

**Village of Pawnee  
Board of Trustees  
Minutes of May 25, 2009**

**Call to Order**

- President Clarke called the meeting to order at 7:00 p.m.

**Roll Call**

- Clerk Cynthia Kramer called roll
- Trustees in attendance: Steve Gudgel, Tom Bowen, Terry Woodcock, David Skinner and Mark Gleason
- Trustee Phillip Thompson arrives following the Pledge to Allegiance at 7:04 p.m.
- Absent: None
- Also in attendance: Chief Jan Bowsher, Treasurer Glenn Smith, attorney John Myers, Kenton Manning and Miranda Galloway

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

- Former Mayor Kenton Manning and Miranda Galloway attended the meeting as observers.

**Clerk's Comments**

- Minutes of May 11, 2009 were presented for review and approval.  
**Motion** made by Trustee Woodcock to approve the minutes of May 11, 2009 with noted changes: Add to those present, David Skinner; under New Business, remove Young and Miller and insert Skinner and Gleason; correct next scheduled meeting date from May 23 to May 25, 2009.  
Second by Trustee Gleason  
Roll Call Vote Taken: Gudgel-yes, Thompson-yes, Bowen-yes, Woodcock-yes, Skinner-yes and Gleason-yes  
Motion Carried (6-0)

**Budget Comparison and Investment Report: Village Treasurer Glenn Smith**

- Treasurer Glenn Smith presented the Budget Comparison and Investment Report for April 2009.  
**Motion** made by Trustee Bowen to approve the treasurer's Budget Comparison and Invest Report ending April 30, 2009 as presented.  
Second by Trustee Thompson  
Roll Call Vote Taken: Gudgel-yes, Thompson-yes, Bowen-yes, Woodcock-yes, Skinner-yes and Gleason-yes  
Motion Carried (6-0)
- Treasurer Smith noted report for end of fiscal year. Gas revenue down, only at 73.99 % however, all other funds at 97% or above. Deposits are adequately covered.

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

- The Gas and Water Committee met immediately prior to the village board meeting to discuss shut-offs. Fifty-one (51) red letters went out resulting in twenty-two (22) possible shut-offs scheduled for tomorrow, Tuesday, May 26.
- The Gas and Water Committee continues work on updating policies for Gas and Water regarding utility payment, shut-off and reconnect. The committee still needs to do some tweaking but will hopefully will have the updated policies ready soon for review and approval.
- The gas rate dropped again from May to a June rate of 79.3 cents per therm, the lowest rate since June 2004.
- Even though trustees set the start date of June 1 for student summer employees, two of the four hired started last week to help with Gas and Water, and the other two summer hires will start tomorrow, June 26, 2009.

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

- Regarding the annual Village 4<sup>th</sup> of July Fireworks display, the contract with Central States Fireworks is ready for approval and signature, insurance for the event is in place, the school has been contacted to have the same people direct parking of vehicles, and Chief Bowsher will contact the Fire Department to have an ambulance on site during the event. Rain date is July 5.

**Motion** made by Trustee Woodcock to approve Ordinance 09-06, An Ordinance Approving an Agreement with Central States Fireworks, Inc. for a total of \$9000.

Second by Trustee Skinner

Roll Call Vote Taken: Gudgel-yes, Thompson-yes, Bowen-yes, Woodcock-yes, Skinner-yes and Gleason-yes

Motion Carried (6-0)

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

**Motion** made by Trustee Bowen to approve bills payable ending May 21, 2009 as presented.

Second by Trustee Thompson

Roll Call Vote Taken: Gudgel-yes, Thompson-yes, Bowen-yes, Woodcock-yes, Skinner-yes and Gleason-yes

Motion Carried (6-0)

- (Bowen) noted that the Gas and Water Department received eighteen (18) applications for the Public Works position, however Trustee Woodcock, Gas and Water Committee Chair, said she would like to hold off and hire after Chad Brenden , recently approved as Gas and Water Supervisor, completes the probationary period. Bowen stated he would contact all applicants, notifying them as to the 90-day hold.

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

- (Bowen) noted the village is already receiving resident complaints regarding non-mowing of property, adding that currently the village may have two properties it will have to mow.
- The village is also receiving complaints regarding lack of drainage, most of the complaints received were from south of Route 104.

**Police Committee Report:**

- Chief Bowsher presented the monthly police report for review and approval.

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

Second by Trustee Woodcock

Roll Call Vote Taken: Gudgel-yes, Thompson-yes, Bowen-yes, Woodcock-yes, Skinner-yes and Gleason-yes

Motion Carried (6-0)

- In addition, Chief Bowsher informs trustees that the Police Department really needs to hire a part-time dispatcher (primarily for third shift) and that four applications for the part-time position have been received. Of the four applicants, one already works as a dispatcher somewhere else. She would like interviews conducted as soon as possible.
- The police department will hold off on the purchase of new uniforms due to ongoing union negotiations. Uniform purchases are usually made prior to the start of the annual Prairie Days event.
- The new guns arrived and all police officers qualified with the weapons on April 22, 2009 at the Illinois State Police Certified Range.
- Officer Galloway attended Basic I.D. Technician class and will be the newest I.D. Tech for the Pawnee Police Department
- Regarding the roof of the police department building, the issue with the roof has gone on for three years so something must be done soon to repair or refurbish the roof. Chief Bowsher stated she had two bids, both from Bolash and both with a 10-year warranty on materials, five years on labor. The first is \$7540.00 for whole roof; the second, \$2,278 for seams only.

**Motion** made by Trustee Thompson to approve Bolash bid of \$2,278 for seams only.

Second by Trustee Skinner

Roll Call Vote Taken: Gudgel-yes, Thompson-yes, Bowen-yes, Woodcock-yes, Skinner-yes and Gleason-yes

Motion Carried (6-0)

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

- Everything moving well, employees busy due to large amounts of rain. The village is looking to stimulus funds in order to renovate all other lift stations excluding the San Terra lift station as renovation has been approved for that lift station due to safety concerns.
- (Thompson) noticed several things while attending the Memorial Day service held on the square. It rained heavily prior to and during the event. He asked if summer employees could clean out the pavilion gutters to alleviate problems experienced before and during the service. He also requested that out of honor and respect, the village closes the square to traffic, approximately one hour, for the annual Memorial Day service.

**Motion** made by Trustee Thompson to close the square to traffic during the annual Memorial Day service.

Second by Trustee Gleason

Roll Call Vote Taken: Gudgel-yes, Thompson-yes, Bowen-yes, Woodcock-yes, Skinner-yes and Gleason-yes

Motion Carried (6-0)

- Trustees asked that once all the parking spaces are occupied on the square for the Memorial Day service, barricades be placed to stop the flow of traffic. Chief Bowsher said she would see that barricades would be put in place.

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

- The school wants to build a green house to be used by the FFA (Future Farmers of America). The school, under the impression the building permit fee had been waived, contacted former Mayor Kenton Manning. The permit fee for a commercial building is \$100. Manning noted that if the board would not or could not waive the fee, he would take care of it. However, trustees opted to waive the fee for the school.

**Motion** made by Trustee Gudgel to waive the \$100 building permit fee for Pawnee School to build a greenhouse.

Second by Trustee Thompson

Roll Call Vote Taken: Gudgel-yes, Thompson-yes, Bowen-yes, Woodcock-yes, Skinner-yes and Gleason-yes

Motion Carried (6-0)

- US Cellular set up a Zoning Board Hearing for June 18, 2009 regarding installation of a cell tower on Pawnee Assembly of God Church property. Gudgel learned that the Assembly of God Church knew nothing about the hearing or the proposed use of its property. As such, Chairman Gudgel informed US Cellular the hearing was cancelled. US Cellular is requesting return of the \$300 hearing fee.
- With one vacancy remaining on the Zoning Board, Gudgel stated he spoke to Steve Condon and Condon stated he would be willing to fill the vacancy.

**Motion** made by Trustee Gudgel to appoint Steve Condon to fill a vacancy on the Pawnee Zoning Board.

Second by Trustee Thompson

Roll Call Vote Taken: Gudgel-yes, Thompson-yes, Bowen-yes, Woodcock-yes, Skinner-yes, and Gleason-yes

Motion Carried (6-0)

#### **Unfinished Business/Correspondence**

- Recycle Bin – The company servicing the village's recyclables will discontinue service as of June 1, 2009. Until a new service is secured, recycling in the village will be an individual endeavor. The village owns the three-compartment recycle bin and it will be moved to a secure area near the village garage since service will no longer be provided. However, residents can still take items to the metal pile as metal is still being collected. The village is searching for a new provider for recycling.
- Regarding the Springfield-Sangamon County Regional Planning Commission, trustees approved the SSCRPC submitted resolution, however, attorney John Myers and trustees would like clarification regarding some matters noted in a letter regarding the Mayor's Meeting.

**Motion** made by Trustee Gudgel to approve Resolution 09-03, A Resolution in Support of the Sangamon County Regional Planning Process.

Second by Trustee Gleason

Roll Call Vote Taken: Gudgel-yes, Thompson-yes, Bowen-yes, Woodcock-yes, Skinner-yes and Gleason-yes

Motion Carried (6-0)

- Trustee Mark Gleason questioned Streets Committee Chairman Tom Bowen regarding a problem cited several times by a Clairshire resident regarding pooling of water, curbs sinking and roadway separation, and the resulting damage to a driveway. Bowen stated the village is and has been looking at the problem; there is not a drain in the area cited, and the village is going to have to put one in. Gleason asked if the area in questioned could be patched. Bowen replied yes, but noted it would be a temporary fix. Bowen noted that the subdivision is over 30 years old, as such, is developing problems. Trustee Phillip Thompson also noted that the subdivision streets have not been overlaid for a period of years, which constitutes to the problem as well.

**New Business/Correspondence**

- None

**Mayor's Report/Comments**

- Mayor Clarke named Committees with the following Chairmen and committee members: Personnel and Finance – Chairman David Skinner, Terry Woodcock, Mark Gleason; Gas and Water – Chairman Terry Woodcock, David Skinner, Mark Gleason; Streets, Alleys and Sidewalks – Chairman Tom Bowen, Steve Gudgel, David Skinner; Sewer and Parks – Chairman Phillip Thompson, David Skinner, Mark Gleason; Zoning – Chairman Steve Gudgel, Terry Woodcock, Tom Bowen; Police – Chairman Mark Gleason, Steve Gudgel, Phillip Thompson; Bargaining Committee – Mayor Jeff Clarke, Terry Woodcock, David Skinner

- Mayor Clarke stated that Glenn Smith would remain as Village Treasurer, Garry Whitson as Pawnee Otter Lake Water Commissioner; Cecil Mathews will carry on as Pawnee ESDA Coordinator as he will not appoint anyone at this time; Cynthia Kramer will remain as Village Clerk through July 2009 and he appointed Devona Martin Village Clerk, effective August 10, 2009. Clarke requested duplicate payments for Clerk through July for training purposes, in addition he also asked for duplicate payments for Glenn Smith (retiring 2010) and Garry Whitson (end of term) for replacement training at the appropriate time.

**Motion** made by Trustee Thompson to run duplicate payment for Clerk for the next four meetings, and to approve the appointment of Devona Martin as Village Clerk effective August 10, 2009 and additionally to include duplicate payment for training at the appropriate time for the Smith and Whitson positions effective May 25, 2009

Second by Trustee Gleason

Roll Call Vote Taken: Gudgel-yes, Thompson-yes, Bowen-yes, Woodcock-yes, Skinner-yes and Gleason-yes

Motion Carried (6-0)

**Motion to Enter Executive Session**

**Motion** made by Trustee Terry Woodcock to enter executive session to discuss collective bargaining.

Second by Trustee Thompson

Roll Call Vote Taken: Gudgel-yes, Thompson-yes, Bowen-yes, Woodcock-yes, Skinner-yes and Gleason-yes

Motion Carried (6-0)

Trustees enter executive session at 8:25 p.m.

**Return to Regular Session**

Trustees re-enter regular session at 9:10 p.m. No action was taken.

**Motion to Adjourn**

Motion was made by Trustee Woodcock to adjourn the meeting.

Second by Trustee Skinner

Voice Vote Taken: Ayes-6, Nays-0

Motion Carried (6-0)

Meeting adjourned at 9:15 p.m. on Monday, May 25, 2009. The next scheduled meeting of the Pawnee Village Board of Trustees is Monday, June 8, 2009 at 7 p.m. at the Village Hall.

Respectfully Submitted

Cynthia S. Kramer  
Village Clerk