

**Village of Pawnee  
Board of Trustees  
Minutes of August 11, 2008**

**Call to Order**

- The meeting convened at 7:05 p.m.

**Roll Call**

- Village Clerk, Cynthia Kramer, called roll
- Trustees in attendance: Steven Gudgel, Tom Bowen, Terry Woodcock, Lindsey Young and Bill Miller
- Trustee/s absent: Phillip Thompson
- Also in attendance: Village attorney Dan Schuering, Chief Bowsher

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

- Sheldon Woodcock attended as an observer.

**Clerk's Comments**

- Minutes of July 28, 2008 were presented for review and approval.  
Motion made by Trustee Gudgel to approve the minutes of July 28, 2008 as presented.  
Second by Trustee Young  
Roll Call Vote Taken: Gudgel-yes, Bowen-yes, Woodcock-yes, Young-yes and Miller-yes  
Motion Carried (5-0)

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

- September gas rate increases by 14.5 cents per therm. Rate increases such as the September increase led to the decision to hedge 15%. The village has received a second opportunity to hedge. It will be a small hedge, approximately 10%.  
Motion made by Trustee Woodcock to approve an additional 10% hedge, UMG (Utility Gas Management) for gas management.  
Second by Trustee Gudgel  
Roll Call Vote Taken: Gudgel-yes, Bowen-yes, Woodcock-yes, Young-yes and Miller-yes  
Motion Carried (5-0)
- Fifty-one red letters went out for the month resulting in two shut-offs.
- The Gas and Water Committee met August 7 to review and discuss fire hydrant flow meter results. We are not sure of the accuracy of the test readings since there were several zero readings and a couple under 500 gallons per minutes. We have hired Greene and Bradford to sample test 20 hydrants for additional readings. We want to make sure we have accurate readings before making any recommendations.
- We received a letter regarding the Otter Lake Water Commission rate hike effective Oct. 1 of this year and the second increase due Oct. 1 1909. The Water Committee will meet to discuss the rate increase and if the increase is to be passed on to utility customers. Any increase will probably show on the October billing. Sheldon Woodcock asked if the rate increase would help the taste and odor of village water. Trustees replied that Water Commissioner Garry Whitson stated that plant upgrade should help.
- Trustees briefly discussed water main extension, completion of the Penn Street Main.  
Motion made by Trustee Woodcock to approve the bid from Gary Hill for \$22,280.00, village portion of the bill for the Penn Street Water Main Extension.  
Second by Trustee Bowen  
Roll Call Vote Taken: Gudgel-yes, Bowen-yes, Woodcock-yes, Young-yes and Miller-yes  
Motion Carried (5-0)

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

- As during previous meetings, Chairman Woodcock noted that the resealing of the Schultz/North Park walking path was not done very well, the work needs to be repaired and satisfaction is not forthcoming from the contractor. After conferring with the village attorney and being advised to have a reputable company make the repairs, village employee Gary Eby is seeking estimates for the repair work to ensure no further damage to the walking path through the winter months.

**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 for Thursday, August 7, 2008  
Second by Trustee Gudgel

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

Motion Carried (5-0)

- Trustee Bowen noted Village Certificates of Deposit come due next week; CD's have earned 3.94% interest for a six-month investment period. Bowen noted current rates as follows: 2.0% - 3 mos., 2.9% - 6 mos., and 3.45% for 14 mos. Trustee Terry Woodcock asked about money market accounts, thinking money market may pay higher interest rate. However, after a brief discussion, trustees opted to stay with CD's.

Motion made by Trustee Bowen to renew Certificates of Deposit for Gas and for Motor fuel for six months and for Water and Sewer for fourteen months with United Community Bank.

Second by Trustee Woodcock

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

Motion Carried (5-0)

- The village must change its postage meter as the U.S. Postal Service is going to digital migration. The village has had the current meter since 1998, village currently paying a monthly rate of \$41.95 per month. Received quote from Pitney Bowes that would give village a machine at a rate of \$645 over five year period. However, the village must give current provider Hasler a 90-day out.

Motion made by Trustee Bowen to give 90-day notice to Hasler Solutions that the village will no longer use its services after December 2008.

Second by Trustee Woodcock

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

Motion Carried (5-0)

- Because the current village office scanner/copier is no longer functional, Bowen received trustee approval to purchase a new unit as it is used for the production of gas and water bills.
- Bowen noted that the Finance Committee is putting together a cost matrix for police, dispatcher and all other employee raises and that it will take a couple of months to put the information together.

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

- We are experiencing some problems with storm drains; roots clog some while others must be redirected. We are putting together a list to be reviewed by Greene and Bradford. Additionally we are preparing a list for sidewalk installation/repair.

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

- Monthly police report submitted for review and approval.

Motion made by Trustee Miller to approve monthly (July) police report as presented.

Second by Trustee Gudgel

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

Motion Carried (5-0)

- The Police Committee met last week. Work completed on the police garage includes roof repair, installation of new doors, windows blocked in and tuck-pointing. Need someone to scrape, power wash and paint to complete exterior of police garage, and to paint interior of police department building. Received bid for \$3152 to paint both police buildings from local contractor Mark Woodell.

Motion made by Trustee Miller to accept Woodell bid of \$3152 to prepare and paint police garage exterior and paint interior of police department building.

Second by Trustee Woodcock

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

Motion Carried (5-0)

Note: Paint for police garage was donated to the village.

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

- While Committee Chairman Thompson was unable to attend the meeting, he did submit a written report noting the Sewer Department is doing well. The warehouse building exterior lighting needs to be replaced. People are stripping items from the metal pile and leaving a mess. He asked for suggestions on what could be done to limit this activity. Regarding the Labor Board Facility Review, the village is awaiting a written statement, however, many of the items noted are already fixed or in the process of being fixed. The Village is still waiting to receive the EPA Water Treatment Plant Permit. He noted that last time he contacted the EPA he was informed the agency was still several months behind. He noted the park walking path needs attention before winter and that new hire Chad Brenden is interested in the Dog Catcher position.
- Trustee Terry Woodcock stated she is very interested in Brenden taking the position of Dog Catcher if it can be worked the same as it was under village employee Gary Eby.

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

- Chairman Gudgel and Mayor Manning met with the four individuals, Tom Tindell, Tom Durr, Randy Williams and Larry Boblitt, interested in accepting appointments to the Zoning Board/Planning Commission. Gudgel hopes to fill three vacancies prior to an August 21 Zoning Board Hearing.
- U.S. Cellular has selected village property that would be a feasible location for a cell tower generating leasing revenue for the village. Information was sent to their engineers, village would be informed of their decision.
- Kevin Kuhns, Greene and Bradford, sent the revised Plat II for Horse Creek Subdivision
- Habitat for Humanity will meet Wednesday night and the footings and floor joists are in for the house being built on Doc Norris Drive.

### **Unfinished Business**

- Trustee Terry Woodcock asks to return to the Gas and Water Committee Report. She informed trustees that the Pawnee Fire Department requested a cost break, for sewer, during the winter months.  
Motion made by Trustee Woodcock to give the Pawnee Fire Department a cost break for the winter months, October through March on the sewer cost, above and beyond the \$25 bill for the inside meter.  
Second by Trustee Miller  
Roll Call Vote Taken: Gudgel-yes, Bowen-yes, Woodcock-yes, Young-yes and Miller-yes  
Motion Carried (5-0)

### **New Business/Correspondence**

- None

### **Mayor's Comments**

- Mayor reads a resolution for the Village of Pawnee to adopt the Sangamon County Multi Jurisdictional Natural Hazards Mitigation Plan. Trustees agree to approve.
- Mayor reads request from Habitat for Humanity asking the village to waive the \$150 building permit and a reduction of the \$850 tap fee. Trustees tabled the request for further review and discussion.
- Mayor gives update on Greene and Bradford projects for the Village of Pawnee.
- Mayor informs trustees the Pawnee Lions requests use of the Pawnee square on September 13 for the 27<sup>th</sup> annual Lions County Fair and for the annual \$200 donation for the event. Trustees table approval until the next board meeting
- The Mayor met this date with Calvin Aumiller and attempted a small burn at the burn pile. They were not able to do so as the wind was in the wrong direction. Mayor stated problem could be solved with some good Yankee ingenuity. We will not have problems with the burn pile as we have had in the past. Additionally he stated he would write letters to business stating the burn pile is for residential use only.

### **Motion to Enter Executive Session**

Motion made by Trustee Woodcock to enter executive session to discuss personnel issues.  
Second by Trustee Gudgel  
Roll Call Vote Taken: Gudgel-yes, Bowen-yes, Woodcock-yes, Young-yes and Miller-yes  
Motion Carried (5-0)  
Trustees entered executive session at 9:55 p.m.  
**Note:** Trustee Lindsey Young leaves executive session at 10:50 p.m. to go to work

### **Roll Call**

- Trustees re-enter regular session at 10:55 p.m. Village Clerk, Cynthia Kramer called roll.
- Trustees present: Gudgel, Bowen, Woodcock and Miller

### **Motion to Adjourn**

Motion was made by Trustee Bowen to adjourn the meeting.  
Second by Trustee Gudgel  
Voice Vote Taken: Ayes-4 Nays-0  
Motion Carried (4-0)

Meeting adjourned at 10:57 p.m. on Monday, August 11, 2008. The next scheduled meeting of the Pawnee Village Board of Trustees is Monday, May 25, 2008 at 7:00 p.m. at the Village Hall.

Respectfully Submitted

Cynthia S. Kramer  
Village Clerk