

**Village of Pawnee
Board of Trustees
Minutes of June 25, 2007**

Call to Order

- President Manning called the meeting to order at 7:20 p.m.

Roll Call

- Village Clerk, Cynthia Kramer, called roll
- Trustees in attendance: Steve Gudgel, Phillip Thompson, Tom Bowen, Terry Woodcock, Jeff Thomas and Bill Miller
- Trustees absent: None
- Also in attendance: Chief Bowsher, Treasurer Glenn Smith, attorney John Myers, village employees Mike Howard and Gary Eby, Matt Carls, Midwest Meters, Inc. and Lindsay Enloe, Utility & Safety Design, Inc. and Utility Gas Management

Recognition/Comment/s of Visitor/s

- Matt Carls, Midwest Meters, Inc. While Don Luttrell was unable to attend Monday's meeting Matt Carls, appearing in his place, was able to answer questions and clarify issues for trustees regarding equipment, software, installation, etc. of an automated meter reading system. The village would be responsible for labor. The software will work with the new Vista operating system. Until the village purchases the laptop system, (one employee, one truck, one receiver and one laptop to read all meters within hours, rather than days or a week) three hand helds would be needed. It is going to take some time to retrofit or install new meters and as such, for the next several years you are going to be reading meters in the same way you are now reading meters. Trustee Woodcock also asked about percentage of error with Carls replying Badger runs less than 1 percent. Woodcock also asked that if it took ten years to have all meters in place, would we be looking at an obsolete system. Carls replied no. Supervisor Mike Howard stated it would take about 20 minutes for gas if a meter were already in place and anywhere from 20 minutes to 2 hours to replace/install a water meter depending on conditions. The approximate cost of the automated reading system is \$265,000. Attorney Myers stated that the ordinance and contract would have to be tabled once again as Luttrell did not include the cost of retrofitting in the contract and that several sections of the ordinance could be eliminated as the village is responsible for labor. Myers stated he would send another contract to Luttrell and have both contract and ordinance for the July 9 village board meeting.
- Lindsay Enloe, Utility & Safety Design, Inc. and UGM, the village's gas engineer explained to trustees the 2007 Cathodic Protection Survey, a requirement of the federal code. We do the survey to ensure that you are protected on the entire system, that there is cathodic protection on pipes to protect it. We are also looking at getting rid of all of the old tin meters due to bad insulators and poor accuracy. There is a pipe that has never been protected and it is not a village pipe. The school does not have a pipe protected and as such, the risk continues that the school will have leaks. Dave Aumiller has always gone to the school and told them to get this pipe protected. All they have to do is insulate the pipe. President Manning stated he would contact the President of the School Board and Superintendent Rigdon concerning this matter. Enloe went on to explain the Ten Year Supply Plan noting that only municipalities can participate. This is the first time a ten-year plan has been offered. He added there might be some advantage, do not want anyone to commit for too long, or for too much load.

Clerk's Comments

- Minutes of June 11, 2007 were presented for review and approval.
Motion made by Trustee Gudgel to approve the minutes of June 11, 2007 with noted spelling corrections. (See Gas and Water Committee Report; change Enlow to Enloe and cathotic to cathodic)
Second by Trustee Thompson
Roll Call Vote Taken: Gudgel-yes, Thompson-yes, Bowen-yes, Woodcock-yes, Thomas-yes and Miller-yes
Motion Carried (6-0)

Budget Comparison & Investment Report: Village Treasurer, Glenn Smith

- The May 2007 Budget Comparison Report and Investment Report were presented for review and approval.
Motion made by Trustee Bowen to approve the Budget Comparison and Investment Report as presented for May 31, 2007
Second by Trustee Thompson
Roll Call Vote Taken: Gudgeon-yes, Thompson-yes, Bowen-yes, Woodcock-yes, Thomas-yes and Miller-yes
Motion Carried (6-0)

Gas and Water Committee Report

- See Visitor Comments – Carls and Enloe

Park Committee Report

- Trustee Thompson notes employees are doing a great job of park upkeep and maintenance and that he has received many nice compliments regarding the park. Near the park, there is a manhole cover partially caved in and that will be taken care of. Gary Eby notes that storm tile has been fixed.
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Personnel & Finance Committee Report: Committee Chair, Trustee Bowen

- Motion made by Trustee Bowen to approve Bills Payable as presented for Thursday, June 21, 2007 as presented.
Second by Trustee Thompson
Roll Call Vote Taken: Gudgeon-yes, Thompson-yes, Bowen-yes, Woodcock-yes, Thomas-yes and Miller-yes
Motion Carried (6-0)
- Treasurer Glenn Smith request trustees to look over the budget, as they will be voting on it at the next board meeting (July 9, 2007). Trustee Bowen requests the Clerk to list Ordinance 07-07, Prevailing Wage and 07-08, Appropriation Ordinance on the agenda for the July 9, 2007 village board meeting.

Streets, Alleys and Sidewalk Committee Report: Committee Chair, Trustee Bowen

- Nothing to report

Police Committee Report: Committee Chair, Trustee Miller

- Chief Bowsher reported the damage on the Ford Expedition, resulting from an encounter with a deer, has been repaired. Detail work will be done tomorrow.
- Since she will be out of town for a wedding over the Fourth of July, Officer Shawn Burnley will serve as acting chief in her absence.

Sewer Committee Report: Committee Chair, Trustee Thompson

- Sewer plugged up behind the school. While working on the problem, now repaired, the sewer cleaner was hung up resulting in a busted sewer main and damaged vacator hose. The village will be receiving a bill from the vacator company for repair of the hose.
- Employees would like to have a cut-away saw for use on bricks/concrete. We are waiting on a bid to come back with the cost will be shared by three departments.
Motion made by Trustee Thompson to spend up to \$3200 for a cut-away saw. Cost is to be shared by three departments, Streets, Water and Sewer.
Second by Trustee Thomas
Roll Call Vote Taken: Gudgeon-yes, Thompson-yes, Bowen-yes, Woodcock-yes, Thomas-yes and Miller-yes
Motion Carried (6-0)
- We received the Application from IEPA for our permit for our Wastewater Treatment Plant. We have hired Crawford, Murphy and Tilley, to fill out our application.
Motion made by Trustee Thompson to approve contract for service for EPA Services with Crawford, Murphy and Tilley for an amount not to exceed \$2600 without further approval of the board.
Second by Trustee Bowen
Roll Call Vote Taken: Gudgeon-yes, Thompson-yes, Bowen-yes, Woodcock-yes, Thomas-yes and Miller-yes
Motion Carried (6-0)

Note: If the application for permit is approved by the IEPA, it will allow the village to operate its Wastewater Treatment facility for five (5) years.

Zoning Committee Report: Committee Chair, Trustee Gudgel

- Trustee Steve Gudgel tabled Ordinance 07-05, regulating development in floodplain areas until the July 9 village board meeting. He stated he would have copies for all trustees at that time. He requested that Ordinance 07-05 also be listed on the July 9, 2007 meeting agenda.

Unfinished Business/Correspondence

- None

New Business/Correspondence

- Received a letter from Greene and Bradford and Catteau's would like to go to natural gas at the Rt. 104 business location, they are requesting a gas tap.

Mayor's Comments

- President Manning presented his Committee List. Following a brief discussion committee members remained the same as presented, however two committee chairs changed, from Woodcock to Thomas for Gas and Water and from Thompson to Woodcock for Parks.

Motion made by Trustee Thompson to approve the following committees, members and chairs: Personnel and Finance – Chairman Tom Bowen, Jeff Thomas and Phillip Thompson; Gas and Water – Chairman Jeff Thomas, Terry Woodcock and Steve Gudgel; Streets – Chairman Tom Bowen, Steve Gudgel and Bill Miller; Sewer – Chairman Phillip Thompson, Jeff Thomas and Tom Bowen; Police – Chairman Bill Miller, Steve Gudgel and Terry Woodcock; Zoning – Chairman Steve Gudgel, Tom Bowen and Terry Woodcock and Parks – Chairman Terry Woodcock, Phillip Thompson and Bill Miller

Second by Trustee Gudgel

Roll Call Vote Taken: Gudgel-yes, Thompson-yes, Bowen-yes, Woodcock-yes, Thomas-yes and Miller-yes

Motion Carried (6-0)

- President Manning asked if committee meetings should be regularly scheduled or held as needed. Trustee Woodcock stated she would prefer scheduled meetings. Trustees opted to return to schedule and will meet as follows: Thursday prior to Monday's board meeting - Personnel and Finance, 6:30 p.m.; Gas and Water, 7:00 p.m.; Streets, 7:30 p.m.; Sewer, 8:00 p.m. or as needed; Police, 6:30 p.m.; Zoning and Parks as needed.
- Trustees Terry Woodcock and Tom Bowen answered President Manning's request for trustee volunteers for the IDOT School Safety Program. Manning stated he would contact Michelle Landrey at Greene and Bradford, Inc. and School Superintendent Lyle Rigdon.
- The Pawnee Public Library will close on the Bowsher Building Wednesday, June 27. President Manning will attend the closing along with Library Director Bennett Bess.
- Manning received a letter from attorney Alex Rabin regarding the Don Scott property. Rabin is to file a lien for almost \$4100 for work done by the village in regards to the property.
- President Manning continues to work towards leasing the Ameren property west of the village.
- Work for President Manning's choice of property for a "helping hand" for clean up is nearly completed. He asked if any of the trustees have a property in mind to receive a helping hand for the summer clean up.

Trustee Terry Woodcock had several questions regarding the list of ordinance violations in regards to the summer clean up project. She stated she is confused about definitions regarding trailers, travel trailers, RV's or recreational trailers/motor homes as well as the definition regarding parking vs. storing. Trustee Phillip Thompson stated he also thought it confusing. President Manning replied we are really going to have to work on redoing the comprehensive plan and budget more money next year for the Zoning Board as there are things that need clarification

Motion to Adjourn

Motion made by Trustee Thomas to adjourn the meeting

Second by Trustee Gudgel

Voice Vote Taken: Six ayes, 0 nays

Motion Carried (6-0)

Meeting adjourned at 9:45 p.m. on Monday, June 25, 2007. The next scheduled meeting of the Pawnee Village Board of Trustees is Monday, July 9, 2007 at the Village Hall.

Respectfully Submitted

Cynthia S. Kramer
Village Clerk