



CITY COUNCIL

MINUTES

Tuesday, October 14, 2025 at 6:30 PM

Work Session, 5:00 PM

Council Chambers, 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 October 14, 2025, at 5:00 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 (absent), 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; Rosie Jordan, Director of Finance; Kristi Chittum, Commissioner of Revenue; Sidney Kuzmich, Deputy Commissioner of Revenue; Chuck Van Allman, Director of Community Development; Mary Ellen Wines, Planning and Zoning Administrator; Max Dillon, Planner; Crystal Williams, Assistant to the City Manager; and Laura Lea Harris, Deputy Clerk of Council; 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) Review proposed Code changes
- 2) Discussion on proposed Comprehensive Plan

Kristie Chittum, Commissioner of Revenue, presented an overview of proposed Code changes to Chapter 82, Article V, of the Code of the City of Salem, pertaining to Transient Lodging Tax.

Mary Ellen Wines, Zoning Administrator, presented an overview of proposed Code changes to Chapter 78, Subdivisions; Chapter 94, Nuisances; and Chapter 106, Zoning, of the Code of the City of Salem. Council was able to ask questions and receive clarification from Ms. Wines.

Max Dillon, Planner, presented an overview of the proposed Comprehensive Plan. He shared a timeline of major Comprehensive Plan-related events. He indicated that this document should be reviewed and updated regularly. Mr. Dillon noted common themes that were reflective of citizen input as well as strategies to achieve these priorities. He shared the plan going forward for achieving the goals of the Comprehensive Plan.

Denise P. King, Chair of the Planning Commission, noted the support of the Planning Commission for this Comprehensive Plan as presented. She also noted opportunities for citizen involvement in the process.

3. Adjournment

There being no further business, Mayor Turk adjourned the meeting at 5:59 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 (absent), 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; Rosie 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

4. Consent Agenda

A. Citizen Comments

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

John Breen, 142 Bogey Lane, expressed concerns regarding various issues within the City and presented a list of potential opportunities for improvement.

B. Minutes

Consider acceptance of the September 8, 2025, Regular Meeting minutes and the September 29, 2025, Special Work Session/Retreat minutes.

The minutes were approved as written.

C. Financial Reports

Consider acceptance of the Statement of Revenues and Expenses for the two months ending August 2025.

The Financial Reports were received.

5. Old Business

There was no Old Business this evening.

6. New Business

A. Salem City School Board

Hold a public hearing to receive the views of citizens within the School Division regarding the School Board appointments for the expiring terms ending December 31, 2025, of two members of the City of Salem School Board. (As advertised in the September 4, 2025, issue of the *Salem-Times Register*).

Mayor Turk requested that Mr. Light review the process before opening the public hearing.

Mr. Light noted that State Code requires a public hearing to receive the views of the citizens. The names of all individuals who are to be considered by Council must be read at that public hearing. He indicated that once Mayor Turk had opened the public hearing, he would read the names for which applications had been submitted, and that if anyone else was interested, they would need to come forward and express their name before the public hearing was closed.

Mayor Turk asked to clarify that anyone that wished to speak on behalf of themselves or someone else was welcome to do so.

Mr. Light confirmed this and noted that they are not required to do so; however, anyone who wished to speak could give their views on the subject.

Mayor Turk opened the public hearing.

Mr. Light noted that applications had been received to date from Bryan Beemer, Stephen Biscotte, Kim Blair, Mike Crawley, Corley Farber, Andy Raines, Deborah Sams, and Zack Smith.

April Tobey, 1913 Old Mill Drive, spoke on behalf of Zack Smith.

Zack Smith, 1921 Stone Mill Drive, detailed to Council his experience in public policy healthcare operations and strategic planning and noted that this experience and perspective would make him an asset to the Salem School Board. He referenced letters of recommendation that had been submitted on his behalf.

Corley Farber, 106 Lewis Avenue, noted that he had spoken with several of the Council members to share his interest in serving on the school board. He shared how his background and skill set in investment management and business operations would benefit the Salem School Board.

Stephen Biscotte, 814 Cherrywood Road, spoke of his background in education, insight, perspectives and experiences that he would bring to the Salem City School Board.

Bryan Beemer, 701 Joan Circle, shared how his experience in public education and as Lead Systems Engineer at Steel Dynamics would benefit the Salem City School Board and that his goal as a member of the school board would be to listen, collaborate, and ensure that Salem City Schools continue to provide an exceptional learning environment for all the students.

Deborah Sams, 922 Pyrtle Drive, requested Council's consideration for appointment as a school board member and noted her regular attendance as a citizen at Salem City School Board meetings. She noted her background experience in nursing and public health and the perspective that this would bring to the school board.

Keith Corey, 1904 Mill Stream Drive, spoke on behalf of Bryan Beemer.

Mayor Turk closed the public hearing.

Mayor Turk acknowledged the receipt of application materials for two open positions and noted that the review process will take several weeks. Council may choose to conduct interviews, with decisions to be made collectively. Council expressed appreciation to all applicants for their willingness to serve, particularly in roles focused on supporting the City's youth.

B. Vacation of Right-of-Way

Consider ordinance on first reading permanently vacating and disposing of an approximate 1/10-acre unimproved dead-end section of Penguin Lane (Public hearing was held at the September 8, 2025, meeting).

John Saunders motioned to adopt ordinance on first reading, permanently vacating and disposing of an approximate 1/10-acre unimproved dead-end section of Penguin Lane. Hunter Holliday seconded the motion.

Mr. Light clarified that this request included a couple of recommended conditions and

asked that the motion be amended to include these.

John Saunders motioned to amend the previous motion to include the recommended conditions Hunter Holliday seconded the motion.

Ayes: John Saunders, Hunter Holliday, Anne Marie Green, Renée Turk

Nays: None

Absent: Randy Foley

Abstaining: None

Mayor Turk requested that Mr. Light read the conditions aloud.

Mr. Light noted for background that, as discussed at the public hearing, there is a right-of-way that extends beyond the paved section on Penguin Lane that was clearly intended years ago for future development of the parcel that the Loyds have purchased, which is approximately 9.8 acres. One item is that there is an eight-inch large water line that extends very far up that right-of-way. One condition would be that the City will cap off and abandon that section of water line and will have no further obligation or responsibility for that water line. The second is that the grantee shall submit a subdivision plat to the City for preliminary approval. Such plat shall combine all properties which would otherwise dispose of the land within the right-of-way to be vacated in a manner consistent with law. Upon preliminary approval, a certified copy of the ordinance of vacation shall be recorded by the City as deeds are recorded and indexed in the name of the City. Subsequent to recording the ordinance of vacation, final approval of the grantee(s) subdivision plat will be granted. The grantee(s) shall have thirty (30) days from the date of final plat approval to record such plat with the Clerk of Circuit Court for the City of Salem.

Mayor Turk that noted that all of the previous information was provided for Council to review and that they had the opportunity to examine the details.

C. Administrative Calendar for 2026

Consider adoption of the Administrative Calendar for 2026

Mayor Turk asked that City Manager Dorsey share background information on this item for the benefit of the public.

Mr. Dorsey noted that the holidays that are being proposed are the same ones that the City has this year. He shared that during the current year, the floating holiday was assigned to a specific date to make it more convenient for employees to utilize. This also gives more control for planning purposes of when employees will be off. The holidays being proposed for 2026 are January 1 (New Year's Day), January 19 (Martin Luther King Day), May 25 (Memorial Day), and June 19 (Juneteenth). July 4th falls on a Saturday; therefore, staff is proposing Friday July 3rd as the observed holiday and July 6th as the assigned floating holiday for 2026. In addition, September 7 (Labor Day), November 11 (Veteran's Day), November 26 and 27 (Thanksgiving), and December 24 and 25 (Christmas) are being proposed for Council's consideration

as part of the Administrative Calendar.

In addition, the calendar also shows the dates of the City Council meetings, which are on the second and fourth Mondays of every month, with the exception of those State holidays that fall on one of those dates, in which case the meeting will be held on Tuesday. Planning Commission meetings, once a month, are listed as well. Mr. Dorsey noted that Work Sessions, when needed, would be included as part of the agenda or scheduled separately. He also noted that City Council's Audit Finance Committee meets upon posting only if there are items on the agenda that need to be reviewed by that committee.

Mr. Dorsey explained that meetings of the Economic Development Authority (EDA) are held on the second Tuesday of each month in Council Chambers at 3:00 p.m. and Work Sessions for that may be part of the regular agenda or scheduled separately upon posting.

Mr. Dorsey noted that any changes to public meeting dates, times, and locations would be posted in accordance with the Code of Virginia.

Mayor Turk indicated that the agenda packet included the proposed administrative calendar for the public's access.

Anne Marie Green motioned the staff recommendation to approve the 2026 Administrative Calendar as proposed by the City. Hunter Holliday seconded the motion.

Councilman Holliday asked if the School Board meetings were included in this calendar as well.

Mr. Dorsey responded that they had their own separate calendar.

Mayor Turk asked to confirm if this was posted on the website as well.

Mr. Dorsey confirmed this.

Mayor Turk emphasized that there is a lot of information included on the City website and encouraged citizens to utilize this tool. She noted the "How Do I.." feature and encouraged the use of that by citizens to find information as well.

Mr. Dorsey noted that holiday schedules for trash collections are mailed out with utility bills as well.

Ayes: John Saunders, Hunter Holliday, Anne Marie Green, Renée Turk

Nays: None

Absent: Randy Foley

Abstaining: None

D. Salem Band Boosters

Consider request from the Salem Band Boosters for a donation (\$6,193.39) equal to the amount of admissions tax paid in connection with the annual Drum Corps International Summer Music Games competition held on July 30, 2025, at the Salem Stadium.

Mayor Turk noted that this is something the City has done for years. This event serves as a fundraiser for the band.

Hunter Holliday motioned to approve the request from the Salem Band Boosters for a donation (\$6,193.39) equal to the amount of admissions tax paid in connection with the annual Drum Corps International Summer Music Games competition held on July 30, 2025, at the Salem Stadium. Anne Marie Green seconded the motion.

Ayes: John Saunders, Hunter Holliday, Anne Marie Green, Renée Turk

Nays: None

Absent: Randy Foley

Abstaining: None

E. Appropriation of Funds

Request to re-appropriate funding for various capital items. **Audit- Finance Committee**

In previous fiscal years, funds were budgeted for capital items that were not purchased for various reasons. Attached to the agenda packet was a list of projects that need to have funding reappropriated in fiscal year 2026. Re-appropriated funds will be used to cover the cost of equipment and projects.

John Saunders motioned re-appropriating fund balance of \$455,000 to the General Fund, re-appropriating net position of \$56,325 to the Civic Center Fund, and reappropriating net position of \$15,211 to the Health Insurance Fund. Hunter Holliday seconded the motion.

Ayes: John Saunders, Hunter Holliday, Anne Marie Green, Renée Turk

Nays: None

Absent: Randy Foley

Abstaining: None

7. Closed Session

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

Section 2.2-3711 (A)(1) for discussion of a personnel matter pertaining to prospective candidates for School Board and Economic Development Authority appointments.

Anne Marie Green motioned that, in accordance with Section 2.2-3711 A (1) of the 1950 Code of Virginia, as amended, Council hereby convenes to closed session at 7:07 p.m. for the purpose of discussing the following specific matter: To discuss a personnel matter pertaining to prospective candidates for School Board and Economic Development Authority appointments. Hunter Holliday seconded the motion.

Ayes: John Saunders, Hunter Holliday, Anne Marie Green, Renée Turk

Nays: None

Absent: Randy Foley

Abstaining: None

Mayor Turk noted that no action will be taken this evening.

Anne Marie Green motioned to reconvene at 7:53 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. Hunter Holliday seconded the motion.

Ayes: John Saunders, Hunter Holliday, Anne Marie Green, Renée Turk

Nays: None

Absent: Randy Foley

Abstaining: None

8. Adjournment

The meeting was adjourned at 7:53 p.m.

Submitted by:



H. Robert Light
Clerk of Council

Approved by:



Renée Ferris Turk
Mayor