

Meeting Minutes September 6, 2012

Called to order at 7:00 P.M.

Maureen Roach, Mike James, Mike Freimann and Paul Myszka all present

Mary Goveia and Mike Sumner absent

Motion to approve meeting minutes by Maureen Roach

Second by Mike James

Motion carried unanimously

Public Comment

Ben Stinemates presented designs for the Welcome to Downs signs. A Choice was made unanimously

Motion to approve hiring a billing clerk by Maureen Roach

Second by Mike Freimann

Motion carried unanimously

This is for a 3rd billing clerk to take some of the duties Janice currently does so she will have more time for BNWRD reporting. There is allot of work that needs to be done with BNWRD and this would allow Janice more time with those duties. The position would be approximately 12 hours a week and provide backup for Ruth if she is sick or needs to be off. It would be Monday and Friday hours

Ruth does not want more hours and Janice cannot work more hours because of another job.

The additional person has been budgeted for.

Can this wait till next month?

Everything is getting farther behind and the position would have to be advertised and interviewed so it would be best to move forward now.

Motion to go into closed session for personnel matters by Mike Freimann

Second by Mike James

Motion carried unanimously

Motion approving the October 2012 board meeting to be held at Downs Community Fire

Department by Mike Freimann

Second by Paul Myszka

Motion carried unanimously

Motion to approve moving the Village Board Meeting to October 11, 2012 by Maureen Roach

Second by Paul Myszka

Maureen Roach voted yes

Mike James, Mike Freimann and Paul Myszka voted no

Motion failed

Motion to approving a donation in the amount of \$100.00 to the Ecology Action by Paul Myszka

Second by Mike Freimann

Maureen Roach voted no

Mike James, Mike Freimann, Paul Myszka, Ryan McLaughlin voted yes

Motion carried

Motion to approve Ordinance 2012-30 authorizing an installment agreement to purchase a 2002 Caterpillar backhoe over a period of time not to exceed Forty-Eight months by Mike James
Second by Paul Myszka
Maureen Roach No
Mike James, Mike Freimann, Paul Myszka, Ryan McLaughlin voted yes
Motion Carried

This is a huge expense to the Village and the only way to pay is to take money from the General Fund. Would like to table this until we can discuss a strategic plan and hear a justification of how the backhoe will be used.

Why is First State Bank being used and not the local bank?

Our local bank could not beat the interest at First State Bank.

We need a new police car and there are potential fees for litigation

This has been talked about many times before. It's a strategic plan with the streets to bring everything back in house and we need the equipment to do it so we don't have to rely on the township and work around their schedule

This is equipment that can be utilized by all committees.

Motion to approve Resolution 2012-31 authorizing and approving the installment loan agreement with First State Bank of Bloomington by Mike James
Second by Mike Freimann
Maureen Roach voted no
Mike James, Mike Freimann, Paul Myszka and Ryan McLaughlin voted yes
Motion carried

Motion approving discontinuation of fund transfer from SAS Fund to General Fund for part time employee reimbursement by Mike James
Second by Paul Myszka
Maureen Roach abstained
Mike James, Mike Freimann and Paul Myszka voted yes
Motion carried

General fund budgets \$10,000.00 a year for payment of employees. The payroll is paid out of General then reimbursed to SAS Fund

All the part time employees will be paid out of General Fund moving forward

This money will be put into a Fund that will be used to fix equipment as needed
or can be used to pay off the backhoe early

Motion to approve ordinance 2012-32 approving and adopting amendments to Chapter 19 Sewer Use and Chapter 20 Wastewater Service Charges by Mike Freimann
Second by Mike James
Motion carried unanimously

A sunset clause was added in Chapter 19 to set a timeframe for when everyone needs to be connected.

The ordinance shows to the EPA that the intention is to get everyone connected.

Right now there is a BNWRD connection fee but as a Village we are not charging a fee because owners have been paying. If a new property is developed the owner would have to pay the village \$1,000.00 to connect.

Updated the penalty section to cover what can steps will be taken if property owners refuse to connect or are putting something into the sewer that's not allowed

Filing done in Farmland Subdivision and hearing is set next Tuesday

Motion to enter into Executive Session for possible litigation by Mike James
Second Mike Freimann
Motion carried unanimously

Mayor Report

Video gaming- State of Illinois gives the municipality the ability to approve or deny video gaming with their jurisdiction. The Village gets a portion of the revenue of the games

The quit claim deed for Township property needs to be finalized, need to determine the correct legal description

Washington Street

There is a transit pipe that needs to be replaced east of the school Administration building. Farnsworth was contacted about the design and construction cost to replace the pipe. The expense to replace the pipe could be too small for the IEPA to give a low interest loan. Another option is to do it at the same time Washington Street is redone by the County

The TIF attorney was contacted about extending current TIF boundaries, but a new TIF district would be a better option than extending the current boundaries. There is a process to create a TIF district- the attorneys will be involved in the planning and creating
The advantage is additional revenue and more commercial space. Of course the property owner would have to be in agreement

Building

Received a citizen's complaint about the Old Kickapoo School building. The property owner was contacted to discuss the condition and discussed clearing up the property.
Village hall rehab is underway- almost ready for a permit to be issued.
While we use the office space in the fire station they have asked to not pay for the sewer/water. If the utilities increase dramatically during this time we might be able to consider helping with the utilities or just making a donation to the Fire Department

Water/Sewer

There was a problem with a manhole by the school that has been fixed
Water plant and Sewer lift station is working well
The sidewalks on Cleveland are sinking after sewer construction and need to be addressed
237 permits 219 connections completed
277 have responded in some form
A draft letter to be sent after the deadline. As well as subsequent letter to address people that still do not comply
The permits that came in without a drawing need to be reviewed.
A last reminder will be put in the flyer
Quail Court issues are not resolved.

Police/Garbage

None

Street

25 speed limit signs will be installed around town
Slow children playing signs were also installed
Village limits signs have been posted.
A second order of street signs will be submitted.
Looking into different signs to signify North versus South
Mowing has increased

Parks

food pantry delivery date has been adjusted
There will be an energy assistance program available
Ice cream social this Sunday
Next park breakfast is the 15th

Finance

Propose making a strategic plan for all the departments. Some departments don't meet with Janice or Maureen about the budget. Need to prioritize better with our spending
How do you propose- create a template for everyone to complete when a plan into the future then review regularly. It needs to be consistent between departments
There is allot of transfers from fund to fund that everyone needs to see.
Need to establish a mission

Motion to pay the bills by Mike James

Second by Maureen Roach

Motion carried unanimously

Would like to hold Misch checks until the sidewalk at the water plant is fixed

Motion to adjourn by Maureen Roach

Second by Mike James

Motion carried unanimously

9:50 pm