



VILLAGE OF DOWNS BOARD OF TRUSTEES  
REGULAR MEETING MINUTES  
7:15 PM  
July 6, 2017

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

1. Mayor Mike James called the July 6, 2017 regular Village of Downs trustee board meeting to order at 7:06pm.
2. Roll call was taken with Trustees Maureen Roach, Mary Goveia, Peggy Keylin, Sarah Gassaway and Toby Twyford all present. Also present were Clerk Julie James, Treasurer Julie Bakewell and Attorney Dawn Wall. Quorum was declared to do business by Mayor James.
3. The Pledge of Allegiance was taken.
4. A motion to approve the agenda order was made by Goveia and seconded by Keylin. Approved 5-0
5. Zoning Board of Appeals
  1. A motion to approve Resolution 2017-R14 Authoring the Execution of an Annexation Agreement between the Village of Downs and IUVO Construction LLC was made by Goveia and seconded by Gassaway.
    - The motion was amended by Goveia and seconded by Gassaway to add John C Parkin Jr. as co-petitioner - Approved 5-0A motion to approve Resolution 2017-R14 Authoring the Execution of an Annexation Agreement between the Village of Downs and IUVO Construction LLC and John C Parkin Jr. was made by Goveia and seconded by Gassaway. Approved 5-0  
Discussion:
    - Linda Bowman reported that on June 5, 2017 the ZBA heard case 17-02-AZ. The request was to rezone property to medium density. They heard the original request in April however; John C Parkin Jr. was omitted as a co-petitioner.
    - The ZBA is recommending the request for rezoning.
  2. A motion to approve Ordinance 2017-11 Annexing the Territory Set Forth in the Annexation Agreement Executed between the Village of Downs and IUVO Construction LLC and John C Parkin Jr. was made by Goveia and seconded by Keylin. Approved 5-0
  3. A motion to approved Ordinance 2017-12 approving the Rezoning Parcel #29-04-102-001 from Agriculture to R-2, Medium Density Residential was made by Goveia and seconded by Gassaway. Approved 5-0
6. Eagle Scout Project(s) Report
  1. A motion to Approve Eagle Scout Project for John Symanski was made by Keylin and seconded by Goveia. Approved 5-0
    - Symanski wants to construct a Gaga Ball pit.
    - The idea came from Mrs. Ward. She would like to take her PE classes over to the park. He said a lot of high school students play the game.
    - John has gone to the park committee and they made some adjustments and approved his idea. Now he is seeking board approval.
    - The location of the project is still to be determined.
    - Symanski looks to start the project by the fall.
7. Development Report- **Steve Hancock- Cornbelt Energy**
  - Hancock brought his engineer, Bryan Martindale of Knight Engineering and Architects.
  - Martindale specializes in water resources.

- Hancock said they have met with the neighbors to the south and they like what they see in Knight's plans.
- Martindale gave a PowerPoint presentation.
- He proposed 4 options that will solve the drainage problem. It would be up to the board and Cornbelt to determine which is most cost effective.
- These options will take care of the storage units and Cornbelt property drainage.
- Hancock said a community detention makes sense.
- James noted that in the original annexation agreement from 1999 says 2 acres were supposed to be set aside for public use. The agreement expires in 2019.
- Hancock said the land owners were receptive to having an easement to obtain water.
- It was decided this would be called "4<sup>th</sup> Edition" to Downs Crossing.
- Cornbelt has the goal of getting this finished by the time winter comes.

#### 8. Engineer Report- **Shawn Mauer-Farnsworth**

- Mauer said he did a walk through on the original Beecher for a warranty check.
- Stark was doing the work for DUMC to make the connection. While patching on Washington St. a 12" depth slab was discovered. It was probably done by IDOT.
- Mauer recommended that the thickness of the patch widened out to 6"-7" to match what the county did when they reconstruction.
- **Cross Creek**-Steve Miller is trying to get an easement or at least purchase part of the land. The easement or purchase of land would make it so they only have to go through 300 ft. Otherwise they will have to cut through people's yards and it would be 1600 ft.
- Wall suggested that we keep track the letters of credit for Miller and Bowers.

#### 9. Mayoral Report

- James reported he has not heard anything from the railroad yet.
- He had nothing big to report from the mayor's association meeting. However, the Miskulin family was nominated "Person(s) of the Year" by Mayor James.
- The 4<sup>th</sup> of July consumed most of his time for the past month. We are definitely in the black this year.
- We have 3 sponsors for the August movie.
- James will be going to the IML conference in September.
- He is continuing to work on ordinances.

#### 10. Trustee Reports

##### 1. Building Report

- Goveia had 2 remodel permits.
- She may have to extend the school permit another 40 days.

##### 2. Water and Sewer Report

- Whitehouse reported the iron concentration was .40 ppm.
- All testing for the month was satisfactory.
- Fluoride was .678 ppm.
- 2.517 million gallons were pumped last month.
- On June 5<sup>th</sup> he pumped 123,000 gallons and had to double wash the filters.
- 1.288 million gallons were sent to the sewage lift station.
- On East St. there was a water main break. There was a boil order for 4 homes.
- The water and sewer mains are in at DUMC.

- Pat Estes contacted Whitehouse and said her ditch is wet. He knows there is a water main break there.
  - Whitehouse says we are going to need a plant extension as we grow.
3. Police and Services Report
- Roach is getting the IML RMA renewal packet together.
  - Garbage carts were delivered. Each garbage cart has its own sku # so residents can track them.
  - The Chief reported his truck had a recall on his truck. The exhaust is being worked on.
  - He is currently working on 6 cases.
  - He wrote 2 citations and 3 warnings Bellflower. There were 2 citations and 4 warnings in Downs.
  - Dingler gave out 4 ordinance violations to the people responsible for the egging incident.
  - He assisted with funeral detail for the death of the state police officer.
  - Dingler feels like he is getting swamped with case work.
  - The fire dept. has purchased bullet proof vests. They have submitted a grant to get reimbursed for bullet proof vests.
  - Officer Hempstead is doing very well.
  - Chief Heather Dingler came out to help police the 4<sup>th</sup>.
4. Streets Report
- Mayor James reported mowing is still progressing.
  - James wanted to thank them for all their help for the 4<sup>th</sup>.
  - Les is doing a fantastic job running streets in the absence of a trustee.
5. Parks, Community Center and Food Pantry Report
- Keylin sent out her report to trustees earlier.
  - She was thankful for all the help with repairs.
  - She wanted to thank the streets department for cutting down tree and helping with the food pantry delivery.
  - Linda Bowman appreciates the help from the streets department on delivery day.
  - Keylin thanked the CIA for mulching, painting basketball lines, installation of new basketball nets, and power washing the fence.
  - She said those renting the pavilion are taking good care of it.
  - There is another tree that needs to come down and possibly more.
  - The 4-Hers will make wood duck houses this month.
  - Keylin is looking into LED lightbulbs for the basketball court.
  - The park breakfast went well.
  - The food pantry is going strong. They gave out 34 boxes this month.
  - The food pantry always needs help on Friday and Saturday for carry outs.
  - The Mayor mentioned he will be scheduling a day to get the mulch in Kickapoo Park removed soon.
6. Finance Report
- Bakewell went over the BTP.

- **Unique items on the BTP**-Railroad fee for \$1000, Zinn bills, a Farnsworth bill that is temporarily being paid on Living Hope's behalf, 4<sup>th</sup> of July bills, and IEPA loan payment
  - The Joe Pickering bill was entered twice.
  - TIF administration expense is \$94.50 for each TIF fund.
  - The William Masters bill was taken off the BTP. It was for the Village of Danvers.
  - The last of FY 2017 bills have trickled in.
  - She went over profit and loss budget vs actual reports.
- Mayor James jumped down to public comment.

#### 11. Discussion

1. Ordinance Changes
  - Chapter 7 is being updated for the armored vest grant.
2. Other
  - James asked trustees if they would be willing to push approval for Chapters 1, 4 and 16 to next month if not pressing.
  - James said he has a fireworks company interested in buying the shot board. They have offered \$3000.
  - The current fireworks company provides everything. We would not need the board. Most other companies operate the same way.

#### 12. Public Comment

- David Siebert, from Saybrook is running from McLean Co. Board. He gave a little background about himself.
- Jim Soeldner, from the McLean Co. Board gave a report.
  - He did not have any new information on the abandonment of the railroad. He said what it is t going to cost us is still up in the air.
  - Soeldner is looking into the CDAP. He explained that in 1989, McLean Co. along with 10 other counties were awarded \$5000 grants.
  - They made low interest loans to businesses. These loans have been paid back. Now we can use the money for whatever we want to. Most would like to use it for community development or to aid businesses in smaller towns. Another idea is to help to develop village websites.
  - He noted that the State Illinois passed the budget today.
  - There was a cut in personal property replacement tax, MFT was not touched.

13. Motion to Approve Items Contained within the Consent Agenda-**No action was taken.**

14. Motion to Approve Consent Agenda-**No action was taken.**

1. Motions
2. Resolutions
3. Ordinances

#### 15. New Business

1. Motions
  - a. A motion to Approve the June 1, 2017 Village Board of Trustees Regular Meeting Minutes was made by Roach and seconded by Keylin. Approved 5-0
  - b. Motion to approve continuance of the Village of Downs Regular Board Meeting to \_\_\_\_\_, 7:00 pm at the Village Hall-**No action was taken.**

- c. A motion to Approve the Change by the Mayor to Award Paul and Brooke Myszka as the 2017 4th of July Grand Marshal as Requested by Josh Roop was made by Roach and seconded by Twyford. Approved 5-0

Discussion:

- James explained that the Josh Roop who was originally nominated was going to be out of town on the 4<sup>th</sup>. Myszkas came in 2<sup>nd</sup> place. They were already announced in the newsletter when James found out they were also going to be out of town on the 4<sup>th</sup>.

- d. A motion to Approve Posting for Part-Time Seasonal Worker for the Village of Downs was made by Roach and seconded by Gassaway. Approved 5-0

Discussion:

- Cody McMullen is going back to school.

2. Resolutions

3. Ordinances

- a. Ordinance 2017-\_\_ Approving and Adopting Amendments to the Village of Downs Code Provisions of Chapter 10 - "Building"-**No action was taken.**
- b. A motion to approve Ordinance 2017-13 Approving and Adopting Amendments to the Village of Downs Code Provisions of Chapter 7 - "Police" was made by Roach and seconded by Goveia. Approved 5-0

16. Old Business-**No action was taken in old business.**

1. Motions

2. Ordinances

- a. Ordinance 2017-\_\_ Approving and Adopting Amendments to the Village of Downs Code Provisions of Chapter 1 - "General Provisions"
- b. Ordinance 2017-\_\_ Approving and Adopting Amendments to the Village of Downs Code Provisions of Chapter 2 - "The Village Board, Its Officers and Employees"
- c. Ordinance 2017-\_\_ Approving and Adopting Amendments to the Village of Downs Code Provisions of Chapter 3 - "Village Finances"
- d. Ordinance 2017-\_\_ Approving and Adopting Amendments to the Village of Downs Code Provisions of Chapter 4 - "Public Health"
- e. Ordinance 2017-\_\_ Approving and Adopting Amendments to the Village of Downs Code Provisions of Chapter 6 - "Licenses, Permits and Regulated Businesses"
- f. Ordinance 2017-\_\_ Approving and Adopting Amendments to the Village of Downs Code Provisions of Chapter 16 - "Miscellaneous Regulations"
- g. Ordinance 2017-\_\_ Approving and Adopting Amendments to the Village of Downs Code Provisions of Chapter 17 - "Telecommunications Infrastructure Maintenance Fee"

3. Resolutions

17. A motion to Approve Payment of Bills was made by Roach and seconded by Twyford. Approved 5-0

A motion to enter executive session was made by Roach and seconded by Keylin. Approved 5-0

18. Executive Session

1. Perform Semi-Annual Review/Release of Executive Meeting Minutes and Audio Summary of closed minutes

- Mayor Mike James called the July 6, 2017 regular Village of Downs trustee board meeting back to order at 10:18pm.
- Roll call was taken with Trustees Maureen Roach, Mary Goveia, Peggy Keylin, Sarah Gassaway and Toby Twyford all present. Also present were Clerk Julie James and Attorney Dawn Wall.

19. Action on Executive Session Items

1. Resolution 2017-R\_\_ Authorizing the Village Clerk to destroy executive session audio tapes over eighteen months old-**No action taken.**
2. Resolution 2017-R\_\_ Authorizing the Village Clerk to release specific executive session minutes of the Village of Downs-**No action was taken.**
3. A motion to approve Resolution 2017-R15 Authorizing the Village Clerk to Keep Sealed Specific Executive Session Minutes of the Village of Downs was made by Roach and seconded by Twyford. Approved 5-0
4. A motion to Approve Executive Meeting Minutes from May 11, 2017 was made by Roach and seconded by Keylin. Approved 5-0

20. Additional Discussion

- James gave a Living Hope update. He spoke with Dan Dawson. Living Hope should have received the new engineering plans. James hasn't heard anything back yet.
- James heard through the grapevine that Living Hope asked Bowers if he was interested in buying some of their property, otherwise they are going to go to the bank and get a loan.
- Bowers told James he was disappointed the board was willing to allow smaller lot sizes on Beecher Trails South.

21. A motion to Adjourn at 10:44pm. was made by Roach and seconded by Gassaway.  
Approved 5-0



Julie James  
Village of Downs Clerk