

**Village of Pawnee  
Board of Trustees  
Minutes of October 13, 2008**

**Call to Order**

- The meeting convened at 7:10 p.m.

**Roll Call**

- Village Clerk, Cynthia Kramer, called roll
- Trustees in attendance: Phillip Thompson, Tom Bowen, Terry Woodcock, Lindsey Young and Bill Miller
- Trustee/s absent: Steve Gudgel
- Also in attendance: Police Chief Bowsher, attorney John Myers, Electrician Paul Mottar, Pawnee Otter Lake Water Commissioner Garry Whitson

**Recognition/Comment/s of Visitor/s**

- Electrician Paul Mottar explained to trustees the scope plus cost, approximately \$9000, for the village square electrical system upgrade. The upgrade will result in one breaker box and cabinet and additional outlets. Mottar noted he would do his own trenching but did ask that village employees bore sidewalks. Mottar told trustees that due to his schedule, work would begin in the spring.  
Motion made by Trustee Thompson to accept the Mottar quote, and that expenditure not to exceed \$11,000.  
Second by Trustee Young  
Roll Call Vote Taken: Thompson-yes, Bowen-yes, Woodcock-yes, Young-yes and Miller-yes  
Motion Carried (5-0)  
Mottar was given permission to order materials now in order to avoid price increases.
- Pawnee Otter Lake Water Commissioner Garry Whitson informed trustees that the water commission finally has a contract with Leanders Construction for plant upgrade. He invited village officials to attend the groundbreaking scheduled for Tuesday, October 28 at 2 p.m. Construction is to be completed January 2010. He also noted that Plant Superintendent Dennis Ross would be glad to attend a board meeting to give a presentation regarding current and future plant.

**Request for Executive Session**

- Attorney John Myers requests that an executive session be added to the agenda to discuss personnel - collective bargaining. Mayor Manning adds the executive session to the agenda, trustees approve.

**Clerk's Comments**

- Minutes of September 22, 2008 were presented for review and approval.  
Motion made by Trustee Young to approve the minutes of September 22, 2008 as presented.  
Second by Trustee Bowen  
Roll Call Vote Taken: Thompson-yes, Bowen-yes, Woodcock-yes, Young-yes and Miller-yes  
Motion Carried (5-0)

**Gas and Water Committee Report: Committee Chair, Trustee Woodcock**

- Sixty-one red letters went out resulting in seven (7) shut-offs, all are back on except for one, and that resident has moved out of the village.
- The committee is reviewing level payments and has determined there are eleven accounts that have higher balances due at this time than last year. These accounts should be evaluated to determine if the level payment amount should be adjusted upward to reflect usage.
- Even though trustees passed on the last opportunity to hedge gas prices, a third hedge is being offered at approximately 10 percent for November through March. We would like to take advantage of this third hedge opportunity.  
Motion made by Trustee Woodcock to confirm authorization of hedge commitment of 10 percent with the recommendation of Utility Gas Management November – March.  
Second by Trustee Young  
Roll Call Vote Taken: Thompson-yes, Bowen-yes, Woodcock-yes, Young-yes and Miller-yes  
Motion Carried (5-0)
- Woodcock informed trustee that there might be another request for hedging, with recommendation by village engineers. She asked if trustees would have a problem with another hedge, all present replied no.

- There is a 9.3 cents decrease from the October gas rate of 118.9 to the November rate of 109.6 cents per therm.
- The village should receive the water flow report (retesting of 20 hydrants) from Greene and Bradford October 17. A committee meeting will be scheduled to discuss the findings of the report.
- Mayor Manning presents to trustees Ordinance 08-18, AN ORDINANCE ADOPTING AN IDENTITY THEFT PROTECTION PROGRAM. He noted that the program is a federal requirement for village utilities and takes effect November 1, 2008. He added that office personnel will be responsible for administering the protection program and that he will go over the program with Office Manager Glenn Smith and billing clerk Michelle Featherston, after which both must initial the ordinance.  
 Motion made by Trustee Woodcock to approve Ordinance 08-18, AN ORDINANCE ADOPTING AN IDENTITY THEFT PROTECTION PROGRAM.  
 Second by Trustee Bowen  
 Roll Call Vote Taken: Thompson-yes, Bowen-yes, Woodcock-yes, Young-yes and Miller-yes  
 Motion Carried (5-0)
- There is an exposed gas line located near Shaw property and Thirteenth Street. Mr. Shaw called the ICC. The line is buried at a 3 ft depth; the village must bury the line at a five foot depth. Utility Safety Designs (Lindsay Enloe) estimated the cost to bury the line at approximately \$23,000. Trustee Woodcock questioned if she needed to make a motion to approve the cost to bury the line. Attorney John Myers counseled trustees that Mr. Enloe needed to send the village a contract with documents of prevailing wage and bond. Trustee Woodcock state she would contact Mr. Enloe requesting said documents and would schedule a special board meeting to approve said contract, noting the matter must be taken care of as quickly as possible. It was also noted that documents of prevailing wage and bond must also be submitted with contract from Paul Mottar (village square electrical upgrade) and Blackhawk Construction (police building roof).

**Park Committee Report: Committee Chair, Trustee Woodcock**

- The Schultz Park walking path cracks have been filled and repaired. The village will attempt to recoup the repair cost from the previous contractor.

**Personnel & Finance Committee Report: Committee Chair, Trustee Bowen**

- Bills payable was presented for review and approval.  
Motion made by Trustee Bowen to approve bills payable as presented ending Friday, October 10, 2008.  
 Second by Trustee Woodcock  
 Roll Call Vote Taken: Thompson-yes, Bowen-yes, Woodcock-yes, Young-yes and Miller-yes  
 Motion Carried (5-0)

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

- (Bowen) and Mayor Manning met with Joe Greene regarding storm drains. There is one immediate need, the drainage problem that starts over at the school and works it way to the west side of town and back. Bowen stated he would like to replace a 15-inch storm sewer with a 48-inch storm sewer, running a 48-inch pipe from Horse Creek back of the school up to Fourth Street. Trustee Thompson questioned the proposed replacement noting that it may be a costly solution and one that may not effect the shedding of water. Further discussion was tabled.
- Even though Zoning Committee Chairman Steve Gudgel was absent, Bowen requested to address the Tomso variance request. He stated that before trustees vote on the matter, he would like to speak with the Zoning Committee and the Zoning Administrator. Trustees discussed the variance request for approximately 30 minutes before the matter was tabled. Trustees noted they would like to see the original documents prior to making any decision on the request.

**Police Committee Report: Committee Chair, Trustee Miller**

- The monthly police report was presented for review and approval  
Motion made by Trustee Miller to approve the police report as presented.  
 Second by Trustee Thompson  
 Roll Call Vote Taken: Thompson-yes, Bowen-yes, Woodcock-yes, Young-yes and Miller-yes  
 Motion Carried (5-0)

**Sewer Committee Report: Committee Chair, Trustee Thompson**

- There are no major updates however, there is a broken tile on Washington Street, and it is being repaired.

**Zoning Committee Report: Committee Chair, Trustee Gudgel**

- No report given

**Unfinished Business**

- Trustee Miller states that a property on Lincoln Street needs to be cleaned up/out. Mayor Manning informed Trustee Miller that a letter was sent to the property owner on September 3 and that the letter was picked up on September 23. The village has not received a response.

**New Business/Correspondence**

- None

**Mayor's Comments**

- The Pawnee Area Chamber of Commerce sign will become a village sign, as Ameren wanted a one million dollar insurance policy. There should be guidelines as to what can be put on the Chamber sign.
- Tom Maupin, Tom's Tree Service, returned the gate key to the burn pile. Manning added that Maupin is willing to pay some kind of fee to use the service. Manning stated he would really like to accommodate Maupin as he does work for the village. Manning informed trustees that he told Maupin not to bring large logs and to bring yard waste (limbs and branches) from Pawnee residents only. Trustee Woodcock told Manning that was fine as long as long as Maupin does not violate set guidelines.

**Motion to enter Executive Session**

Motion made by Trustee Thompson to enter executive session to discuss personnel – collective bargaining.

Second by Trustee Woodcock

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

Motion Carried (5-0)

Trustees entered executive session at 9:10 p.m.

**Return to Regular Session**

Trustees returned to regular session at 9:40 p.m. No action was taken. Mayor Manning calls for motion to adjourn.

**Motion to Adjourn**

Motion was made by Trustee Woodcock to adjourn the meeting.

Second by Trustee Miller

Voice Vote Taken: Ayes-5 Nays-0

Motion Carried (5-0)

Meeting adjourned at 9:42 p.m. on Monday, October 13, 2008. The next scheduled meeting of the Pawnee Village Board of Trustees is Monday, October 27, 2008 at 7:00 p.m. at the Village Hall.

Respectfully Submitted

Cynthia S. Kramer  
Village Clerk