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**SPECIAL MEETING**  
**PWA MINUTES**

**DATE:** March 7, 2023  
**TIME:** 6:00 PM  
**PLACE:** Elgin City Hall  
8183 State Hwy 17

All items on this agenda, including but not limited to any agenda item concerning the adoption of any ordinance, resolution, contract, agreement, or any other item of business, are subject to amendment, including additions and/or deletions. This rule will apply to every individual agenda item without exception, and without providing this same amendment language with respect to each individual agenda item. Such amendments should be rationally related to the topic of the agenda item, or the governing body will be advised to continue the item.

The governing body may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item. When more information is needed to act on an item, the governing body may refer the matter to its staff, attorney or to the recommending board, commission or committee.

1. Mayor Francais called meeting to order at 6:01pm
2. Members present were JJ Francais, Kevin Mitchell, Nettie Evans, Fred Guevara, Sean Bateman, and Machel Reynolds, Clerk/Treasurer. All members were present. A quorum was declared.
3. Consideration of Consent Agenda.
  - a. Acceptance of the minutes of Council meetings held February 16, 2023.
  - b. Acceptance of the payment of purchase orders.
  - c. Acceptance of estimated payroll for April 2023.
  - d. Acceptance of Treasurer's Report.
  - e. Acceptance of Water Department Report
  - f. Approval of landmark plans and authorization to go out for bids for Sewer Line Replacement Project 3.
  - g. Authorization to go out for bids for the purchase of a 50G Compact mini excavator.

Motion by Bateman 2d by Evans to approve all consent agenda items. Ayes; Francais, Mitchell, Evans, Guevara, and Bateman. Nays; None. Motion Carried.

4. Discussion and possible action on items removed from Consent Agenda. N/A
5. Discussion, consideration, and possible action to approve Resolution 23-08 amending the PWA employee handbook/personnel policies by section 303- overtime to allow for compensatory time and deleting the provision that Holiday leave will not count toward time worked for the purposes of calculating any entitlement to overtime. Motion by Evans

2d by Guevara to approve Resolution 23-08. Ayes; Francais, Mitchell, Evans, Guevara, and Bateman. Nays; None. Motion Carried

6. Discussion, consideration, and possible action to approve Layne Company doing a drawdown test at our wells and other misc. work. Motion by Bateman 2d by Guevara to approve Layne Company doing a drawdown test and other misc. work at the wells with amount not to exceed \$70,000. Ayes; Francais, Mitchell, Evans, Guevara, and Bateman. Nays; None. Motion Carried
7. Adjournment at 6:16 pm

PASSED, APPROVED AND ADOPTED THE 11<sup>th</sup> DAY OF APRIL 2023:

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Machelle Reynolds, City Clerk