



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

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

1. Mayor Mike James called the November 1, 2018 Village of Downs regular board of trustees meeting to order to at 7:00pm.
2. Roll Call was taken. Trustees present were Maureen Roach, Mary Goveia, Peggy Keylin, Erik Bryant, Sarah Gassaway and Toby Twyford. 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 taken.
4. A motion to Approve Agenda and Order was made by Keylin and seconded by Bryant. Approved 6-0
Discussion-
 - James moved the consent agenda item to new business 13-1b.
 - No action was taken in all of old business.
5. Development Report
Tony Soper-
 - Soper is asking to re-zone a 25 acre portion of property.
 - He would like to re-zone to the property to C2.
 - The 88 acre parcel was purchased by Soper from Bud Hall.
 - Soper thinks this property would be a good location for a senior residential facility.
 - He is able to get the sewer, which is more important to him than getting the water.
 - He has been told he would need to drill a well for water or come get it from the village
6. Engineer Report
Shawn Mauer-
 - Mauer has reviewed the final plat for Corn Belt and it looked good.
 - Steve Miller (Cross Creek Subdn.) was given a list of items needed for dedication.
 - Record drawings are needed.
 - He has already quit claimed the Outlot 3 and easement for permanent storm sewer and drainage.
 - The Village needs to get an agreement with Eric Marshal that spells out the same terms in the agreement signed with Steve Miller in order for us to be able to enforce.
 - Mauer said he thinks Phase One in Beecher Trails is all set.
 - Living Hope
 - Bowers said their hill is causing silt issues for his subdivision.
 - Their target move in date is this Christmas.
 - James is torn over holding occupancy over their head to get the road improvements done.
 - Bryant said it would be hard to evict them once they have moved in.
 - The board consensus was that they needed to be fair to everyone across the board. Living Hope will need to finish the road improvements prior to obtaining occupancy.
7. Mayoral Report
 - James noted Attorney Wall is preparing the lease agreement with the Fire Department.
 - The annexation near Downs Crossing will hopefully be done soon.
 - TIF 3 project deadlines
 - Both TIF projects (Game Day and David Silver) have a 12/1 deadline. Neither project will be completed by then.
 - Goveia says they need to ask for an extension.
 - Wall says we would need a resolution with criteria to extend their development agreements.
 - Railroad Issues

- Wall sent letter that we were not going to pay for their easements that are in the right of way.
- We have received a bill from them for 2019. James asked Attorney Wall to send another letter.
- James noted the R.R. is still hauling off parts and pieces.
- 2019 Elections-
 - Twyford, Keylin, Goveia and Bryant (2-yr term) are up for re-election in April 2019.
 - James would like to get a transition plan in place prior to the April 2020 election.

8. Trustee Reports

1. Building Report

- Goveia reported that building is still slow. Last month there were a couple of remodels and one new construction.
- Goveia is having Wall look at hold harmless agreement for residential building permits
- She is working on a demolition permit.
- The school is buying Jeff Schwartz's home and will be tearing it down.

2. Water and Sewer Report

- Whitehouse reported 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 .666 PPM.
- The volume of water pumped for the month was 2.247 million gallons, averaging 72,500 gallons a day. The sewer lift station pumped 1.840 million gallons for the month, averaging 59,400 gallons per day.
- One service line leak was repaired during the month.
- We had two water meter failures and repairs for the month.
- One non-pay turn-off for the month.
- The well at Cornbelt energy was removed for an intake screen cleaning. Two sections of column pipe were found to be in poor condition and were replaced. The well electric supply wire was also questionable and replaced. During repairs, a replacement pressure take was installed and the faulty tank removed.

3. Police Report

- Roach reported one of the tall weeds complaints was resolved. The other issue with weeds will require a letter.
- The Chief reported last month the department had 2 arrests. One arrest was a suspended driver's license and the other was for trespassing.
- Dingler said Halloween and the haunted house season went well.
- He said November should be back to usual.
- The Arrowsmith police vehicle is over at the brown building.
- Tri-Valley has their play-off game at home on Saturday.
- Josh Guin is the new fire chief. The fire department is looking to have one of their board members be a liaison with the police department.
- Dingler said his department and the fire department will be doing the safety fair again next year.
- The McLean County Sheriff's Reserves pulled their people from security detail for the haunted house. Dingler, Hempstead, Heather Dingler and the Chief's son stepped up and covered security. James thanked them for their help in providing the support needed.

4. Streets Report

- Bryant said the streets department finished up some projects before winter.

- They are getting trucks ready for snow season.
 - The last brush pick up is Monday.
5. Parks, Community Center and Food Pantry Report
 - Keylin reported the Parks Committee is focusing on winterizing and making plans for spring. Thanks to John Grant, the pavilion doors are now insulated.
 - Dirt and mulch will be spread under the pine tree in McManus Park.
 - Replacing furnace filters, ordering a swing and putting mulch on the playground are in the works for Dooley Park.
 - The pruning of bushes and trees will happen in the spring.
 - Adding mulch to the trail and removing problem trees are on tap for Kickapoo Park as well as wildflower seeding in the spring.
 - Our fundraising focus group is meeting this month to create a list of Parks needs so they can locate funding sources.
 - The Food Pantry has had solid attendance for produce days. They distributed over 40 boxes this past month. Donations from organizations and local businesses are starting to come in for the holiday season. "You can't keep a good woman down!" Linda Bowman is back and feeling much better.
 6. Finance and Services Report
 - Bakewell went over the BTP report. There were a few larger bills this month.
 - IML payment was due
 - Striegel and Knobloch for the audit
 - Kickapoo Drilling Co for the well at Corn Belt
 - Bryant Masonry for streets project in Mallard
 - Semi-annual IEPA loan payment
 - Tax Levy
 - If we choose to do the standard 5% increase, the 2019 tax levy would be \$87,935.80.
 9. Discussion
 1. Other
 10. There was no Public Comment.
 11. Motion to Approve Items Contained within the Consent Agenda – No action taken.
 12. Motion to Approve Consent Agenda – No action taken.
 1. Motions – **moved to New Business**
 - a. A motion to Approve the October 4 & 30, 2018 Village Board of Trustees Regular Meeting Minutes made by Twyford and seconded by Bryant. Approved 6-0
 13. New Business - No action taken.
 1. Motions
 - a. Motion to Reconvene the Village of Downs Regular Board of Trustees Meeting on _____, 7:00 pm at the Village Hall
 14. Old Business – No action taken.
 1. Motions
 - a. Motion to Approve Revised Job Descriptions for the Village of Downs
 - b. Motion to Approve Salary and Wage Schedule
 - c. Motion to Approve the Final Plat for the Corn Belt Energy Park
 2. Resolutions
 - a. Resolution 2018-R___ Accepting the Offer of Irrevocable Dedication of Certain Improvements in the Cross Creek Subdivision
 - b. Resolution 2018-R__ 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

3. Ordinances

- a. Ordinance 2018-__ Approving and Adopting Amendments to the Village of Downs Code Provisions

15. A motion to Approve Payment of Bills was made by Twyford and seconded by Bryant. Approved 6-0

16. Executive Session was not entered.

17. Action on Executive Session Items – No action taken.

18. A motion to Adjourn at 8:32pm by Bryant and seconded by Twyford. Approved 6-0

A handwritten signature in cursive script that reads "Julie James".

Julie James

Village of Downs Clerk