

Re: Notice of Termination of Employment

Mike Lewis,

DECLINED/
RESIGNED
RJS
9-16

This letter serves as formal notice that your employment is terminated with the Village of Shannon, immediately. Pursuant to the employee handbook, prior to your termination you have the right to discuss your dismissal with the Board, should you choose. This action has been taken following review and discussion by the Village Board and is based upon repeated violations of the Village's Personnel Rules and Regulations, Section 6.6, which governs standards of conduct and performance.

Your tenure as an employee is contingent upon acceptable conduct, satisfactory job performance, and compliance with Village policies. The Village has determined that you have not met these standards, and an investigation is ongoing regarding your performance. Notwithstanding the outcome of that investigation, the Village Board has concluded—based on the record before it and not exclusively—that your conduct has been deficient in the following areas:

- **6.6(A) – Negligent and inefficient performance of duties.** You have failed to carry out assigned responsibilities when instructed, including failure to issue ordinance violations, and failure to post notices of dangerous or nuisance buildings as directed by the Board.
- **6.6(A) – Negligent and inefficient performance of duties.** [REDACTED] Please note, a criminal investigation is ongoing, and further comment will not be provided at this time.
- **6.6(D) – Failure to obey reasonable direction.** You have disregarded directives from the Village President, including instructions to post written notices, issue ordinance tickets, and limit socializing with residents and non-residents during work hours.
- **6.6(G) – Willful misconduct or negligence resulting in damage to public property.** Involved yourself into a high-speed chase and ultimately totaled a Shannon Squad vehicle, miles outside the municipal limits of the Village of Shannon.
- **6.6(H) – Hindering the regular operation of the Village.** You have been off task during work hours, including, but not limited to, hours spent conversing with residents and *non-residents* about issues not pertaining to the business of the Shannon Police Department.
- **6.6(K) – Unauthorized use of Village vehicles.** You have operated Village vehicles without proper authorization.

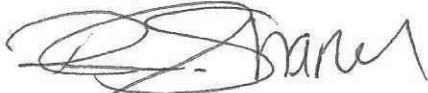
- **6.6(M) – Misappropriation of Village funds.** You exceeded the allowable per diem for food costs while attending a conference and made questionable purchases on the Village credit card that required corrective Board action.
- **6.6(T) – Unauthorized contracts or purchases.** You entered into contracts and/or purchases without prior authorization from the Village.

These violations, individually and collectively, represent a breach of trust and a failure to comply with the standards required of a Village employee. After careful consideration, the Village has concluded that termination of your employment is warranted.

You are directed to return all Village property in your possession, including keys, identification, credit cards, equipment, and records, to the Village Office immediately. Your final paycheck will be issued in accordance with Illinois law.

Should you have questions regarding your benefits or final compensation, please contact the Village Clerk

Sincerely,

A handwritten signature in black ink, appearing to read "Ryan J. Shaner", written over a horizontal line.

Ryan J. Shaner
Shannon Village President