



VILLAGE OF DOWNS BOARD OF TRUSTEES
REGULAR MEETING MINUTES
7:00 PM
August 3, 2017

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

1. Mayor Mike James called the August 3, 2017 regular Village of Downs trustee board meeting to order at 7:08pm.
2. Roll call was taken with Trustees Maureen Roach, Peggy Keylin and Sarah Gassaway were all present. Mary Goveia and Toby Twyford were absent. Also present were Clerk Julie James, Treasurer Julie Bakewell and Attorney Dawn Wall. There was not a quorum to do business.
3. The Pledge of Allegiance was taken.
Mary Goveia entered the meeting at 7:15pm and Mayor James declared a quorum to do business.
4. A motion to approve the agenda order was made by Roach and Keylin. Approved 4-0
No changes were made.
5. There was not an Eagle Scout Project Report.
6. The Development Report was given by Mayor James.
 1. Corn Belt Energy Preliminary Plan for Downs Crossing 4th Addition
 - The preliminary plan was supposed to be filed. But they are waiting on some property owners to make a decision. A decision will be made tomorrow. Then, the petition will be filed and the 40 days will start.
 2. Request for Proposed Annexation
 - James received another request for proposal of annexation.
 - The property owners want to build a home and the county won't let them have another house on that property.
 - The property is contiguous. However, getting garbage services to them is a problem. Wall says we could specifically spell out they have a private drive and we would not be able to get garbage.
 - Trustees had mixed feelings about setting a weird precedence.
 - James asked what would make them more inclined to annex them, however nothing was offered up. Mayor will meet with the owner to discuss other options.
7. There was not an Engineer Report.
8. Mayoral Report
 1. Beecher Trails South
 - The Mayor had a meeting with Beecher Trails residents over a proposed 100 home subdivision. This property is owned by Tim Norman and Stark.
 - They are concerned about 100 homes in Tim Norman/Stark portion with only one entrance off of Raef Dr. in Beecher Trails Subdivision.
 - A 5 acre park is being proposed in the subdivision.
 - Developers are asking for 70-75 ft. frontage on lots. James asked the board if they would be willing to accept this footage. Keylin said she is against.
 - Trustees decided they need to change the village ordinance to match what the trustees are willing to accept for frontage. Trustees feel lot sizes should be like those in Beecher.
 - As a solution for the entrance off of Raef, the developer is proposing is to pay for stop light at the top of 2000E. and Rt. 150.
 - James asked trustees if they were willing to accept one entrance even if the developers are going to pay for stop light.
 - He also asked if the trustees are willing to accept another 100 homes.
 - There could be a possibility of 150-160 homes funneling out of that road.
 - Goveia said they could have an exit on to Towanda Barnes.
 - James says he knows Twyford is against it.
 - Gassaway and Keylin say it's dangerous not to have another exit.

- Dingler has mixed feelings. Dingler would like a voluntary speed limit on 15 mph. in Beecher Trails.
 - Whitehouse said we will need to address expanding public works services.
 - James said their timeline is pretty quick.
 - James said he would ask them for playground equipment in the park.
2. Railroad Issues
- James said he hasn't heard any more about the abandonment.
 - The Village has an agreement with the railroad for an easement. We used to pay \$350 annually.
 - The railroad has assigned their agreement to a real estate company and they are charging \$1000.
 - Wall says the agreement isn't assignable, but we don't have anything that validates this.
 - Wall said we could terminate the agreement. However, we would have to remove our pipe from the easement.
 - She said she would like something from Norfolk saying they aren't going to revoke the assignment of the license rights. .
 - Wall doesn't see we really have a way out of the agreement. We need the easement for the pipe.
3. New request from TIF
- TIF 3-Chas Turner's trailer and the dilapidated house on Main St. are being sold. The house on Main St. will be closed on next week. The plan is to build an apartment type house. They will be seeking TIF funds for the project.
 - The American Legion is asking for an increase of \$7,000-\$10,000 to finish their kitchen. Wall reworked the agreement to include the additional request of funds.
 - The legion wants to have more community events in the building.
 - Board members would like a letter of detail from them on their plans.
4. Letters of Credit
- The clerk, Wall and Farnsworth will work together to maintain letters of credit making sure they are always renewed.
 - Wall and Farnsworth are going to keep copies at their offices. and also keeps copies with Shawn at Farnsworth.
 - We have current letters of credit from Bowers and Miller. We will soon need a letter for IUVO Constructum. A 90 day tickler will be set up.
5. Publication fees from petitions
- We are supposed to chargeback the fees.
6. Wireless/LOIS/Microsoft Office
- James is working with Hempstead to get wireless over to the brown building.
 - James has signed the Village up for the LOIS system. LOIS is a data base to register available land and buildings to through the State of Illinois. Companies would be able to search for property in Downs.
 - Asked trustees to use the free Microsoft office products link.
7. Living Hope-Proposed New Annexation Agreement
- Living Hope has approached the village hall looking for the location of water and sewer hookup connections.
 - They were told they would need sign their annexation agreement, give us site plans and update us where they are with Huff Rd.
 - MSA's engineering bid was going to be just as much as Farnsworth's. They decided they were going to ask Farnsworth.
 - Annexation document changes were worked through by trustees, Mayor and Wall.

- Exhibit 1 is the amended annexation agreement.
- The roadway improvements in the document are what was negotiated with them back in the spring.
- The construction access was left in the new agreement because we contractually agreed to this.
- Wall mirrored the language on “Services” after the DUMC agreement.
- Living Hope will need to use an 8” water main in our right away.

8. Beecher Trails

- The Mayor said the board will be executing a warranty request for Beecher Trails for the following:
 - Seal coat layer on streets
 - 2 hydrants raised
 - Sidewalk culvert on lot 6 that is damaged
 - Permanent seeding empty lots and right away
 - Ruts in detention basin need to be regraded and permanent seeding
 - Install proposed street light at Huff Rd. and Raef Rd.

James will be gone a lot over the next month and half on business trips, IML conference and personal vacation.

9. Trustee Reports

1. Building Report

- Goveia reported there were no new building permits this month. However, there was a tear down and addition

2. Water and Sewer Report

- Whitehouse reported iron was up due to higher than normal flows.
- Bacteriological and fluoride samples all came back satisfactory.
- A couple of water lines with minor leaks were repaired.
- Filters were taken out of service and inspected. Media was added.

3. Police and Services Report

- Chief Dingler reported that there have been 2 fire arms incidents in the last 2 months.
- There was one cyber harassment case that was proven to be unfounded.
- A sex abuse case was also found to be unfounded.
- Chief gave out an ordinance violation for drugs.
- There was vandalism on the bridge at I74.
- He has 2 court cases coming up.
- Dingler trained with the EMT’s last week.
- He will be doing some training at the school.
- Dingler said there is still a need for a full time police officer. Evening time coverage is also needed.
- Officer Hempstead graduates on 8/24 and will be running solo on 8/25.
- Hempstead will be working when Dingler is not working.
- Goveia said kids are playing in the park after midnight. Keylin said she is looking to put a timer on the basketball court lights.

4. Streets Report

- James said the streets department fixed the “grand canyon” on Huff Rd. as a gesture to Living Hope.
- He spent last Friday removing a majority of the mulch out of Kickapoo. A smaller machine is needed to remove the rest.
- James asked Oak Brothers to go through town and access which trees that need to come down. They are going to give us a proposal.

- Started doing spray patch today and through next week.
5. Parks, Community Center and Food Pantry Report
 - Keylin reported spots for the Gaga ball pit have been given to Boy Scout, John Symanski to consider.
 - The fans are being installed by someone who needs community service.
 - The poles are being painted.
 - Keylin is working on getting some LED lighting.
 - The 4-Her's made duck houses.
 - At the parks committee meeting, a resident proposed some new swings she would like to see in the park. She also would like to be a new member of parks committee.
 - Karen Bair spearheaded the improvements to the basketball court.
 6. Finance Report
 - Bakewell went over the BTP. Last month was first month we had backhoe payment.
 - Unusual bills on the BTP
 - 1st State Bank water main loan is due (semi-annual payment)
 - Annual police membership
 - The BNWRD fee is now \$3865.
 - Assistant treasurer, Cara Russow is having her 3 months anniversary and 90 day review.
 - The audit will start after Labor Day.
 - James noted that Bakewell is up for re-appointment in September.
 10. Discussion
 1. Village Copier
 - Janice, Julie Bakewell and Julie James are working to get a new copy machine proposal.
 2. Other
 11. There was no public comment.
 12. A motion to approve items contained within the Consent Agenda was made by Keylin and seconded by Gassaway. Approved 4-0
 13. A motion to approve the Consent Agenda was by Goveia and seconded by Keylin. Approved 4-0
 1. Motions
 - a. Motion to Approve the July 6, 2017 Village Board of Trustees Regular Meeting Minutes
 2. Resolutions
 - a. Resolution 2017-R16 Approving Conditional Approval of Preliminary Plan for Huff Rd Subdivision
 - b. Resolution 2017-R17 Authorizing the Execution of an Amended Annexation Agreement Between the Village of Downs and Living Hope Christian Church, Inc.
 3. Ordinances
 14. 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 taken.
 - b. Motion to Approve Tree Removal Plan and Proposal from Oak Bros. No action taken.
 2. Resolutions
 - a. A motion to approve Resolution 2017-R18 approving the selling of the fireworks control panel to Central State Fireworks, Inc. was made by Goveia and seconded by Gassaway. Approved 4-0
 3. Ordinances
 - a. Ordinance 2017-__ Approving and Adopting Amendments to the Village of Downs Code Provisions of Chapter 7 - "Police Department" -No action taken.
 15. Old Business

1. Motions

- a. Ordinance 2017-__ Approving and Adopting Amendments to the Village of Downs Code Provisions of Chapter 1 - "General Provisions"-No action 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 taken.
- c. Ordinance 2017-__ Approving and Adopting Amendments to the Village of Downs Code Provisions of Chapter 3 - "Village Finances"-No action taken.
- d. Ordinance 2017-__ Approving and Adopting Amendments to the Village of Downs Code Provisions of Chapter 4 - "Public Health"-No action taken.
- e. Ordinance 2017-__ Approving and Adopting Amendments to the Village of Downs Code Provisions of Chapter 6 - "Licenses, Permits and Regulated Businesses"-No action taken.
- f. Ordinance 2017-__ Approving and Adopting Amendments to the Village of Downs Code Provisions of Chapter 10 - "Building"-No action taken.
- g. Ordinance 2017-__ Approving and Adopting Amendments to the Village of Downs Code Provisions of Chapter 16 - "Miscellaneous Regulations"-No action taken.
- h. Ordinance 2017-__ Approving and Adopting Amendments to the Village of Downs Code Provisions of Chapter 17 - "Telecommunications Infrastructure Maintenance Fee"-No action taken.

2. Resolutions

3. Ordinances

16. A motion to approve payment of bills was made by Goveia and seconded by Gassaway. Approved 4-0
17. Executive Session was not entered.
18. Action on Executive Session Items-No action taken.
19. A motion to adjourn at 9:41pm was made by Keylin and seconded by Gassaway. Approved 4-0



Julie James
Village of Downs Clerk