

**Village of Pawnee
Board of Trustees
Minutes of August 25, 2008**

Call to Order

- The meeting convened at 7:14 p.m. at the Pawnee Knights of Columbus Hall. The meeting was moved to the Pawnee Knights of Columbus Hall from the Pawnee Village Hall in order to accommodate the large number of people in attendance due to the Personnel Hearing to be held in conjunction with the regularly scheduled village board meeting.

Roll Call

- Clerk Cynthia Kramer called roll
- Trustees in attendance: Steve Gudgel, Phillip Thompson, Tom Bowen, Terry Woodcock, Lindsay Young, Bill Miller and Mayor Kenton Manning
- Absent: None
- Also in attendance: Attorney John Myers, Attorney Charles Watson, Village Office Assistant Michelle Featherston, Pawnee Police Officer Darrek Galloway and wife Miranda, Village Treasurer Glenn Smith, Police Chief Bowsher, Cecil Herpstreith, VP Pawnee Fire Protection District, and other listed attendees (See attached sheet)

Personnel Hearing

- Following roll call and the Pledge of Allegiance, Mayor Kenton Manning gives the floor to attorney John Myers. Myers presents ten (10) exhibits, Village of Pawnee documents, including but not limited to, Hearing Statements for both village employees Michelle Featherston and Darrek Galloway, Village Utility Payment Notice and attached arrears sheet, Level Payment Plan bearing Featherston's name but without signature and record of payment on account, spread sheets showing level and dates of payment, Galloway payment record for current and past address, spread sheet summarizing Galloway payments from 2005 forward, and a copy of the Revised Personnel Code for the Village of Pawnee. Featherston verified the documents. Myers noted that Featherston violated Section B, H, M. and Q of the Personnel Code while Galloway violated Section B, M and Q of the Personnel Code. Closing he stated that the documents spoke for themselves. Trustees Gudgel, Bowen and Woodcock questioned Featherston asking about shut-off process, verbal agreements and whom they were with, if she had sole responsibility to handle decisions regarding delinquent accounts and delinquent account agreements, and about process and periods regarding delinquent accounts to collection. Attorney Watson asked Featherston about her duties, written or verbal agreements, status of level payment accounts in regards to being ahead or behind, did she have a verbal agreement with Darrek Galloway (made in June) and did she believe Galloway would honor the verbal agreement to pay his utility bill in full by August of 2008 and did her boss, Glenn Smith know that she had put herself on a level payment plan. Mr. Watson noted that Galloway had paid his bill, in full, on Friday, August 15, 2008. Featherston stated that she had a verbal agreement with Galloway and that he would honor his agreement and in fact that both of their entire balances would be paid off prior to the next winter heating season. She also noted that balances could go up or down regarding level payment plans. Mr. Watson closed by stating that discipline for both employees is not warranted. Mayor Manning closed the hearing stating trustees would enter an executive session, but would do so at the Village Hall as the K of C Hall was not equipped to tape record. He also stated that trustees would render a decision that evening and would return to the K of C Hall to do so upon re-entering open session.

Motion made by Trustee Woodcock to enter executive session to discuss personnel.

Second by Trustee Bowen

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

The Personnel Hearing adjourned at 8:27 p.m.

Meeting Reconvenes

- Clerk Cynthia Kramer calls roll
- Board Members Present: Trustee Gudgel, Thompson, Bowen, Woodcock, Young, Miller and Mayor Kenton Manning

- Mayor Manning briefly explained about the Village Personnel Code and that trustees spent a great deal of time in deliberation regarding this matter. Attorney Myers also informed those attending that Mayor Manning would vote on any motion made in regards to the Personnel Hearing

Motion made by Trustee Gudgel that the Village of Pawnee give Officer Galloway a written reprimand to be placed in his personnel file, for violation of Section 10.07 (m) of the Village Personnel Code pertaining to failure to pay off indebtedness to the Village in a prompt manner.

Second by Trustee Young

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

Motion Carried (7-0)

Motion made by Trustee Bowen that the Village give Michelle Featherston a three (3) day suspension without pay, for violation of Section 10.07 (h) of the Village Personnel Code pertaining to incompetence or inefficiency in the performance or assigned duties, and Section 10.07 (m) pertaining to failure to pay indebtedness to the Village in a prompt manner.

Second by Trustee Woodcock

Roll Call Vote Taken: Gudgel-yes, Thompson-yes, Bowen-yes, Woodcock-yes, Young-yes, Miller-no and Mayor Manning-yes

Motion Carried (6-1)

Motion made by Trustee Woodcock that the Utilities Committee will, beginning with its next meeting, study the delinquent billing procedures and make recommendations for a revised ordinance, which would provide for greater Village Board oversight of the process.

Second by Trustee Thompson

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

Motion Carried (7-0)

Note: A transcript of the Personnel Hearing is forthcoming.

Recognition/Comment/s of Visitor/s

- Once the hearing concluded trustees returned to the village hall entering regular session. Cecil Herpstreith, Vice President, Pawnee Fire Protection District was recognized. Herpstreith asked for village help to stop vehicles parking in front of the firehouse. Attorney John Myers stated that problem is addressed in the Village Code. Herpstreith then asked that police enforce the code. He also informed village trustees that the Pawnee Fire Department does not want a new subdivision start with only six-inch pipe. Trustee Bowen replied the village would not approve Plat II of the new subdivision without an exit to Dickey Road.

Clerk's Comments

- Minutes of August 11, 2008 (regular session) and the minutes for the August 18, 2008 Special Meeting were presented for review and approval.

Motion made by Trustee Gudgel to approve August 11, 2008 minutes as presented

Second by Trustee Tom Bowen

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

Motion Carried (6-0)

Motion made by Trustee Gudgel to approve the August 18, 2008 Special Meeting Minutes as presented.

Second by Trustee Young

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

Motion Carried (6-0)

Budget Comparison and Investment Report: Village Treasurer Glenn Smith

- No report given

Gas and Water Committee Report: Committee Chair, Trustee Woodcock

- Received clean water survey that must be completed for the Illinois EPA

▪ Regarding the Otter Lake Water Commission rate increase, the Gas and Water Committee recommends a 5 percent increase per 1000 gallons. This would result in a 22-cent increase per 1000

gallons for utility customers. The committee will address Otter Lake's second step increase due October 2009 at that time.

Motion made by Trustee Woodcock to approve a 5 percent water rate increase effective October 1, 2008.

Second by Trustee Bowen

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

Motion Carried (6-0)

- It appears that the Village of Tovey owes Pawnee some money due to a signed contract for Pawnee to wheel water to Tovey. The contract states that if Tovey goes over 44,000 gallons of water per day, Tovey would owe the Village of Pawnee a wheeling fee to be collected by the Otter Lake Water Commission and be reimbursed to the Village of Pawnee. Tovey went over the 44,000-gallon limit May, June and July of last year. However, the contract also states that if Tovey goes over the 44,000-gallon limit within a six-month period, Tovey could renegotiate the contract.
- Glenn (Smith) is waiting for an answer regarding the Habitat for Humanity request for reduction of the gas tap fee.

Park Committee Report: Committee Chair, Trustee Woodcock

- Gary Eby is awaiting estimates for repair of the Schultz Park walking path. Trustees concerned that weather could soon be an issue regarding repair of the walking path determined that repairs should begin as soon as possible.

Motion made by Trustee Woodcock to reseal the Schultz Park walking path for cost not to exceed \$5000.

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)

Personnel & Finance Committee Report: Committee Chair, Trustee Bowen

Motion made by Trustee Bowen to approve bills payable with one addition, \$2,414.18 to Ameren CIPS for lift stations and library as presented for Saturday, August 23, 2008

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)

- Regarding the postage meter, Bowen stated notice was given to Hasler that the village will no longer use their services, and if there were no objection, he would like to enter into a contract with Pitney-Bowes for a new postage meter. The village will receive the first three months of service free. There were no objections.

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

- Calvin is reviewing storm drains, some are too small, filled with rocks or debris and some need to be re-routed. Once the review is complete, we will meet with Greene and Bradford.
- Some of the recently received grant money will be spent on improvements for the square.

Police Committee Report: Committee Chair, Trustee Miller

- Interior painting has begun at the police department building.

Sewer Committee Report: Committee Chair, Trustee Thompson

- The village should know no later than December if it is going to receive the EPA permit for its water treatment plant.
- Greene and Bradford is doing work at the San Terra Lift Station. We are looking to renovate the station in a safe manner until the village can afford to replace it.
- We are in the process of replacing the exterior lights at the village garage.
- Employees would like a new compressor as the current one has a large hole in it and I would like three departments to share the expense.

Motion made by Trustee Thompson to purchase a new compressor for an amount not to exceed \$2500 with the cost to be shared by Gas and Water, Sewer and Parks.

Second by Trustee Miller

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

Motion Carried (7-0)

Zoning Committee Report: Committee Chair, Trustee Gudgel

- The Ellis Zoning Hearing was cancelled. A hearing was not required as the resident was simply replacing a fence.
- Had several questionnaires returned regarding the Horse Creek Subdivision.

Unfinished Business/Correspondence

- Trustee Woodcock stated she would like to recommend Chad Brenden as village dogcatcher.

Motion made by Trustee Woodcock to hire Chad Brenden as the village animal control officer under the same agreement as the village had with former animal control officer Gary Eby.

Second by Trustee Miller

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

Motion Carried (6-0)

New Business/Correspondence

- None

Mayor's Comments

- None

Motion to Adjourn

- Motion was made by Trustee Gudgel to adjourn the meeting.

Second by Trustee Woodcock

Voice Vote Taken: Ayes-6, Nays-0

Motion Carried (6-0)

Meeting adjourned at 10:45 p.m. on Monday, August 25, 2008. The next scheduled meeting of the Pawnee Village Board of Trustees is Monday, September 8, 2008 at 7 p.m. at the Village Hall.

Respectfully Submitted

Cynthia S. Kramer
Village Clerk