

# City Council Meeting MINUTES

Tuesday, May 29, 2018, 7:30 PM

Council Chambers, City Hall, 114 North Broad Street, Salem, Virginia 24153

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## 1. Call to Order

A regular meeting of the Council of the City of Salem, Virginia, was called to order at 7:30 p.m., there being present the following members to wit: Byron Randolph Foley, Mayor, William D. Jones, Vice-Mayor, Council members: Jane W. Johnson, James A. Martin, and James L. Chisom (absent); along with Kevin S. Boggess, City Manager; James E. Taliaferro, II, Assistant City Manager and Clerk of Council; Rosemarie B. Jordan, Director of Finance; Melinda J. Payne, Director of Economic Development; Mike Stevens, Communications Director; Charles E. Van Allman, Jr., Director of Community Development; and Stephen M. Yost, City Attorney (absent).

## 2. Pledge of Allegiance

## 3. Bid Openings, Awards, Recognitions

## 4. Consent Agenda

### A. Minutes

Consider acceptance of the minutes from the May 14, 2018, regular meeting.

Approved

### B. Financial Report

Consider the acceptance of the Statement of Revenues and Expenditures for the ten months ending April 2018.

Received

## 5. Old Business

### A. Budget Ordinance

Consider ordinance on second reading adopting the budget for the 2018-2019 fiscal year.

Jane Johnson motioned to approve the ordinance on second reading adopting the budget for fiscal year 2018-2019. William Jones seconded the motion.

Ayes: Foley, Johnson, Jones, Martin

Absent: Chisom

**B. Budget Appropriation Ordinance**

Consider ordinance on second reading appropriating funds for the 2018-2019 fiscal year budget.

James Martin motioned to approve the ordinance on second reading appropriating funds for the fiscal year 2018-2019 budget. Jane Johnson seconded the motion.

Ayes: Foley, Johnson, Jones, Martin

Absent: Chisom

**6. New Business**

**A. Miscellaneous Fees - 2018**

Consider the adoption of Resolution 1338 related to Miscellaneous Fees for 2018.

Vice Mayor Jones noted the Audit Finance Committee met this morning to discuss this request. The City is adopting and reaffirming rates in relation to miscellaneous fees effective as of July 1, 2018. A fee of \$100 is proposed for Sidewalk Dining Permits. All other fees will remain unchanged. The Committee reviewed the request and recommended adoption of Resolution 1338 amending the Miscellaneous Fees for 2018.

William Jones motioned to adopt Resolution 1338 related to Miscellaneous Fees for 2018. James Martin seconded the motion.

Ayes: Foley, Johnson, Jones, Martin

Absent: Chisom

**B. Job Classes and Pay Ranges 2018-2019**

Consider adoption of Resolution 1339, amending the schematic list of job classes and pay ranges previously set forth on May 8, 2017, to be part of the 2018-2019 fiscal year budget. **Audit-Finance Committee**

Mayor Foley noted this item is being continued to the next meeting because Council has not received the final report of the pay study from Springsted. Vice Mayor Jones noted that there are some questions, and Council would like to see the final report before making a decision on this matter. Therefore, this item was continued to the June 11, 2018, meeting.

**C. Tax Rates Resolution**

Consider adoption of Resolution 1340, a resolution imposing taxes on real estate, tangible personal property, machinery and tools, and all legal subjects of taxation for City purposes including the property of railroad, express, telephone, telegraph, water, heat (gas), light and power companies. **Audit-Finance Committee**

Vice Mayor Jones noted the Audit Finance Committee also discussed this item. Chapter 8, Section 8.3 of the City Charter requires the City Council to annually lay a tax levy for the ensuing fiscal year on all property, real and personal, subject to taxation for city purposes. State law requires a public hearing be held when the assessment increase for real estate is in excess of 1 percent or a tax rate change is proposed in real estate, personal property or machinery and tools tax. The 2018 reassessment increased the values by more than 1%, and a public hearing was held on May 14th. The tax rate is proposed to remain at \$1.18 per \$100 of assessed value for real estate, \$3.25 per \$100 of assessed value for personal property and \$3.20 per \$100 of assessed value for machinery and tools. The Committee reviewed the request and recommended levying the tax rates for the 2018-2019 fiscal year per Resolution 1340.

William Jones motioned to adopt Resolution 1340, a resolution imposing taxes on real estate, tangible personal property, machinery and tools, and all legal subjects of taxation for City purposes including the property of railroad, express, telephone, telegraph, water, heat (gas), light and power companies. Jane Johnson seconded the motion.

Ayes: Foley, Johnson, Jones, Martin

Absent: Chisom

#### **D. Salem School Division Budget**

Consider adoption of Resolution 1341 approving the Salem City Schools fiscal year 2018-2019 budget. **Audit-Finance Committee**

Vice Mayor Jones noted the Salem City Schools budget was approved by the School Board on March 27. The approval of the FY 2018-2019 budget for Salem City Schools is being requested to fulfill our legal requirement of adopting the budget. The budget is prepared for informative and fiscal planning purposes only and does not actually commit or appropriate funds for expenditure. The Committee reviewed the request and recommends approving Resolution 1341 adopting the Salem City Schools 2018-2019 budget.

William Jones motioned to adopt Resolution 1341 approving the Salem City Schools fiscal year 2018-2019 budget. James Martin seconded the motion.

Ayes: Foley, Johnson, Jones, Martin

Absent: Chisom

**E. Appropriation of Funds**

Consider request to amend School Capital Projects Fund budget as approved by the School Board on May 8, 2018. **Audit-Finance Committee**

Vice Mayor Jones noted the Audit Finance Committee also discussed this item. The Capital Projects Fund budget was amended for fiscal year 2017-2018 by the School Board on May 8, 2018. A budget amendment totaling \$243,100 was presented to increase the expenditure budget in the Capital Projects Fund. The Fund was increased due to the necessity of replacing a large portion of the roof at G. W. Carver Elementary School. Upon approval, this project will be bid out by the architect firm working with the schools (RRMM). RRMM has estimated the cost at \$221,000. The total requested for the appropriation includes a contingency for the project of 10%. The Committee reviewed the request and recommends appropriating \$243,100 to the School Capital Projects Fund.

Mr. Taliaferro noted the budget amendment is mainly due to the roof issue they had at G W Carver Elementary earlier this year.

William Jones motioned to amend School Capital Projects Fund budget as approved by the School Board on May 8, 2018. James Martin seconded the motion.

Ayes: Foley, Johnson, Jones, Martin

Absent: Chisom

**F. Appropriation of Funds**

Consider request to appropriate facility use fee. **Audit-Finance Committee**

Vice Mayor Jones noted the Audit Finance Committee discussed this item earlier today. The Salem Parks and Recreation department received a facility use fee of \$12,000 in exchange for the Roanoke College baseball team holding their practices and games at Kiwanis Field during FY2018. This funding will be used to cover costs associated with Oakey's Field improvements, which are part of the East Main Street project. The Committee reviewed the request and recommends appropriating the \$12,000 for Oakey's Field improvements.

William Jones motioned to appropriate Salem Parks and Recreation Department's facility use fee of \$12,000. James Martin seconded the motion.

Ayes: Foley, Johnson, Jones, Martin

Absent: Chisom

**G. Appropriation of Funds**

Consider request to appropriate Salem Library donations. **Audit-Finance Committee**

Vice Mayor Jones stated the Audit Finance Committee also discussed this request. The replacement of the Library roof necessitated removal of the brick wall that enclosed the front patio. A new children's garden will be located in the patio area with wrought-iron fencing and plants. It will be used as an outdoor learning and recreation area for children and families. The Salem Library received a donation of \$7,500 from the Salem Lions Club, which will help cover the cost of the new fence. The Committee reviewed the request and recommends accepting and appropriating the \$7,500 donation from the Salem Lions Club.

William Jones motioned to appropriate Salem Library donation from the Salem Lions Club. Jane Johnson seconded the motion.

Ayes: Foley, Johnson, Jones, Martin

Absent: Chisom

**H. Appropriation of Funds**

Consider request to appropriate State of Good Repair funding for the Colorado Street Bridge Project. **Audit-Finance Committee**

Vice Mayor Jones noted State of Good Repair federal funding has been awarded to the City to replace the Colorado Street Bridge. This funding is to be used to replace the superstructure, repair undermining at abutments, and repair delaminated/spalled abutments on the bridge. The \$6,450,000 award does not require a local match. The Committee reviewed the request and recommends accepting and appropriating the State of Good Repair funding for the Colorado Street Bridge project. He further noted that Chuck Van Allman and his department needs to be applauded for finding this money. We were the only locality in the Salem District to get awarded this funding.

William Jones motioned to appropriate State of Good Repair funding for the Colorado Street Bridge Project. James Martin seconded the motion.

Ayes: Foley, Johnson, Jones, Martin

Absent: Chisom

## **I. Boards and Commissions**

Consider appointments on various boards and commissions.

William Jones motioned to appoint Carol Brittain to replace Pat Macdonald on the Blue Ridge Behavioral Healthcare Board for a partial term to expire on December 31, 2018; to appoint Dr. Forest I. Jones to replace Forest G. Jones on the Virginia Western Community College Local Advisory Board for a four-year term ending June 30, 2022; to reappoint Jane Johnson and James Martin to the Roanoke Valley-Alleghany Regional Commission for three-year terms ending June 30, 2021; and to move Frank Turk to alternate and to appoint Joshua Yertin as a full member on the Community Policy and Management Team. Jane Johnson seconded the motion.

Ayes: Foley, Johnson, Jones, Martin

Absent: Chisom

## **7. Closed Session**

### **A. Closed Session**

Hold a closed session in accordance with the provisions of Section 2.2-3711A(3) of the 1950 Code of Virginia, as amended, for a discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body.

Vice Mayor Jones motioned to move to closed session in accordance with Section 2.2-3711A(3) of the 1950 Code of Virginia, as amended, for a discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body. Jane Johnson seconded the motion.

Ayes: Martin, Johnson, Jones, Foley

Absent: Chisom

William Jones motioned to reconvene at 8:46 p.m. and that in accordance with Section 2.2-3712D. of the Code of Virginia, 1950 as amended to date, Council hereby certifies that in Closed Session only items lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such items identified in the motion by which the Closed Session was convened were heard, discussed, or considered by the Council. Jane Johnson seconded the motion.

Ayes: Foley, Johnson, Jones, Martin

Absent: Chisom

**8. Adjournment**

The meeting was adjourned at 8:47 p.m.