



VILLAGE OF DOWNS BOARD OF TRUSTEES
REGULAR MEETING MINUTES
JANUARY 3, 2019
7 PM @ VILLAGE HALL

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

1. Mayor Mike James called the January 3, 2019 Village of Downs regular board of trustees meeting to order to at 7:02pm.
2. Roll Call was taken. Trustees present were Mary Goveia, Peggy Keylin, Sarah Gassaway and Toby Twyford. Maureen Roach joined the meeting via phone at 7:06pm. Erik Bryant 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 taken.
4. A Motion to Approve Agenda and Order was made by Goveia and seconded by Twyford.
Approved 4-0
Discussion-
 - James made a few verbiage changes to the agenda.
 - No action was taken in Old Business.Maureen Roach joined the meeting.
5. Development Report
Steve Hancock, Corn Belt Electric
 - Hancock updated the board on the detention basin at Downs Crossing. The area has been draining properly with the recent rain. The system is working properly.
 - The original detention is being re-instated and 4500 tons of dirt have been hauled in. It's about 80% done.
 - Hancock said Corn Belt will be maintaining the park for the first couple of years. They will be re-seeding areas this spring.
 - Local resident, Eric Marshall is interested in learning how to maintain the park.
 - James and Hancock went over the summary of the storm water project TIF costs.
 - Future tap-ons will offset the village's financial impact in TIF.
 - The project is about 20% over estimate. A few hiccups and increased time accounted for the overrun of the project.
 - Corn Belt has put in a considerable amount of money into this project.
6. Engineer Report – There was no report.
7. Mayoral Report
 - Cookies with Santa was a huge success. We had almost 100 more kids than last year. It has become self-funding. We feel like we are at capacity and looking at ways to expand.
 - Sprint will be our new phone provider.
 - The streets, police, water, and hall will all be on Sprint. We will no longer have fax capability.
 - The police department will be trying out a hot spot in the police truck.
 - James and Kevin Whitehouse are still looking at getting rid of the land line at the lift station.
 - Annexation at the corner is still in the works.
 - Game Day is still moving forward. Heideman is getting his funding. He plans to still start in the spring.
 - The Downs Fire Department has been asking about replacement oxygen tanks with TIF funding. James said after speaking with our TIF attorneys it may be possible to use TIF

under the purchase of personal property category. The board needs to think about setting a possible precedent with reimbursement of personal property.

8. Trustee Reports

1. Building Report

- Goveia reported that the Schwartz house did not come down because Nicor hasn't disconnected the gas yet.
- A mural project is likely to happen this spring. Goveia is meeting with the American Legion and the Tri-Valley art club in January.

2. Water and Sewer Report

- The average iron concentration for the month in the finished water is .37 PPM.
- Monthly bacteriological testing on the raw finished and distribution samples were all satisfactory, fluoride concentration was .703.
- The volume of water pumped for the month was 2.178 million gallons, averaging 70,300 gallons a day.
- The sewer lift station pumped 2.450 million gallons for the month, averaging 79,000 gallons per day.
- There were 2 non-pay turn offs for the month.
- We had one irate customer that came into the business office complaining about his water being shut off. It is being addressed by the police department.
- James mentioned we need to post the OSHA report.

3. Police Report

- Roach reminded the board about the importance of purchasing the ballistic shield.
- The first time the shield was going to be purchased, it was in the police budget. However it was not purchased.
- This time it is not in the police budget. It will come out of general and be adjusted to come out of the police budget based on our budget system. Budget adjustments are done at the end of the year.
- Gassaway says this isn't an unforeseen item. Mayor said his concern for our police department has not changed.
- Illinois has mandated that all school districts are required to have annual active shooter training.
- Roach said this is for everyday business not just for the school.
- Chief Dingler noted that 57% of first responders are shot during any involved shooting incident.
- Why not something cheaper? Chief said the shield needs to be rated for rifles and cheaper shields are most likely not rated for this.
- The original purchase price was \$3500. Chief has found one that is \$600 cheaper.
- James and Rick Hayes will be meeting to discuss the potential addition to brown building.
- Chief asked the board how they felt our level of tornado preparedness was. He said he didn't feel we would have been very prepared the other day during the recent tornado outside of Downs. Josh put together an emergency bag. He wants everyone to have.
- There was a big fight in Leroy on New Year's that Chief and Hempstead assisted.
- The department had over 700 stops this past year compared to 100 stops in 2017.
- Chief said that they definitely handled a lot more calls this year.

4. Streets Report

- James reported there will be a one-time Christmas tree pick up on January 7.

5. Parks, Community Center and Food Pantry Report

- Keylin reported the Parks Committee enjoyed a brief hiatus in December.
- They will be planning upcoming spring projects, looking for funding sources and creating our 2019-2020 budgets.
- The Food Pantry had a fantastic year. They are so very grateful to the many individuals and the Downs business community for being so generous. Endless thank yous to all the volunteers who work so hard each month and make it fun!
- Many thanks to Eric Marshall who donated a toilet to Parks. It will be installed in the Youth Center this month.
- Thanks to the Mayor, we have more information on the Village website that's easier to access.
- Last month the pantry distributed 47 boxes and an equal number of Christmas hams along with fresh produce from Midwest Food Bank. This month they think they'll need 50 boxes.

6. Finance and Services Report

- The Mayor discussed with the Lincoln St. property owner about the one-time payment of tree/branch removal. He was in agreement with this.
- A bill from J&M Displays for 2019 fireworks is on the BTP.
 - \$3500 will come from the general fund and \$7000 from the events fund.
- The IEPA payment is due \$13,937. Bakewell wanted to know if the board would to use TIF to reimburse part of this. The water main loan was paid off in 2018 and we used TIF to reimburse the water department. We would be reallocating the money.
- Bakewell went over the balance sheet and profit and loss.
- Bakewell is interest rate shopping. She is meeting with First Farmers next week.
- She reminded board members that budget season is coming up.
- The Mayor had Gassaway sign the J&M contract since he is an employee of J&M.

9. Discussion

1. Other

10. Public Comment - None

11. A Motion to Approve Items Contained within the Consent Agenda was made by Goveia and seconded by Keylin. Approved 5-0

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

1. Motions

- a. Motion to Approve the December 6, 2018 Village Board of Trustees Regular Meeting Minutes
- b. Motion to Approve Zoning Board members and Respective Term: 7, 6, 5, 4, 3, 2, 1
 - 7 yr. - Linda Bowman
 - 6 yr. - Loretta Terven
 - 5 yr. - Jerry Roberts
 - 4 yr. - Patrick Moran

- 3 yr. - Bert Clark
 - 2 yr. - Dave Bach
 - 1 yr. - Diana Jones
- c. Motion to Approve Purchase of Ballistic Shield for the Village of Downs Police Department.
 - d. Motion to Approve Switch to Sprint for all Applicable Phones Services
 - e. Motion to Approve J&M Agreement for Year 3 of 3-yr Contract for \$10,500 in Fireworks
 - f. Motion to Approve First Addition Final Plat of the Norman Subdivision
 - Discussion-
 - The does nothing more than make Lot 2. The preliminary plat was just Tim Norman's lot.
2. Resolutions
 - a. Resolution 2019-R01 Approving the Motion to Approve Payments to CBEC for TIF Project at Downs Crossing
 - b. Resolution 2019-R02 Authorizing and Approving the Agreement Between Eric Marshall and the Village of Downs
 - Discussion-
 - Outlot agreement
 - The Outlot was deeded in 2014 to Eric Marshall from Steve Miller with no restrictions.
 - Eric has no intention of doing anything with it other than planting wild grasses.
 - This agreement is to protect us if he should sell his property. This is to correct something that was done in error.
3. Ordinances
 - a. Ordinance 2019-01 Approving the Rezoning of the John Forbes Property, Parcel #29-04-129-017 from R-2 to R-2 with Special Use: 2-Unit Apartment
13. New Business – No action taken.
1. Motions
 2. Resolutions
 3. Ordinances
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 Goveia and seconded by Twyford. Approved 5-0

- A payment of \$85,059.43 to Corn Belt Electric Energy from TIF was added to the BTP.

16. Executive Session was not entered.

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

18. A motion to adjourn at 9:01pm was made by Tywford and seconded by Goveia. Approved 5-0



Julie James

Village of Downs Clerk