



VILLAGE OF DOWNS BOARD OF TRUSTEES  
REGULAR MEETING MINUTES  
7:00 PM  
January 8, 2015

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

1. Mayor Mike James called the meeting to order at 7:02 pm.
2. Roll Call Roll call was taken. Trustees Roach, Goveia, Freimann, Myszka, Luke were all present. Trustee Lush was absent. A quorum was declared. Also present was Treasurer Zwilling, Attorney Wall, Police Chief Dingler and Lauren James filling in for Clerk James.
3. The Pledge of Allegiance was led by Boy Scouts Brandon James and Steven Kretz.
4. A motion to approve agenda order was made by Luke and seconded by Myszka. Approved 5-0.

Discussion: Engineer Report was scratched as Shawn Maurer and his wife had the first baby of 2015! Congratulations to the Maurer's. The executive session was scratched. Also scratched were the 2 resolutions under new business (annexation agreement with Living Hope Christian Church and the Eagle Scout Resolution). Motion to Approve the Hiring of \_\_\_\_\_ at \$\_\_\_/hr for a Maximum of 10 hours /mth as a Part-Time Police Officer in the Village of Downs Subject to Passing Background Check and Drug Screening was modified and moved under New Business.

5. Steve Hancock, VP of Distribution, from Corn Belt Energy spoke to the board.
  - Corn Belt Energy began in 1948 and moved to new location off of Rt.150 in 2001.
  - Corn Belt has 82 employees. They have assets of 212 million dollars. They serve over 35,000 members. The bulk of which are in the Bloomington Area.
  - Corn Belt is Co-op based and member owned. Capital credit goes back to members. They are very community minded. Steve and Mayor James have met several times.
  - The Village of Downs has secured a USDA grant loan of \$150,000. The grant can be used for engineering services. This could be used for water and to develop the Downs Crossing corner. Steve would like to help us move forward. He wants to help us expedite our use of the grant for the water program.
  - The Village has another \$150,000 in funds available left on the existing grant.
  - Steve proposed some advantages for getting water to Downs Crossing. Seeing development out there would be good for marketing. There is interest out there. It would help sell the area if there is infrastructure in place.
  - A road is needed to develop over there and there are waterway issues.
  - They have property that would be a good place for a potential for a water tower and maybe some cellular communication for the corner. Cornbelt would like to be able to help in anyway.
  - They would qualify for TIF money.
  - Steve will return to the February board meeting to follow up with a further defined plan and further direction. He would like to come back with a redevelopment agreement.
  - Mayor James proposed having an improved town siren in the Village. Our current siren isn't sufficient for our Village.
  - Mayor would like to have a siren up and running the tornado season possibly up at Cornbelt.

## 6. Eagle Scout Project(s) Report

- Brandon James updated the board on his Eagle Scout project. He is making signs for Kickapoo Park.
  - So far he has collected \$450 in the first round of fundraising.
  - He was able to lower the costs for the posts that were originally \$600. His uncle built the posts for just \$12. This cut the cost of his project down to \$800. He will have to find other ways to cut costs if the second round of fundraising isn't enough.
  - The Mayor interjected that the board may have to help with some of the fundraising of these Eagle Scout projects if they don't want them cut back due to lack of funding.
- Steven Kretz
  - Steven wanted to issue thanks to all that helped in completing his project. Thank you letters were passed out.
  - Steven donated the remainder of his donated money (\$161.62) to the Eagle Scout Fund.

## 7. ~~Engineer Report~~ - Scratched

## 8. Committee Report(s)

- A motion to approve Event Committee Recommendations was made by Myszka and seconded by Goveia. Approved 5-0  
Discussion:
  - \$100 was donated to the Calliope from 4th of July.
  - Up to \$300 was donated to pay the December electric bill for park.

## 9. Mayoral Report

- Mayor James has drafted first round for BP letter, but he has not sent it out yet. He has been talking with the Manager about plans, but no progress has been made. He will have the lawyer review before sending it out.
- The Mayor wants to introduce a new budget ordinance. This ordinance will have tighter controls in certain areas. Purchases will need to be approved before they're made when a budget reaches a critical level.
- Building
  - **Bowman Building**
    - We could add onto the back of the building 45' in one direction and 35' in the other direction
    - It would cost on high-end \$30-50/sq. ft. to add on.
      1. \$150,000 total cost: including cost to buy, renovate, and other necessary expansions
    - The back of the building needs to be replaced. This will cost approximately \$20,000. So if we have to replace the wall, we should go ahead and expand.
    - We would be able to retain the DK designs as a business/renter. The middle building could be renovated to rent out. The final building could be for police or police and streets.
  - **The Bank building**
    - Mr. Freehill said he would give us a "Village rate" to buy it.
    - It has a rental at the top that is currently being rented out.

- **Haunted House Shed**
  - Could also be extended similar to the Bowman building. We could utilize the abandoned road behind it.
  - Extending on the back may affect the Haunted House's status with the state.
- **Osborn Shed**
  - This option is not available until April 2015.
  - The asking price is \$125,000.
  - It has 2800 sq. ft. and is on 1 acre of land.

## 10. Trustee Reports

- **Building Report**
  - Trustee Freimann is still tracking down paperwork for some permits.
- **Water and Sewer Report**
  - Kevin Whitehouse reported that December was a typical month for water and sewer flows.
  - The filter media replacement took place and went smoothly. It was done in two days. Returned the filter to service on the 20<sup>th</sup>.
  - We have had a vast improvement on the iron content since the replacement.
  - We had no breakdowns in December.
  - Scott Romine situation- The box was hit when some landscaping was done.
    - A flexible shut off key tool was used and the issue was resolved.
    - The tool will work in several other instances in the future.
  - Trustee Myszka reported on the BNWRD tax.
    - Several residents that are nowhere near the sewer main or would never use the sewer (i.e. parking lots) were still being charged that tax. BNWRD has agreed to refund those who had paid the tax and send letter to the remaining that are yet to pay.
    - Janice Cuba handled the situation and Trustee Myszka was there for the final meeting.
- **Police and Services Report**
  - Trustee Roach reminded everyone to stay current on NIMS.
  - Chief Dingler took pictures of vehicles and weeds that violated ordinances for nuisances in preparation for enforcement.
  - Chief Dingler is doing strategic planning with the Fire Chief.
  - Chief Dingler had meeting with the Chief of Washington Police Department and gained tips on how to deal with tornado disasters.
  - He reviewed Tri-Valley's School Shooter program. The Chief has begun strategic planning using three other schools as a guide.
  - Break-ins on Price Street and Cleveland Streets were due to people leaving their cars unlocked. There was also an issue at BP, but it was resolved.
  - The Chief reminded everyone to watch out for the elderly and to be careful driving in extreme cold weather.
- **Streets Report**
  - The street department had 14 hours of snow removal from last storm done by Trustee Lush and Mayor James. Both trucks broke down before they could clean it up. Two have been fixed and are back up and running

- Parks, Community Center and Food Pantry Report
  - Trustee Goveia reported that Christmas clean-up probably won't be touched this month because of the cold. She is asking for volunteers to help with the cleanup.
  - The backpack program is going well.
  - The food pantry received lots of donations in December. New shelving was donated and put up in the community center for storage.
- Finance Report
  - Treasurer Zwilling has a new format for reports and expenses.
  - We have a \$47,000 surplus.
    - Water is way under budget.
    - Everything else is slightly below budget too.
  - We should have a positive surplus given no major repair costs
  - The park fund is in the hole. Trustee Goveia asked if TIF money could be used for the Community Center/Park to fix the furnace and do tree removal.
  - The treasurer and Trustee Luke will be working on the 2015-2016 budgets over the next month.

#### 11. Discussion

- DUMC Annexation Agreement- DUMC asked if we would agree to pay for the pipe upsize.
  - They're going to connect to the sewer, so the board should consider upsizing the sewer pipe as well as the water.
  - The DUMC is only responsible to bring water and sewer for their needs. If someone builds, they would have to come get the water and sewer and work our easement agreements with DUMC.
  - DUMC wanted some clarification on the connection fees. Which fees will DUMC be charged for and which ones they can get waived. The board decided to be consistent with the Living Hope Annexation and not waive the fees. Instead, DUMC will be offered a reclaim clause similar to Beecher Trails.
- Downs Crossing – The plan would be to get water main in place so that when the road is put in we won't have to tear anything up. The current thought/plan is to run water from Downs to Downs Crossing via the Beecher Trails extension.
  - This allows us to improve water quality for Downs and have the Village benefit from water usage at Downs Crossing and not Bloomington.
  - This gives us the ability to service other subdivisions if we choose.
  - Interest exists for land at Downs Crossing, but water is the first question asked.

#### 12. Public Comment

- No comment

13. A motion to approve items contained within the Consent Agenda was made by Luke and seconded by Roach. Approved 5-0

14. A motion to approve Consent Agenda was made by Myszka and seconded by Luke. Approved 5-0

- Motions
  - Motion to Approve the December 4, 2014 Village Board of Trustees Regular Meeting Minutes

- Motion to Approve Event Committee Members Cyndi Miller, Jill Kasprzak, Mike James and Dan Lush
- Ordinances
  - Ordinance 2015-01 Approving an Amending the Intergovernmental Agreement Between the Village of Heyworth and the Village of Downs to Meet the Contract Operator Requirements of the Illinois EPA for Certified Water Operators

15. New Business

- Motion to Approve continuance of the Village of Downs Regular Board Meeting to \_\_\_\_\_, 7:00 pm at the Village Hall - No Action
- A motion to approve donation of \$100 to the McLean County SHOW Bus was made by Goveia and seconded by Roach. Approved 5-0  
Discussion:
  - We need to advertise this better.
  - Mayor has flyers from them and will have them put in the flyer each month.
- Motion to Approve Posting to Hire a Part-Time Police Officer in the Village of Downs was made by Roach and seconded by Goveia. 3-3 Tie Not approved (Roach, Goveia, Mayor –aye/Myszka, Freimann, Luke –Nay)
  - This is within the police budget.
  - The wage would be \$13-15. The position would be for Saturdays and Late Nights.
  - Trustee Freimann asked why we need to hire someone so soon.
  - Trustee Roach stated there are lots of things to do. It would be additional help for Josh as far as backup. It would break up his late nights. We would have better response times. We won't have to rely on other police departments as much.
  - Josh feels like Downs is very limited with just a one man operation. He feels a benefit in having the backup for other police departments and for us as well.
  - We would ask for a candidate that would have Downs as a first priority and a 3 year contract.
  - Trustee Freimann asked if we could have more time with Josh to make sure we need a second person.
  - Chief Dingler would rather not be reactive but be proactive. He wants the department growing as Downs grows.
- Resolutions
  - ~~Resolution 2015-R01 Authorizing the Execution of an Amended Annexation Agreement Between the Village of Downs and Living Hope Christian Church, Inc. Scratched~~
  - ~~Resolution 2015-R02 Eagle Scout Projects Scratched~~

16. Old Business - None

17. Executive Session was scratched.

18. A motion to approve Payment of Bills was made by Luke and seconded by Myszka.

Approved 5-0

Discussion: A few bills were added.

19. A motion to adjourn at 9:02 pm was made by Luke and seconded by Goveia. Approved 5-0

Lauren James for Clerk Julie James

