70,666	107,344	3,607	103,737	105,590
09	MOTOR FUEL TAX		184,249	173,500	64,387	109,113	253,500
10	POLICE PENSION		502,902	532,532	42,340	490,192	548,468
11	DOWNTOWN TAX INCREMENT FINANCING FUND		106,864	251,240	39,812	211,428	277,745
14	VETERAN'S FUND		1,226	900	(8,964)	9,864	1,000
16	WATER AND SEWER		2,823,428	2,957,097	342,040	2,615,057	3,011,618
17	GAS		3,590,707	3,669,517	284,829	3,384,688	3,760,520
18	CAPITAL PROJECT - 1/2 SALES TAXES		1,140,865	1,576,060	409,861	1,166,199	1,880,255
20	MATCHING GRANT PROJECTS		45,133	253,650	48,324	205,326	160,000
21	TAX INCREMENT FINANCE #2		89,158	349,825	179,851	169,974	366,715
22	CAPITAL PROJECT #4 - UDAG		0	0	0	0	1,000
29	BUSINESS DISTRICT		0	0	0	0	15,000
		TOTALS	9,810,248	16,668,607	2,104,566	14,564,040	17,519,275

3. Approval of Purchase of Paint Services for Bryan Park Restrooms

City Manager Gruen indicated that during the first budget reading, he presented some Park spending that he couldn’t get into a balanced budget for FY20. One of those requests was to hire Henson Painting Contractors for \$7,208 for painting the inside and outside of the restrooms in Bryan Park. Gruen indicated the Parks FY19 budget will not likely end in the black, which is why he is requesting Council approval for this to be an FY19 expenditure. **Motion was made by Councilwoman Morgan and seconded by Councilman Farley to approve an expenditure of \$7,208 to Henson Painting Contractors to paint the Bryan Park restrooms. Roll call vote: AYES: Councilman Morton, Councilwoman Morgan, Councilman Koehler, Councilman Farley, Mayor Barbee. NAYS: None. Motion carried.**

4. Approval of Bid for Culvert Replacement at Kell St.

City Manager Gruen indicated Kell St. box culvert replacement was included in the draft FY20 budget in Fund 18. Bids were opened the week of March 25, and the low bidder is Lake Contracting, in the amount of \$99,998. Gruen added that we have \$148,500 budgeted for this project in FY20. Public Works Director John Pruden added that although he has not used Lake Contracting in the past, they come highly recommended by our consultants. **Motion was made by Councilman Farley and seconded by Councilman Koehler to accept the proposal from Lake Contracting for Kell St. Box Culvert Replacement in the amount of \$99,908. Roll call vote: AYES: Councilwoman Morgan, Councilman Koehler, Councilman Farley, Councilman Morton, Mayor Barbee. NAYS: None. Motion carried.**

5. Approval of IDOT Resolution for Engineering Agreement with Rhutasel for Whittaker FAU Work

City Manager Gruen indicated Council agreed on March 4, 2019 to an IDOT-approved engineering agreement with Rhutasel for their work from design through inspection for the FAU-supported work at Whittaker (street, sidewalks and storm sewer). This resolution accomplishes the same approval. **Motion was made by Councilman Farley and seconded by Councilwoman Morgan to approve the IDOT Resolution for Engineering with Rhutasel and Associates for Whittaker FAU work in the amount of \$216,500. Roll call vote: AYES: Councilman Koehler, Councilman Farley, Councilman Morton, Councilwoman Morgan, Mayor Barbee. NAYS: None. Motion carried.**

VI. CITY MANAGERS REPORT

Budget - City Manager Gruen indicated there will be a Budget Hearing at 5:45 pm on April 15th, followed by a final reading and approval. Gruen added that the draft budget is available on the City website and a printed copy is available at City Hall for review.

Keith McNeil – The Orchard – Mr. Gruen indicated he recently had an impromptu meeting with Keith McNeil, and Keith is really being active about bringing businesses to The Orchard. That area is really looking good. Councilman Farley indicated that the south end of town is looking better than it has in years. Councilman Koehler added that Keith will have The Orchard filled in no time.

VII. CITY ATTORNEY’S REPORT – No report.

VIII. FINANCE DIRECTOR’S REPORT

Ms. Barrow indicated she will have the revenue expense reports this week, and she will be working on the budget amendment for approval at the next meeting.

IX. CITY COUNCIL REPORT

Councilman Koehler indicated he saw the SCHS production of Shrek, and it was a very, very good show

While there, he heard many favorable comments about the theater extension. Councilman Koehler asked about the pool painting. Asst. Public Works Director Brushwitz responded that they expect to be done tomorrow.

Councilman Farley reminded everyone “don’t forget to vote!”.

Mayor Barbee indicated Shrek will be presented one more weekend, and encouraged everyone to see it.

- X. **ADJOURNMENT**
As there was no further business to discuss, motion was made by Councilwoman Morgan and seconded by Councilman Morton to adjourn the meeting at 7:28 pm. Roll call vote: AYES: Councilman Morton, Councilwoman Morgan, Councilman Koehler, Councilman Farley, Mayor Barbee. NAYS: None. Motion carried.

Bev Quinn, CMC
City Clerk

Minutes approved: _____