



VILLAGE OF DOWNS BOARD OF TRUSTEES
REGULAR MEETING MINUTES
FEBRUARY 1, 2018
7 PM @ VILLAGE HALL

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

1. Mayor Mike James called the Regular February 1, 2018 Village of Downs Board of Trustees meeting to order at 7:05pm.
2. Roll Call was taken. Trustees Maureen Roach, Mary Goveia, Peggy Keylin, Sara Gassaway and Toby Twyford were all present. Also present were Clerk Julie James, Treasurer Julie Bakewell and Village Attorney Dawn Wall.
 1. The Mayor declared a quorum present to conduct business.
3. The Pledge of Allegiance was taken.
4. A Motion to Approve Agenda order was made by Keylin and seconded by Roach. Approved 5-0
Discussion:
 - James noted most old business will have no action with exception of the Sexual Harassment Policy.
5. Auditors Report for FY2017
 - Ben Smith, of Striegel Knobloch, gave a summary of the audit. He said no internal control issues were found.
6. County Board Representative- Jim Soeldner
 - Jim said the county board recently passed a 20 year solid waste agreement.
 - He said the goal of the McLean County Board is to increase McLean County recycling to 50% by 2020. Jim said he voted against the agreement because it required municipalities to have ordinances to require residents to recycle.
 - In 1989, CDAC gave the county a grant for \$500,000. Jim said he would like to use this money for small community development.
 - He said there are more windfarm and solar farm hearings coming up.
 - There has been no news on CIRA.
7. Development Report
 - Steve Hancock of Corn Belt Electric emailed Mayor James an update at Downs Crossing.
 - The west main water piping has been completed.
 - Final grading will be completed this summer.
 - Steve said Corn Belt will not need the Roger Reynolds' easement as they are staying on their property for the storm sewer
8. There was no Engineer Report.
9. Mayoral Report
 - James reported that he had been contacted by IPS Solar Farm about leasing some of the village's property.
 - The JRB meeting will be scheduled in February.
 - Two more TIF applications (Game Day and the Union Building) will be coming to the board for consideration.
 - Tri-Valley FFA will be asking for sponsorship for a collection drive.
10. Trustee Reports
 1. Building Report
 - Goveia said we had one remodel permit for 101 Pintail.
 2. Water and Sewer Report
 - Whitehouse reported that iron concentration was .48 ppm. This was up a little.

- All bacteriological samples came back satisfactory.
 - The Fluoride sample was .749 ppm.
 - There were 3 water leaks. (2 service lines and a 2 inch water main)
 - Whitehouse wanted to thank Travis Misch, Logan Rouse and Jeromy Metros for their help with the water main leak.
 - There were no non-paid turn offs in January.
 - The Corn Belt well will be lifted this Saturday.
 - There was a little confusion with the boil order. Ongoing discussions are happening to change the notification procedure.
3. Police and Services Report
- Roach said her department is working on strategic plan.
 - Chief Dingler said there is still speeding through school zones. He would like to add a section to our ordinance to be able to give ordinance violations for school zone speeding.
 - Dingler issued 10 warnings, 10 tickets and 3 ordinance violations.
 - His department is working on 3 projects (updating active shooter procedures, school zone speeding/stop light meeting and emergency readiness)
4. Streets Report
- James reported there was a small equipment failure on the salt spreader.
 - Getting nails in the backhoe's tires has been an on-going problem.
 - The streets department did a second pick up of Christmas trees.
 - The department will be starting the monthly landscape waste pick up in April.
5. Parks, Community Center and Food Pantry Report
- Keylin reported the park committee has some upcoming projects for this spring.
 - The committee is working on strategic planning.
 - They have had requests for an open restroom in Dooley Park.
 - The food pantry had 40 boxes picked up last month. There will be 38-39 this month.
6. Finance Report
- Trustees need to meet with Bakewell for budgeting this month.
 - Bills for this month were typical.

11. Discussion

1. Long-Range Plans for each Village of Downs Dept., if they had an update, were covered in each Trustee reports.
2. Sexual Harassment Policy training for employees was held prior to the Feb 1 Board meeting.
3. Norman Annexation
 - The annexation plans were revised so the village didn't incur any roadway. The new plan reduced tract 1 and removed tract 3.
 - Trustee Keylin said this is a strange way to annex to the village. Our ordinance says its needs to be in the public's interest not just one person.
 - Roach said we have done this before.
 - Wall says it does meet the criteria for annexation.
4. LeRoy Intergovernmental Agreement
5. Other

- James said Oak Brothers wants to know where we were at with the tree removal bid.
- James said we don't really have it in the budget right now.
- We need to get a tree down on Garfield. It is a known hazard.

12. There was no public comment.

13. Motion to Approve Items Contained within the Consent Agenda – No motion was made.

14. Motion to Approve Consent Agenda

1. Motions

- a. A Motion to Approve the January 4, 2018 Village Board of Trustees Regular Meeting Minutes was made by Keylin and seconded by Twyford. Approved 5-0
- b. Motion to Approve the January 4, 2018 Village Board of Trustees Executive Meeting Minutes – No action taken.

2. Resolutions

3. Ordinances

15. New Business

1. Ordinances (02)

- a. Ordinance 2018-__ Authorizing and Approving the Intergovernmental Agreement Between the City of Leroy and the Village of Downs for use of Equipment and Personnel - No action taken.

16. Old Business

1. Motions

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

2. Resolutions

- a. Resolution 2018-R__ Authorizing and Approving Amendment Agreement Between the Village of Downs and Railroad Management Company, as Licensor of Norfolk Southern Railway Corporation – No action taken.
- b. Resolution 2018-R__ Authorizing and Approving an Agreement with Norfolk Southern Railway for a 10-yr Beautification Lease for \$100 – No action taken.
- c. Resolution 2018-R__ Accepting the Offer of Irrevocable Dedication from Downs United Methodist Church for Tri-Valley School District Unit #3 Public Utility Easements – No action taken.

3. Ordinances

- a. A motion to approve Ordinance 2018-02 Adopting a Policy Prohibiting Sexual Harassment for the Village of Downs was made by Goveia and seconded by Gassaway. Approved 4-0-1 Keylin abstained
- b. Ordinance 2018-__ Approving and Adopting Amendments to the Village of Downs Code Provisions of Chapter 1 "General Provisions"- No action taken.
- c. Ordinance 2018-__ Approving and Adopting Amendments to the Village of Downs Code Provisions of Chapter 2 "The Village Board, Its Officers and Employees"- No action taken.
- d. Ordinance 2018-__ Approving and Adopting Amendments to the Village of Downs Code Provisions of Chapter 3 "Village Finances"- No action taken.
- e. Ordinance 2018-__ Approving and Adopting Amendments to the Village of Downs Code Provisions of Chapter 5 "Board of Local Improvements"- No action taken.

- f. Ordinance 2018-__ Approving and Adopting Amendments to the Village of Downs Code Provisions of Chapter 6 "Licenses, Permits and Regulated Businesses"-No action taken.
 - g. Ordinance 2018-__ Approving and Adopting Amendments to the Village of Downs Code Provisions of Chapter 15 "Land Subdivision"- No action taken.
 - h. Ordinance 2018-__ Approving and Adopting Amendments to the Village of Downs Code Provisions of Chapter 17 "Telecommunications Infrastructure – No action taken.
17. A Motion to Approve Payment of Bills was made by Gassaway and seconded by Roach.
Approved 5-0
18. Executive Session was not entered.
19. Action on Executive Session Items-No action taken.
20. A Motion to Adjourn at 9:10pm was made by Twyford and seconded by Gassaway. Approved 5-0


Julie James
Village Clerk