



VILLAGE OF DOWNS BOARD OF TRUSTEES
REGULAR MEETING MINUTES
OCTOBER 5, 2017
8:00 PM

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

1. Mayor Mike James called the October 5, 2017 regular Village of Downs meeting to order at 8:00pm.
2. Roll call was taken. Trustees Maureen Roach, Mary Goveia, Peggy Keylin, Sarah Gassaway and Toby Twyford were all present. There was a quorum to do business. Also present were Clerk Julie James, Attorney Dawn Wall and Treasurer Julie Bakewell.
3. The Pledge of Allegiance was taken.
4. A motion to approve the agenda order was made by Goveia and seconded by Roach. Approved 5-0
Discussion-
 - Mayor James said there would be a few wording changes.
5. Zoning Board of Appeals
Discussion-
 - Linda Bowman, Zoning Board Chairwoman reported that the Zoning Board, met October 2, 2017. They recommended the village board to approve the items listed below.
 - Farnsworth has looked at the plan and approved.
 - 1. A motion to Approve Resolution 2017-R22 Authorizing the Approval of Preliminary Plan for Corn Belt Energy Park was made by Keylin and seconded by Twyford. Approved 5-0
 - 2. A motion to Approve Ordinance 2017-15 Approving the Rezoning of the Territory Set Forth in the Preliminary Plan for Corn Belt Energy Park from Agriculture to Public Use District was made by Twyford and seconded by Goveia. Approved 5-0
 - a. Rezoning the ~7.42 acres identified within the Preliminary Plan
6. Committee Report(s)
 - Mayor James reported the development committee started meeting again for the this past week.
 - They will be looking at the downtown streetscape redesign and parking lots.
 - The development committee will be providing the board some direction from the residents.

Dave Bach-Village Market

 - Dave reported the village market had a successful year.
 - Attendance was up around 250 from last year.
 - They had a remote radio broadcast and this really helped bring people in.
 - 167 punch cards were distributed. 29 cards were returned will all the punches. This number was down from last year.
7. There was not an Eagle Scout Project(s) Report.
8. Engineer Report
 - Shawn Mauer, from Farnsworth was not present.
9. Mayoral Report
 - James sent out his report prior to the meeting.
 - Downs Township is going to bill us for hours worked by their employees.
10. Trustee Reports
 1. Building Report
 - Goveia reported we had a demolition of a garage.
 - She has spoken with Steve Miller. She said hopefully the issues at Cross Creek will all be resolved by this fall.
 - There is a possible new commercial building or remodel that will be coming up. Zinn will do this inspection if he is qualified.
 2. Water and Sewer Report
 - Kevin Whitehouse sent his report out earlier.
 3. Police and Services Report

- Chief had family in the hurricane Irma area. He reached out to the Palmetto Area Police to offer his help.
 - Sam Leman provided Chief with a vehicle.
 - The side benefit of Chief going there was the knowledge gained in disaster preparedness.
4. Streets Report
 - The small “Welcome to Downs” signs will be moved. We are in the process of getting a permit from IDOT to move them to the population sign.
 5. Parks, Community Center and Food Pantry Report
 - Keylin reported we may get a light bulb donation from Ameren.
 - James noted we got our first LED street light in Beecher Trails.
 6. Finance Report
 - Treasurer Bakewell said the bills were nothing out of the ordinary this month.
 - The Downs American Legion dropped off their TIF bill earlier in the day.
11. Discussion
1. Viking Vision
 - James reminded board members the next Viking Vision meeting is Oct. 18.
 - Roach said the first meeting was very interesting.
 2. Zoning and Subdivision Ordinance Changes
 - Oct 10th is the next ZBA meeting. They will be hearing 2 new requests for rezoning.
 - Board members discussed lot size guidelines and splitting R2 into R2A and R2B. Single family was taken out of R3
 - Mark Bowers addressed the board on his dissatisfaction of the lot sizes that were required in Beecher Trails.
 - Keylin said she thinks small town living is having larger lot sizes.
 - Tim Norman said the Village of Downs has changed in the last 3-4 years. Downs needs to adapt to keep growing.
 - Twyford feels that the neighboring subdivision should match.
 - Goveia says she can't see going to smaller sized lots.
 - Roach says infrastructure is very important. She feels having more than 2 entrances in and out of subdivision are important.
 3. Copier Lease
 - An opt-out addendum was written by Attorney Wall.
 - The machine will be a color copier that will require a code to use the color feature.
 4. RR Issues
 - James said we are still in having issues with the agreements.
 - Wall has been contact with an Illinois Railroad specialist.
 - They would like us to sign a 10 yr. lease for the village market area, when James knows the railroad has been officially abandoned. So we do not need to be signing any beautification leases.
 - They have sent us a \$450 bill for the easement, because this is their minimum amount they bill.
 5. Other
12. There was no public comment.
 13. A motion to approve items contained within the Consent Agenda was made by Roach and seconded by Goveia. Approved 4-0 (Twyford abstained)
 14. A motion to approve Consent Agenda was made by Roach and seconded by Goveia. Approved 5-0
1. Motions

- a. Motion to Approve the September 7, 2017 Village Board of Trustees Regular Meeting Minutes
- b. Motion to Approve Members of the Zoning Board of Appeals: Linda Bowman, Patrick Moran, Jerry Roberts, Loretta Terven, Julie Hahn, Hanna Coon and Bert Clark
- c. Motion to Approve the Members of the Development Committee: Mike James, Toby Twyford, Fred Myers, Tony Soper, Lyndsey Smith, David Silver; CBEC, TVSD
- d. Motion to Approve Last Months Change in how the EMA Director is Paid Retroactive to May 1, 2017
- e. Motion to Approve \$200 donation to Tri-Valley Veterans Day Celebration
- f. Motion to Approve the Village of Downs Joining the International Council of Shopping Centers (\$100)
Discussion-
 - James said at the IML Conference, they highly encouraged villages/cities to join if you are trying to grow commercially. By joining, villages are able to have one on one discussions with retailers.
- g. Motion to Approve Attending the Rural on the Rise: Retail Real Estate Summit conference (\$65) October 17, 2017 in Carlinville, IL
- h. Motion to Approve the Assistant Treasurer to Attend the IMTA Treasurer's Institute Instead of the Finance Trustee

- 2. Resolutions
- 3. Ordinances

15. New Business

1. Motions

- a. Motion to Reconvene the Village of Downs Regular Board Meeting to _____, 7:00 pm at the Village Hall- **No action taken.**

2. Resolutions (21)

- a. A motion to approve Resolution 2017-R21 Authorizing and Approving the TIF Development Agreement Between the Village of Downs and Civil Banshee LLC. for the Project Located at 103 & 105 W. Main St., Downs, IL was made by Roach and seconded by Keylin. Approved 5-0
Discussion-
 - David Silver explained his project will be a mixed use development with a parking lot. He is planning on building high end apartment units with 2-3 bedrooms. He is requesting \$70,000 from TIF.
 - Silver plans to start August 2018 after he secures a commercial tenant.
- b. A motion to approve Resolution 2017-R23 Approving a Contract with DCS for Copier Lease Agreement was made by Keylin and seconded by Roach. Approved 5-0
- c. Motion to approve Resolution 2017-R__ Authorizing and Approving an Agreement with Norfolk Southern Railway for Amended Water Crossing Easement at Seminary Street- **No action taken.**
- d. Motion to approve Resolution 2017-R__ Authorizing and Approving an Agreement with Norfolk Southern Railway for Beautification Lease- **No action taken.**

16. Old Business

1. Ordinances (15)

- 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 5 "Board of Local Improvements"- **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 17 "Telecommunications Infrastructure Maintenance Fee"- **No action taken.**
17. A motion to approve payment of bills was made by Goveia and seconded by Twyford. Approved 5-0
18. Executive Session was not entered.
19. Action on Executive Session Items
- 1. A motion to approve wage increase of \$3 /hour for a Total Compensation of \$17.00 /hour for Officer Brian Hempstead Starting September 1, 2017 was made by Roach and seconded by Keylin. Approved 5-0
- Discussion-
- Roach said that a raise for Hempstead was discussed in early spring.
 - Hempstead passed his training.
 - The salary is in line with other local municipalities. It was budgeted for.
20. A motion to adjourn at 10:28 pm was made by Twyford and seconded by Roach. Approved 5-0



Julie James
Village of Downs Clerk