

**Village of Pawnee  
Board of Trustees  
Minutes of September 28 , 2020**

**Call to Order**

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

**Roll Call**

- Deputy Clerk Cynthia Kramer called roll.
- Trustees in attendance: Todd Richeson, Phillip Thompson, Patrick Murphy, David Skinner and Troy Squires  
Absent: Clerk Devona Martin
- Also, in attendance: Treasurer Kelly Thein, Chief Barclay Harris, attorney Don Craven, Village employee Gary Eby, Stan Travelstead-American Central Insurance Services, Matt Naber-Dunn Company, Author/Blogger Cynthia Ladage, and Pawnee resident Angela Gray, Jan Bowsher

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

- Cynthia Ladage: Last year the Village of Pawnee contracted with local author and blogger Cynthia Ladage to provide a blogging service to be featured on the village web page profiling/promoting Pawnee businesses. She noted that she has received good feedback and that some businesses have received new from outside the community. She also suggested that when is business is profiled on the web site, that notification also be put on the west end electronic event sign. After brief discussion, trustees opted to renew the Ladage contract for 2021.
- Matt Naber-Dunn Company: Trustee Todd Richeson asked if the village should go forward with Dunn Company crack filling one or both asphalted streets, Horse Creek and Michele Drives. Trustees, after discussion opted to go with Horse Creek Drive first, and if it goes well, will consider doing the new part of Michele Drive in the spring.

**Motion** made by Trustee Richeson to have Horse Creek Drive crack-filled by Dunn Company at the cost of \$8,950.

Second by Trustee Thompson

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

Motion Carried (5-0)

- Angela Gray-Pawnee resident: Gray appeared before the board asking that the village reconsider the usage of a Gator/Side-by-Side on village streets, noting it was a older, slower machine and that she had purchased insurance for the vehicle. During discussion it was noted that this issue was put to a town vote several years ago, and the town voted no. Presently, a golf cart is the only low speed vehicle permitted on village streets. Due to speed, licensing and driver age concerns, and the community no vote pertaining to side-by-sides, Gray was told no, that the village will stay with current permitted usage of golf carts only.
- Stan Travelstead-American Central Insurance Services: As Dec. 1 is the last date to renew employee health insurance, Travelstead presented various options with Blue Cross as well as other health plan options (limited networks) for trustees to considered. As Travelstead noted, Blue Cross is offering a 3% renewal offer. Trustees taking into consideration that any new option selected would have to go through the Police Union, and that deductions taken in November is for December payments, really puts the issue into a time constraint.

**Motion** made by Trustee Skinner to renew current employee health insurance plan with Blue Cross accepting the 3% renewal offer.

Second by Trustee Murphy

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

Motion Carried (5-0)

- Jan Bowsher: Village President Jeff Clarke makes a recommendation to fill the vacancy on the Village Board of Trustees, due to the resignation of Cara Burnley. Burnley and family relocated to Auburn. While Clarke stated he had two candidates in mind, he named his first pick, former Police Chief Jan Bowsher, while noting that she was quite knowledgeable of board procedure and policy.  
**Motion** made by Trustee Richeson to approve of Clarke's appointment of Jan Bowsher to fill the Burnley vacancy. It is a six-month appointment. (In order to retain the seat, Bowsher will have to seek election in the April 2021 Consolidated Election)  
Second by Trustee Skinner  
Roll Call Vote Taken: Richeson-yes, Thompson-yes, Murphy-yes, Skinner-yes, and Squires-yes  
Motion Carried (5-0)

### **Clerk's Report**

- The minutes of September 14, 2020 were presented for review and approval.  
**Motion** was made by Trustee Murphy to approve the minutes of September 14, 2020 as presented.  
Second by Trustee Squires  
Roll Call Vote Taken: Richeson-yes, Thompson-present, Murphy-yes, Skinner-yes, and Squires-yes.  
Motion Carried (5-0)

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

- Trustee Skinner presented the following bills payable for review and approval.  
**Motion** made by Trustee Skinner to approve the bills payable for the dates of August 23 and 24, 2020 in the amount of \$27,053.94.  
Motion second by Trustee Squires  
Roll Call Vote Taken: Richeson-yes, Thompson-yes, Murphy-yes, Skinner-yes, and Squires-yes  
Motion Carried (5-0)  
**Motion** made by Trustee Skinner to approve the bills payable for the weeks beginning September 25 and ending September 14, 2020 in the amount of \$2003,748.82.  
Second by Trustee Squires  
Roll Call Vote Taken: Richeson-yes, Thompson-yes, Murphy-yes, Skinner-yes, and Squires-yes  
Motion Carried (5-0)  
**Motion** made by Trustee Skinner to approve the bills payable for the weeks beginning September 15, to present in the amount of \$93,665.53.  
Second by Trustee Squires  
Roll Call Vote Taken: Richeson-yes, Thompson-yes, Murphy-yes, Skinner-yes, and Squires-yes  
Motion Carried (5-0)
- Village Buildings Re-evaluation. The treasurer presented a bid of \$4500 for the re-evaluation of village buildings. Valuation last took place five (5) years ago.  
**Motion** made by Trustee Thompson to approve appraisal process at the rate presented by the Village Treasurer.  
Second by Trustee Murphy  
Roll Call Vote Taken: Richeson-yes, Thompson-yes, Murphy-yes, Skinner-yes, and Squires-yes  
Motion Carried (5-0)

### **Sine die**

- Newly appointed Village Board Trustee Jan Bowsher is seated following Village President Jeff Clarke's administration of the Oath of Office.
- Treasurer Thein presented the Monthly Budget Comparison Report. She noted that the Village is doing well, expenditure has been kept down and the General Fund is holding strong. Just wrote \$150,000 check to the library for its share of tax funds.  
Motion made by Trustee Murphy to approve the Treasurer's report as presented.  
Second by Trustee Skinner  
Roll Call Vote Taken: Richeson-yes, Thompson-yes, Bowsher-yes, Murphy-yes, Skinner-yes, and Squires-yes  
Motion Carried (6-0)

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

- Eighty (80) red letters were sent on the 20<sup>th</sup> of the month. The water tower is now a bright white. The project was completed by National Wash Authority at a cost of \$6,439. Employees are ready to start gas project on Grooms Street

**Streets, Alley and Sidewalk Committee Report: Committee Chair, Pat Murphy**

- .Clairshire overlay repair to be done by the end of the week.

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

- Chief Harris requests permission to hire part-time police officer.  
**Motion** made by Trustee Murphy to approve the request.  
Second by Trustee Skinner  
Roll Call Vote Taken: Richeson-yes, Thompson-yes, Bowsher-yes, Murphy-yes, Skinner-yes, and Squires-yes.  
Motion Carried (6-0)  
Chief Harris asked The Post to correct information pertaining to open burning. Correction should read: Burning of yard waste on even days only.

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

- Employee Gary Eby reported some vandalism at the park, damaged repaired. The lagoon road has been oiled and chipped. North Park looks good.

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

- Approval of variance for an overlarge garage  
Motion made by Trustee Murphy to approve variance for an overlarge garage at 811 N. Fourth Street  
Second by Trustee Thompson  
Roll Call Vote Taken: Richeson-yes, Thompson-yes, Bowsher-yes, Murphy-yes, Skinner-yes, and Squires-yes  
Motion Carried (6-0)
- The Village appreciates that Mr. Clarizio's garage is down

**Ad Hoc Committees**

- Formal committee reports were not given for the Bargaining Committee, Energy Committee, and the Infrastructure Committee.

**Unfinished Business**

- Trustee Richeson presented information pertaining to the purchase of a generator for the Pawnee Police Department noting two choices, a 50KW 3-phase for \$26,733.83 and a 30KW for \$17,250 with the additional cost of \$7000 for installation and cement slab. Due to the fact the department has large computer usage, trustees opted for the larger unit.  
Motion made by Trustee Richeson to purchase the larger generator from Oakley Services in the amount of \$26,733.83.  
Second by Trustee Thompson  
Roll Call Vote Taken: Richeson-yes, Thompson-yes, Bowsher-yes, Murphy-yes, Skinner-yes, and Squires-yes  
Motion Carried (6-0)

**New Business**

- None

**Exit Regular Session at 8:22 p.m.**

- Motion made by Trustee Murphy to exit regular session to enter an executive session for the purpose to discuss personnel.

Second by Trustee Thompson

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

Motion Carried (6-0)

**Re-enter Regular Session at 8:38 p.m.**

- Motion made by Trustee Thompson to re-enter regular session.

Second by Trustee Squires

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

Motion Carried (6-0)

**Motion to Adjourn:**

- Motion to adjourn made by Trustee Murphy

Second by Trustee Thompson

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

Motion Carried (6-0)

With no action taken the meeting adjourned at 8:29 p.m. on Monday, September 28, 2020. The next scheduled meeting of the Pawnee Village Board of Trustee is Monday, October 12, 2020, 7 p.m. at the Pawnee Village Hall.

Respectfully Submitted,



Cynthia S. Kramer  
Deputy Clerk