



VILLAGE OF DOWNS BOARD OF TRUSTEES  
REGULAR MEETING MINUTES  
7:00 PM  
June 1, 2017

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

1. Mayor James called the June 1, 2017 regular Village of Downs Board Meeting to order at 7:00pm.
2. Roll call was taken with Trustees Roach, Goveia, Keylin, and Twyford all present. Trustee Gassaway was absent. There was a quorum to do business. Also present were Clerk James, Treasurer Bakewell and Village Attorney, Dawn Wall.
3. The Pledge of Allegiance was taken.
4. A motion to approve the agenda order was made by Keylin and seconded by Twyford. Approved 4-0 No changes were made.
5. Engineer Report-by Mayor James

**Cross Creek**

- Final work at Cross Creek Subdivision has not been completed like was promised.
- There is bickering between developer and the person who was to be completing the work. The person wants paid ahead of completion and Steve Miller doesn't want to pay until work is complete.
- Shawn, from Farnsworth, would like to research what options and steps we have to remedy.
- Miller's letter of credit may be expired.
- Wall says it is an obligation for the developer to have a letter of credit. Generally, the bank would contact us to make sure they can release letter of credit.
- Goveia will coordinate with Shawn and will ask Miller if he has a new letter.
- Wall said her office could set up an escrow, for Miller to deposit funds.

**Living Hope**

- Shawn sent an email to MSA (Living Hope's engineer).
- The Mayor said he has not heard back from Dan Dawson yet. The Mayor will reach back out to Dan.

6. Committee Report(s) and Recommendation(s)

1. 4th of July

- Road closures, the parade route and park hours extension are on the agenda for approval.
- Living Hope may do games and activities.
- James said there is a need for door to door collectors in some of the subdivisions.
- Goveia suggested the football players may need service hours.
- The Freedom Run and park breakfast will be on the 1<sup>st</sup>.

Car Show

- The car show was well attended with 75 cars.

7. Mayoral Report

- James and Gassaway met with STL.
- James said he has been tracking the state budget process. MFT should not be held up.
- The Villages of Carlock, Stanford, Saybrook, Danvers and Heyworth all passed the same ordinance to oppose CIRA tax. Mayor was going to reach out Barickman about this issue.
- Working with Farnsworth on water improvements.
- Bellflower is getting some state funding for water improvements, so that is good news.
- James still wants to see an entrance off of RT 150 into Beecher Trails.

- He wants to get Chapin Rose and Bill Brady together and work on stop light for school, but still interested in one for RT-150 and Seminary.
- The railroad sent a letter to all adjacent property owners. In summary, property owners can sue to reclaim their property back from the government. Roach said you would have been the property owner when the railroad was formed. It is not likely anyone is still alive.
- The Mayor is continuing to address interest in commercial growth.
- The warmer and cooler that were in the park were sold to Lucky 7's for \$500. The money back into general fund.

## 8. Trustee Reports

### 1. Building Report

- Goveia issued 2 permits this month.
- She extended the Kickapoo School permit for 90 days.
- Some fire hydrants were buried out in Beecher. It looks like it is going to happen again on Dode Dr. This should go back to the developer. Whitehouse will call Bowers.

### 2. Water and Sewer Report

- Kevin reported that iron concentration was up a bit this month.
- Bacteriological testing came back satisfactory.
- Fluoride satisfactory at .669ppm.
- Water usage has been going down. It could be going down because some the water mains have been fixed.
- Kevin wants to get some sales figures together. He thinks there is 20-30% non-revenue water. This figure is high. Leaks, metering or stealing of water could account for this. However, no water leaks were detected.
- PDC picked up the water samples this month.
- GA Rich was hired to suck out the sludge from the red water filter pit. We should be good for several more years.
- The IEPA mandated consumer report is done and has been posted on the website for customers to access.
- There was a JULIE request from Stark for the end of Washington and RT-150. Stark is getting to start water main and sewer for DUMC.

### 3. Police and Services Report

- Roach reported the bonding for the assistant treasurer has been done.
- She signed the village up for the Tulip program at no cost to the village. This program is for tenants who rent the pavilion. But the insurance would cost \$100/event.

#### Chief Dingler

- The Chief wrote 3 citations and 2 warnings in Bellflower. He wrote 8 citations and 2 warnings in Downs.
- There was "egging" and graffiti that took place over graduation weekend.
- Brian Hempstead is in ghost phase of his training.
- Hempstead is working on one assault case and some computer/email fraud.
- Dingler reported the Wellness and Safety Fair went well.

### 4. Streets Report

- The Mayor reported he received a request for a fence to be put around the concrete box on Main St. Someone is putting in a day care. They said DCFS and the fire marshal said it was a potential hazard. James asked for documentation from those

enties. They will need to put up the fence because they are creating the hazard and is not a violation of our ordinance and is along a busy road.

- We are not doing seal coating this year. It was cut this year.
- Les is handling the street work, please contact him for any need or use of his PT employees.
- Clean up day is June 3<sup>rd</sup>.

5. Parks, Community Center and Food Pantry Report

- Keylin sent out report earlier to Trustees.
- The park committee is doing a lot of upkeep and sprucing up.
- They are filling in gaps along the park with poles Ameren donated. Thanks to Downs Township, Rodney Lush, for setting the poles.
- The urinal needs to be replaced and repaired in pavilion.
- There was a leaking toilet in woman's room which caused the water bill to go up.
- Keylin attended a prairie restoration workshop. She made a lot of good contacts.
- She went to the Morton Arboretum and got a lot of resources and information.
- The food pantry received a new freezer, donated by DUMC.
- The rural mail carriers donated 650lbs. of food to the food pantry.
- The village market vendors will be donating left over food this year.
- 37 boxes were distributed this last month.
- NHS volunteered with the back pack program this year. The back pack program serves K-8<sup>th</sup>. Goveia has been doing the program for the past 3 years. It is a 12 week program.

6. Finance Report

- Bakewell reported this month's bills were boring and the usual bills.
- She went over the budget profit and loss reports.
- The village is still receiving last FY income taxes.
- We received almost \$16,000 in video gaming tax last year.
- Over all we had a good year.
- She will put reports out on the google drive.
- She spent the last 2 weeks training Cara. She has enjoyed training with her.
- Bakewell will be uploading documents to the auditor. The FY 2016-2017 audit will start in September.
- She wants to have a discussion about dissolving the youth center's fund.
- Bakewell she said had an interesting day. She said she received an email from the "Mayor". The "Mayor" reached out wanting fund balances before the board meeting. While working on that project, she got another email. This time from the "Clerk" asking for a wire transfer. The emails came from an ".aol" type address. The suspicious emails were reported to Chief Dingler.

9. Discussion

1. Grand Marshal Nominations

- We received nominations for:  
**Paul and Brooke Myszka-2<sup>nd</sup> Place**  
Verna Edwards and Marietta McManus  
Jennifer Elhoff  
Jim McNiff  
Beverly Tuttle  
Maureen Roach-Roach was removed from the nominations.

## Josh Roop-1<sup>st</sup> Place

### 2. Other

#### Annexation Agreement

- Wall brought copies of her proposed changes for the trustees to consider.

#### Chapter 16

- Roach and the Mayor made changes to Chapter 16
  - Weeds are declared a nuisance unless protected.

Wall suggested in the penalty section to consider a state code. State code allows for imposed community service in lieu of a fine. She thought this may be good for youth. However, the youth would have to be supervised.

- The missile section was eliminated.

10. There was no public comment.

11. A motion to approve items contained within the Consent Agenda was made by Keylin and seconded by Roach. Approved 4-0

12. A motion to approve Consent Agenda was made by Goveia and seconded by Roach. Approved 4-0

#### 1. Motions

- a. Motion to Approve the May 11, 2017 Village Board of Trustees Regular Meeting Minutes
- b. Motion to Approve the Extension of Dooley Park Hours on 6/3/2017, 7/1/2017, 7/4/2017 and 8/5/2016 until 12 am
- c. Motion to Approve Washington St Road Closure from Lincoln to Woodlawn on 7/4/2017
- d. Motion to Approve Dooley Park Road Closure on 6/3/2017, 7/1/2017, 7/4/2017 and 8/5/2017
- e. Motion to Approve Payment of Budgeted Expenses for July Events as Needed and Approved by Village Clerk, Public Safety Trustee, Treasurer and Mayor
- f. Motion to Approve Parade Route and Road Closures Required During the Parade on 7/4/2017
- g. Motion to Approve Josh Roop as 2017 4th of July Grand Marshal

#### 2. Resolutions -None

#### 3. Ordinances

- a. Ordinance 2017-09 Authorizing an Installment Agreement to Purchase A 2006 Caterpillar Backhoe, Model No. 430e From Downs Township to Be Paid Over a Period of Time Not to Exceed Sixty Months
- b. Ordinance 2017-10 Approving an Ordinance of the Village of Downs, McLean County, Illinois, Ascertain and Adopting the Prevailing Rate of Wages for the Laborers, Workers, and Mechanics Employed on Public Works of the Village of Downs

### 13. 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.**

#### 2. Resolutions-None

#### 3. Ordinances-None

- a. Ordinance 2017-\_\_ Approving and Adopting Amendments to the Village of Downs Code Provisions of Chapter 4 - "Public Health"-**No action was taken.**

### 14. Old Business

#### 1. Motions-None

#### 2. Resolutions-None

#### 3. Ordinances

- a. Ordinance 2017-\_\_ Approving and Adopting Amendments to the Village of Downs Code Provisions of Chapter 1 - "General Provisions" -**No action was taken.**
  - b. Ordinance 2017-\_\_ Approving and Adopting Amendments to the Village of Downs Code Provisions of Chapter 2 - "The Village Board, Its Officers and Employees" -**No action was taken.**
  - c. Ordinance 2017-\_\_ Approving and Adopting Amendments to the Village of Downs Code Provisions of Chapter 3 - "Village Finances" -**No action was taken**
  - d. Ordinance 2017-\_\_ Approving and Adopting Amendments to the Village of Downs Code Provisions of Chapter 6 - "Licenses, Permits and Regulated Businesses"-**No action taken.**
  - e. Ordinance 2017-\_\_ Approving and Adopting Amendments to the Village of Downs Code Provisions of Chapter 16 - "Miscellaneous Regulations" -**No action taken.**
  - f. Ordinance 2017-\_\_ Approving and Adopting Amendments to the Village of Downs Code Provisions of Chapter 17 - "Telecommunications Infrastructure Maintenance Fee" -**No action taken.**
15. A motion to approve payment of bills was made by Goveia and seconded by Roach. Approved 4-0  
Discussion: The Hawkins bill for \$402.00 was added to the BTP.
16. Executive Session was not entered.
17. Action on Executive Session Items-**No action taken.**
18. A Motion to Adjourn at 9:28pm was made by Roach and seconded by Keylin. Approved 4-0



Julie James

Village of Downs Clerk