SALEM VA

CITY COUNCIL

MINUTES

Monday, September 8, 2025 at 6:30 PM

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

WORK SESSION

WORK SESSION IS CANCELLED FOR SEPTEMBER 8, 2025

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, Hunter Holliday (participated remotely for part of the meeting and was unable to continue when his phone lost service), and John Saunders; with Renée Ferris Turk, Mayor, presiding together with Chris Dorsey, City Manager; Rob Light, Assistant City Manager and Clerk of Council; Chuck Van Allman, Director of Community Development; Mike Stevens, Director of Communications; and Jim Guynn, City Attorney.

2. Pledge of Allegiance

Mayor Turk requested that Mr. Light read a request from Councilman Holliday to participate remotely in this meeting.

Mr. Light noted that Councilman Holliday asked him to read the following request on his behalf: "In accordance with Section 2.2-3708.3 B(4) of the Code of the Commonwealth of Virginia and the Remote Participation Policy of the City of Salem, I hereby request to participate remotely due to a personal matter, specifically that I am out of town."

Randy Foley motioned to accept the remote participation of Councilman Holliday. Anne Marie Green seconded the motion.

Ayes: John Saunders, Randy Foley, Anne Marie Green, Renee Turk
Nays: None
Abstaining: Hunter Holliday

3. Bid Opening, Awards, Recognitions

A. **Recognition of Constitution Week and Fort Lewis Chapter of NSDAR**

Present Proclamation to Adele G. Morris, Chapter Regent of the Fort Lewis Chapter of the National Society Daughters of the American Revolution (NSDAR) in recognition of Constitution Week 2025.

Mayor Turk recognized Constitution Week 2025 and the Fort Lewis Chapter of the National Society of the Daughters of the American Revolution (NSDAR). Mayor Turk asked that Adele Morris, Chapter Regent of the Fort Lewis Chapter of the NSDAR, and other Chapter members come forward while she read the Proclamation aloud. Mike Stevens took pictures of the group with Council. Council thanked the group for all of their work. Mayor Turk emphasized the many hours that this group devotes to volunteer work. She also noted the Laying of the Wreaths that occurs in December at East Hill and East Hill North Cemeteries. Mayor Turk noted that September 17th at 4:00 p.m. is the time that people generally ring bells to celebrate the signing of the Constitution.

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.

Kimber Boris, President, and Jaelin Vernon, Executive Vice-President, 400 Spartan Drive, addressed Council on behalf of the Salem High School Chapter of DECA. Also with them were the Chapter's Advisors, Kris Harless and Reid Garst. Ms. Boris and Ms. Vernon presented an overview of the school's DECA chapter, an international organization that prepares emerging leaders and entrepreneurs in marketing, finance, hospitality, and management. The chapter is part of a larger network of approximately 300,000 high school members across 4,200 chapters. They shared specific details with Council on membership; competitions that they participate in at the district, state, and international levels; community service projects; and other events that the chapter participates in. The student-run *Spartan Spirit Store* earned gold certification at state and international levels for the past two years and was recognized by the School Board in 2024.

Mayor Turk asked if the students were still able to earn credit for working a job after school hours.

Ms. Boris responded that the DECA students are encouraged to complete at least 10 hours of work in the school store. Additionally, participation in the National Honor

Society may also be counted toward this requirement.

Council expressed appreciation for their hard work and their place in the school system.

Ms. Boris noted that volunteers were welcome to serve as judges in the mock competitions held by the DECA club and that those interested could email Advisors Kris Harless and Reid Garst.

Stella Reinhard, 213 N. Broad Street, addressed Council with a series of suggestions related to planning and processes, property development, and community engagement. Although the comments were originally framed as a "Top 10" list, Ms. Reinhard acknowledged that this was a work in progress and that she would be submitting detailed notes for further review. She suggested early resident involvement, the use of protective covenants, strategic planning for remaining open spaces, and redevelopment of blighted properties.

B. **Minutes**

Consider acceptance of the August 25, 2025, Regular Meeting minutes.

The minutes were approved as written.

5. Old Business

There was no Old Business this evening.

6. New Business

A. **Vacation of Right-of-Way**

Hold a public hearing on the request of Marvin and Kristen Loyd to vacate an approximate 1/10-acre unimproved dead-end section of Penguin Lane. (As advertised in the August 28 and 29, 2025, issues of *Cardinal News.)*

Mr. Light provided background information on this request. He informed Council that the Loyds have purchased a vacant property at 393 Penguin Lane that is approximately 9.8 acres. This lot is a remnant parcel from Hanging Rock Orchards. It was intended that potentially there would be future development of the neighborhood there as the right-of-way extends fairly deep into the property. Also, there is an 8-inch water line that extends for future development. The Loyds intend to build a single-family home. In consulting with Mr. Van Allman and Mr. Gwynn, a lot of site work needs to be done, which really could not be done in the City's right-of-way. It was decided that the best route would be for them to request a vacation of the right-of-way to accomplish their goal because they need to tie in a driveway to access it. Some fairly significant grading is required. It is yet to be determined whether the water line will need to be lowered or moved as well. Mr. Light also noted that from past right-of-way vacations, at times council has appointed viewers. The responsibility of viewers would be to evaluate and report any inconvenience that would result from discontinuing the right-of-way; however, appointing viewers is wholly at the discretion of counsel and upon application of anyone. In this case, the plat is a dead-end road section that is tying in a driveway. Staff doesn't feel that viewers are appropriate in this case. If this were a through right-of-way that was being closed or something similar, viewers would most likely be appointed. Staff's request would be to hold the public hearing and then staff would come back at a future meeting after evaluating with all our public works and public safety personnel and make a recommendation.

Mayor Turk opened the public hearing.

Marvin and Kristen Loyd, 208 Northern Trail, noted that Mr. Light had explained the situation and that basically they are requesting to vacate an unimproved dead-end section of Penguin Lane to build their family home.

Mayor Turk closed the public hearing and noted that no vote would be taken on this item this evening.

B. **Special Exception Permit**

Hold a public hearing to consider the request of Brill Holdings, LLC, property owner, for the issuance of a special exception permit in accordance with Sec. 106-314.2 (D) (5) of the Salem Zoning Ordinance to allow non-residential outdoor uses such as restaurant operations and live music events for the property located at 1507-1511 Eddy Avenue (Tax Map #183-3-10). (Advertised in the August 21 and 28, 2025, issues of *The Salem Times-Register*.) (The Planning Commission recommended approval with a 5-0 vote with the conditions that any program would end at 9:00 p.m. and that any outdoor events that include amplification would not occur more than once in a 7-day period.)

Mayor Turk asked Mr. Van Allman if there was any new information on this request.

Mr. Van Allman responded that no new information either pro or con had been received, that a good discussion had been held at the Planning Commission meeting, and that all information was recorded in the Planning Commission minutes.

Mayor Turk opened the public hearing.

Maggie Brill, 1507 Eddy Avenue, Single-member LLC Brill Holdings, noted that she would be opening the Dilly Dally in a couple of weeks and thanked Council for their consideration of her request.

Mayor Turk closed the public hearing.

Randy Foley motioned to approve the special exception permit in accordance with Sec. 106-314.2 (D) (5) of the Salem Zoning Ordinance to allow non-residential outdoor uses such as restaurant operations and live music events for the property located at 1507-1511 Eddy Avenue (Tax Map #183-3-10). with the conditions that any program would end at 9:00 p.m. and that any outdoor events that include amplification would not occur more than once in a seven-day period. John Saunders seconded the motion.

Vice-Mayor Green asked to clarify the condition that outdoor events including amplification not occurring more than one in a seven-day period in light of the discussion and application indicated that events would be held every two weeks.

Discussion was held on this distinction, with Mr. Guynn and Mr. Van Allman providing input. Mr. Light clarified that his interpretation was that Ms. Brill intended to have this type of event only every 14 days; however, out of concern that this could grow into something larger, the more frequent number of seven days was included as a safeguard in case she decided to have these events more frequently as time passed.

Further discussion was held, and Mayor Turk requested that Ms. Brill come forward for clarification.

Ms. Brill noted that when she applied for this Special Exception Permit, she just applied to have this type of event every other week, as she did not wish to disturb the neighborhood. She indicated that she did not currently wish to hold these events more frequently.

Vice-Mayor Green requested further clarification as the condition did not match the application.

Further discussion was held on this condition. Mr. Guynn noted that the application itself was for every two weeks; however, the condition that was approved by the Planning Commission was for every seven days. He added that this condition covered everything.

Mayor Turk clarified that the condition added by the Planning Commission was for seven days regardless of what the petitioner applied for, and covers both.

Ayes: John Saunders, Randy Foley, Anne Marie Green, Renee Turk
Nays: None
Absent: Hunter Holliday (Mr. Holliday's phone lost service)
Abstaining: None

C. **Authorization of Officials for Membership in the PJM Interconnection L.L.C.**

   Consider the adoption of Resolution 1511 authorizing officials for the City of Salem for membership in PJM Interconnection L.L.C.

Mayor Turk asked Mr. Dorsey if he had any information to share on this item.

Mr. Dorsey noted that Mr. A.K. Briele would address this item. He added that this was dealing with a transition in how the City sources electrical power. Rather than continuing to rely on contracts with traditional providers such as AEP, the City will begin purchasing power independently, similar to operations conducted by major electric utility companies. This move positions the City as a large-scale power distributor and requires several procedural steps to join the appropriate organizations that enable bulk power purchasing.

A.K. Briele, Director of the Electric Department, provided an update on the power purchase contract previously authorized by Council, which will take effect in June of next year. Under the agreement, the City will begin purchasing power directly. Due to market fluctuations and the potential for over- or under-purchasing, the City will need to buy or sell small amounts of power on the open market on a near-daily basis. To facilitate this, the City must become a member of PJM Interconnection, the regional transmission organization that coordinates wholesale electricity movement. The membership process involves extensive paperwork and the designation of City representatives for various roles to ensure proper communication and decision-making within PJM.

Mayor Turk noted that City staff had been working on this for more than two years.

Mr. Briele confirmed this and noted that they had been working with Blue Ridge Power and GDS Associates, the consultant in this process, and that this was the next step in the process.

Anne Marie Green motioned to accept the staff recommendation to approve Resolution 1511 as part of the membership application with PJM Interconnection, LLC. Randy Foley seconded the motion.

Ayes: John Saunders, Randy Foley, Anne Marie Green, Renee Turk
Nays: None
Absent: Hunter Holliday (Mr. Holliday's phone lost service)
Abstaining: None

D. **Performance Agreement Amendment - Salem Body Shop, LLC**

Consider approval of the amended performance agreement related to Salem Body Shop, LLC.

Mayor Turk requested that Tommy Miller, Director of Economic Development, come forward and share information on this item.

Mr. Miller provided an update regarding the 2017 loan and performance agreement with Salem Body Shop LLC, which was amended in 2019. The agreement supported the successful redevelopment of the former Salem Body Shop into a mixed-use property, including short-term housing, a boutique hotel, and two ground-floor restaurants. The current owners now intend to sell the property and have identified a buyer. As part of the sale, the existing loan and performance agreement will be transferred. The proposed amendment updates the agreement to reflect the ownership change while maintaining its association with Salem Body Shop LLC.

Additionally, the revised agreement reduces the restaurant requirement from two to one. Council is being asked to review and approve these amendments.

Randy Foley motioned to approve the amended performance agreement related to Salem Body Shop, LLC. John Saunders seconded the motion.

Ayes: John Saunders, Randy Foley, Anne Marie Green, Renee Turk
Nays: None
Absent: Hunter Holliday (Mr. Holliday's phone lost service)
Abstaining: None

E. **Appropriation of Funds**

Request to amend the School Operating Fund budget as approved by the School Board on August 12, 2025.

Mr. Dorsey informed Council that the school division is finalizing its end-of-year budget and has identified funding deficiencies in the transportation category. To address this, the schools are reallocating $200,000 from various instructional accounts to transportation. The adjustment will cover expenses related to software, bus driver compensation, and maintenance needs. A copy of the detailed budget transfer was provided to Council for review.

John Saunders motioned to amend the School Operating Fund budget as approved by the School Board on August 12, 2025. Anne Marie Green seconded the motion.

Ayes: John Saunders, Randy Foley, Anne Marie Green, Renee Turk
Nays: None
Absent: Hunter Holliday (Mr. Holliday's phone lost service)
Abstaining: None

F. **Strategic Reallocation of Fire and EMS Capital Apparatus and Equipment Funds.**

Consider authorizing the reallocation of approved funding for Fire and EMS Department capital apparatus and equipment. Audit-Finance Committee

Stephen Simon, Fire Chief, presented a comprehensive assessment of the Fire Department's current apparatus, staffing models, and facility needs, marking his 120th day with the City. Over his initial months, the Chief identified three priority areas: personnel engagement, fleet condition, and facility planning. He conducted individual interviews with all full-time staff, engaged retirees and volunteers, and is planning to return during the next budget cycle to address facility needs. He noted that his goal this evening was to discuss their current apparatus fleet recommendations for the future and how these impact and improve the Capital Improvement Plan. He shared a fleet review and apparatus life cycle. Some of the key details noted were:

- Fire apparatus have a standard lifespan of 20–25 years; frontline trucks typically serve 15 years, with an additional 5–10 years in reserve status.
- The current Ladder truck (2016 ladder truck) has 76,000 miles and has experienced significant wear due to high EMS call volume and use in tight urban areas. Originally intended as a reserve truck, it was used as a frontline unit.
- Tower truck (1996) and an older engine (2000) have exceeded useful life and cannot be feasibly refurbished.
- Ambulances generally have a 7–10-year frontline life; two units (2003, 2010) are at end-of-life. Two replacements are expected in January.

Chief Simon also discussed a specific staffing model and the concept of mutual aid. He recommended returning to a cross-staffing model (one crew for both an engine and a ladder truck at Station 1), which was used successfully in the past. He confirmed continued support and mutual aid cooperation from Roanoke City and County. Capital Improvement Plan (CIP) Adjustments were made. Recommended purchases were as follows:

- Refurbishment of Current Ladder truck (split between local and manufacturer-certified facilities)
- Two new fire engines – $1.9 million
- One additional ambulance – $400,000
- One swift water rescue boat with trailer – $50,000
- Two cardiac monitors (pending 50/50 state grant) – $100,000
- Staff vehicle – $80,000

Chief Simon continued by sharing projected cost savings and deferrals. He noted a CIP reduction of approximately $1.9 million across FY27–FY29. Also noted were the deferral of a future ambulance and cardiac monitor purchases. In addition, this plan would improve reserve apparatus availability and reduce maintenance costs. He shared that the Fire Department would be applying for a Rescue Squad Assistance Fund (RSAF) grant by September 15 to partially fund cardiac monitors and ambulance equipment.

The Chief's recommendations aim to modernize the Fire Department fleet, reduce long-term capital costs, and enhance service delivery without requiring additional full-time staffing. Council members commended the thoroughness of the presentation.

Mayor Turk asked if there were any modifications that would need to be made after the ambulances were delivered from the manufacturer.

Chief Simon responded that upon delivery, the new fire apparatus will be nearly fully outfitted, requiring only minor final preparations. Radios will be installed by the Roanoke County Communications Shop, and department personnel will undergo training due to differences in vehicle design and operation. The turnaround time for placing the vehicle into service is expected to be quick. Final outfitting will include installation of equipment, with additional purchases (e.g., hose connectors, appliances, and hose) funded through Department of Fire Programs funding. Where appropriate, existing equipment such as air packs that are still within their usable lifecycle will be transferred from surplus vehicles.

Randy Foley motioned to approve the reallocation of $2,400,000 in the Capital Reserve Fund for the purchase of one ladder truck and authorization to purchase two fire engines, one ambulance, a vehicle for the training captain and a portion of the purchase price for the swift water boat and trailer. Additionally, the reallocation and authorization of capital funded in the Fire Department operating budget to cover the cost of refurbishing the current ladder truck and to pay for the remaining purchase price for the swift water boat and trailer. Anne Marie Green seconded the motion.

Ayes: John Saunders, Randy Foley, Anne Marie Green, Renee Turk
Nays: None
Absent: Hunter Holliday (Mr. Holliday's phone lost service)
Abstaining: None

G. **Appropriation of Funds**

Request to appropriate Downtown Improvement Reserve in the Capital Projects Fund. Audit - Finance Committee

Local funding of $52,740 was included in the General Fund fiscal year 2025 operating budget for the Downtown Plan. Per directive of the City Manager, these funds were transferred to the Capital Projects Fund to become part of the Downtown Improvements Reserve to fund future Downtown improvement projects.

Randy Foley motioned to appropriate $52,740 to the Transfer from General Fund revenue account and to the Downtown Improvements Reserve expenditure account. John Saunders seconded the motion.

Ayes: John Saunders, Randy Foley, Anne Marie Green, Renee Turk
Nays: None
Absent: Holliday (Mr. Holliday's phone lost service)
Abstaining: None

H. **Appropriation of Funds**

Request to appropriate funding from the Virginia Fire Programs Fund and reappropriate Fire Donation revenue. Audit - Finance Committee

Each year, the City receives funding from the Virginia Fire Programs Fund, which must be spent in accordance with state guidelines. The City will be receiving $12,860 more than budgeted, which needs to be appropriated.

The Fire Department also receives donations for Fire and EMS on an ongoing basis. Donation funds totaling $15,972 have accumulated and need to be appropriated. Funding of $12,829 will be used to purchase personal protective equipment for firefighters and $3,143 will be used to purchase medical equipment and supplies.

Randy Foley motioned to appropriate $15,972 from fund balance to the Fire Donations account. In addition, appropriate $12,860 in the budget for the Fire Programs State Grant Revenue account and Fire Programs State Grant Expenditure account. John Saunders seconded the motion.

Ayes: John Saunders, Randy Foley, Anne Marie Green, Renee Turk
Nays: None
Absent: Hunter Holliday (Mr. Holliday's phone lost service)
Abstaining: None

I. **Appropriation of Funds**

Request to reappropriate funding for the Civic Center Planning Consultant. Audit - Finance Committee

In a previous fiscal year, funding of $150,000 was budgeted for a Civic Center Planning Consultant. The City has completed interviews and is ready to proceed with executing a contract. Funding needs to be reappropriated from Civic Center net position.

Randy Foley motioned to reappropriate and increase the budget in the Appropriated from Net Position account by $150,000 and increase the budget in the Other Professional Services account by $150,000. Anne Marie Green seconded the motion.

Ayes: John Saunders, Randy Foley, Anne Marie Green, Renee Turk
Nays: None
Absent: Hunter Holliday (Mr. Holliday's phone lost service)
Abstaining: None

7. Closed Session

Hold a closed session in accordance with the following sections of the 1950 Code of Virginia, as amended:

1. Section 2.2-3711 (A)(3) for discussion or consideration of the acquisition of real property for a public purpose, or 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. Specifically, the acquisition of real property.
2. Section 2.2-3711 (A)(7) for consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body.

Anne Marie Green motioned that, in accordance with Section 2.2-3711 A of the 1950 Code of Virginia, as amended, Council hereby convenes to closed session at 7:30 p.m. for the purpose of discussing the following specific matters:
1. Section 2.2-3711 (A)(3) for discussion or consideration of the acquisition of real property for a public purpose, or 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. Specifically, the acquisition of real property.
2. Section 2.2-3711 (A)(7) for consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body. John Saunders seconded the motion.

Ayes: John Saunders, Randy Foley, Anne Marie Green, Renee Turk
Nays: None
Absent: Hunter Holliday (Mr. Holliday's phone lost service)
Abstaining: None

Anne Marie Green motioned to reconvene at 8:01 p.m. in accordance with Section 2.2-3712 D. of the Code of Virginia, 1950 as amended to date. Council 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. Randy Foley seconded the motion.

Ayes: John Saunders, Randy Foley, Anne Marie Green, Renee Turk
Nays: None
Absent: Hunter Holliday (Mr. Holliday's phone lost service)
Abstaining: None

8. Adjournment

Submitted by:

H. Robert Light
Clerk of Council

Approved by:

Renée Ferris Turk
Mayor