

**VILLAGE OF PAWNEE
BOARD OF TRUSTEES
Minutes of August 8, 2011**

Call to Order:

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

Roll Call:

- Village Clerk, Devona Martin, called roll
- Trustees in attendance: Cara Burnley, Phillip Thompson, Emerson Roderick, Steve Condon, David Skinner, Mark Gleason
- Trustees absent: none
- Also in attendance: Attorney John Meyers, Candy Kramer with the Pawnee Post, Chief Bowsher, Treasurer Kelly Thein, Darren Clark and Sheldon Shelton with Utility Services, Darrek and Miranda Galloway, Mr. and Mrs. Bill Shaw, Gary Eby, Joe Greene with Greene & Bradford, Jason Clauser

Visitor's Recognition/Comments:

- The Board and Joe Greene with Greene & Bradford discussed the drainage problems on Neala Drive. Joe Greene advised the Board of past events as he knows them. Mr. Greene then gave suggestions for rectifying the problem. He indicated that a minimum of 12" swale will be necessary to keep water in the field instead of running down Neala Drive. He stated that it's the landowner of each individual lot's responsibility to maintain the swales even if prior landowners eliminated the swales.
Motion made by Trustee Gleason to have Joe Greene with Greene & Bradford further look into a fix on lots 5 and 6 on Neala Drive
Second made by Trustee Thompson
Roll Call Vote Taken: Burnley-yes, Thompson-yes, Roderick-yes, Condon-yes, Skinner-yes, Gleason-yes
Motion Carried: (6-0)
- Darrin Clarke along with Sheldon Shelton with Utility Services appeared before the Board to discuss the water tower maintenance proposal. This proposal is to take over maintenance on the water tower. Sheldon Shelton is from their Georgia corporate headquarters. The proposal is renewable every year. It is not a 10yr contract. Joe Greene with Greene & Bradford advised the Board that he would not recommend the proposal due to pricing. He also recommended against getting rid of the cathodic protection system. Board consensus was to review our budget at the end of the fiscal year and revisit this at that time.
- Gary Eby discussed equipment at the shop that they've had for years. He suggested selling the items. He also asked if he can pick up stray dogs or if he has to be dispatched by county. The consensus was for him to proceed as he has done but to just keep track of the dogs and addresses.
Motion made by Trustee Skinner to disperse of equipment by sealed bids to be opened September 1, 2011 with the right to reject any and all bids.
Second made by Trustee Gleason
Roll Call Vote Taken: Burnley-yes, Thompson-yes, Roderick-yes, Condon-yes, Skinner-yes, Gleason-yes
Motion Carried: (6-0)

Clerk's Report:

- Minutes of July 25, 2011 were presented for review and approval.
Motion made by Trustee Condon to approve minutes of July 25, 2011 as presented.
Second made by Trustee Gleason
Roll Call Vote Taken: Burnley-yes, Thompson-present, Roderick-yes, Condon-yes, Skinner-present, Gleason-yes
Motion Carried: (6-0)

Personnel & Finance Committee Report: Committee Chair, Trustee Skinner

- Bills payable were presented for the week ending August 8, 2011 in the amount of \$101,933.92
Motion made by Trustee Skinner to accept bills payable for week ending August 8, 2011 in the amount of \$101,933.92
Second made by Trustee Gleason
Roll Call Vote Taken: Burnley-yes, Thompson-yes, Roderick-yes, Condon-yes, Skinner-yes, Gleason-yes
Motion Carried: (6-0)

Gas and Water Committee Report: Committee Chair, Trustee Condon

- Trustee Condon advised the Board that there were 11 shut offs last month and all but 2 are back on.
- Trustee Condon advised the Board that for the 3rd month in row there has been no change in the gas rates.
- Jason Clauser advised the Board that Angela Oliver is installing an in ground pool with a pool heater. Her current meter is not large enough to cover her pool heater. They will need to install a new meter for \$350. Her current meter is \$250 and it is still useable. Jason suggested that she just be responsible for the difference.
Motion made by Trustee Condon to charge \$125 to upgrade the meter. This price is the difference between the standard and upgraded meter.
Second made by Trustee Skinner
Roll Call Vote Taken: Burnley-yes, Thompson-yes, Roderick-yes, Condon-yes, Skinner-yes, Gleason-yes
Motion Carried: (6-0)
- Discussed low hydrants around town. Jason will get prices for extensions on the hydrants and report back.
- Discussed red letters and shut offs. Candy will publish in the Post shut off procedures.

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

- Trustee Skinner advised the Board that the village will be oiling streets starting on the 11th of August.
- Motion** made by Trustee Skinner to increase Jeff Schober's current wage to \$23.73/hr effectively immediately. This is a \$4.50/hr supervisor's increase.
Second by Trustee Thompson
Roll Call Vote Taken: Burnley-yes, Thompson-yes, Roderick-yes, Condon-yes, Skinner-yes, Gleason-yes
Motion Carried: (6-0)

Police Committee Report: Committee Chair, Trustee Gleason

- Chief Bowsher presented her monthly police report.
Motion made by Trustee Gleason to accept Chief Bowsher's police report.

Second made by Trustee Roderick

Roll Call Vote Taken: Burnley-yes, Thompson-yes, Roderick-yes, Condon-yes, Skinner-yes, Gleason-yes

Motion Carried: (6-0)

Sewer and Parks Committee Report: Committee Chair, Trustee Thompson

- Discussed the walkway at North Park. Gary Eby will check into filling the cracks and getting a bid to seal the walkway.

Zoning Committee Report: Committee Chair, Trustee Gleason

- none

Unfinished Business:

- Website – tabled – Treasurer Thein will be meeting with Denny Dave for training.

New Business:

- Treasurer Thein discussed Starcom. The Village has been paying Starcom since Nov 2009 and has been paying for a product that has not worked. To date, we've spent \$6870. Trustee Gleason suggested submitting the information to Attorney Meyers and having him send Starcom a letter requesting either a reimbursement or a credit.
- Treasurer Thein advised the Board that The Library has made their 2nd loan payment. With our current financials, they wanted to make sure that the previous repayment arrangement was still ok. The Board consensus was yes.
- Treasurer Thein advised the Board that Locus was here and we've upgraded again. She wanted to make the Board members aware that some of the reports will change again.
- Treasurer Thein discussed credit card/debit card machines. She stated that the machine costs about \$500 and must be linked with the Illinois Dept of Revenue. No action was taken at this time.
- Jason Clauser discussed supervisor raises. He indicated that currently there is no pay scale and that no one knows what they are getting. The Board discussed devising a grid. No action was taken.

Motion to Adjourn:

- **Motion** made by Trustee Gleason to adjourn meeting.
Second made by Trustee Condon
Roll Call Vote Taken: Burnley-yes, Thompson-yes, Roderick-yes, Condon-yes, Skinner-yes, Gleason-yes
Motion Carried: (6-0)

Meeting adjourned at 8:30pm on Monday, August 8, 2011. The next scheduled meeting of the Pawnee Village Board of Trustees is Monday, August 22, 2011 at 7:00pm at the Village Hall.

Respectfully Submitted,

Devona L. Martin
Village Clerk