

VILLAGE OF PAWNEE
BOARD OF TRUSTEES
Minutes of May 13, 2024

Call to Order:

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

Roll Call:

- Village Clerk, Devona Martin called roll
- Trustees in attendance: Dale Walters, Troy Grant, David Skinner, Brian Whitlow
- Trustees Absent: Phillip Thompson, Patrick Murphy
- Also in attendance: Attorney Don Cravens, Attorney Joe Cravens, Treasurer Brent Wise, Chief Barclay Harris, Steve Haney, Heather Meacham

Visitor's Recognition/Comments:

- none

Clerk's Report:

- Minutes of April 22, 2024 were presented for review and approval
Motion made by Trustee Skinner to approve the minutes of April 22, 2024 as presented
Second made by Trustee Walters
Roll Call Vote Taken: Walters-yes, Grant-yes, Skinner-yes, Whitlow-yes
Motion Carried: (4-0)

Personnel & Finance Committee Report: Committee Chair, Trustee Skinner

- Ordinance 24-02 – An Ordinance Authorizing Village Expenditures Pending Adoption of Annual Appropriation Ordinance
Motion made by Trustee Skinner to approve Ordinance 24-02 – An Ordinance Authorizing Village Expenditures Pending Adoption of Annual Appropriation Ordinance
Second made by Trustee Grant
Roll Call Vote Taken: Walters-yes, Grant-yes, Skinner-yes, Whitlow-yes
Motion Carried: (4-0)
- Petersburg Plumbing are requesting their next draw for the watermain project in the amount of \$53,939.00. We will still owe \$261,000 after this payment
Motion made by Trustee Skinner to approve to pay Petersburg Plumbing \$53,939 for part of the watermain project
Second made by Trustee Whitlow
Roll Call Vote Taken: Walters-yes, Grant-yes, Murphy-yes, Skinner-yes, Whitlow-yes
Motion Carried: (4-0)
- Trustee Skinner presented the bills payable for the week ending May 13, 2024 in the amount of \$151,068.63. This includes Petersburg Plumbing draw request and fireworks.
Motion made by Trustee Skinner to approve the bills payable for the week ending May 13, 2024 in the amount of \$151,068.63
Second made by Trustee Whitlow
Roll Call Vote Taken: Walters-yes, Grant-yes, Skinner-yes, Whitlow-yes
Motion Carried: (4-0)

Gas and Water Committee Report: Committee Chair, Trustee Whitlow

- Trustee Whitlow advised the ozinator is working. They just finished hydrant flushing today.
- Trustee Whitlow advised that Petersburg will be back to rock and reseed.
- Trustee Whitlow advised we had 1 shut off this month.

Trustee Whitlow advised that Andy Lee would like to purchase 120 gas meter heads. He would like to switch from American to Sensus. The gas meters are starting to reach the end of their battery life. This is his project for the summer. The cost for the 120 gas meter heads will be \$18,408. The battery life of a gas meter head is 15-20yrs.

Motion made by Trustee Whitlow to allow the gas department to purchase 120 gas meter heads not to exceed \$18,500.

Second made by Trustee Skinner

Roll Call Vote Taken: Walters-yes, Grant-present, Skinner-yes, Whitlow-yes

Motion Carried: (4-0)

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

- Trustee Grant advised he spoke with Jeff Schober. They will be patching over the water main on Nelson Street. They are also cleaning curbs and patching around the square before Pawnee Prairie Days.

Police Committee Report: Committee Chair, Trustee Skinner

- Chief Barclay Harris presented the monthly police report. He also advised he had an officer resign. There will be taking applications.

Motion made by Trustee Skinner to approve Chief Barclay Harris's monthly police report

Second made by Trustee Walters

Roll Call Vote Taken: Walters-yes, Grant-yes, Skinner-yes, Whitlow-yes

Motion Carried: (4-0)

Sewers and Parks Committee Report: Committee Chair, Trustee Thompson

- No report

Zoning Committee Report: Committee Chair, Trustee Murphy

- Trustee Whitlow advised there was 1 fence permit.
- Trustee Whitlow also advised there will be a Zoning Board Meeting before our next board meeting at 6pm May 28, 2024.

Bargaining Committee Report: Committee Chair, President Clarke

- No report

Energy Committee Report: Committee Chair, President Clarke

- No report

Infrastructure Committee Report: Committee Chair, President Clarke

- No report

Unfinished Business:

- none

New Business:

- Ordinance 24-03 – An Ordinance Annexing Certain Land to the Village of Pawnee, Illinois. There are 4 properties off Carroll Street that are surrounded by Village property. Heather Meacham appeared before the Board. She owns one of the four properties. She advised the Board that she would rather not be annexed into the Village. She stated there is no real reason why she does not want to be annexed into the Village. She thought Rutledge Street was still in the County. The Board advised Rutledge is in the Village limits. The Board discussed and currently the county receives the tax revenue, but the Village services the roads and utilities.

Motion made by Trustee Walters to approve Ordinance 24-03 - An Ordinance Annexing Certain Land to the Village of Pawnee, Illinois

Second made by Trustee Grant

Roll Call Vote Taken: Walters-yes, Grant-yes, Skinner-abstain, Whitlow-yes, President Clarke - yes

Motion Carried: (4-0)

- Treasurer Brent Wise discussed the 2024 Audit Engagement Letter with Carlinville CPA Group, LTD. Last year, our contract for the annual audit was \$20,000. Once she got into it, she had to do some extras and the total was \$24,000. The library did reimburse us \$4,000 for their portion. This year, they have estimated a range of \$26,500 - \$30,000. Treasurer Wise has called other municipalities, and the cost of the audits has been increasing. He thinks we should stick with what we have this year and maybe put it out for bid next year. Trustee Skinner asked if we could ask for a tighter window. He will ask. Treasurer Wise advised that our auditor is easy to get a hold of and he is able to call throughout the year with questions. This might not be the case if we get a firm out of the Chicago area. Consensus was we would ask for a 2-3yr contract

Motion made by Trustee Walters to approve up to a 3yr contract with Carlinville CPA Group, LTD not to exceed an increase of more than 10% per year

Second made by Trustee Grant

Roll Call Vote Taken: Walters-yes, Grant-yes, Skinner-yes, Whitlow-yes, President Clarke-yes

Motion Carried: (5-0)

- President Clarke advised that due to Memorial Day, our next meeting will be Tuesday, May 28, 2024 at 7pm.
- President Clarke advised the Board that Kelly Heney received a letter from a resident that is or has purchased a commercial property asking the village what type of business we need on the square. Consensus was we would not provide her this information. It is her decision.
- Trustee Skinner advised the Board we received a Hazard Mitigation letter. There are grant monies available. The deadline is Friday for a pre-application. There are only a few areas where we could potentially qualify. Due to the short deadline, we will not be moving forward.
- Attorney Joseph Cravens advised that there is someone interested in purchasing San Terra trailer park. He advised they questioned about moving things in and out. Our current ordinance would allow taking things out, but we wanted to know if we wanted to clean up what would be allowed to come in. Examples, all trailers coming in must be registered and must be at least X # of years old.
- Treasurer Brent Wise advised that he and Jeff Schober interviewed for summer help. They hired 2 for gas and 2 for streets. They will start on the May 28th.
- Treasurer Brent Wise advised that the Pawnee alerts has rolled out and about 20% of households have already signed up.

Motion to Adjourn:

- **Motion** made by Trustee Walters to adjourn
Second made by Trustee Grants
Roll Call Vote Taken: Walters-yes, Grant-yes, Skinner-yes, Whitlow-yes
Motion Carried: (4-0)

Meeting adjourned at 7:32pm on Monday, May 13, 2024. The next scheduled meeting of the Pawnee Village Board of Trustees is Tuesday, May 28, 2024 at the Village Hall.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Devona L Martin". The signature is fluid and cursive, with a horizontal line extending from the end.

Devona L Martin
Village Clerk