

**VILLAGE OF PAWNEE  
BOARD OF TRUSTEES  
Minutes of January 25, 2010**

**Call to Order:**

- President Clarke called the meeting to order at 7:07pm.

**Roll Call:**

- Village Clerk, Devona Martin, called roll
- Trustees in attendance: Steve Gudgel, Phillip Thompson, Tom Bowen, Terry Woodcock, David Skinner, Mark Gleason
- Trustees absent: none
- Also in attendance: John Bell with the Illinois Rural Water Association, Glenn Smith, Kelly Thein, Chad Brenden, Candy Kramer with the Pawnee Post, Kenton Manning, Chief Jan Bowsheer, Attorney John Meyers

**Visitor's Recognition/Comments:**

- John Bell with IRWA presented his water and sewer rate study. He advised the board that Treasurer Smith provided him with the initial information. He stated that the study is not 100% accurate due to the fact that we bill water and sewer together. He used a 60/40 split for water and sewer. They found that to break even, the average customer's bill should be \$50.91/month. Currently, the average customer's bill is \$43.00/month. Depreciation was not included in this calculation.

**Clerk's Report:**

- Minutes of January 11, 2010 were presented for review and approval.  
**Motion** made by Trustee Gleason to approve minutes of January 11, 2010 as presented.  
Second made by Trustee Skinner  
Roll Call Vote Taken: Gudgel-present, Thompson-present, Bowen-yes, Woodcock-yes, Skinner-yes, Gleason-yes  
Motion Carried: (6-0)

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

- Bills payable were presented for the week ending January 22, 2010 in the amount of \$124,540.33  
**Motion** made by Trustee Skinner to accept bills payable for week ending January 22, 2010 in the amount of \$124,540.33  
Second made by Trustee Thompson  
Roll Call Vote Taken: Gudgel-yes, Thompson-yes, Bowen-yes, Woodcock-yes, Skinner-yes, Gleason-yes  
Motion Carried: (6-0)
- Treasurer Glenn Smith presented the Treasurer's Report for December 31, 2009. This is 8 months into the fiscal year.  
**Motion** made by Trustee Skinner to accept the Treasurer's Report for December 31, 2009  
Second made by Trustee Gleason  
Roll Call Vote Taken: Gudgel-yes, Thompson-yes, Bowen-yes, Woodcock-yes, Skinner-yes, Gleason-yes  
Motion Carried: (6-0)

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

- Trustee Woodcock discussed the recent 4 water main breaks. Chad Brenden advised the board that the recent breaks are frost breaks. The breaks were located at First National Bank on the highway; United Community Bank, in the road; 6<sup>th</sup> street in alley/road; and on Rutledge Street. The lines are buried 4ft deep. Chad advised the board that they are going to need more clamps to replace what they've used. They usually run \$80 – \$200 each.
- Chad Brenden advised the board that he is not yet completed with all of the equipment price checking. He did obtain a price of \$700 on a metal detector; however, since they already have a metal detector (which is shared between departments) this is something that they can hold off on. They are currently testing out a "locator." He wants to make sure they like it prior to obtaining price quotes.
- Discussed the drug free work policy for the gas department. Attorney John Meyers will review the policy put together by Chad Brenden and will be discussed again at the next scheduled Village Board meeting.
- Trustee Woodcock advised that they had a shut off meeting tonight. There was no shut off meeting in December which resulted in 72 red letters this month. There will be a possible 19 shut offs tomorrow if payment is not made by noon.
- Trustee Woodcock presented the rates. January rates were \$.923/therm and February rates fell to \$.901/therm.
- Trustee Woodcock advised that the committee met last Wednesday to review policy and procedures. They have it completed and she'll forward a copy to John Meyers for review.
- Trustee Woodcock would like to have Trustee Skinner and Trustee Thompson at the next committee meeting to discuss rate increases.
- Discussed allowing trustees to participate via conference calls. Attorney John Meyers advised the board that an ordinance would have to be passed to allow. He'll put together an ordinance for the next scheduled board meeting.

#### **Streets, Alley and Sidewalk Committee Report: Committee Chair, Trustee Skinner**

- Trustee Skinner advised the board that the dump truck is still sitting out at the plant non-operational. Overtime is racking up due to it being out of commission. The truck needs a new engine.

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

- None

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

- Trustee Thompson spoke with Greene & Bradford regarding outstanding bill with Petersburg Heating and Plumbing for work completed outside the original scope. The bill will be paid and we will obtain a backup pump. Depending on size, the pumps run from \$5,000 - \$7500.

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

- Trustee Gudge advised the board that there will be a zoning meeting on February 11, 2010 at 7pm to discuss the property located at 1000 Carroll Street.

#### **Enter into Executive Session for Personnel Issues: 8:50pm**

- **Motion** made by Trustee Skinner to enter into Executive Session to discuss personnel issues  
Second made by Trustee Thompson

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

Motion Carried: (6-0)

**Exit Executive Session and Re-Enter Regular Session: 9:28**

- **Motion** made by Trustee Gudgel to exit executive session and re-enter regular session  
Second made by Trustee Thompson  
Roll Call Vote Taken: Gudgel-yes, Thompson-yes, Bowen-yes, Woodcock-yes, Skinner-yes, Gleason-yes  
Motion Carried: (6-0)

**Unfinished Business:**

- Chad Brenden purchased a furnace and will be installing it.
- Comcast tabled until the next meeting.

**New Business:**

- Resolution 2010-1 A RESOLUTION THANKING GLENN SMITH FOR HIS MANY YEARS OF PUBLIC SERVICE AND DESIGNATING JANUARY 29, 2010 AS "GLENN SMITH DAY" IN THE VILLAGE OF PAWNEE  
**Motion** made by Trustee Thompson to adopt Resolution 2010-1  
Second made by Trustee Bowen  
Roll Call Vote Taken: Gudgel-yes, Thompson-yes, Bowen-yes, Woodcock-yes, Skinner-yes, Gleason-yes  
Motion Carried: (6-0)
- Ordinance 10-01 – AN ORDINANCE AMENDING CHAPTER 10 OF THE VILLAGE OF PAWNEE CODE OF ORDINANCES PERTAINING TO PUBLIC RECORDS AND THE FREEDOM OF INFORMATION ACT  
**Motion** made by Trustee Thompson to adopt Ordinance 10-01  
Second made by Trustee Gleason  
Roll Call Vote Taken: Gudgel-yes, Thompson-yes, Bowen-yes, Woodcock-yes, Skinner-yes, Gleason-yes  
Motion Carried: (6-0)
- **Motion** made by Trustee Thompson to appoint the clerk as chief FOIA Officer and Attorney John Meyers and Police Chief Jan Bowsher as Deputy FOIA officers.  
Second made by Trustee Gudgel  
Roll Call Vote Taken: Gudgel-yes, Thompson-yes, Bowen-yes, Woodcock-yes, Skinner-yes, Gleason-yes  
Motion Carried: (6-0)
- Ordinance 10-02 AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE VILLAGE OF PAWNEE PERTAINING TO LIQUOR CONTROL. Tabled until the next meeting.
- President Clarke would like to appoint Kelly Thein as Village Treasurer.  
**Motion** made by Trustee Thompson to name Kelly Thein as Village Treasurer.  
Second made by Trustee Skinner  
Roll Call Vote Taken: Gudgel-yes, Thompson-yes, Bowen-yes, Woodcock-yes, Skinner-yes, Gleason-yes  
Motion Carried: (6-0)
- Office Manager Kelly Thein was sworn in as Village Treasurer.
- Trustee Gleason would like to know about enforcing the smoking ban. President Clarke would like to see the Village of Pawnee benefit from the fines as opposed to the County.

- Resolution 10-02 – appointing Kelly Thein as IMRF agent.  
Motion made by Trustee Thompson to appoint Kelly as IMRF agent  
 Second made by Trustee Gleason  
 Roll Call Vote Taken: Gudgel-yes, Thompson-yes, Bowen-yes, Woodcock-yes, Skinner-yes, Gleason-yes  
 Motion Carried: (6-0)
- Resolution 10-03 Corporate Authorization Resolution appointing Kelly Thein, David Skinner and President Jeff Clarke as authorized account signors.  
Motion made by Trustee Gudgel to appoint Kelly Thein, David Skinner and President Jeff Clarke as authorized signors.  
 Second made by Trustee Woodcock  
 Roll Call Vote Taken: Gudgel-yes, Thompson-yes, Bowen-yes, Woodcock-yes, Skinner-present, Gleason-yes  
 Motion Carried: (6-0)

**Mayor's Comments:**

- President Clarke gave a “Congratulations” to the Skinner Family on the birth of their daughter Mia Renee.

**Motion to Adjourn:**

- **Motion** made by Trustee Gleason to adjourn meeting.  
 Second made by Trustee Thompson  
 Roll Call Vote Taken: Gudgel-yes, Thompson-yes, Bowen-yes, Woodcock-yes, Gleason-yes  
 Motion Carried: (5-0)

Meeting adjourned at pm on Monday, January 25, 2010. The next scheduled meeting of the Pawnee Village Board of Trustees is Monday, February 8, 2010 at 7:00pm at the Village Hall.

Respectfully Submitted,

Devona L. Martin  
 Village Clerk