

## **Village of Downs Board of Trustees**

### **Regular Meeting Minutes**

**July 11, 2019**

**7 PM @ Village Hall**

1. Mayor Mike James called the July 11, 2019 regular Village of Downs Board of Trustees meeting to order at 7:05 PM.
2. Roll call was taken. Trustees present were Maureen Roach, Mary Goveia, Peggy Keylin, Sarah Gassaway, Toby Twyford. Erik Bryant was absent. A quorum to do business was declared. Also present were Treasurer, Julie Bakewell and Village Attorney, Dawn Wall.
3. Pledge of Allegiance was taken.
4. A Motion to Approve the Agenda and Order was made by Roach and seconded by Twyford. Approved 5-0.
5. A Motion to Approve Ordinance 2019-08 Authorizing a Variance of the Village of Downs Building code, Article II, Section 6.b.3 at 8254 N 2075 East Rd, Parcel #22-33-452-006 was made by Roach and seconded by Twyford. Approved 5-0.

Trustee Erik Bryant joined the meeting at 7:12 PM.

Zoning Board of Appeals Chairperson, Linda Bowman, reported that the Zoning Board voted to recommend rezoning the Soper Property from Agricultural to R-1 and C-2. No problems or concerns were voiced in the hearing. Any developer would have to arrange water and sewer access for the property. The property does not lie in a flood zone.

A Motion to Approve Ordinance 2019-09 Approving the Rezoning of the Soper Property, Parcel 29-05-300-005 from Agricultural to R-1 and C-2 was made by Roach and seconded by Twyford. Approved 6-0.

6. Development Report – nothing further.
7. Eagle Scout Project Report – none.
8. Engineer Report - none.
9. Mayoral Report. The Streetscape survey is on-line. July 31, 2019 will be the initial meeting of the Streetscape Steering Committee. 10 to 15 residents filled in the survey at the 4<sup>th</sup> of July booth. The survey is advertised on Facebook. Roach suggested putting it in the July newsletter. Gassaway suggested putting more signs up around town.

MSA had good news on Downs possibly getting state grant monies for the water improvement project. They are finalizing the water report and gathering bids for the project. They will have the report by August.

The heat, being short one person and having to wire every bomb caused the fireworks to start late. Several trustees said it was one of the best shows ever despite the delay. The band kept playing and announced the delay. Gassaway suggested repeating late announcements to be sure people get the message.

## 10. Trustee Reports

1. Building. This month we've had roof repairs and patio work. Gameday has passed all inspection reports. They must be out of the old place by the end of July and are already advertising for service help. Steve Miller needs to contact the village engineer for final approval on the drainage repair. The standing water problem has been alleviated. The grass is growing well and needs no further seeding. The Legion mural is finished and getting lots of positive feedback from villagers and on-line. Both Bloomington and LeRoy papers have taken pictures. Perhaps the Legion will have a dedication ceremony.

2. Water and Sewer. Hats off to Les Fitzwater who has stepped in to cover village water problems. He solved a problem at the water plant and manned the building when a sewer pump lost power. Heyworth Water Department has also helped us out with problem solving and certifications. The department is re-evaluating the position of water supervisor. Several people have expressed interest in the position. The department is exploring several approaches to water management for the future. They'll begin flushing the water mains starting on the 15<sup>th</sup> of July. The process will take a month. During that time, water quality will vary depending on where flushing is occurring and on where your house is located on the line. If you are closer to the end of a water line, you will experience poor water quality longer. The flushing schedule will be published in the July newsletter and signs will be posted in town. The Fire Department is learning to flush hydrants. Part of their requirements include getting water flow test results. They will use a different method of flushing which will create gusher like water releases.

3. Public Safety. Emergency backpacks are in and distributed to key village members and the Fire Department. Trustees received copies of the updated emergency plan. Downs will participate in a National Preparedness event in September. Public Safety is meeting the goals of this year's strategic plan. Trustees received copies of the updated emergency plan. It has been streamlined to be more efficient. After securing their families and homes, trustees will join the first responding teams to help the recovery effort. The plan will continually be tweaked to make it more responsive. Arrowsmith has adopted our plan.

Police. With the full staff working, they clocked over 220 patrol hours this month. Traffic stops were up and there was more patrol on Huff and Seminary Streets. Due to printing changes, the department was running out of ticket books. Because of a new generic form of ticket, we now are able to share the cost of the books with Arrowsmith, \_\_\_?\_\_ and Bellflower. Officer Hempsted will be participating in a free computer forensics course offered by the Secret Service. July 4<sup>th</sup> went smoothly except for a 4-wheeler driving on the defunct railroad tracks. It had to be removed before the fireworks could commence. People have been clearing the railroad tracks to ride on the path. The path doesn't belong to the town. Not only is it illegal to be on the path, Villagers are putting themselves in danger driving or riding there, particularly

across the trestle over Huff Road. The Police Department is sending a thank you card to those who sponsored buying the shield. The Police Department has been mandated by the state to get encrypted radios for their vehicles which cost \$4000.00. Downs is partnering with several nearby small towns to buy the radios in bulk which has brought the price down to \$3864.00. The department has applied for a radio grant to cover the cost.

4. Streets. McLean County has crack sealed Washington St and need to do Harvey St. Streets will begin spray patching. Information on where, when and how long it will take will be in the July newsletter. Streets will have a blueprint and 3D drawing, costing \$100.00, for upgrades to the streets building. Construction work will be put out for bids. To encourage local business involvement, the job will be broken down into different phases. Evan Coones salvaged large sections of the fallen Oak Tree in Dooley Park to transform into shelving and other products.

5. Parks. Sand was added to the Gaga Ball Pit and mulch was added to the playground. A new tot swing is on order. Flowerpots have been added to the pavilion and youth center and a native flower garden was started in front of the youth center. The walking path in Kickapoo Park has been secured against vehicles. Large branches and piles of wood were removed from Dooley Park. Parks and Streets purchased a chain saw to share. The Food Pantry distributed 40 boxes this month. They've added two shelving units for storage in the pantry. Linda Bowman hosted a wonderful thank you party for her great volunteers.

6. Finance. Continued work in progress on insurance renewal. Bills to Pay show 2 sets of bills for Ameren this month including bill from September. The IEPA payment due August 1 is paid this month. The old 450 truck bed was sold for \$1500. The insurance check on replacing the bed should be around \$17,000. The total bill for the repair is around \$20,000. The new bed has fold down sides and a vibrating bed. \$7500 was transferred to the Police Fun covering a grant. That will be an ongoing transfer. McLean County has sent three property tax distributions to date. All revenue for FY 2018-2019 is in, and almost all bills for last year have been submitted. We should have ended the year with \$45-46,000 profit as a Village. Most of the sewer tap-in fees are in. Next mission is to gear up for the audit.

11. Discussion – none.

12. Public Comment – none.

13. New Business. A Motion to Approve the June 6, 2019 Village Board of Trustees Regular Meeting Minutes was made by Roach and seconded by Bryant. Approved 6-0. No resolutions. Two parcels needed to be removed from TIF 1 to fulfill TIF rules concerning village trustees having property in a TIF district. Roach made a motion to approve Ordinance 2019-10 Removing Parcels 29-04-254-005 and 29-04-209-007 from TIF 1. Bryant seconded. Approved 6-0.

14. Old Business – none.

15. A Motion to approve Payment of Bills was made by Gassaway and seconded by Roach. Approved 6-0.

16. A Motion to enter Executive Session for Contract Negotiations and Compensation was made by Bryant and seconded by Roach. Approved 6-0. We exited public session at 8:25 PM.

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

18. A Motion to Adjourn at 9:07 PM was made by Bryant and seconded by Twyford. Approved 6-0.