

**VILLAGE OF PAWNEE  
BOARD OF TRUSTEES  
Minutes of May 26, 2020**

**Call to Order:**

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

**Roll Call:**

- Village Clerk, Devona Martin called roll
- Trustees in attendance: Todd Richeson, Phillip Thompson, Cara Burnley, Patrick Murphy, David Skinner, Troy Squires
- Trustees Absent: none
- Also in attendance: Attorney Don Cravens, Treasurer Kelly Thein, Candy Kramer with the Pawnee Post, Chief Barclay Harris, Andrea Womack, Barb Schatz and Cindy Emerson with Pub 1854, Greg Bandy, Jay and Trish Smith, Jarrad Smith and Cathy Baulos with Locals, Sarah Clipper, Jessica Leach, Quirra Alger, Devyn Rodden, Dakota Davison and Amanda Bearup with Copperheads, and Don Kern with the 104 Store.

**Visitor's Recognition/Comments:**

- President Clarke discussed a resolution that would be in effect until the Governor's Executive Order is lifted. This would allow on alcohol consumption on public ways only on the weekends. Sarah with Copperheads advised she wants to see what we are offering in order to decide if she wants to open. This would allow Pub 1854 and Copperheads to use the alleys behind their bars. The alleys will need to be open and clean by Monday morning. Sunday hours would be 12pm – 8pm. All patrons would need to enter through the front door with mask and walked through the bar and out the back door to the designated area. Once seated, they can remove masks. They will have to keep track of the number of people as there can only be 6 people per table. It was going to be 10 but the governor changed it to 6 people per table. If there are 6 tables that would be a max of 60 people. The bar owners will have to police this. Also, no one enters or leaves by way of going under the police tape/barricades. They have to come in and out the front doors with masks on. All customers must be seated at tables and each license holder provides the tables and chairs. They can be tables, picnic table and/or stand up tables. President Clarke they will have to move each night and put back each day. They will also need a port-a-potty and hand sanitization station. Alleys will need to be cleared and cleaned each night. This will be allowed on Friday, Saturday and Sunday only; not during the week. President Clarke advised the bar owners should check with neighbors to see if during the week would work also. As of right now, it is Friday, Saturday and Sunday. President Clarke advised with that, anything next week call before and they will decide. Discussed serving food and beverages. The staff of the licensee must deliver all food and drinks to a table with masks. President Clarke asked about live music and a one-man band. The question is what times would we allow. Locals is doing 6-10 and no music during the week. Attorney Don Cravens advised this is a work in progress and we are trying to be very flexible and accommodate the bars. Locals has Sunday music schedule 1-4pm. Andrea Womack with Pub 1854 advised there is a pit bull on a leash that chases you in the alley behind her bar. She also advised they have no place to put the table/chairs during the days. President Clarke suggested she check with neighbors. Greg Bandy advised he is trying to keep music centralized and trying to not make people mad. He asked why they can't do on the square. Trustee Skinner thought having it on the square would keep people from walking

through the bar. They could put sanitization station and port-a-potty by the building. Greg Bandy asked about putting snow fence up. Trustee Thompson asked if it would be better to be in a central location or on the street or an alley. If it wasn't in the alley, things would not have to be moved around and taken down every night. Trustee Thompson suggested dividing the pavilion in half and limiting it to 60 people. Each bar would have someone who controls entry and exit. They will still have to have someone trucking back and forth to the bar to get drinks but it would be only the waitresses. Greg Bandy said each bar would have to have monitors and maintain whoever walks in off the street. Bar owners will have to man it. Once everyone "gets" it, it will be better. Greg Bandy asked what the criteria is for entering the bar. Attorney Cravens said it was for monitoring, table checking IDs. Jessica Leach advised she has snow tape but President Clarke indicated there is no place to stake it. Trustee Thompson advised there is dirt around the pavilion to add snow fence. Consensus is it is safer in the park than in an alley. People walking back and forth is the only nuisance. If you get up from the table, you have to have a mask. The bars will need to be kept separate. Trustee Burnley asked what they prefer. Barb Schatz with Pub 1854 thinks the front would be more ideal than the alleys. Greg Bandy said the alleys are also not a flat area. President Clarke advised he was just trying to come up with a plan. The snow fence can stay up but they will need it Julied. Also, there is lighting under the Pavilion. The 2 bars can work together. Jarred Smith with Locals advised this is working for Pub 1854 and Copperheads, but if there is inclement weather, what does that do for them. They were all on the same playing field but now, they are falling behind. They have the room and space but they will have to walk through bar still. President Clarke advised he could put a clause in that if the weather is bad and it affects one, it affects them all. They do have the ability to rent a tent but now that costs them money. Jarred advised he is just trying to keep it on a level playing field. Trustee Thompson advised that if someone has an event and want to use the pavilion, we give them the pavilion. It would basically be the same. Hopefully, this is short term. Don Kern advised he has an area of his own, does he fall into the same. Yes he falls into the same limits. Trustee Thompson advised he was in Indiana and they have already started this. It was zero problem. You went to a window and ordered and then they brought the food to the table. Andrea Womack with Pub 1854 advised if they have to go to the alley, can they get someone to scoop the alley. Trustee Skinner thinks we should allow them to use the alley and if things go bad, to undo it. Attorney Cravens advised maybe the way is to have the Board authorize Jeff to approve plans. They will have to do the plans and submit to Jeff and we will review. Jarred Smith's only issue to that is inclement weather. Greg Bandy asked about paying a rental fee for the pavilion and that would then kind of make it more of a level playing field. Trustee Burnley asked what Jarrad wants. We are trying to get everyone up and going. She doesn't know any other options. If he gets a 3<sup>rd</sup> of the pavilion, it just wouldn't be feasible. It would cost more since he would have to hire additional people. He advised he is just throwing in his two cents. Trustee Thompson advised Locals gets to be open 7 days a week and their beer garden is much bigger. Greg Bandy asked if Locals has to go through the beer garden or through the bar. Attorney Cravens said they could go through the beer garden as long as it is controlled. If they can open it up and use that as their front door. Trustee Murphy discussed Locals has a bigger spot and it's open 7 days a week. The other bars have shelter but is only open 3 days a week and less people. Is that fair in your opinion? Jay said he would like to see everyone open. The bars would prefer the pavilion as opposed to the alley. There will be 2 monitors per bar on the pavilion. All agreed. President Clarke advised that 3am licenses are suspended for the time being. Hours will be Friday 5pm – 1am; Saturday noon – 1am; and Sunday noon – 8pm. The park will need to be picked up each day and garbage cans dumped. If anyone is intoxicated, they will have to be told to leave and it is up to the bartenders to quit serving them and send them home.

Locals can open whenever they want but still have to close at 1am. There will be no glass at the pavilion. Consensus was to allow them to set up a trough and mini bar for their access only. Discussed port-a-potties and one per bar. All bars need a certificate of liability covering us and our property no later than Thursday. President Clarke advised with the Boards approval, Attorney Cravens can make the changes. Changes are: noon til 8 on Sunday; 6 patrons per table instead of 10; pavilion used instead of alley; cleaned and cleared each night. Music allowed 6-10 Friday and Saturday. Discussed charging to offset shelter and Locals. Trustee Skinner advised he would rather see them not pay anything. Locals said they don't want to see them pay anything either. President Clarke advised her understood Jarrad's thinking was they all had the same risk in the alleys. Don Kern advised he is not affiliated with the square so he wanted to see if there was anything he needed. President Clarke advised he would be under the same guidelines.

**Motion** made by Trustee Murphy to approve Resolution 20-12 with noted changes

Second made b y Trustee Skinner

Roll Call Vote Taken: Richeson-yes, Thompson-yes, Burnley-yes, Murphy-yes, Skinner-yes, Squires-yes

Motion Carried: (6-0)

#### **Clerk's Report:**

- Minutes of May 11, 2020 were presented for review and approval

**Motion** made by Trustee Skinner to approve the minutes of May 11, 2020 as presented

Second made b y Trustee Murphy

Roll Call Vote Taken: Richeson-yes, Thompson-yes, Burnley-yes, Murphy-yes, Skinner-yes, Squires-yes

Motion Carried: (6-0)

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

- Trustee Skinner presented the bills payable for the week ending May 26, 2020 in the amount of \$80,205.20

**Motion** made by Trustee Skinner presented the bills payable for the week ending May 26, 2020 in the amount of \$80,205.20

Second made b y Trustee Squires

Roll Call Vote Taken: Richeson-yes, Thompson-yes, Burnley-yes, Murphy-yes, Skinner-yes, Squires-yes

Motion Carried: (6-0)

- President Clarke advised that our June 8<sup>th</sup> meeting will be moved to June 15<sup>th</sup> so it coincides with the zoning meeting. We need approval for Treasurer Thein to pay the bills.

**Motion** made by Trustee Thompson to approve Kelly to pay the bills through June 15<sup>th</sup>

Second made b y Trustee Richeson

Roll Call Vote Taken: Richeson-yes, Thompson-yes, Burnley-yes, Murphy-yes, Skinner-yes, Squires-yes

Motion Carried: (6-0)

- Treasurer Thein presented her monthly budget comparison report for the month ending April 30, 2020. This is the final month of the fiscal year. General Fund dropped \$24,000 and is alarming since we are not getting revenues in. Real Estate taxes are being pushed out and we are not receiving any real money. Water will hopefully start increasing. We will just watch it for right now. Trustee Skinner asked if we should approve to allow Treasurer Thein to move money if we need to. President Clarke advised we can call an emergency meeting if needed.

**Motion** made by Trustee Skinner

Second made by Trustee Squires

Roll Call Vote Taken: Richeson-yes, Thompson-yes, Burnley-yes, Murphy-yes, Skinner-yes, Squires-yes

Motion Carried: (6-0)

- Treasurer Thein asked when we should start taking reservations for the park. Trustee Murphy advised per executive orders the playgrounds can't be open but pavilions and fields, etc can be open. Basketball goals cannot be installed due to contact. Trustee Murphy advised we are allowing for practices. Our baseball diamond is off limits as it is not ready. We agreed to take reservations after the 29<sup>th</sup> on pavilion only with no bathrooms at this time. President Clarke indicated the diamond won't be fixed this year as the baseball league damaged the field. One of the representatives for the PYBSA dug up all the bases and left them sitting in the dugouts. President Clarke is not sure why he did that. He suggested they call Rod Bourne to install the field. That is on the baseball league. Consensus was that starting May 29, they can use the pavilion and nothing else.
- Treasurer Thein asked if anyone knows how IMRF is set up for the board members. She received a call from IMRF wanting to know why we pay our board quarterly instead of monthly because when we file IMRF for a board member, we are considered irregular payments and messes up the service time. They are not enforcing anything right now but it could be a problem down the road. We are one of 50 doing this. IMRF is calling all the municipalities asking about it. Treasurer Thein would like to know if there is an ordinance that she does not know. President Clarke is the only board member getting IMRF. Due to service hours required, you pretty much have to work for the state to qualify. Treasurer Thein advised that anyone could enroll but we have to document the hours. Trustee Skinner asked if he can pay it back. Trustee Thompson said he tried but was told he didn't qualify. They changed in 2011 and have to be in IMRF for 10yrs instead of 8yrs. Trustee Richeson said he has time in IMRF but he's not vested. Consensus was if they push it we will change our current pay. Trustee Thompson said it was like this when he came on board.

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

- Trustee Squires advised that 75 red letters on the 20<sup>th</sup> of May.
- Trustee Squires advised the guys are just trying to keep their head above water with the issues with the water tower over the weekend. Due to the issue, Andy put an out of service sign on the bulk water to get the water tower back to the correct levels.

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

- Trustee Richeson advised currently we are weed-eating and mowing.
- Trustee Richeson advised that summer help will start June 1<sup>st</sup>. We had previously talked about renting a gold cart again this year. The company we rented from last year is open for business. We will ask about the cart we got last year. We were originally told last year it would be \$1500 to rent but they only billed us for about \$800.
- President Clarke asked Kevin Kuhn about seal coat on streets. It is \$2/sq yard to seal coat. It would be about \$15,000 for Frisina and 5<sup>th</sup> Streets. He said on average it prolonging the life 3-4yrs. Consensus was we will get the hot patch and will need to go through the machine to make sure it is working. Discussed Frisina and someone pointed out Frisina that the garbage trucks are damaging it. Where the street meets the curb is the thinnest and that is where the garbage truck drive. Discussed street weight limits and the weight limits are less on those roads. If we don't designate a weight, we let it be. Trustee Murphy advised that it is now 80,000lbs that you

can legally run a vehicle on secondary roads unless we do something to restrict it. Consensus was we may want to check to see if they are in compliance.

**Police Committee Report: Committee Chair, President Clarke**

- Chief Barclay Harris presented his monthly police report.  
**Motion** made by Trustee Murphy to approve Chief Barclay Harris's Monthly Police Report  
Second made by Trustee Squires  
Roll Call Vote Taken: Richeson=yes, Thompson=yes, Burnley=yes, Murphy=yes, Skinner=yes, Squires=yes  
Motion Carried: (6-0)

**Sewers and Parks: Committee Chair, Trustee Thompson**

- No report
- Trustee Thompson did advise that Trustee Skinner sent out some pictures of playground equipment that is a great deal. Trustee Skinner advised the equipment new probably cost \$75,000 + installation. We would have to take down and reassemble but they are selling it for \$12,000. We have \$48,000 allocated for playground equipment. This is very nice equipment. Trustee Thompson advised he is not sure how we would get it down. Trustee Burnley suggested we pay someone to take it down and deliver it. We would probably want the same people to take it down and reassemble it. Trustee Skinner will check into it. Sherman put in park equipment and used Shivey and the operators used the apprentice program to put it together.
- Discussed fireworks. We will let them know once we get the Governors orders come out next month. We are more in favor of not cancelling and moving the date. The fireworks guy was excited about moving it as opposed to cancelling. President Clarke advised he would call him the first of June to discuss. Trustee Thompson advised if we want to move it, let's just make that decision now. President Clarke advised he would like to wait to see if we phase up. AB said we could use their church and it could be a stay at home fireworks show. President Clarke will get more information.

**Zoning Committee Report: Committee Chair, Trustee Murphy**

- Trustee Murphy advised June 15 is zoning meeting to discuss the retirement community.
- Trustee Murphy advised we will most likely be receiving variance requests at 207 Jefferson.
- Discussed the house on Lincoln. Treasurer Thein advised Michelle Featherston ran into the prior owner and the house has sold for taxes. She thought people buying it were going to tear it down.

**Bargaining Committee: Committee Chair, President Clarke**

- none

**Energy: Committee Chair, President Clarke**

- none

**Infrastructure: Committee Chair, Trustee Richeson**

- none

**Motion to Exit Regular Session: 8:32pm**

- **Motion** made by Trustee Murphy to go out of regular session and enter executive session for personnel  
Second made by Trustee Thompson  
Roll Call Vote Taken: Richeson-yes, Thompson-yes, Burnley-yes, Murphy-yes, Skinner-yes, Squires-yes  
Motion Carried: (6-0)

**Motion to Enter Executive Session: 8:42pm**

- **Motion** made by Trustee Squires to enter executive session for personnel  
Second made by Trustee Richeson  
Roll Call Vote Taken: Richeson-yes, Thompson-yes, Burnley-yes, Murphy-yes, Skinner-yes, Squires-yes  
Motion Carried: (6-0)

**Motion to Exit Executive Session: 9:10pm**

- **Motion** made by Trustee Thompson to exit executive session  
Second made by Trustee Murphy  
Roll Call Vote Taken: Richeson-yes, Thompson-yes, Burnley-yes, Murphy-yes, Skinner-yes, Squires-yes  
Motion Carried: (6-0)

**Motion to Re-enter Regular Session: 9:10pm**

- **Motion** made by Trustee Thompson to enter regular session  
Second made by Trustee Burnley  
Roll Call Vote Taken: Richeson-yes, Thompson-yes, Burnley-yes, Murphy-yes, Skinner-yes, Squires-yes  
Motion Carried: (6-0)

**Unfinished Business:**

- none

**New Business:**

- **Motion** made by Trustee Skinner to authorize Treasurer Thein to offer Kim Nichols a full time salaried position starting July 1, and to offer Michelle Featherston a part-time position starting June 1, 2020 and ending December 31, 2020.  
Second made by Trustee Burnley  
Roll Call Vote Taken: Richeson-yes, Thompson-yes, Burnley-yes, Murphy-yes, Skinner-yes, Squires-yes  
Motion Carried: (6-0)

**Motion to Adjourn:**

- **Motion** made by Trustee Murphy  
Second made by Trustee Richeson  
Roll Call Vote Taken: Richeson-yes, Thompson-yes, Burnley-yes, Murphy-yes, Skinner-yes, Squires-yes  
Motion Carried: (6-0)

Meeting adjourned at 9:14pm on Tuesday, May 26, 2020. The next scheduled meeting of the Pawnee Village Board of Trustees is Monday, June 15, 2020 at 7:00pm at the Village Hall.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Devona L. Martin". The signature is written in black ink and is positioned to the right of the typed name.

Devona L. Martin

Village Clerk