



CITY COUNCIL

AMENDED MINUTES

Monday, January 27, 2025 at 6:30 PM

Work Session, 5:30 PM

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

Regular Session, 6:30 PM, City Hall, 114 North Broad Street, Salem, Virginia 24153

WORK SESSION

1. Call to Order

A work session of the Council of the City of Salem, Virginia, was held in the Council Chambers Conference Room, City Hall, 114 N. Broad Street, Salem, Virginia, on January 27, 2025, at 5:30 p.m., there being present the following members of said Council to wit: Renée Ferris Turk, Mayor; Anne Marie Green, Vice-Mayor; Council members; Byron Randolph Foley, H. Hunter Holliday, and John Saunders; with Renée Ferris Turk, Mayor, presiding; together with Chris Dorsey, City Manager; Rob Light, Assistant City Manager and Clerk of Council; Rosemarie B. Jordan, Director of Finance; Chuck Van Allman, Director of Community Development; Mary Ellen Wines, Planning and Zoning Administrator; Crystal Williams, Assistant to the City Manager; Laura Lea Harris, Deputy Clerk of Council; and Jim Guynn, City Attorney. Also in attendance this evening were: Garrett Channell, Executive Director of the Salem Museum and the following members of the Salem Museum & Historical Society Board: Susan Mini, Tom Copenhaver, and Jim Laub; and the following business was transacted;

Mayor Turk reported that this date, place, and time had been set in order for the Council to hold a work session; and

2. New Business

A. Discussion Items

1. Meeting with representatives of the Salem Museum and Historical Society regarding Preston Place.
2. Review proposed City Code amendments recommended by the

Planning Commission to: 1. Chapter 66 Signs, Article IV Permitted Signs by Use and District, Section 66-105 Permitted Signs, and; 2. Chapter 106 Zoning, Article III Use and Design Standards, Section 106-304.17(B)(6) Townhouse

Members of the Salem Museum & Historical Society were present to meet with Council regarding Preston Place. Discussion was held and questions were responded to.

Mary Ellen Wines, Planning & Zoning Administrator, presented a review of the proposed City Code amendments recommended by the Planning Commission to Chapter 66, Signs, Article IV Permitted Signs by Use and District, Section 66-105 Permitted Signs, and; 2. Chapter 106 Zoning, Article III Use and Design Standards, Section 106-304.17(B)(6) Townhouse. Discussion was held among Council and questions were responded to by Ms. Wines.

3. Adjournment

There being no further business, Mayor Turk adjourned the meeting at 6:25 p.m.

REGULAR SESSION

1. Call to Order

A regular meeting of the Council of the City of Salem, Virginia, was called to order at 6:30 p.m., there being present the following members to wit: Renée Ferris Turk, Mayor; Anne Marie Green, Vice-Mayor; Councilmembers: Byron Randolph Foley, H. Hunter Holliday, and John Saunders; with Renée Ferris Turk, Mayor, presiding together with Chris Dorsey, City Manager; Rob Light, Assistant City Manager and Clerk of Council; Rosemarie B. Jordan, Director of Finance; Chuck Van Allman, Director of Community Development; Mike Stevens, Director of Communications; and Jim Guynn, City Attorney.

2. Pledge of Allegiance

3. Bid Opening, Awards, Recognitions

A. Recognition

Recognize Angela Sellers for over 50 years of service in the City of Salem.

Mayor Turk requested that Angela Sellers, the City's Process Improvement and Business Efficiency Director, be recognized upon her retirement after nearly fifty-two years of service to the City of Salem. Mayor Turk read and presented Mrs. Sellers with a proclamation from Council in appreciation of her service. She was recognized as the longest tenured full-time employee in the City of Salem's history. Council thanked Mrs. Sellers for her service.

4. Consent Agenda

A. **Citizen Comments**

Comments from the public, limited to five minutes, on matters not already having a public hearing at the same meeting.

John Breen, 142 Bogey Lane, addressed Council this evening. He listed tasks that he felt were important for Salem's future and needed to be confronted by Council. He requested that Council require specific actions tied to progress benchmarks and deadlines.

B. **Minutes**

Consider acceptance of the January 13, 2025, Organizational Meeting and Regular Meeting minutes.

Mayor Turk noted that a corrected version of the minutes had been distributed by staff to address a typographical error on page three.

The minutes were approved as amended.

C. **Financial Reports**

Consider acceptance of the Statement of Revenues and Expenses for the six months ending December 2024.

The Financial Reports were received.

5. Old Business

There was no Old Business this evening.

6. New Business

A. **Conveyance of Property**

Hold a public hearing to consider the sale of an approximate .519 acre tract located in Salem, Virginia, being a portion of Tax Map # 246-1-1.6. (As advertised in the January 18, 2025, issue of the *Roanoke Times*.)

Mr. Light noted that the parcel was approximately 8.2 acres, wholly unbuildable, and most of the property has about a 46% slope. This small section has some potential value and per State Code, the City is required to have a public hearing before we potentially bring back opportunities for this to be put back into taxable use. Mr. Light clarified that the tax map # is 246-1-1.6.

Mayor Turk opened the public hearing.

John Breen, 142 Bogey Lane, posed two questions in reference to this item. He requested to know the price and the reason for the redactions on the survey included in the Agenda Packet for this evening.

Stella Reinhard, 213 N. Broad Street, asked for clarification of the location and the usefulness for development of the property.

Mr. Light noted that the location is tax map #246-1-1.6 and that this was part of an approximately 8.2 acre parcel. He also shared that almost all of this parcel is unbuildable with about a 46% slope. He indicated that this small section could have some value outside of being owned by the City. Tonight's purpose was just to hold a public hearing as required before moving forward and bringing something back to Council if an opportunity arises.

No one else came forward to speak.

Mayor Turk closed the public hearing.

Mayor Turk noted that no action would be taken by Council this evening.

B. Receive 2024 Planning Commission Annual Report

Receive the 2024 Planning Commission Annual Report.

Mayor Turk asked Mary Ellen Wines, Planning and Zoning Administrator, to share information about the Planning Commission report.

Mary Ellen Wines, 21 S. Bruffy Street, Community Development, noted that as directed by Virginia State Code, the Planning Commission is required to submit an annual report to City Council. She shared that included in this Agenda is the 2024 Annual Report to City Council and that it included a number of applications and the results, an update on the Comprehensive Plan, the number of zoning permits issued by their office, the number of site plans reviewed by Community Development, the list of membership, and some historical data over the last five years.

Mayor Turk noted that the only action required on this item was to receive the report.

The report was received by Council.

C. Audit-Finance Committee Role and Composition

Consider the adoption of Resolution 1490 establishing the role and composition of the Audit Finance Committee.

Mayor Turk asked Ms. Jordan to share information on the history of the Audit Finance Committee. She noted that at the last Council meeting Mr. Light had explained that this committee has had a number of different roles and has evolved over the years. It was felt that something more definitive was needed outlining the role of that committee.

Ms. Jordan noted that at the last Council meeting, discussion was held about the

origin of Audit Finance and how it evolved into the Committee it has become. Staff and prior Audit Finance members have compiled a list of recommended items that they believe need to come to the Audit Finance Committee. She noted the specific details included in Resolution 1490 which would establish the role and composition of the Audit Finance Committee if approved by Council this evening.

City Manager Dorsey thanked Mr. Frank Turk, past Director of Finance, for coming in to meet with staff to assist in understanding the history of this committee.

D. Boards and Commissions

Consider appointments to various boards and commissions.

Mayor Turk noted that there are a number of items this evening requiring the appointment of Council members to various boards and commissions and requested that Mr. Light break them out in order for Council to consider them separately.

Mr. Light noted that the first item is the Audit Finance Committee that was just discussed. Per the Administrative Calendar, this group meets at 8:30 a.m. on the Wednesday preceding the first regularly scheduled Council meeting of each month only if there are items to be reviewed. The first appointment was to request the appointment of a Council member as committee chair of the Audit Finance Committee for a two-year term ending December 31, 2026.

Mayor Turk motioned to appoint Randy Foley as Chairman for the Audit Finance Committee for a two-year term ending December 31, 2026. Hunter Holliday seconded the motion.

It was confirmed that Councilman Foley was amenable to accepting this position.

Ayes: Saunders, Holliday, Foley, Green, Turk

Nays: None

Abstaining: None

Mayor Turk asked for nominations for another Councilmember to serve as a representative on the Audit Finance Committee.

Mayor Turk nominated Anne Marie Green to serve as a Member on the Audit Finance Committee. Hunter Holliday seconded the motion.

Mr. Saunders indicated that he was willing to serve on this committee but that he was fine with Ms. Green serving as well. Discussion was held and Ms. Green indicated that she was fine with Mr. Saunders taking that role. Mayor Turk withdrew her motion.

Anne Marie Green motioned to appoint John Saunders as the other Council member At Large for the Audit Finance Committee. Hunter Holliday seconded the motion.

Ayes: Saunders, Holliday, Foley, Green, Turk
Nays: None
Abstaining: None

Mr. Light noted that the next appointment was for the Roanoke Valley-Alleghany Regional Commission. The Regional Commission meetings typically are the fourth Thursday of each month. It was clarified that the time for these meetings is 3:00 p.m. Mr. Light asked that Council consider the appointment of a Council member to fill the remainder of a vacant three-year term ending June 30, 2027. He noted that Mr. Holliday is already serving on this Commission.

Anne Marie Green stated that she would be willing to serve in this capacity.

Randy Foley motioned to appoint Anne Marie Green to the Roanoke Valley-Alleghany Regional Commission to fill the remainder of the three-year term of James W. Wallace ending June 30, 2027. John Saunders seconded the motion.

Ayes: Saunders, Holliday, Foley, Green, Turk
Nays: None
Abstaining: None

Mr. Light noted that the next appointment was for the Western Virginia Regional Jail Authority. He shared that this board meets on the first Thursday of each month at 9:00 a.m. We need a Primary Local Government Body Representative. Currently, Mr. Foley is serving as the Alternate.

Mr. Foley noted that he was happy to serve as the primary unless someone else wished to do so. Mr. Holliday indicated that he was willing to do either one.

Mayor Turk motioned to appoint Randy Foley as the Primary Local Governing Body Representative to the Western Virginia Regional Jail Authority. John Saunders seconded the motion.

Ayes: Saunders, Holliday, Foley, Green, Turk
Nays: None
Abstaining: None

Randy Foley motioned to appoint Hunter Holliday as the Alternate Local Governing Body Representative to the Western Virginia Regional Jail Authority. Mr. Holliday confirmed that he was amenable to this appointment. Anne Marie Green seconded the motion.

Ayes: Saunders, Holliday, Foley, Green, Turk
Nays: None
Abstaining: None

Mr. Foley shared information on taking the Oath for this position with Mr. Holliday.

Mr. Light noted that the next item was to consider the appointment of a Council member as an alternate to the Chief Local Elected Official Consortium (CLEO). He indicated that Mr. Holliday is already serving as the primary member for this board. He also clarified that this consortium typically meets quarterly at their office and is often handled by Zoom meetings also.

Mr. Saunders indicated that he would be willing to take this position.

Randy Foley motioned to appoint John Saunders to the Chief Local Elected Official Consortium (CLEO). Mayor Turk seconded the motion.

Ayes: Saunders, Holliday, Foley, Green, Turk

Nays: None

Abstaining: None

It was noted by City Manager Dorsey that this was for an alternate position.

Randy Foley made an amended motion to appoint John Saunders as an Alternate to the Chief Local Elected Official Consortium (CLEO). Mayor Turk seconded the motion.

Ayes: Saunders, Holliday, Foley, Green, Turk

Nays: None

Abstaining: None

Mr. Light noted that there were an additional three appointments for other boards and commissions for Council's consideration this evening. If Council was amenable to the appointments, a single motion for all three of them, with a roll call vote would suffice. The recommendations were:

To recommend Corey Fobare for Circuit Court appointment to the Board of Equalization of Real Estate Assessments for the remainder of a three-year term ending November 30, 2027; to reappoint David G. Brittain to the Real Estate Tax Relief Review Board for a three-year term ending February 14, 2028; and to appoint Sheriff Chris Shelor to the Virginia Alcohol Safety Action Program Board (VASAP) for a three-year term ending January 27, 2028.

Randy Foley motioned to make the appointments as stated above. Mayor Turk seconded the motion.

Ayes: Saunders, Holliday, Foley, Green, Turk

Nays: None

Abstaining: None

Mayor Turk encouraged citizens to review the website listing of boards and

commissions that are available for citizens to serve on. She noted that the website normally states when there is a vacancy of a position.

7. Adjournment

Mayor Turk adjourned the meeting at 7:03 p.m.

Submitted by:



H. Robert Light
Clerk of Council

Approved by:



Renée Ferris Turk
Mayor