

VILLAGE OF PAWNEE  
BOARD OF TRUSTEES  
Minutes of December 8, 2025

**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, Phillip Thompson, Troy Grant, Patrick Murphy, David Skinner, Erika Guess
- Trustees Absent: none
- Also in attendance: Attorney Don Craven, Village Administrator Brent Wise, Chief Barclay Harris, Andy Lee, Travis Simpson, Steve Haney, Bill Beaty

**Visitor's Recognition/Comments:**

- none

**Clerk's Report:**

- Minutes of November 24, 2025, were presented for review and approval
- Motion made by Trustee Murphy to approve the minutes of November 24, 2025, as presented  
Second made by Trustee Skinner  
Roll Call Vote Taken: Walters-yes, Thompson-present, Grant-yes, Murphy-yes, Skinner-yes, Guess-yes  
Motion Carried: (6-0)

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

- Trustee Skinner presented the bills payable for the week ending December 8, 2025 in the amount of \$75,659.73  
Motion made by Trustee Skinner to approve the bills payable for the week ending December 8, 2025 the amount of \$75,659.73  
Second made by Trustee Murphy  
Roll Call Vote Taken: Walters-yes, Thompson-yes, Grant-yes, Murphy-yes, Skinner-yes, Guess-yes  
Motion Carried: (6-0)
- Motion made by Trustee Skinner to approve Village Administrator Brent Wise to pay the 2<sup>nd</sup> half of December bills.  
Second made by Trustee Walters  
Roll Call Vote Taken: Walters-yes, Thompson-yes, Grant-yes, Murphy-yes, Skinner-yes, Guess-yes  
Motion Carried: (6-0)
- President Clarke advised the Board that the 2<sup>nd</sup> meeting in December is cancelled.

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

- Trustee Walters advised the Board that there were no shut offs in November.

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

- Trustee Grant advised the Board they have been doing maintenance on equipment. There were a few things that broke on dump truck that they've fixed. They also fixed signs that were damaged during snow removal and have been sweeping up loose rock in an intersection.
- Trustee Grant presented Resolution 25-05 in the amount of \$75,000 for Motor Fuel Tax for maintaining streets and highways.

Motion made by Trustee Grant to approve Resolution 25-05 in the amount of \$75,000 for Motor Fuel Tax for maintaining streets and highways.

Second made by Trustee Thompson

Roll Call Vote Taken: Walters-yes, Thompson-yes, Grant-yes, Murphy-yes, Skinner-yes, Guess-yes  
Motion Carried: (6-0)

**Police Committee Report: Committee Chair, Trustee Skinner**

- Chief Barclay Harris presented the Monthly Police Report

Motion made by Trustee Skinner to approve the Monthly Police Report

Second made by Trustee Murphy

Roll Call Vote Taken: Walters-yes, Thompson-yes, Grant-yes, Murphy-yes, Skinner-yes, Guess-yes  
Motion Carried: (6-0)

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

- Travis Simpson advised everything is running fine. San Terra lift station is causing some problems but hope to have it resolved soon. He also advised the pavillion is about 50% completed.
- Trustee Skinner advised the Board that Otter Lake will be raising water rates for water usage starting Feb 1<sup>st</sup>. This is the 5th out of 5 increases. It will be \$.18/1000 gallons.
- Trustee Skinner advised he received a letter from Steve Haney advising that effective December 31, 2025, he will retire after 38yrs.
- President Clarke recommends we promote Travis Simpson to Supervisor of Sewers and Parks effective January 1, 2026.

Motion made by Trustee Thompson to promote Travis Simpson to Supervisor of Sewers and Parks effective January 1, 2026

Second made by Trustee Grant

Roll Call Vote Taken: Walters-yes, Thompson-yes, Grant-yes, Murphy-yes, Skinner-yes, Guess-yes  
Motion Carried: (6-0)

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

- Trustee Murphy advised there was previously an approval to rezone an area on the west side of town for Midwest Garage Doors. It is well underway and under compliance. He advised they also approved a building on the south side on an undeveloped lot. It is also underway. There are no new building permits.

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:

- No report

New Business:

- Resolution 25-06 presented the Personnel Code changes. This is in regards to tuition reimbursement for village employees  
**Motion** made by Trustee Skinner to approve the change for tuition reimbursement to the Village Code  
Second made by Trustee Thompson  
Roll Call Vote Taken: Walters-yes, Thompson-yes, Grant-yes, Murphy-yes, Skinner-yes, Guess-yes  
Motion Carried: (6-0)

Motion to Adjourn:

- **Motion** made by Trustee Murphy to adjourn  
Second made by Trustee Thopmpson  
Roll Call Vote Taken: Walters-yes, Thompson-yes, Grant-yes, Murphy-yes, Skinner-yes, Guess-yes  
Motion Carried: (6-0)

Meeting adjourned at 7:13 pm on Monday, December 8, 2025. The next scheduled meeting of the Pawnee Village Board of Trustees is Monday, January 12, 2026 at the Village Hall.

Respectfully submitted,



Devona Martin  
Village Clerk