

**CITY OF SALEM**  
**REGULAR CITY COUNCIL MEETING**  
**September 5, 2023 – 6:00 PM**

- I. Call to Order**
- II. Pledge of Allegiance and Prayer**
- III. Presentation of Petitions/Public Comments**
- IV. Mayor’s Report and Presentations**
  
- V. City Council Action**
  - 1. Consent Agenda
    - City Council Minutes – request approval for 08-21-2023 meeting minutes.
  - 2. First reading of proposed property tax levy for 2024.
  - 3. First reading of revised investment policy.
  - 4. Public Works has received bids on some variable frequency drives for replacement at the waste water treatment plant as budgeted items for this fiscal year.
  - 5. Public Works is also reviewing bids on a replacement crane hoist for the waste water treatment plant for purchase. This is a budgeted item for this fiscal year.
  
- VI. City Manager Report with Department Head Updates**
- VII. City Attorney Report**
- VIII. Executive Session – potential sale of real estate**
  - 5 ILCS 120/2 (C) (6) Sale of Real Estate**
- IX. Return to open session**
- X. City Council Members Report**
- XI. Motion to Adjourn**

Rex A. Barbee  
City Manager  
*RAB*

*Quote of the Day –*

*“Labor Day is the time to enjoy the fruits of your hard work and labor. It is the time to relax and enjoy a comfortable day after working hard to finish your duties”*

*-Unknown*

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**MINUTES**  
**REGULAR CITY COUNCIL MEETING**  
**September 5, 2023 – 6:00 pm**

- I. Call to Order**

The regular September 5, 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

<b>Council members present:</b> Councilman Jim Koehler Councilman Royce Bringwald Councilman Craig Morton Mayor Nicolas Farley	<b>Council members absent:</b> Councilwoman Tracy Crouch
<b>Others present:</b> City Manager Rex Barbee City Attorney Mike Jones Finance Director Keli Roth Code Enforcement Officer Dave Lusch Deputy City Clerk Amanda Hartley Members of the Media and Public	 City Clerk Tabitha Meador Police Chief Kyle Ambuehl Public Works Director Annette Sola Assistant Public Works Director Courtney Mitchell
  
- II. Prayer and Pledge of Allegiance**

Councilman Koehler offered the opening prayer, followed by the Pledge of Allegiance.

III. Presentation of Petitions/Public Comments – none.

IV. Mayor’s Report and Presentations

- offered condolences to retired City Clerk Bev Quinn on the unexpected passing of her husband David this morning;
- congratulated North American Lighting on 40 years of business in Salem, and expressed his gratitude to their commitment to Salem. NAL has over 200 employees with more than 20 years with them;
- congratulated the Salem Wildcats on their Friday night win over Alton Marquette. The week prior, \$3100 was raised by the Mayors of Salem and Centralia for the annual Shrine Game.

V. City Council Action

1. Consent Agenda

a. Approval of Minutes – August 21, 2023

*Motion was made by Councilman Koehler and seconded by Councilman Bringwald to approve the minutes of August 21, 2023 meeting, as presented. Roll call vote: AYES: Councilman Bringwald, Councilman Morton, Councilman Koehler, Mayor Farley. Nays: None. Motion carried.*

2. First reading of proposed property tax levy for 2024.

The Marion County Property Tax Levy request has been prepared by the Finance Director. The levy tries to anticipate the City’s revenue needs for the next year. This year, a levy request of 2.4% is being proposed:

\$	102,116,673.00	TOTAL EAV
\$	3,997,136.00	TIF INCREMENT
\$	62,790.00	EZ VALUE ABATED
\$	1,310,199.00	AGGREGATE BASE
	0	NEW PROPERTY

2023 City of Salem Estimated Levy

2.4% Increase of 2022 Levy

2022 Total Extension	2023 Tax Extension	Fund Name
\$ 375,459.28	\$ 384,075.00	GENERAL
\$ 455,118.76	\$ 436,095.00	BONDS
\$ 203,948.23	\$ 208,628.00	IMRF
\$ 144,506.23	\$ 147,822.00	POLICE PENSION
\$ 140,515.32	\$ 147,085.00	LIBRARY
\$ 31,221.27	\$ 31,938.00	GARBAGE
\$ 27,926.56	\$ 28,567.00	AUDIT
\$ 147,006.68	\$ 150,380.00	LIABILITY INS
\$ 54,764.69	\$ 56,021.00	PARK
\$ 70,032.13	\$ 71,639.00	RECREATION
\$ 124,463.43	\$ 127,319.00	SOCIAL SECURITY
\$ 18,101.28	\$ 19,611.00	LIBRARY BUILDING
\$ 9,609.56	\$ 7,100.00	LIBRARY SOCIAL SECURITY
\$ 1,802,673.42	\$ 1,816,280.00	

**Note: We will be doing abatement resolutions for the bonds, so the total will actually be \$1,380,185.00**

The Library’s Social Security shows a decrease due to an overestimation in Social Security expenditures. This the first reading of the proposed property tax levy for 2024.

3. First reading of revised investment policy.

The City’s current Investment Policy needs to be upgraded, as the previous investment policy does not cover all objectives. Finance Director Roth has reviewed policies from similar sized communities and has compiled a policy for the City to adopt. The policy outlines the types of instruments that can be used for municipal funds and the requirement for the deposits to be federally insured or collateralized among other things. This is a first reading of the proposed revision to the Investment policy.

4. **Public Works has received bids on variable frequency drives for replacement at the Wastewater Treatment Plant.**

Public Works Director Sola indicated the Wastewater Treatment Plant has budgeted to replace 4 Variable Frequency Drives. VFD’s will be installed for the influent pumps, oxidation ditch aerators and the return/waste sludge pumps.

Bids were received from 3 different companies:

	WD Automation	Municipal Equipment	Vandeventer Engineering
50 HP Model	\$3,801.25	\$4,000.85	\$6,225.00
30 HP Model (x 2)	\$3,005.00	\$3,307.20	\$4,049.00
15 HP Model	\$1,503.75	\$1,653.60	\$2,337.00

Four VFD’s are needed in total: 1 – 50 HP, 2 – 30 HP, 1 – 15 HP. Public Works Director Sola recommends the acceptance of the low bid from WD Automation in the amount of \$11,315.00 for all four VFDs. This is a budgeted expense and this price comes in under budget. **Motion was made by Councilman Bringwald and seconded by Councilman Morton to approve the purchase of four (4) variable frequency drives from WD Automation for a cost of \$11,315.00. Roll call vote: AYES: Councilman Bringwald, Councilman Morton, Councilman Koehler, Mayor Farley. NAYS: None. Motion carried.**

5. **Public Works has received bids on a replacement crane hoist for the Wastewater Treatment Plant.**

Public Works Director Sola indicated bids have been requested on a replacement crane hoist for the influent pumps at the Wastewater Treatment Plant. The current hoist was installed in 2007 and is no longer functioning. The original hoist was removed and inspected and found to need a new motor as well as a chain collector sprocket and hand controller. The submersible pumps sit 26 feet below the ground level and each pump weighs over 500 pounds. This is a budgeted item; bids received: Illinois Electric Works - \$9,949.94, Shanahan Crane & Hoist - \$11,613.00. City staff will handle the installation. **Motion by Councilman Koehler and seconded by Councilman Bringwald to approve the purchase of a replacement crane hoist from Illinois Electric Works for the Wastewater Treatment Plant for a cost of \$9,949.49. Roll call vote: AYES: Councilman Koehler, Councilman Bringwald, Councilman Morton, Mayor Farley.**

VI. **City Manager and Department Head Reports**

**City Manager Barbee –**

- offered condolences to retired City Clerk Bev Quinn on the loss of David;
- indicated the Strategic Planning meeting went well. Facilitator Jim Arndt expects to have a full report back by the end of the week;
- indicated that he, along with Police Chief Ambuehl, Detectives Rose and Swagler, and City Clerk Meador attended the Public Information Officer training put on by FEMA last week;
- indicated he will be taking Friday, September 8 off for his son’s wedding.

**City Clerk Meador –**

- introduced Deputy Clerk Amanda Hartley, who was in attendance;
- also indicated her attendance at the PIO training.

**Police Chief Ambuehl –**

- indicated he attended another FEMA training on crisis management for active school shootings, local administrators and educators also attended;
- indicated Deputy Chief Miller is doing well after her surgery.

**Public Works Director Sola –**

- indicated she attended a conference hosted by UGM, where local communities who had opted into the Long-term Discount Program received dividend checks; Salem is not one of these communities. The Long-term Discount Program is a 30-year program that provides dividends based on how much gas we buy; it will reopen for enrollment soon and should be explored;
- indicated the sidewalk replacement on South Broadway is done, but still has some small areas to be fixed;
- indicated the curb and gutter replacement projects on Woodland Drive and Hawthorn have been completed;
- indicated Assistant Public Works Director Mitchell submitted the landfill report to the EPA on Friday.

**Finance Director Roth –**

- indicated she is working on revenue expense reports, but has an issue with computer software that needs to be fixed before the reports can be finished;
- indicated she will not be at the next Council meeting due to being at a conference in Peoria.

Economic Development Director Dellicarpini – absent.

VII. City Attorney Report – No report.

VIII. City Council Member Reports

Councilman Koehler –

- Indicated he will not be at the next City Council meeting.

Councilman Bringwald –

- indicated he took a tour of the landfill.

IX. Executive Session – potential sale of real estate

5 ILCS 120/2 (C) (6) Sale of Real Estate

*Motion was made at 6:21 PM by Councilman Koehler and seconded by Councilman Bringwald to enter into Executive Session to discuss the potential sale of real estate. Roll call vote: AYES: Councilman Bringwald, Councilman Morton, Councilman Koehler, Mayor Farley. NAYS: None. Motion carried.*

*Return to open session at 6:32 PM – no action to be taken.*

II. Motion to Adjourn

*Motion was made by Councilman Morton and seconded by Councilman Koehler to adjourn the meeting at 6:33 PM. Roll call vote: AYES: Councilman Bringwald, Councilman Morton, Councilman Koehler, Mayor Farley. NAYS: None. Motion carried.*

Tabitha Meador  
City Clerk

Minutes approved: \_\_\_\_\_