

5:30 Punch and Cookie Reception for New and Outgoing Council Members

CITY OF SALEM
REGULAR CITY COUNCIL MEETING
May 1, 2023 – 6:00 PM

- I. Call to Order
- II. Prayer and Pledge of Allegiance
- III. Swearing in of newly elected City Council officials

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Administration of the Oath of Office

Mayor Nic Farley

Councilman Craig Morton and Councilwoman Tracy Crouch

- IV. Presentation of Petitions/Public Comments
- V. Mayor’s Report and Presentations
- VI. City Council Action
 - 1. Consent Agenda
 - a. City Council Minutes – request approval for 04-17-2023 minutes
 - 2. Approval of Mayoral appointments for boards and commissions
 - 3. Appointment of Mayor Pro-Tem for FY 24.
 - 4. Review and approval of vendor fair and food trucks for July 1 Bicentennial event.
 - 5. Review of bid to remodel a portion of the Maintenance shed near Shelby Street.
 - 6. Review and adoption of the “Pledge of Civility” as suggested by the Illinois Municipal League.
 - 7. Review of meal expense limitations and possible adjustments.
 - 8. Request to use Bryan Memorial Park for a fundraiser event on July 22 near Shelter #1.
 - 9. Approval of first foray with Enterprise Fleet Services by providing the specifications for the truck that was part of the Public Works budget line for FY 24.
- VI. City Manager Report with Department Head Updates
- VIII. City Attorney Report
- IX. City Council Members Report
- XI. Motion to Adjourn

Rex A. Barbee
City Manager
RAB

Quote of the Day –
Start by doing what’s necessary, then do what’s possible and suddenly you are doing the impossible.
Francis of Assisi

MINUTES
REGULAR CITY COUNCIL MEETING
May 1, 2023 – 6:00 pm

- I. Call to Order
The regular May 1, 2023 meeting of the Salem City Council was convened in the Council Chambers of Salem City Hall. The meeting was called to order by Mayor Nicolas Farley at 6:00 pm
- Council members present:
Councilman Jim Koehler
Councilman Royce Bringwald
Councilwoman Amy Zanton
Councilman Craig Morton
Mayor Nicolas Farley
- Council members absent: None

Others present:

City Manager Rex Barbee
City Attorney Mike Jones
Chief of Police Kyle Ambuehl
Finance Director Keli Roth
Deputy Chief of Police Susan Miller
DOEM Dir. Terry Mulvany
Members of the Media and Public

City Clerk Bev Quinn
Economic Development Dir. Tabitha Meador
Public Works Director Annette Sola
Asst. Public Works Director Courtney Mitchell
Economic Development Member Leah Dellacarpini
DOEM Asst. Dir. Andrew Strong

II. Prayer and Pledge of Allegiance

Councilman Koehler offered the opening prayer. Kaitlynne Bryan (*Mayor's Farley's niece*) led the Pledge of Allegiance.

III. Swearing in of Newly Elected City Council Officials

Mayor Farley thanked Councilwoman Amy Zanton for her service to the community and presented her with a plaque of appreciation.

City Clerk Quinn swore Mayor Farley in.

Mayor Farley swore in Councilwoman Tracy Crouch, Councilman Craig Morton, City Clerk Bev Quinn, and DOEM Dir. Terry Mulvany. New council members were seated.

IV. Presentation of Petitions/Public Comments – None.

V. Mayor's Report and Presentations

Mayor Farley indicated he had received a note from Marion County Savings Bank congratulating the City of Salem for being selected as the Greater Salem Area Chamber of Commerce's "Partner in Progress."

Mayor Farley congratulated Councilwoman Crouch on her election to City Council and added that he is looking forward to working with her.

Mayor Farley read a proclamation declaring April 30 – May 6, 2023 as "Professional Municipal Clerk's Week", and expressed his appreciation to City Clerk Quinn.

VI. City Council Action

1. Consent Agenda

a. Approval of Minutes – April 17, 2023

Motion was made by Councilman Koehler and seconded by Councilman Bringwald to approve the minutes of April 17, 2023, as presented. Roll call vote: AYES: Councilman Koehler, Mayor Farley. Nays: None. Abstain: Councilman Bringwald, Councilman Morton, Councilwoman Crouch. AYES: Councilwoman Zanton, Councilman Koehler, Mayor Farley. NAYS: None. Motion carried.

2. Approval of Mayoral appointments for boards and commissions.

Mayor Farley presented the following list of names for appointment or reappointment to boards and commissions, and requested approval:

Airport Authority – George "Joe" Black
Library – Lynn Larimer, Gayla Wilkerson, Mark Decker
Board of Police Commissioners – Albert Gallatin
Planning Commission – Brad Heaton, Rick McCullum, Jim Milano, Sandie Phillips
Police Pension Board – David Black
Zoning Board of Appeals – Ron Mulvaney, Jason Smith, Mike Lewis

Mayor Farley added that he still has one opening on the Zoning Board of Appeals and one on the Historical Commission.

Motion was made by Councilman Koehler and seconded by Councilwoman Crouch to approve the mayor's appointments to boards and commissions, as presented. Roll call vote: AYES: Councilman Morton, Councilman Bringwald, Councilwoman Crouch, Mayor Farley. NAYS: None. Councilman Koehler abstained. Motion carried.

3. Appointment of Mayor Pro-Tem for FY24

Mayor Farley indicated Councilman Koehler has acted as Mayor Pro-Tem for him during the past year, has done an excellent job of filling in for him, and he would like to appoint him again for

FY24. ***Motion was made by Councilwoman Crouch and seconded by Councilman Bringwald to approve the appointment of Councilman Koehler to the role of Mayor Pro-Tem. Roll call vote: AYES: Councilwoman Crouch, Councilman Morton, Councilman Koehler, Councilman Bringwald, Mayor Farley. NAYS: None. Motion carried.***

4. Review and approval of vendor fair and food trucks for July 1 Bicentennial event.

City Manager Barbee indicated the Bicentennial Committee is wanting to expand the event to include some vendors in addition to food trucks for the Bicentennial Event in Bryan Park on July 1, 2023. Barbee added that as money will be exchanged, this requires City Council approval.

Bicentennial Committee Chairwoman Tabitha Meador added that the event will include multiple organizations having displays, there will be a 5K race, Civil War reenactment, and a sand volleyball tournament. Meador added that the vendor fair will be a good addition. ***Motion was made by Councilman Morton and seconded by Councilman Koehler to approve the addition of vendors and food trucks to the Bicentennial Celebration in Bryan Park on July 1. Roll call vote: AYES: Councilman Koehler, Councilman Bringwald, Councilwoman Crouch, Councilman Morton, Mayor Farley. NAYS: None. Motion carried.***

5. Review of bid to remodel a portion of the Maintenance Shed near Shelby Street

City Manager Barbee indicated the city received a bid from Randy Winkler Contractors for a 30' x 30' z 9' addition to the west end of the structure, as well as replacing some plumbing, upgrading the electrical panel to two panels, and adding forced air and heat. The west end of the building has standing water after a heavy rain, as well as other issues. The best move forward is to remove that portion of the building and construct a new portion on a higher foundation. The bid from Winkler Construction comes in at \$127,300.00, including electrical work by TOPS Electric and is part of the public works Admin budget for FY24. Dir. Sola added that this addition will be a first step and another section will be added in the FY25 budget. ***Motion was made by Councilman Bringwald and seconded by Councilwoman Crouch to approve the bid from Winkler Contractors in the amount of \$127,300.00 for replacement of a portion of the maintenance shed, plumbing work, electrical upgrade and installation of forced heat and air. Roll call vote: AYES: Councilman Bringwald, councilwoman Crouch, Councilman Morton, Councilman Koehler, Mayor Farley. NAYS: None. Motion carried.***

6. Review and adoption of the "Pledge of Civility" as suggested by the Illinois Municipal League

Mayor Farley indicated the Illinois Municipal League has noticed a lack of civility among government entities, and to "bring back" civility, they are asking municipalities to adopt a "Pledge of Civility." The pledge reads, *"In the interest of civility, I pledge to promote civility by listening, being respectful of others, acknowledging that we are all striving to support and improve our community and understanding that we each may have different ideas for achieving that objective."* Farley added that from his meetings with other Mayors, not all city councils have the respect for each other that our Council has. ***Motion was made by Councilman Koehler and seconded by Councilman Bringwald to adopt the "Civility Pledge" as provided by the Illinois Municipal League. Roll call vote: AYES: Councilwoman Crouch, Councilman Morton, Councilman Koehler, Councilman Bringwald, Mayor Farley. NAYS: None. Motion carried.***

7. Review of meal expense limitations and possible adjustments.

City Manager Barbee indicated the meal and hotel expense limitations were last reviewed in December of 2016. Since that date, we have seen an increase in meal costs across the board. The current limitations per individual are \$15 per day for breakfast; \$20 per day for lunch; and \$30 per day for dinner. The current maximum hotel expense is \$300 per night. Alcohol cannot be paid for with travel expense funds. Following discussion, ***motion was made by Councilman Koehler and seconded by Councilwoman Crouch to approve increasing the meal limits for breakfast, lunch and dinner by \$10.00 each, with no change in the limit on the maximum hotel expense of \$300.00. Roll call vote: AYES: Councilman Morton, Councilman Koehler, Councilman Bringwald, Councilwoman Crouch, Mayor Farley. NAYS: None. Motion carried.***

8. Request to use Bryan Memorial Park for aw fundraiser event on July 22nd near Shelter #1

City Manager Barbee indicated Darrell Shaw is present, asking to use Bryan Memorial Park near Shelter #1 for a fundraising event to raise money for the Comic and Toy Expo that he will be holding in 2024. The event will include a "Christmas in July" theme, and will include a scavenger hunt requiring hunters to visit downtown businesses to obtain their clues. Mayor Farley added that the Comic and Toy Expo is very well attended, and he supports this request.

Mr. Shaw added that the Comic and Toy Expo is geared at all ages. The event was held in 2017, 2018 and 2019, but hasn't been held since 2019 due to the pandemic. Shaw indicated his intent is to hold the event in March of 2024. Both Mayor Farley and Councilman Koehler indicated the Comic and Toy Expo is a great event that brings people to town. Mayor Farley advised Mr. Shaw to coordinate with Dir. Sola. **Motion was made by Councilman Koehler and seconded by Councilman Morton to approve Mr. Shaw's request to use Bryan Memorial Park near Shelter #1 for a fundraising event to benefit the Comic and Toy Expo on July 22nd. Roll call vote: AYES: Councilman Koehler, Councilman Bringwald, Councilwoman Crouch, Councilman Morton, Mayor Farley. NAYS: None. Motion carried.**

9. Approval of first foray with Enterprise Fleet Services by providing the specifications for the truck that was part of the Public Works budget line for FY24.

City Manager Barbee indicated that by utilizing the specifications the city provided, Enterprise will investigate their existing inventory and manufacturer's sites and provide us with a maximum cost for the truck the city is interested in leasing. The actual delivery of the truck after approval of the cost could take six months to a year. This gets the City's account opened and establishes our buying pattern for Enterprise. After the preauthorization by Council, we will have a better idea of the potential savings we may realize with their buying power. Barbee added that in the coming months, Enterprise will come to Salem to review our existing fleet and provide input on potential vehicles to swap out.

Councilman Morton expressed some concern as to whether this lease program would save the city money, and asked how we became aware of them. City Manager Barbee responded that both Centralia and Mt. Vernon have contracts with Enterprise Fleet. Finance Dir. Roth indicated the city had \$75,000 budgeted for this truck in the FY24 budget. The actual outlay, if we were to start paying Enterprise today, would be \$18,000 for the year. City Manager Barbee indicated this will enable the city to replace some vehicles each year, allowing us to have a better fleet. Mayor Farley indicated we will get government rebates through Enterprise, and they will advise us when vehicles are selling high, so we can get the most for the vehicles we are selling. Farley added that Council had already agreed to begin this process at a previous meeting.

Dir. Sola added that this will be a buy-in for the city to get started in the program, and if we like how it works, we can add more next year. Sola added that this will give the city a chance to update its fleet. The initial truck to be leased is one the city hooks the leaf vacs to. Councilwoman Crouch added that this is a trial run. Sola concurred, and indicated the city has had trouble even buying a truck, and Enterprise has the advantage, as they buy in bulk. **Motion was made by Councilman Koehler and seconded by Councilwoman Crouch to proceed with the lease of the 2024 Silverado work truck, not to exceed \$75,000 over five years. Roll call vote: AYES: Councilman Koehler, Councilman Bringwald, Councilwoman Crouch, Mayor Farley. NAYS: Councilman Morton. Motion carried.**

VII. City Manager and Dept Head Reports

City Clerk Quinn –

- indicated the Records disposal project has been approved, and the shred is scheduled for tomorrow.

Public Works Director Sola –

- indicated the house on North Broadway has been demolished, and she has several more to get to in the fall;
- the benches have been replaced at Shelter 5, and additional security lights have been installed;
- reported she met with a couple interested in new home construction on property owned by the City. Mayor Farley asked if the land has been surplus. Sola responded that it has.

Councilman Koehler asked when Whittaker St. will be opened. Dir. Sola indicated there is still a check list that needs to be gone over, as well as the pouring of the apron and replacing drive entrances. Sola added that Guinzey's expect to be done within two weeks. Councilman Koehler asked if she has heard anything from Mr. Grubaugh on the former Selmaville North school building. Sola responded that she has not, he has not removed any of the items that he had indicated he wanted to keep, and she does not have the manpower to assist him until after September 1st. Sola added that she knows he has been approached by potential buyers, and his price is sky high.

Finance Director Roth –

- hopes to have revenues out by Tuesday or Wednesday of this week';
- indicated she is working on year-end and audit projects.

Assistant Public Works Dir. Mitchell –

- indicated the pool is staffed and she has good managers hired;
- indicated she recently met with Ryan Petrea of Security Alarm about adding more cameras, and the city will have to add an additional DVR, as well.

Economic Development Member Dellacarpini –

- working on onboarding and scheduling one-on-ones with Council members.

Economic Development Dir/City Clerk Trainee Meador –

- working on training and becoming more familiar with the Clerk’s job.

Chief of Police Ambuehl –

- indicated he and Deputy Chief Miller had to leave the council meeting abruptly last meeting due to a situation in Centralia. Salem and Marion County provided back up for the Centralia Police Department, and they have received positive feedback from Mayor Kuder and others. Ambuehl added that the reciprocal agreement between the department has been a good thing. Mayor Farley added that he, too, received a call from Mayor Kuder on how thankful he was for Salem’s police department’s assistance. Farley added that the three departments working together has been outstanding, and he can already see the positive impact.
- indicated he and DC Miller attended Austin Schoreck’s graduation from the Academy on Saturday. Patrolman Schoreck started his first shift today, and will be scheduled for ceremonial swearing in at the next City Council meeting.

Library Director Keller –

- Indicated “all is good”.

City Manager Barbee –

- Indicated he has had the opportunity to work closely with staff lately, and he is constantly amazed by the Department Heads we have.

DOEM Dir. Mulvany –

- Indicated he is retiring as Director of the DOEM on May 23rd, but he will continue to serve as a volunteer under the leadership of Andrew Strong.

VIII. City Attorney Report – No report.

IX. City Council Member Report
Councilman Koehler –

- indicated Evergreen Christian Church is holding a 5K Run/3K Walk to benefit an organization combatting human trafficking in Costa Rica. The fee to participate is \$25.00/person. Koehler added that he *will* be the winner in his age category.

Councilwoman Crouch –

- indicated this meeting has been a great initial experience.

X. Motion to Adjourn

Motion was made by Councilwoman Crouch and seconded by Councilman Bringwald to adjourn the meeting at 7:30 pm. Roll call vote: AYES: Councilwoman Crouch, Councilman Morton, Councilman Koehler, Councilman Bringwald, Mayor Farley. NAYS: None. Motion carried.

Bev Quinn, CMC
City Clerk

Minutes approved: _____