



VILLAGE OF DOWNS BOARD OF TRUSTEES
REGULAR MEETING MINUTES
7:00 PM
November 5, 2015

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

1. Mayor Mike James called the November 5, 2015 meeting to order at 7:13pm.
2. Roll call was taken with Trustees Roach, Goveia, Keylin and Lush all present. Trustee Messamore was absent. A quorum was present. Also present were TIF attorney Ken Beth, Village attorney Dawn Wall, Treasurer Julie Bakewell and Clerk Julie James.
3. The Pledge of Allegiance was taken.
4. A Motion to approve the agenda order was made by Lush and seconded by Goveia. Approved 4-0

Discussion:

The following items were removed from the agenda.

- a. Ordinance 2015-15 Vacating the Alley Adjacent Downs United Methodist Church and 106 S. Seminary St.
 - b. Resolution 2015-R__ Authorizing the Easement Agreement with Downs United Methodist Church
 - c. Resolution 2015-R__ Authorizing the Easement Agreement with 106 S. Seminary St.
 - d. Motion to Approve Fiscal Year 2014-2015 Audit by Canny Accounting, LLC
 - e. Motion to Approve the Fiscal Year 2014-2015 Annual Treasurer's Report
 - f. Motion to Approve continuance of the Village of Downs Regular Board Meeting to _____, 7:00 pm at the Village Hall
 - g. Ordinance 2015-16 Approving Changes to Various Chapters of the Village Code
 - h. Resolution 2015-R__ Authorizing and Approving the Acceptance of Farmland Subdivision
 - i. Executive Session
5. Development Report
 - Steve Hancock from Cornbelt Energy reported that all concrete work on Energy Way has been completed as of last Friday. The new road met and exceeded the state requirements. The landscape work and lighting have not been done yet. There will be a ribbon cutting on December 1st at 11:30am. Drainage is still a major issue. They are exploring more options.
 - Steve reported that there is some promising interest for the corner. He is setting up a meeting on 11/24/15 with key players to get some funding. The goal is to have as much activity as they can after 11/24 meeting.

6. Engineer Report

Shawn Mauer was not in attendance. But, Mayor James reported final work out at Beecher needs to be completed before we have the dedication of the road.

7. Mayoral Report

- Mayor James gave an update on the TIF public hearing.
- Trustee Goveia asked if we may need to have a TIF policy for how disbursements can be distributed.

Mr. Beth says it is done both ways. He sees the benefits of both.

Trustee Goveia would prefer distribution be decided case by case.

Keylin feels that would be very subjective unless we have input from the community.

Lush says as long as you have procedure in place, you can still be fair without a policy.

- Goveia asked about Farmland Subdivision. Mayor James said as built plans are still needed. A drainage issue needs to be resolved and receipt of paperwork for dedication of the road.
- Tervin's have several issues with the easement however the church did not have a problem.

8. Trustee Reports

- Building Report

Goveia reported we had four building permits in November. One demolition permit was given to Stark for the Tri-Valley houses.

She says our building permit doesn't really fit for residents who want to remodel. She will create something else more appropriate.

- Water and Sewer Report

- Superintendent Whitehouse reported that the water pumped at the sewer lift house was average. There are two different leaks at Beecher. A service line leak on Lincoln and two more water leaks have been identified.
- The iron level was .39 ppm.
- Whitehouse and the Mayor met with BNWRD to discuss backwashing waste water. Negotiations are still ongoing.
- Construction is brisk at Beecher Trails.
- Whitehouse received an inquiry from a future home owner in Beecher about lawn irrigation. He said we currently don't have a policy.
- Living Hope is waiting for a letter back from their attorney. The Mayor stated that our stance is they cannot connect to water or sewer until they sign the annexation agreement.

- Police and Services Report

Trustee Roach

- Trustee Roach made some updates to the village webpage.
- She is still reviewing ordinance changes.
- She would like to have a "recommendation of ordinance violation costs" document.
- She completed the Chief's annual review.
- The address for building recently purchase will be 310 Lincoln, Downs.
- Roach and the chief are going to have meeting with the Bellflower mayor about depreciation cost of the police truck.

Chief Dingle

- Chief Dingle reported he received cookies from an elementary student.
- He had 2 calls in Bellflower.
- Downs had 12 calls.
- Total for the month for Bellflower and Downs; 5 citations, 5 warnings and 1 ordinance violation.
- There was 1 Halloween Haunted House incident and a couple of issues on Halloween.
- He made 1 arrest for drug paraphernalia.
- The middle school is doing Veterans Day event that he, Trustee Roach and the Mayor will be helping with.
- The police department received a camera for the police dept.

- Dingler showed the board a large combat knife he was able to take voluntarily from a 20 year old male. The individual was upset with his girlfriend and wanted to commit a triple murder. He was causing issues at the haunted house and had been asked to leave. He kept coming in. One of the haunted house organizers called the chief to intervene.
- The chief was thankful for some really good classes he has had the opportunity to take through Downs. These classes plus his own self-defense training is how he was able to get the knife voluntarily from this individual.
- Streets Report

Lush reported he is trying to make progress on the new building. The street signs have been received for Beecher Trails and Cross Creek subdivisions. They will be going up soon.
- Parks, Community Center and Food Pantry Report
 - Keylin reported that the park committee changed the pavilion agreement to add a \$20 damage and cleaning deposit.
 - The committee has assessed some issues with the pavilion and youth center.
 - She would like to test equipment at the youth center and pavilion to cut down utility bills.
 - She has \$500 in budget to use for light bulbs and some repairs.
 - Mulch is an ongoing problem in Kickapoo Park.
 - Tri-Valley high school had a coat and food drive and the items were donated to the food pantry.
 - Some venison has been donated and is going to be delivered this week to the food pantry.
- Finance Report
 - Treasurer Bakewell went over the financials and the bills to pay.

9. Discussion

- Mayor James discussed the annexations for TIF 3. He said we will have to have a zoning board meeting for some of these annexations. He doesn't know when the zoning board meeting will be.
- We don't have dedicated right ways for some of the parcels on Shaffer Drive.
- The TIF 1 Revision will be before the board in the next month. Board members received a copy of revision tonight. This was made partly because of the changes in the redevelopment agreement.
- TIF 3 Ordinances and Resolutions will be voted on. The TIF act requires that these be adopted.

Annual Tax Levy

- Treasurer Bakewell gave the board options of items that aren't currently being levied for. (street lighting and police services)
- It was decided that the park needed more money. This money would come from street lighting. This would give the park \$3100 and the street lighting \$1400.
- We have been given a 60 day extension to complete the audit.
- The auditors are still trying to reconcile numbers from the old software and new software.

10. There was no public comment.

11. A motion to approve items contained within the consent agenda was made by Lush and seconded by Roach. Approved 4-0
12. A motion to approve consent agenda was made by Lush and seconded by Roach. Approved 4-0
- Motions
 - Motion to Approve the October 1, 2015 Village Board of Trustees Regular Meeting Minutes
 - Motion to Approve the Annual Contract with IMLRMA
 - Ordinances
 - Ordinance 2015-18 Approving a Lease Agreement Between the Village of Downs and Mike Roberts for Property of the Village of Downs
 - Resolutions
 - Resolution 2015-R16 Adopting and Approving the Intergovernmental Agreement with ILEAS
- A 10 minute break was taken.
13. New Business
- Motions
 - A motion to approve restoration on the village building not to Exceed \$12,000 was made by Lush and seconded by Roach.
Discussion:
Dan obtained 3 quotes for 30ft tube heat. The electrical should cost ~\$5000. This includes providing electrical to the events sign. Floor drains and parts should be ~\$3000. The whole project should be ~\$10,000. These are immediate needs before winter. The funds will come out of TIF1.
It was decided the motion should be amended to include that the funds would be taken out of TIF 1.
 - An amended motion to approve restoration on village building not to exceed \$12,000 to be taken from TIF 1 and be reimbursed to streets was made by Lush and seconded by Roach. Approved 4-0
 - A motion to approve a \$200 Donation to Tri-Valley School for the Veteran's Day Celebration was made a Lush and seconded Roach. Approved 4-0
Discussion: This donation goes to pay for lunch and comes out of general fund.
14. A motion to approve hiring Jerry Melton as a Part-Time Seasonal Electrician at \$30/hr. reporting to Streets Trustee was made by Lush and seconded by Keylin. Approved 4-0
- Discussion:** Jerry is a certified electrician who is currently laid off. This rate is half of what we would pay a company to do electrical. This rate is only for electrical service. Lush said no background check was done but he lives in Downs and has certification.
15. A motion to approve hiring James Metros as a part-time seasonal operator at \$20/hr. reporting to Streets Trustee was made by Lush and seconded by Keylin. Approved 4-0
- Discussion:** Jimmy installs sewers. He is able to operate a backhoe. No background check was done and he also lives in Downs.
- Roach wants the board to look at the hourly rate of these specialized individuals and compare it to what our Police Chief is getting paid. Next year she would like the board to remember this when she asks for a raise for the police chief.
- Mayor James also mentioned how well Chief handled the incident with the 20 year old.

16. A motion to approve hiring Delbert Clark as a part-time seasonal snow plow operator at \$15/hr. Reporting to Streets Trustee was made by Lush and seconded by Roach. Approved 4-0
Discussion: Bert has a CDL license.
17. A motion to pay bills was made by Lush and seconded by Roach. Approved 4-0
18. A motion to adjourn at 10:06 pm. was made by Lush and seconded by Roach. Approved 4-0

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

Julie James, Clerk