



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

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

1. Mayor Mike James called the February 5, 2014 meeting to order at 7:01pm.
2. Roll call was taken, with Trustees Roach, Goveia, Freimann, Myszka and Luke all present. Trustee Lush was absent. A quorum was declared. Also present was Clerk James, Treasurer Zwilling and Village Attorney Dawn Wall.
3. The Pledge of Allegiance was taken.
4. A motion to approve the agenda order was made by Luke and seconded by Freimann. Approved 5-0  
No action was taken on 15 -1a. (Motion to Approve continuance of the Village of Downs Regular Board Meeting to \_\_\_\_, 7:00 pm at the Village Hall)  
A wording change was made to Resolution 14 -2a. (A Resolution acknowledging and recognizing the Eagle Scouts and Volunteers of Boy Scouts of America Troop 53 of Downs, Illinois for their contributions to the Village of Downs.  
Discussion 11-1 moved was moved up the Engineers Report. (Beecher Trails subdivision final plat)
5. There was no Zoning Board Recommendation.
6. There was no Eagle Scout Project(s) Report.
7. Engineer Report-  
Shawn from Farnsworth, looked at water maps with Kevin. They identified some problematic areas, to budget for in the future. He stated that we will need to replace some cast iron mains with plastic. These are at East St. and Dooley to Lincoln.  
He is looking into getting the board long term planning numbers to get water from Downs to Downs Crossing. The work at Beecher Trails is on hold because of weather.  
Shawn received the final plat for phase one from the developer this week. He will look it over. He hopes to have the final plan on agenda for the next meeting.  
He is also working on water main for REDLEG.
8. Committee Report(s)-  
The Mayor stated that the finance committee is working on budget.  
The events committee will be ready for the 4<sup>th</sup> of July grand marshal submissions next month.  
The development committee will start meeting again this month.
9. Mayoral Report –  
Mayor James gave his report. Corn Belt is proceeding with their redevelopment request. This will be ready for next month. They are putting in a new road on Mike's Way.  
The Budget and Finance committee will hold their public meeting will be in March.  
The tentative date for the Annual TIF meeting will be Feb 19<sup>th</sup> at 6 or 7 pm.  
The Mayor has been asked to host a voter registration drive at the hall. This date is forthcoming. It will likely be held on one evening and another on a Sunday. This is being sponsored by a group from State Farm Insurance.
10. Trustee Reports-
  1. Building Report-Trustee Freimann issued one building permit in January. He and Trustee Myszka are going to be putting comprehensive plan together for the building permit process. They will be updating the outdated building permit form.
  2. Water and Sewer Report-Trustee Myszka reported for Superintendent Kevin Whitehouse's absence. The iron concentration for last month was low. But, not as low as the month prior. There were no water main breaks this month. All meter reads have been completed.  
Mayor James stated that the DCEO grant may not come. The new governor may have put a halt on all grant money for now. He will try to get an answer about the grant money.
  3. Police and Services Report- Trustee Roach had no report.  
Chief Dingler reported he will be presenting a program for parents on drug use. He will be presenting a second program is for the students. This program will be slightly different than the one for the parents.  
Chief Dingler and Ken Bays from the Bloomington Police Department will be presenting the drug program.

He is putting together a tornado plan scheduled for February 28<sup>th</sup>. He has been working with the ESDA director, the Downs Fire Department and the administration at Tri-Valley.

He has had 14 walk-ins that have raised complaints. They could have called Metcom with these complaints. He has handed out 3 warnings and has written 6 tickets.

Yesterday with snow, he couldn't stand on Rt. 150. Instead he spoke to the students in the parking lot about being safe when leaving.

The Village community has been positive with him.

He and Trustee Roach are getting policies together for ordinance violations.

Mayor James stated he had a good meeting with the school over our police presence.

4. Streets Report- Mayor James reported for Trustee Lush in his absence. Mayor James had at least 8 hours of plowing this month. He is not sure how many hours Trustee Lush had put in.

The equipment keeps breaking down.

The stop sign facing Seminary is down. We will need to get that put up.

5. Parks, Community Center and Food Pantry Report-

- Trustee Goveia requested from Alan a report of all of their expenses.
- They are planning 3 breakfasts this year.
- Kickapoo Park needs wood chips to re-do the trail after flooding. It is a possibility to get wood chips from the Town of Normal.
- They have planned some money raising events. An ice cream social is a possibility.
- She will be contacting Prochnow about replacing a tree. She would like to put together an opportunity for the residents to donate a tree in the park. Each tree will be marked with a sign of acknowledgement. The approximate cost of a donated tree would be \$125/tree.
- John Grant, a member on the park committee is becoming a master naturalist.
- The park committee might be looking at replacing trees in Kickapoo Park.
- The food pantry is requesting gallon zip lock bags. These can be dropped off at the hall. They use the bags to separate the stuff they get in bulk.
- An Easter event has been scheduled for 3/28.

6. Finance Report-

- Treasurer Zwilling says at this time we know nothing about sales tax, MFT and the freezing of property taxes changes proposed by Governor Rauner. Government consolidation is on the Governor's agenda.
- Zwilling stated that he is confident with where the budget is at to break even this year. He would like to discuss a level of cash reserves to maintain.
- The Mayor asked if each board member could have a rough draft of budget by next meeting. Trustee Goveia says their committee is not scheduled to meet until 3/28. A special meeting could be called for them to meet.
- Mayor James spoke last month about implementing an ordinance pertaining to expenditures. Mayor James also mention switching to a budget officer system for 2016 year. This type of budget will allow us some flexibility. However, expenses will need board approval. Going forward, this type of budget system will allow us to change the budget for unforeseen expenses.
- Trustee Goveia asked if tree removal would qualify for TIF if the parks committee runs out of money. This expense would be allowed.

## 11. Discussion

1. Beecher Trails subdivision final plat was discussed earlier in the meeting.
2. Police Coverage for Bellflower-
  - The Mayor was approached at the annual mayor's meeting. They are asking for police coverage for 30 hrs./month. They would pay for hours, gas and maintenance on the police car. This is the same service that Ellsworth was giving them.
  - Their board is proactive with ordinance violations. They have a serious traffic problem on Rt. 54 and Main St.
3. Downs Methodist Church Annexation and Agreement-  
Discussion:

- Attorney Wall stated that at last month's meeting it was discussed that the church is responsible for bringing water to them. Their counsel requests that they not be required to run water service the full length of their property. They would like to run service to the closest point. Our subdivision code requires the full length.
  - Any further expansion would have to cover their costs and get an easement from the church. They may need to go a little farther for us to put in fire hydrants.
  - Attorney Wall will change the wording of the agreement that they would have to use their best effort to reach another user. We can't force them to grant easements. We would have to just trust them to do this.
  - Another suggestion would be that the church may have to grant us a permanent water and sewer easement for future development. This would run in perpetuity with the property.
  - Much discussion was made about the Village paying the cost differential from the upsizing of the pipe casing. Only the length of the roadway has to be upsized. Attorney Wall says she will write into our agreement, Shawn's recommendation pertaining to the size of the pipe, if this is OK from the board.
  - DUMC would like to proceed with annexation in March.
  - Attorney Wall has been trying to get ahold of Living Hope's counsel. They spoke today. Their counsel believed the church would contribute up to \$75,000 towards the upgrade of Huff Road. (End of Bowers property towards the church) The upgrade will be a little short of Rt. 150. The Mayor will contact Shawn to see if that would be an acceptable amount of money to upgrade this road.
12. There was no public comment.
13. A Motion to Approve Items Contained within the Consent Agenda was made by Luke and seconded by Myszka. Approved 5-0
14. A Motion to Approve Consent Agenda was made by Myszka and seconded by Freimann. Approved 5-0
1. Motions
    - a. Motion to Approve the January 8, 2015 Village Board of Trustees Regular Meeting Minutes
    - b. Motion to Approve Payment of Farnsworth Bill for Lot Survey
  2. Resolutions
    - a. Resolution 2015-R01 Proclaiming, Declaring and Dedicating the Eagle Scout Projects within the Village of Downs since 2011 was re-worded to Resolution acknowledging and recognizing the Eagle Scouts and Volunteers of Boy Scouts of America Troop 53 of Downs, Illinois for their contributions to the Village of Downs.
15. New Business
1. Motions- No action
  2. Resolutions
    - a. The Resolution 2015-R02 Approving the Development Agreement Between the Village of Downs and Adkisson's, LLC was re-worded to A Resolution Authorizing and Approving the Development Agreement Between The Village of Downs and Adkisson's LLC. For The Project Located at 209 S. Seminary St., Downs, IL. The motion was made by Luke and seconded by Roach. Approved 5-0  
Discussion:
      - Tim Adkisson spoke on behalf of the family. They started planning 6-7 weeks ago. They took into consideration what had been working and not working at Adkisson's over the last 5 ½ months. They looked at the current aspects of the inside and outside of the business, the food, the service and the environmental aspect. He said they were coming up short.
      - They would be doubling the size of kitchen. They want to be known as a restaurant not bar.
      - They are revitalizing the menu to serve entrees. They will be purchasing wood tables. There will be no more plastic tables. The interior will have a full re-design.
      - The current outside lighting and the sign on the façade is not driving customers in.
      - The use of the TIF funds would be divided in to sections. The funds would be used to put awnings and lighting on outside. A small digital billboard will be place on the building.

- Currently, the rear door of the building is not controlled. They will be putting in a fenced area that will open only way. This will control the traffic. They are also planning on cleaning up the back
  - They will be closing for the renovations. Then have a grand re-opening to launch.
  - Trustee Goveia asked what is % of alcohol and food numbers were. Mayor James said he will provide those later to her.
  - Trustee Myszka asked if they will be losing any employee parking spots. They will only lose one.
  - Chief Dingler asked if it would be a solid fence with one entrance out. Tim stated it would be.
  - Trustee Freimann stated, that according to our ordinance, the digital display could not go out 6" off the building. Freimann also noted that the awning can only have name address and phone number.
  - Trustee Freimann said he fully supports this TIF application. This is exactly what we should be spending money on.
  - Trustee Goveia asked about the lighting. Tim explained that the lights on the building were meant to light building not sidewalk. They could consider putting LED's under awning to light the sidewalk.
16. There was no old business.
17. A Motion to Approve Payment of Bills was made by Freimann and seconded by Luke. Approved 5-0  
Discussion:  
A few bills were added including a large bill to Downs Auto for over \$6000. This bill includes work done over the past few months. This bill will deplete the street fund.
18. A Motion at 8:21 pm was made to enter Executive Session. The motion was made by Luke and seconded by Freimann. Approved 5-0
19. The purpose of executive session is to perform the Semi-Annual Review/Release of Executive Meeting Minutes and Audio.
- A break was taken from 8:21-8:30pm before going into executive session.
  - Regular session was re-entered at 8:38pm.

Roll call was taken with Trustees Roach, Goveia, Freimann, Myszka and Luke all present. Trustee Lush was absent. A quorum was declared. Also present was Clerk James and Village Attorney Dawn Wall.

20. Action on Executive Session Items
1. Resolution 2015-R\_\_ Authorizing the Village Clerk to destroy executive session audio tapes over eighteen months old-No Action
  2. Resolution 2015-R\_\_ Authorizing the Village Clerk to release specific executive session minutes of the Village of Downs-No Action
  3. A motion to approve Resolution 2015-R03 Authorizing the Village Clerk to Keep Sealed Specific Executive Session Minutes of the Village of Downs was made by Goveia and seconded by Roach. Approved 5-0
21. A Motion to Adjourn at 8:40pm was made by Luke and seconded by Roach. Approved 5-0



Village Clerk