



VILLAGE OF DOWNS BOARD OF TRUSTEES
REGULAR MEETING MINUTES
7:00 PM
September 3, 2015

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

1. Mayor Mike James called the September 3, 2015 meeting to order at 7:01pm.
2. Roll call was taken. Trustees Roach, Goveia, Messamore, Keylin, and Lush were all present. Trustee Luke was absent. Also present were Clerk James, Attorney Wall and Treasurer Bakewell.
3. The Pledge of Allegiance was taken.
4. Clerk James administered the Oath of Office to Margaret (Peggy) Keylin for Village Trustee.
5. A motion to approve the order of agenda was made by Lush and seconded by Roach. Approved 5-0

Discussion: Item containing the ordinance to vacate the alley adjacent to Downs United Methodist Church and 106 S. Seminary will be removed from the agenda. The easement agreements haven't been validated by the church or Terwin's.

Also removed was Resolution 2015-R16 Authorizing the Easement Agreement with Downs United Methodist Church, Resolution 2015-R17 Authorizing the Easement Agreement with 106 S. Seminary St., and Resolution 2015-R18 Authorizing and Approving the Acceptance of Farmland Subdivision.

Mr. Misch has not heard from his attorney and doesn't have the required paperwork for us to approve the acceptance of Farmland Subdivision.

6. Engineer Report- Mayor James went over the engineering report. The road at Beecher Trails is being oiled and installed at the end of the week. The road at Cross Creek has been put in.
7. Mayoral Report
Mayor James reported he has received an invitation to the McLean Co Chamber on 9/21 and wanted to know if any of the trustees wanted to attend.
He has made some calls to the Downs Township to find out where the quit claim deed is. The contract with Le Ora Osborn has been signed. The closing will be by the end of September, possibly 9/18/15.
A new law is in effect in regard to Happy Hour.
Enbridge Pipeline has asked us to post a pamphlet of information.
A resignation letter from Susan Luke was received today. But, the resignation won't go in effect until it is notarized.
8. Trustee Reports
 1. Building Report-Goveia reported we had one permit for a new house and one permit for a garage. She needs to talk to Lyndall to see if Tri-Valley School District has applied for a permit to remodel the home they purchased on Woodlawn.
Lush says we have a gap in our building permit process. He signs off on the culvert but never knows if it was installed correctly. He is going to ask Kevin if he can check this.
 2. Water and Sewer Report-There was no report. Kevin Whitehouse has been out ill, but did come back to work today.
 3. Police and Services Report-

- Trustee Roach reported the portable siren is available next Thursday at noon. The siren company wants to test siren strength at various locations. It doesn't cost the village to do this. He will alert all emergency personnel to let them know it is just a test. Roach will alert the radio and newspaper. Quote for sirens range \$20,000-\$27,000.
- Roach reported she is trying to get a \$5000 grant from Enbridge.
- Roach has proposed some ordinance items.
- NIMS training needs to be completed. She would like to have a work day and have everyone knock out the training at one time. She will forward the NIMS link out to the Trustees.
- **Police Chief Dingler** reported he gave 1 citation and 1 warning out in Downs. He gave 9 citations and 6 warnings in Bellflower.
- He is doing morning and afternoon patrol at Route 150 while the elementary school is closed.
- We had one residential burglary, one suicide and some suspicious activity reported.
- His active shooter project is in its last stage. The school has been very appreciative.
- He will be putting together a Hazmat and large fire plan.
- A mysterious individual ran into the village hall's gutter and trash can. Dingler talked to Adkisson's. Dingler thinks it may be one of their employees. The chief is going to talk to Ken Adkisson about getting their gate latched.
- The Village of Washburn donated a laptop to the police department.
- Dingler reported he always gets approval before they buy anything for the police department. He also spends many hours researching the lowest price.
- The training berm is getting underway. He is going to ask for a donation from Home Depot or Lowes for treated wood to finish off project.
- Two sexual predators have been seen around the area. One of them has been since arrested on 9/1.
- Bellflower is having an awareness walk and the chief will be providing coverage
- The Tri-Valley Homecoming parade will be on 9/24.

4. Streets Report-

- Lush reported a couple of culverts were put in. The culvert at Karen Dennis' was cleaned out. Ron Hayes had an issue with his ditch.
- Luke from Farnsworth and McLean CO Asphalt will be doing our MFT cover seal at the same time as Cross Creek.
- Garbage/debris pickup may be extended into November.
- Lush will get information on state bids for a truck.
- ~\$60,000 was approved in budget to buy possibly a new streets truck. Plans also called for taking 2 out of commission that are causing problems and increased maintenance bills.
- Lush will also get quotes for heat at the new building.
- He noted that new floor drains for winter will be needed.

- Mayor James said the new concrete saw is being serviced, but can cut the floor drains.
5. Parks, Community Center and Food Pantry Report
- Trustee Goveia reported the 1st backpack program will start in the next couple of weeks.
 - Trustee Keylin is working with CIA (citizens in action) and other groups. She wants to establish a good line of communication with these groups to make sure we are the same page.
 - She noted we have too much mulch in Kickapoo. At the next park meeting they will discuss what to do about this.
 - We need to find a place to store the mulch or have people come and get it.
 - People are interested in getting the wood from fallen trees in Kickapoo Park. Trustee Lush stated he has told people that they can get it if they ask. However, Keylin would like it to stay as part of the habitat.
 - At the last committee meeting wish lists and potential scout projects were made.
 - Breakfast money has been tagged for improvements to the pavilion.
 - Keylin reported she wants to establish communication when the pavilion is rented and how access (keys) will be obtained.
 - Sept 12, 2015 is the next park breakfast.
 - 40 boxes of food were delivered to the food pantry last month.
6. Finance Report-No trustee report was given.
- Clerk James asked about bills that Mark Bowers' owes Farnsworth. She has sent four payment requests to him beginning 11/2014.
 - The mayor has spoken to Shawn at Farnsworth. Shawn is going to speak with Don Adams who is representing Bowers.
 - Shawn has assured us they will get paid and we don't need to worry about our delinquency. Farnsworth wants to bill us for these expenses, knowing they are not our responsibility. This allows Farnsworth more leverage in getting paid by Bowers.

9. Discussion

1. Purposed revisions to Village Code-

The chief and Roach went through our ordinances.

Some of the changes proposed are:

- Eliminating dead animal removal by the chief.
- Eliminated verbiage about barberry bushes and some weeds that are considered nuisances.
- A tier of fines for weeds was added.
- Adding in illegal possession of cannabis along with illegal possession of alcohol.
- Fireworks will coincide with the state's law.
- A rifle policy is being added. Wall says she would like the language to be more standard with State Statute
- Trustees are to email Attorney Wall if they have any concerns or additions to ordinances.

Goveia asked if there was residency requirement for the treasurer. Attorney Wall doesn't see that as requirement.

2. Other

- The proposed TIF III schedule was sent out today.
- November 5, 2015 is the scheduled date for the public hearing meeting.
- At this meeting we will be discussing the adoption of the plan and the TIF area.
- The office is working on notifying residents.
- Final adoption of plan would not happen until the December meeting.

A break was taken at 9:00 pm.

The meeting was resumed at 9:10 pm.

10. Public Comment-There was no public comment.

11. New Business

1. Motions

- a. Motion to approve continuance of the Village of Downs Regular Board Meeting to _____, 7:00 pm at the Village Hall No action was taken.
- b. A motion to approve the August 13, 2015 Village Board of Trustees Regular Meeting Minutes was made by Lush and seconded by Roach. Approved 5-0
- c. A motion to approve Julie Bakewell as the sole Treasurer and TIF Administrator in the Village of Downs at \$25 /hr. was made by Lush and seconded by Messamore. Approved 5-0
Discussion: This is needed for the bank to make Julie the primary signature.
- d. A motion to approve the use of Alan Zwilling at a rate of \$25/hr. as needed by the Treasurer of Downs until January 7, 2016 was made by Keylin and seconded by Lush. Approved 5-0
- e. A motion to approve road closures: Franklin St. from Seminary to Lincoln, Water St. from Franklin to Main, Dooley Park Road on October 10, 16, 17, 23, 24, 30 and 31, 2015 from 5 - 11 pm was made by Lush and seconded by Messamore. Approved 5-0
- f. An amended motion to approve road closures: Water from Franklin St. to Main on October 25, 2015 from 12 - 4 pm. was made by Keylin and seconded by Roach. Approved 5-0
Discussion: The original motion left out Water St.
- g. An amended motion to approve the extension of Dooley Park Hours on October 10, 16, 17, 23, 24, 30 and 31, 2015 until 12 am. was made by Roach and seconded by Keylin. Approved 5-0
Discussion: The original motion had the extended park hours until 11pm.

2. Ordinances

- a. Motion to approve Ordinance 2015-14 Fixing a Time and Place for a Public Hearing in Connection with the Purposed Designation of a Redevelopment Project Area, Approval of a Redevelopment Plan and Redevelopment Projects and Adoption of Tax Increment Financing and Related Matters was made by Roach and seconded by Messamore. Approved 5-0
- b. Ordinance 2015-15 Vacating the Alley Adjacent Downs United Methodist Church and 106 S. Seminary St. was removed from the agenda.

3. Resolutions

The following resolutions were all removed from the agenda.

- a. Resolution 2015-R16 Authorizing the Easement Agreement with Downs United Methodist Church

- b. Resolution 2015-R17 Authorizing the Easement Agreement with 106 S. Seminary St.
 - c. Resolution 2015-R18 Authorizing and Approving the Acceptance of Farmland Subdivision
12. No old business was discussed.
 13. A motion to approve the payment of bills was made by Lush and seconded by Roach. Approved 5-0
 14. Executive Session was not entered.
 15. Motion to Adjourn at 9:38 pm. was made by Lush and seconded by Messamore. Approved 5-0

A handwritten signature in cursive script that reads "Julie James".

Julie James
Village Clerk