



VILLAGE OF DOWNS BOARD OF TRUSTEES  
REGULAR MEETING MINUTES  
SEPTEMBER 6, 2018  
7 PM @ VILLAGE HALL

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

1. Mayor Mike James called the September 6, 2018 Village of Downs regular board of trustees meeting to order at 7:02pm.
2. Roll Call was taken. Trustees present were Maureen Roach, Mary Goveia, Peggy Keylin, Erik Bryant and Toby Twyford. Sarah Gassaway was absent. A quorum to do business was declared. Also, present were Clerk Julie James, Treasurer Julie Bakewell and Village Attorney Dawn Wall.
3. The Pledge of Allegiance was led by Boy Scouts in attendance.
4. A motion to Approve Agenda and Order was made by Keylin and seconded by Roach.  
Approved 5-0  
Discussion-
  - Items 6-2a and 6-2b will be postponed until October.
5. Eagle Scout Projects  
John Symanski was in attendance to finalize his Eagle Scout project. Mayor Mike James signed off on his gaga pit project.
6. Development Report  
Tri-Valley-
  - Carl Neubauer, Dave Mouser and their construction manager, Chris Tyra gave an update on the remodeling process at Tri-Valley High School
  - Tyra said \$1.3million worth of renovations took place over the summer.
    - Many rooms have been moved and updated on the inside.
    - A new parking lot was constructed.
  - BLDD is designing next phase and will include a new band room and auditorium. This will begin the end of March 2019.
  - In the summer of 2019 more interior renovations will be done.
  - They anticipated being finished with the remodel in 2020.
1. CCG  
Discussion-

Attorney Wall answered questions about the contract from Trustee Keylin.

  - a. A motion to approve Resolution 2018-R13 Authorizing and Approving the Agreement for Usage of Right-of-Way between the Village of Downs and Campus Communications Group, Inc. was made by Bryant and seconded by Twyford.  
Approved 5-0
2. Corn Belt Energy - postponed
  - a. Motion to Approve the Final Plat for the Corn Belt Energy Park
  - b. Resolution 2018-R16 Accepting the Offer of Irrevocable Dedication from Corn Belt Energy Corporation to the Village of Downs for Acceptance of the Completed Storm water Management Improvements and Maintenance Agreement
7. Engineer Report – No report this month.
8. Mayoral Report
  - Mayor James installed a new lock on the village hall side door. Everyone was given a passcode to enter or downloaded the app.
  - He is working on the radio advertising that has been playing on Bob 97.9.

- He has verbal commitments from some of the local businesses to also advertise.
- October advertising will be dedicated to the haunted house.
- The ice cream social went well with about 80 people in attendance.
- James said he not going to the IML conference this year.

## 9. Trustee Reports

### 1. Building Report

- Goveia reported that building has been slow.
- She had one shed that Lyndall Cuba has been handling.
- Steve Miller is all done.
- Downtown murals
  - She is going to the Downs American Legion meeting to talk to them about putting a mural on the side of their building.
  - The art department at Tri-Valley is willing to take on the project this spring.
  - Goveia will be spearheading the project.
- Living Hope Christian Church's building permit is expired.
- Travis Misch's building permit is expired. It is not occupied. Goveia says he knows he needs to file another permit.

### 2. Water and Sewer Report

- The average iron concentration for the month in the finished water is .40 PPM.
- Monthly bacteriological testing on the raw finished and distribution samples were all satisfactory.
- Fluoride concentration was .686.
- The volume of water pumped for the month was 2.571 million gallons, averaging 82,900 gallons a day.
- The sewer lift station pumped 1.530 million gallons for the month, averaging 49,300 gallons per day.
- Four curb stop box repairs were made during the month.
- Two new chlorine vacuum regulators were purchased that have the capability to automatically switch to a full cylinder as soon as the other runs empty; this previously was a manual process.
- There were no non-pay turn offs for the month.

### 3. Police Report

- Officer Brian Hempstead completed his full time training.
- Chief said they have a good working relationship with Bellflower and Arrowsmith,
- The police department is working with the state police and the county on an issue in Arrowsmith.
- They had a large investigation in Bellflower for credit card fraud.
- Hempstead working on another ongoing issue with Bellflower.
- The new school year is going really well.
- They arrested a 4 wheeler who had an outstanding arrest warrant.

### 4. Streets Report

- Trustee Bryant reported the streets department is working on drainage projects.
- They have a couple more drainage projects to do before winter.
- They will be chipping and sealcoating out at Beecher.

### 5. Parks, Community Center and Food Pantry Report

- The Parks Committee felt very good about the Downs #GPS Ice Cream Social. With nearly 80 guests, we felt we had gotten some good exposure. Two people signed up to volunteer. Theresa Chambers, who, with her kids, volunteered for our Paint the Park project and worked to the very end of a very hot day, was our winner of the Pavilion for a Day drawing.
- Ameren disconnected two lights in Dooley Park to accommodate movie nights and a neighbor whose yard was flooded by one of the lights. We are planning to order playground mulch from a firm in McLean as soon as we can gather volunteers to help spread it around on arrival. We are contacting the high school to see if they have a service hours requirement.
- Eric Marshall has donated a park bench that will be installed in McManus Park. Many thanks! The landscaping focus group is making plans for McManus Park and Youth Center improvements. The notice board was installed for the pavilion. Lindsey is painting the second little lending library. It's post has already been painted and installed.
- The maintenance and repair focus group are painting doors on the pavilion, making plans to pour a slab for the donated bench, and investigating reported gas and sewer smells in the pavilion. DCIA has offered to donate and build one or two benches to be installed by the basketball courts. The sole bench in that area cracked apart recently. This donation will be a much-needed addition to Dooley Park and helps us meet our 1, 3, 5-year goals for the park. Many thanks to everyone in DCIA for their generosity and thoughtfulness.
- All focus groups are identifying their goals and prioritizing them.
- The Food Pantry distributed 43 boxes this past month. They think they'll be doing even more as summer ends and cool weather begins. Thanks to all who help make this service possible.
- Parks will be hosting a Breakfast in Dooley Park on Saturday September 15th from 7 to 10 am.
- Keylin is spearheading a discussion group on September 18<sup>th</sup> on the Resolution for End of Life.

#### 6. Finance and Services Report

- Bakewell went over reports.
- There were a few unique bills.
  - There were a couple of Farnsworth bills.
  - The General fund will be transferring to the streets dept. every month.
  - The CUSI bill was \$1200 this year.
  - The audit will take place here on 9/24 and 9/25. Striegel Knobloch will have it done in a month.
  - Video gaming revenue is down a little.

#### 10. Discussion

1. Other –Bakewell suggested we continue the October meeting to approve the audit.

#### 11. Public Comment

John Forbes talked about the schoolhouse and some of the improvements he is making.  
Dave Seibert said he is ready for the election in November.

12. A motion to Approve Items Contained within the Consent Agenda was made by Goveia and seconded by Bryant. Approved 5-0

13. A motion to Approve Consent Agenda was made by Goveia and seconded by Keylin. Approved 5-0

1. Motions

- a. Motion to Approve the August 2, 2018 Village Board of Trustees Regular Meeting Minutes
- b. Motion to Approve Revised Job Descriptions for the Village of Downs –Removed and no action taken.
- c. Motion to Approve Salary and Wage Schedule –Removed and no action taken.
- d. Motion to Approve Road Closures: Franklin St. from Seminary to Lincoln, Water St. from Franklin to Main, Dooley Park Road on October 6, 12, 13, 19, 20, 26 and 27, 2018 from 5 - 11 pm
- e. Motion to Approve Road Closures: Franklin St. from Seminary to Lincoln, Water St from Franklin to Main on October 28, 2018 from 12 - 4 pm
- f. Motion to Approve the Extension of Dooley Park Hours on October 6, 12, 13, 19, 20, 26 and 27, 2018 until 12 am

2. Resolutions - none

3. Ordinances - none

14. New Business - none

1. Motions

2. Resolutions

3. Ordinances

15. 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 (R15)

3. Ordinances (11)

- a. Ordinance 2018-\_\_ Approving and Adopting Amendments to the Village of Downs Code Provisions – No action taken.

16. A motion to Approve Payment of Bills was made by Goveia and seconded by Bryant. Approved 5-0

A motion to enter executive session for Executive Session for Contract Negotiations (Freedom, Corn Belt & Fire Department) was made by Bryant and seconded by Keylin. Approved 5-0

Mayor Mike James called the September 6, 2018 Village of Downs regular board of trustees meeting back to order at 9:44pm.

Roll Call was taken. Trustees present were Maureen Roach, Mary Goveia, Peggy Keylin, Erik Bryant and Toby Twyford. Sarah Gassaway was absent. A quorum to do business was declared. Also, present were Clerk Julie James, Treasurer Julie Bakewell and Village Attorney Dawn Wall.

James wanted to let the public record reflect that potential litigation in conjunction with Corn Belt Energy was discussed in executive session.

17. Action on Executive Session Items

1. A motion to Approve the August 2, 2018 Village of Downs Board of Trustees Executive Meeting Minutes was made by Roach and seconded by Bryant. Approved 5-0
18. A motion to Adjourn at 9:45pm by was made by Twyford and seconded by Bryant. Approved 5-0



Julie James

Village of Downs Clerk