

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

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1. Consent Agenda – Council members have been provided with a copy of the minutes from the prior Council meeting held on April 17, 2023. **Recommending approval of the minutes of April 17, 2023 as presented.**
2. Appointments to City Boards and Commissions. Mayor Farley has a list of appointments and re-appointments for the coming fiscal year. **Recommending approval of the names of appointees of the City’s Boards and Commissions as presented by Mayor Farley.**
3. Re-appointment of Councilman Jim Koehler as the Mayor Pro Tem for the City Council should Mayor Farley not be available to attend or participate in a public appearance. Councilman Koehler has served for the last two years and is willing to serve in that capacity again. **Recommend approval of Councilman Jim Koehler serving as the Mayor Pro Tem until otherwise determined.**
4. The Bicentennial event to be held on Saturday July 1, 2023 is being planned and the committee is wanting to expand the event to add some vendors in addition to food trucks to be on-site in Bryan Park. Since there will be money exchanged for their services and wares, Council approval is required. **Requesting approval to pursue vendors in addition to the food trucks for the July 1st 2023 event as part of the Bicentennial Celebration in Bryan Memorial Park.**
5. As previously discussed, there is a need to remove and re-construct a portion of the Maintenance Shed. The attached bid from Randy Winkler Constructors is for a 30’ x 30’ x 9’ addition to the west end of the structure and replaces some plumbing, with an upgrade to the electrical panel to 2 panels, as well as adding a gas forced air furnace. The west end of the existing unit has standing water after a heavy rain as well as other issues. The best move forward is to remove that portion and construct a new portion on a higher foundation. The bid from Winkler Constructors comes in at \$127,300.00., including electrical work done by TOPS Electric and is part of the Public Works Admin budget for FY 24. **Recommend approval of the bid from Winkler Contractors in the amount of \$127,300.00.**
6. The Illinois Municipal League is requesting that elected and appointed officials of governmental bodies adopt the following “Civility Pledge”. The suggested pledge reads as follows;
“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.”
Council members are asked to read the Civility Pledge and sign a copy that will be available at the Council meeting.
7. The meal and travel 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 items, \$20 per day for lunch and \$30 per person for dinner. The limitations also limit the cost of a hotel room accommodation to be no more than \$300 per night. I am requesting the limits be increased per meal category as many of the restaurants connected to the Hotel or Convention Center often have lunch prices no cheaper than the maximum allowable meal cost. Presently the policy is to restrict alcohol expenses to that of the individual and is to be paid out of their pocket. An itemized receipt is to be turned in for accounting purposes and these are reviewed by internal staff as well as our financial auditors. **Asking for Council to review the policy and make any changes as they see fit.**

8. Darrell Shaw is hoping to have a fundraiser in Bryan Memorial Park on July 22 to raise monies for a comic and toy expo he is looking to be hold in 2024. His plans include having vendor booths near Shelter # 1 and planning a scavenger hunt in downtown Salem which requires the participants to visit local merchants to find their clue and complete the Scavenger Hunt. Because the event is using City property for fundraising, approval is being sought from Council. **Recommend approval.**
9. Keli and Annette have provided the specifications for a truck that was part of the line item purchases for FY 24. By providing the specs we desire, Enterprise will look into their existing inventory and the manufacturer's sites and provide us with a maximum cost for the truck. The actual delivery of the truck after approval of the cost could take 6 months to a year. This gets our account opened and establishes our buying pattern with Enterprise. After the preauthorization by Council, we will have a better idea of the potential savings and their buying power. In the coming months Enterprise will come to Salem to review our existing fleet and provide input on potential vehicles to swap out. **Recommend approval of the pre-authorization to get pricing on the replacement vehicle being specified by Public Works.**