

**Village of Pawnee
Board of Trustees
Minutes of December 10, 2018**

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: Phillip Thompson, Cara Burney, Pat Murphy, David Skinner and Troy Squires
- Absent: Trustees Todd Richeson and Clerk Devona Martin
- Also, in attendance: Attorney Don Craven, Chief Bowsher, Treasurer Kelly Thein, Streets Supervisor Jeff Schober, Nancy Oliver, Marilyn Fitzpatrick-Food Pantry; Ethan Salsinger-Gallagher & Co.; Zander Doan, Hunter Herzog, Julian Doan;

Recognition/Comment/s of Visitor/s

- Zander Doan, Hunter Herzog (son of Pawnee Police Officer Herzog), and Julian Doan were recognized by Mayor Clarke. The Pawnee High School students were attending the meeting as observers while fulfilling a class assignment to shadow Mayor Clarke.
- Nancy Oliver and Marilyn Fitzpatrick-Pawnee Food Pantry. Oliver served as spokesperson stating that the Pawnee Food Pantry has had several problems arise with groups (AA and NA) using the facility for meeting purposes. The Food Pantry Board would like to initiate rules for usage of the facility, and if compliance could not be met, then the Food Pantry Board could deny usage of the facility. Village attorney Don Craven noted that the Food Pantry Board did not have the authority to deny usage and that any usage rules set forth must be determined by the Village as the building housing the Pawnee Food Pantry is village owned. Oliver then asked if rules could be established, omitting denial of usage where as Chief Bowsher stated that she would speak to the groups about Food Pantry Board concerns with Mayor Clarke requesting that if problems persist, that a Food Pantry representative contact him directly.
- Ethan Salsinger, Account Executive with Arthur J. Gallagher & Co. Risk Management Services presented a Proposal of Insurance. Total cost of coverage would be approximately \$68,000 but the village could add Data/Cyber protection for an additional \$2000. After a brief discussion among trustees and Treasurer Kelly Thein it was determined that cyber protection was not necessary at this time.

Motion made by Trustee Skinner to renew with Arthur J. Gallagher & Co.

Second by Trustee Murphy

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

Motion Carried (5-0)

Clerk's Comments

- Minutes of November 26, 2018 board meeting were presented for review and approval.
Motion made by Trustee Skinner to approve the November 26, 2018 minutes as presented.
Second by Trustee Burnley
Roll Call Vote Taken: Thompson-present, Burnley-present, Murphy-yes, Squires-yes and Clarke-yes
Motion Carried (5-0)

Personnel & Finance Committee Report: Committee Chair, Trustee Skinner

- Bills payable presented for review and approval.
Motion made by Trustee Skinner to approve Bills Payable of \$236,952.73
Second by Trustee Murphy
Roll Call Vote Taken: Thompson-yes Burley-yes, Murphy-yes and Squires-yes
Motion Carried (5-0)
- Treasurer Thein presented her monthly Budget Comparison Report for the Month ending November 30, 2018. She noted that for the 6th month of the fiscal year, all administration is well under 50%, the investment report is looking the same this month, however, that will change as she is moving money to pay for infrastructure. The General Fund is going down, however that is normal and the gas bill was \$47,000, its been cold.

Motion made by Trustee Squires to approve Treasurer Their's Monthly Budget Comparison Report for the month ending November 30, 2018

Second by Trustee Thompson

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

Motion Carried (4-0)

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

Motion Carried (5-0)

*Trustee Skinner leaves the meeting following the Personnel & Finance Committee Report.

Gas and Water Committee Report: Committee Chair, Trustee Squires

- Going smooth, Nov. 20, 97 red letters sent out. Already looking at next year's budget

Police Committee Report: Committee Chair, Mayor Clarke

- The Monthly Police Report was submitted by Chief Bowsher for review and approval

Motion made by Trustee Murphy to approve the Monthly Police Report as presented.

Second by Trustee Thompson

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

Motion Carried (4-0)

Streets, Alleys and Sidewalk Committee Report: Committee Chair, Trustee Thompson

- Everything is going well, nothing really to report.

Sewer and Parks Committee Report: Committee Chair, Trustee Thompson

- Had to replace a pump, at a cost of \$5000 and change.
- Angel Tree is in process and there were a lot of angel tags on the tree this year. (Thompson) requested that the village purchase gifts if needed and trustees agreed to do so up to \$400. Gift pick-up is this Saturday.
- My wife Terri (Thompson) and Joette Manning initiated and have managed the Angel Tree Program for 21 years. They are trying to find other individuals or a community group to take over the program as they would like to step down. When the Christmas packages are picked-up this year, participants will receive a letter stating as such.
- He thanks the community for its many years of support and generosity and he also thanks the village for its help through the years.
- Cara brought something up about parks, we would like to be able to install wheel-chair swing. Would have to be set up on a pad as mulch makes it difficult for wheel chairs. Both of us would like to look into something more to make park better place for all children.

Zoning Committee Report: Committee Chair, Trustee Burnley

- Burnley reminds trustees of the Zoning Board meeting scheduled for Dec. 19, stating that they would like to get as many questions answered that night.
- Trustee Pat Murphy met with Reese Langheim concerning the old brick yard property. Langheim advised to get into compliance and that the village is interested in getting copies of correspondence from the EPA. It has been clearly established as a residential issue. Langheim may be interested in donating the property to the village. However, Mayor Clarke noted that the village is not interested in receiving the site unseen and that the village will revisit the issue some time next year.

Unfinished Business/Correspondence

- Approving end-of-month bills payable as the board does not meet again during the month of December.

Motion made by Trustee Squires to authorize Treasurer Their to pay all bills due for the second half of December.

Second by Trustee Burnley

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

Motion Carried (4-0)

- Signing of Waste Hauler Ordinance tabled.

- Ordinance No. 18-16

Motion made by Trustee Murphy to approve Ordinance No. 18-16 An Ordinance for the Levy and Assessment of Taxes for the Village of Pawnee, Illinois, For the Fiscal Year Beginning May 1, 2018 and Ending April 30, 2019.

Second by Trustee Thompson

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

Motion Carried (4-0)

- Ordinance 18-15
Motion made by Trustee Squires to approve Ordinance 18-15, An Ordinance Pertaining to Sect. 14-1-11, Village Code of Ordinances, Discontinuing Services
Motion made by Trustee Squires to approve Ordinance 18-15, stating that the Village will disconnect service by property owner request for free, but there will be a reconnect fee of \$40 when property owner requests that service be reestablished.
Second by Trustee Murphy
Roll Call Vote Taken: Thompson-yes, Burnley-yes, Murphy-yes and Squires-yes
Motion Carried (4-0)

New Business

- Mayor Clarke informs trustees that the village must pass an ordinance pertaining to sexual harassment. State law requires that the village have a policy in place no later than Jan. 15, 2018. Attorney Craven brought with him an ordinance that will meet the public act.
Motion made by Trustee Squires to approve Ordinance 17-18, An Ordinance Pertaining to Sexual Harassment.
Second by Trustee Burnley
Roll Call Vote Taken: Thompson-yes, Burnley-yes, Murphy-yes and Squires-yes
Motion Carried (4-0)
- Employee Christmas Bonus,
Motion made by Trustee Squires to keep Employee Christmas Bonus the same as last year, \$200 full time, \$100 part-time and choice of a turkey or a ham.
Second by Trustee Burnley
Roll Call Vote Taken: Thompson-yes, Burnley-yes, Murphy-yes and Squires-yes
Motion Carried (4-0)

Mayor's Report/Comments

- None

Motion to Adjourn

Motion made by Trustee Murphy to adjourn the meeting
Second by Trustee Thompson
Voice Vote Taken: Ayes-4, Nays-0
Motion Carried (4-0)

Meeting adjourned at 7:54 p.m. on Monday, December 10, 2018. The next scheduled meeting of the Pawnee Village Board of Trustees is Monday, January 14, 2019 at the Pawnee Village Hall.

Respectfully Submitted

Cynthia S. Kramer
Deputy Clerk