

VILLAGE OF DOWNS BOARD OF TRUSTEES
REGULAR MEETING MINUTES
7:00 PM
May 2, 2013

Village Hall
211 S. Seminary St,
PO Box 18
Downs, IL 61736

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- 1) CALL TO ORDER – The Village of Downs Board Meeting was called to order May 2, 2013 at 7:00 pm by Mayor Ryan McLaughlin.
 - 2) PLEDGE OF ALLEGIANCE
 - 3) SWEARING IN OF ELECTED OFFICIALS - Newly **Elected Village Board Members** were sworn in as the first order of business. Mike James was sworn in as President and Julie James was sworn in as Clerk. Maureen Roach, Dan Lush and Susan Luke were all sworn in as Trustees.
 - 4) ROLL CALL – Mike James, Maureen Roach, Mary Goveia, Mike Freimann, Paul Myszka, Susan Luke, Dan Lush, Julie James and Janice Cuba all present
 - 5) APPROVAL OF PREVIOUS MEETINGS MINUTES
Motion made by Freimann and seconded by Roach- all in favor –motion carried
 - 6) SUPERINTENDENT REPORT- The sewer lift station delivered 2,615,000 gallons to BNWRD for the month, averaging 87,100 per day. The higher than normal flow is attributed to inflow during the heavy rains mid-month. Inspections were performed during the rain event with no contributing factor found. Additional inspections will take place. BNWRD installed a data logger on the lift station to monitor flows. The IEPA conducted a post construction inspection of the sewer and lift station.
The total water pumped for the month was 2,204,200 gallons for an average of 73,500 gallons per day. The average iron concentration in the finished water was .48 PPM for the month. The Washington Street main project is ready to begin construction. A new water service was installed at 106 E. Garfield and a curb stop box was replaced at 115 N. Gadwall.
 - 7) ENGINEER REPORT – Engineer did not attend meeting
 - 8) Downs United Methodist Church Presentation
 - a. Representative Rich Hayes gave a history, overview and maps of preliminary plans for development of their new church across RT150 from the TV Middle School.
 - b. They will meet with the Zoning Board and Zoning Officer for a next step.
 - 9) PUBLIC COMMENT – Julie Hahn, Linda Bowman, Peggy Keyler, Ken Burgard, Rick Hayes, Ken Bayes, Barb Gilhaus, and Rodney Lush were present. Several residents congratulated the newly elected Board members. Ken Bays asked for an update on the Farmland Subdivision. The Mayor read a statement from the lawyer outlining the remaining schedule and that our Motion for Summary Judgment will be before Judge Foley on May 30, 2013 at 2:30 pm.
 - 10) LEGISLATIVE ACTION
 - a. ORDINANCES:
 - i. Ordinance 13-05 amending Intergovernmental agreement between Village of Downs and Heyworth. This amended ordinance provided Heyworth the ability to utilize our resources. Before the agreement was just for the ability for Downs to use Heyworth’s resources.
Motion made by Freimann and seconded by Myszka -all in favor-motion carried
 - b. MOTIONS:
 - i. Motion approving Village Trustee Committee Chairpersons.

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1. Public Works – Mike Freimann
 2. Public Safety and Services (Garbage and Risk Management) – Maureen Roach
 3. Building – Paul Myszka
 4. Finance – Susan Luke
 5. Streets/Alleys/Sidewalks – Dan Lush
 6. Parks/Youth Center/Food Pantry – Mary Goveia
- Motion made by Roach and seconded by Lush-all in favor-motion carried
- ii. Motion approving Motor Fuel Tax Program correction to \$29,000
Motion made by Roach and seconded by Freimann-all in favor-motion carried
 - iii. Motion approving lock box location to First Financial on Towanda Avenue. Since the bank is closing at Downs Crossing we will have to move our lock box to the Towanda Ave branch.
Motion made by Goveia and second by Myszka-all in favor-motion carried
 - iv. Motion approving Canny Accounting, LLC. for audit.
Motion made by Myszka and seconded by Roach-all in favor-motion carried
 - v. Motion approving the transfer of monies from fund to fund by Treasurer to conduct routine business for Village.
Motion made by Roach and seconded by Myszka-all in favor-motion carried
 - vi. Motion approving letter to Snyder Companies from Village of Downs.
Motion made by Lush and seconded by Myszka-all in favor-motion carried
 - vii. Motion approving President Pro-Tem, FOIA Officers and NIMS Officer.
 1. President Pro-Tem – Mike Freimann
 2. FOIA Officers – Susan Luke, Julie James and Dawn Wall
 3. NIMS Officer – Maureen RoachMotion made by Freimann and second Myszka-all in favor-motion carried
 - viii. Motion approving formation of Mayoral Executive Committee. *No Action*
 - ix. Motion approving formation of Village of Downs Community Events Committee.
No Action
 - x. Motion approving formation of Village of Downs Economic Development Special Committee. *No Action*
 - xi. Motion approving solicitation of community members for interest in joining the Village of Downs Community Events Committee.
Motion made by Roach and seconded by Lush-all in favor-motion carried
 - xii. Motion approving solicitation of community members for interest in joining the Village of Downs Economic Development Special Committee.
Motion made by Goveia and seconded by Roach-all in favor-motion carried
 - xiii. Motion approving Village Letterhead.
Motion made by Luke and seconded by Lush-all in favor-motion carried

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- xiv. Motion approving job posting for part-time employee(s) for mowing.
Motion made by Lush and seconded by Roach-all in favor-motion carried
 - xv. Motion approving job posting for seasonal part-time employee(s) for Streets Department.
Motion made by Roach and seconded by Myszka -all in favor-motion carried
 - xvi. Motion to grant Mayor and Trustee authority to negotiate purchase of buildings.
Motion made by Goveia and seconded by Roach-all in favor-motion carried

c. RESOLUTIONS:

- i. Resolution R13-06 approving Development Agreement with Cross Creek Subdivision.
Motion made by Goveia and seconded by Roach-all in favor-motion carried

11) EXECUTIVE SESSION was entered at 8:21 pm for pending and potential litigation

Motion made by Freimann and seconded by Roach-all in favor-motion carried

12) EXECUTIVE SESSION was exited at 8:44 pm

13) MAYOR'S REPORT –

Mayor would like to create an open environment in the meetings to the public. Some ideas are coffee chat at 6:30pm or quarterly town hall meetings. He would like the board to look at golf cart ordinance and tweak it.

14) BUILDING REPORT-

The Cross Creek Subdivision is moving along nicely. The Kickapoo School is looking for direction from the Village with what to do with it. According to the ordinance we could assist with taking it down. Trustee Myszka would like to discuss permit fees on little sheds, fences and decks next month.

15) WATER/SEWER REPORT-

Trustee Freimann reported four homeowners have asked for sewer extensions. Three homeowner's have claimed financial hardship. Approximately a dozen have permits, but have not completed their sewer due to the weather.

Kevin Whitehouse will be cleaning the water filter at the pump house.

16) POLICE/GARBAGE REPORT-

Trustee Roach reported that it will cost approximately \$850 for Eric Brown to repair the police car. Her recommendation is to repair the car. The board needs to determine what our philosophy is for our police presence. She is going to start putting together a job description and form a search committee. For now we will still employ the county month to month.

17) STREETS REPORT-

Mayor James updated the board for Trustee Lush. Spring work is under way. The water problem on Oak and East Streets is finally fixed. The water culvert problem on Woodlawn St. is fixed. There is currently a big tile problem in the school yard collapse because of the sewer construction.

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18) PARKS/YOUTH CENTER/PANTRY REPORT-

The Kretz brothers are both working on Eagle projects for the parks. The pavilion roof needs to be re-roofed. When the Kickapoo Creek flooded, it damaged work that was done in Kickapoo Park. The dedication to the park was cancelled due to weather and will be rescheduled. May 17th has been set aside as a work day.

Ash tree treatment has been purchased. The annual car show is set for May 19th.

Dave Bach has resigned from the park committee.

19) FINANCE REPORT-

Trustee Roach had nothing to report.

20) TREASURER REPORT-

Treasurer Cuba stated that we are getting ready for the audit. She asked if there were any changes to the budget sheets.

21) DISCUSSION ITEMS-

It was discussed that we would collect a water sample for a Cross Creek Area business. It was determined that the flyer would only be mailed out for one more month. Beginning in July, residents can view it on the Village of Downs website or request to have one mailed to them.

22) PAYMENT OF BILLS-

Motion was made by Myszka and seconded by Lush-all in favor-motion carried

23) ADJOURNMENT-10:18pm



Julie James,
Village of Downs Clerk