

**VILLAGE OF PAWNEE  
BOARD OF TRUSTEES  
Minutes of February 24, 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: Treasurer Kelly Thein, Candy Kramer with the Pawnee Post, Chief Barclay Harris, Jeff Schober, Gordon Wayman with Census Bureau

**Visitor's Recognition/Comments:**

- Gordon Wayman with the Census Bureau appeared before the Board. The constitution mandates that we calculate the population every 10 years for funding and election purposes. On March 12, 2020, everyone in the county will receive a letter in the mail requesting that they complete the census. There will be a code where we can go online and complete it online. This is the first time it can be completed online. He advised it should take about 15-20 minutes per person to complete. There will be 4 mailings from March – April trying to get the resident to respond. The 3<sup>rd</sup> mailing, on April 8, 2020, will also receive a paper copy of the survey. Through the end of April, the internet option will still be open. In May, the census takers will start knocking on doors to the non-responders. They are hiring for this at \$19/hr plus \$.58/mile. You will be given an iPad. Residents with a post office box will also be a challenge. The federal government prohibits sending census information to a post office box. He would like to get the word out about the census and would like the Village to establish a committee called a "Complete Count Committee" to assist. The committee should consist of someone from the majors groups within our community. He further advised it would not be a big commitment of time as they will only have a few meetings. During the meetings, someone from his office would attend the meetings and give a presentation and provide training. He has already met with the superintendent of our school and the teachers are providing a lesson plan and a handout for the students to take home. The students will take the handout to their parents so that residents will complete. He is very concerned about the post office box residents. They won't even get a mailing as they do not send information to a post office box. The school is willing to open up from 5pm-8pm for a census night. The Library could also be publicized location. He advised they would need trusted people that can encourage people to respond. He would like us to set up the committee in the next couple weeks. He further advised the census is confidential. It is strictly for totals and statistics. The data is then released after 70years. They will never ask any personal information.

**Clerk's Report:**

- Minutes of February 10, 2020 were presented for review and approval  
Motion made by Trustee Skinner to approve the minutes of February 10, 2020 as presented  
Second made by Trustee Murphy

Roll Call Vote Taken: Richeson-yes, Thompson-yes, Burnley-present, 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 February 24, 2020 in the amount of \$65,544.18  
**Motion** made by Trustee Skinner to approve the bills payable in the amount of \$65,544.18 for the week ending February 24, 2020  
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)
- Trustee Skinner advised that at the last meeting, we approved the purchase of a dump truck. After consulting a local expert, they recommended we not purchase a vehicle with that diesel motor in it. As such, we did not proceed with the purchase of the dump truck. We are still looking for a dump truck to purchase.
- Treasurer Thein presented her Monthly Budget Comparison Report for the month ending January 31, 2020.  
**Motion** made by Trustee Skinner to approve Treasurer Thein Monthly Budget Comparison Report for the month ending January 31, 2020.  
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)

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

- Trustee Squires advised that on February 20, 76 red letters were mailed out.
- Trustee Squires advised that the water department and sewer department together, have purchased a Diamond Maps for the whole village. The cost was \$250/dept for a year lease. It is a GPS program where we can layout where all of our utilities are located. In the Spring/Summer, the guys are going to also obtain directional flows. The last time we had our engineer Joe Green with Greene & Bradford update our maps, it was \$3,500 and this was the water map only. They are also planning to purchase a GPS locator stick.

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

- Trustee Murphy advised we are still in the bidding stage of the streets project.
- Trustee Murphy would like to leave the authority to purchase a dump truck open for 30-60 days in case something opens up. Consensus was that we would revisit this every meeting.

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

- Chief Barclay Harris advised there is a local resident that is already certified that is interest in a part time position. He will present his recommendation in 2 weeks.

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

- Trustee Thompson advised the Board that we are already receiving calls to reserve North Park. The park is not available to reserve until April 1. He wanted to make sure the community knows it is April 1 and not before. The reason behind this is that we cannot keep turning the water on and off if the temperatures drop. By April 1, we generally do not have to worry about temperatures dropping below freezing.
- Trustee Thompson advised a resident approached him regarding a splash pad. He wanted to see if the Board was interested. A splash pad is a pad that shoots water up for the kids to play in. There is usually a timer set where it shuts off from dusk to dawn. It uses recycled water. He had heard they can run in the \$14,000 range. He is not sure about liability. He will research it further if we are interested. Consensus was to check prices and we will see. Some have fences around and some don't.

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

- Ordinance 20-01 – An Ordinance Approving an Amendment to the Zoning Code  
**Motion** made by Trustee Murphy to approve Ordinance 20-01 – An Ordinance Approving an Amendment to the Zoning Code under variance section 975 Sec 4, letter G, #3 in addition to the following information that they must submit a drawing and pins must be located. Also, formal letter that the resident will sign.  
 Second made by Trustee Skinner  
 Roll Call Vote Taken: Richeson-yes, Thompson-yes, Burnley-yes, Murphy-yes, Skinner-yes, Squires-yes  
 Motion Carried: (6-0)  
 Motion amended to include the second part with roll call again

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

- none

**Energy: Committee Chair, Trustee Burnley**

- none

**Infrastructure: Committee Chair, Trustee Richeson**

- none

**Motion to Exit Regular Session: 7:44pm**

- **Motion** made by Trustee Thompson to exit regular session  
 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 Enter Executive Session: 7:46pm**

- **Motion** made by Trustee Richeson to enter executive session to discuss personnel  
 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 Exit Executive Session: 8:50pm**

- **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, Squires-yes  
Motion Carried: (5-0)

**Motion to Re-enter Regular Session: 8:53pm – this is correct time**

- **Motion** made by Trustee Thompson to re-enter regular session  
Second made by Trustee Richeson  
Roll Call Vote Taken: Richeson-yes, Thompson-yes, Burnley-yes, Murphy-yes, Squires-yes  
Motion Carried: (5-0)

**Unfinished Business:**

- None

**New Business:**

- President Clarke provided the committee changes as we may be losing a committee head.
- **Motion** made by Trustee Thompson to take part time police officers to base pay without benefits.  
Second made by Trustee Squires  
Roll Call Vote Taken: Richeson-yes, Thompson-yes, Burnley-yes, Murphy-yes, Squires-yes  
Motion Carried: (5-0)
- **Motion** made by Trustee Murphy to grant Andy Lee a \$2.11 rate increase; Travis Simpson, Robbie Boarman and Tim a \$1.11 rate increase and everyone else not named and not covered under police contract a 3% raise effective May 1, 2020.  
Second made by Trustee Thompson  
Roll Call Vote Taken: Richeson-yes, Thompson-yes, Burnley-yes, Murphy-yes, Squires-yes  
Motion Carried: (5-0)
- President Clarke advised the retirement community people had a 4<sup>th</sup> meeting with the McTaggerts and answered all their questions. After 20 minutes of not getting anywhere, the developer threw his hands in the air and stomped out. He called him the next day and apologized and said he can't work with those people as he is on a timeline. He is not sure what they are doing from here.

**Motion to Adjourn:**

- **Motion** made by Trustee Thompson to adjourn  
Second made by Trustee Richeson  
Roll Call Vote Taken: Richeson-yes, Thompson-yes, Burnley-yes, Murphy-yes, , Squires-yes  
Motion Carried: (5-0)

Meeting adjourned at 8:58pm on Monday, February 24, 2020. The next scheduled meeting of the Pawnee Village Board of Trustees is Monday, March 9, 2020 at 7:00pm at the Village Hall.

Respectfully Submitted,



Devona L. Martin

Village Clerk