

**Village of Pawnee
Board of Trustees
Minutes of December 8, 2008**

Call to Order

- President Manning called the meeting to order at 8:20 p.m.

Roll Call

- Village Clerk, Cynthia Kramer, called roll
- Trustees in attendance: Steven Gudgel, Phillip Thompson, Tom Bowen, Terry Woodcock, Lindsey Young and Bill Miller
- Trustee/s absent: None
- Also in attendance: attorney Dan Schuring, Police Chief Bowsher, village employees Gary Eby, Jason Clauser, Chad Brenden and guests Jessica Oakley and Christian Midiri

Recognition/Comment/s of Visitor/s

- Mayor Manning recognized visitors Jessica Oakley and Christian Midiri. He noted that Ms. Oakley applied for and would receive a liquor license (2 a.m.) as the background check was completed. The new business will not serve food and will be known as Locals. Locals will occupy the former site of the Rose Garden Tea Room, immediately adjacent to the Pawnee Police Department on the village square. Chief Bowsher quietly reminded Ms. Oakley about noise level, specifically music, and that she expected the sidewalk area in front of the business as well as in front of the police department to be kept clean and free of refuse, specifically cigarette butts due to the statewide smoking ban. Trustee Lindsey Young asked Mr. Oakley why she chose to open a tavern and Ms. Oakley replied to open a place more in tune with a younger clientele. Oakley stated the tavern would open for business at either two or 3 p.m.

Motion to Enter Executive Session

Motion made by Trustee Woodcock to enter executive session to discuss a personnel matter and issues pertaining to the gas and water departments.

Second by Trustee Thompson

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

Trustees enter executive session at 7:25 p.m.

Return to Regular Session

- Trustees return to regular session at 8:19 p.m.
- Village Clerk, Cynthia Kramer, called roll
- Trustees in attendance: Steven Gudgel, Phillip Thompson, Tom Bowen, Terry Woodcock, Lindsey Young and Bill Miller
- Motion made by Trustee Woodcock to officially establish an on-call status, at \$1.50/hr. call out time plus a minimum of one (1) hour for overtime. On-call pay will be retroactive to date of employee certification, minus anytime not available for on-call. On-call status will become effective this date, December 8, 2008 and will be retroactive to November 11, 2008 for certified personnel.
- Second by Trustee Thompson
- Roll Call Vote Taken: Gudgel-yes, Thompson-yes, Bowen-yes, Woodcock-yes, Young-yes and Miller-yes
- Motion Carried (6-0)
- Mayor Manning asked employee Gary Eby if he would like to become certified for on-call duty and the extra compensation that applies. Mr. Eby replied no.
- Regarding on-call status, employee Jason Clauser asked if anyone had advised Jeff Schober he would have to attain certification in order to take on-call duty. Trustee Bowen stated he would speak to Schober regarding certification and on-call duty. When asked how long it would take Schober to attain certification, Clauser replied he thought, if Schober had the time, he could complete the modules in a week or less. As such, Trustee Woodcock said she would try to get Lindsay Enloe to Pawnee for testing the last week of December.

- Trustee Phillip Thompson stated that he would like clarification that the village is not mandating any employee to attain on-call status/certification. Trustees replied it is not a mandate, but only for those employees wanting or showing an interest in taking on-call duty.
- Mayor Manning told employees Clauser and Brenden, if they accepted on-call status, as honorable men, when you are on-call, you would answer your phone. Employee Jason Clauser did explain an on-call mix-up that took place Friday, December 5, which prompted employee Chad Brenden to question as to who is the back-up man. Mayor Manning explained that the back-up man is presently from Auburn. Chief Bowsher also asked if the dispatcher should notify Trustee Woodcock if an on-call does not answer his phone or cannot be reached during on-call duty.
- Employee Gary Eby asked if employees could use comp time hourly rather than the four-hour increments stated in the employee handbook. Trustee Thompson said he did not have a problem with the request; however, he would like to speak with Glenn Smith before trustees vote on the matter to ensure it would not become a bookkeeping nightmare for the treasurer if approved.
- Employee Jason Clauser stated that he is not as experienced using the backhoe as Mike Howard who is retiring. Trustee Bowen asked Clauser if he needed experience with the backhoe in general or with certain types of events. Clauser replied certain types of events. Bowen stated the village would try to schedule Clauser for training days for extreme conditions.

Clerk's Comments

- Minutes of November 24, 2008 were presented for review and approval.
Motion made by Trustee Thompson to approve the minutes of November 24, 2008 as presented.
Second by Trustee Gudgel
Roll Call Vote Taken: Gudgel-yes, Thompson-yes, Bowen-yes, Woodcock-yes, Young-yes and Miller-yes
Motion Carried (6-0)

Gas and Water Committee Report: Committee Chair, Trustee Woodcock

- The committee will meet December 16 to discuss the water survey, Greene and Bradford, Inc.
- Red letters will go out on December 23 and the committee will meet on December 29 to determine shut-offs.
- Mayor Manning noted that he received documentation from Mike Howard regarding retirement date

Park Committee Report: Committee Chairman, Trustee Woodcock

- Nothing to report.

Personnel & Finance Committee Report: Committee Chair, Trustee Bowen

- Chairman Bowen noted regarding the Mike Howard retirement, the village did not budget for unused sick and vacation days, as such; the village will owe Mr. Howard approximately \$22,000.
Motion made by Trustee Bowen to approve Ordinance 08-22, An Ordinance Making Supplemental Appropriations of Sums of Money to Defray Expenses and Liabilities of the Village of Pawnee for the Fiscal Year Ending April 30, 2009 and Authorizing the Loan of the Sum of \$100,000 from the Gas Fund to the General Fund.
Second by Trustee Woodcock
Roll Call Vote Taken: Gudgel-yes, Thompson-yes, Bowen-yes, Woodcock-yes, Young-yes and Miller-yes
Motion Carried (6-0)
Motion made by Trustee Bowen to approve Ordinance 08-23, An Ordinance for the Levy and Assessment of Taxes for the Village of Pawnee, Illinois for the Fiscal Year Beginning May 1, 2008 and Ending April 30, 2009.
Second by Trustee Woodcock
Roll Call Vote Taken: Gudgel-yes, Thompson-yes, Bowen-yes, Woodcock-yes, Young-yes and Miller-yes
Motion Carried (6-0)
- Bills Payable was presented for approval.
Motion made by Trustee Bowen to approve bills payable ending Friday, December 5, 2008 as presented.
Second by Trustee Thompson

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

Motion Carried (6-0)

Motion made by Trustee Bowen to grant Village Treasurer Glenn Smith the right to write checks for bills payable through remainder of 2008.

Second by Trustee Young

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

Motion Carried (6-0)

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

- Street salt has arrived.
- Christmas banners and lights are up along Route 104 and the village square. Keeping OSHA rules in mind and since the village does not have a bucket truck, (I) spoke with Tom Maupin about the banner and or lighting displays. If Tom Maupin agrees to do the work, we would like to have a police officer directing traffic around him as he install banners and or lights, for his safety.

Police Committee Report: Committee Chair, Trustee Miller

Motion made by Trustee Miller to approve the police report as presented.

Second by Trustee Thompson

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

Motion Carried (6-0)

- Chief Bowsher added that she is paying \$70 monthly for storage and that she would like to have the police garage work completed as soon as possible. She received a bid from Mark Woodell to wash, scrape down and paint the back wall, which will complete the work. She noted the bid amount would be less if less materials are used. Trustees agreed to have the work completed by Woodell.

Sewer Committee Report: Committee Chair, Trustee Thompson

- Chairman Thompson stated he is waiting on a quote from Green and Bradford, Inc. Nothing lines up at the San Terra Lift Station, built years ago by Joe Hill and Jim Clauser. The lift station is very dangerous to service or to work on, as the guardrails do not line up, so workers have to get down in the pit. Mayor Manning stated that he would be speaking with Joe Greene the following day and that he would bring this matter up for discussion. Thompson in closing stated that if the village could get a number regarding cost, we could begin to look for ways to finance this project.

Zoning Committee Report: Committee Chair, Trustee Gudgel

- Nothing to report

Unfinished Business

- Trustee Thompson reported there were a number of tags left on the Angel Tree. He was not sure as to why a number of tags were left, possibly due to the last minute relocation of the tree from Nelson Drug Store to the Pawnee Public Library, however he noted that one of the organizers, Terry Thompson was actively looking to secure donors for the remaining tags. Given the number of tags left, he sought reassurance that the village, if need be, would donate the difference as approved during a previous meeting.

New Business/Correspondence

- Trustee Bill Miller brought the written request from the Pawnee Lions for the village's yearly donation for the Pawnee Lions Christmas Basket Food Drive.

Motion made by Trustee Miller to donate \$500 for the Pawnee Lions Christmas Basket Food Drive.

Second by Trustee Young

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

Motion Carried (6-0)

Mayor's Comments

- None

Motion to Adjourn

Motion was made by Trustee Miller to adjourn the meeting.

Second by Trustee Gudgel

Voice Vote Taken: Ayes-6, Nays-0

Motion Carried (6-0)

Meeting adjourned at 8:05 p.m. on Monday, December 10, 2007. The next scheduled meeting of the Pawnee Village Board of Trustees is Monday, January 12, 2009 at 7:00 p.m. at the Village Hall.

Respectfully Submitted

Cynthia S. Kramer
Village Clerk