



VILLAGE OF DOWNS BOARD OF TRUSTEES
REGULAR MEETING MINUTES
AUGUST 1, 2019
7 PM @ VILLAGE HALL

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

1. Mayor Mike James called the Village of Downs regular board meeting to order at 7:18pm on August 1, 2019.
2. Roll Call was taken. Trustees Maureen Roach, Mary Goveia, Sarah Gassaway and Erik Bryant were all present. Peggy Keylin and Toby Twyford were absent. A quorum was declared. By Mayor James. Also, in attendance 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 Roach and seconded by Bryant.
Approved 4-0
Discussion -
 - There was no action in new or old business.
 - 13 1E was scratched.
5. Eagle Scout Project Report – Nick Atteberry
 - Nick Atteberry finished his Eagle Scout project. He showed us pictures of the new horseshoe pit in Dooley Park.
6. Development Report
 - Cross Creek**
 - Steve Miller has a couple of outstanding bills with Farnsworth.
 - We still need 2 easements to be recorded. (the out lot and the west end)
 - James said we could plan on doing the acceptance in September.
 - Streetscape Project**
 - The streetscape committee meeting was yesterday.
 - 137 survey responses were received.
 - Members of the committee did a walk around the village.
 - MSA will work on some conceptual drawings for September’s meeting.
 - Freedom Oil**
 - James said we are close to being ready to petition in September on Freedom Oil.
 - Living Hope Church**
 - Mark Moore said they are ready to move in. Their contract to hold church services is up at the fire dept.
 - They want to know what they need to get for occupancy.
 - They plan on having the road and parking lot done within 2 years.
 - Moore has followed through with everything he has said he would do since Mayor James started working with him.
 - Mayor feels we can grant them an occupancy permit if the board is comfortable with doing so.
 - They are going to sell about 5 acres to get money.
 - Goveia will issue a conditional occupancy permit. Roadway improvements need to be done by 12/31/21.
7. Engineer Report
Shawn Maurer sent his report to trustees:

- We conducted the final inspection of Cross Creek Plaza with Trustee Bryant. Our review letter and two outstanding invoices for Cross Creek are attached. Miller will be coordinating the remaining work items directly with Erik.
- We sent the Village's zoning map information to the county for inclusion into their GIS system. There are some discrepancies on the GIS site and the official Village map that will need to be resolved with the County. Right now the County is researching the differences.

8. Mayoral Report

- A new law will require all single bathrooms in public places be classified as gender neutral.
- Labor law posters are going to be policed. Bakewell will get updated posters.
- We don't have to keep buying unless significant changes. For minimum wage we can just update the poster since it will be changing a lot over the next few years.

9. Trustee Reports

1. Building Report

- Goveia said permits for an out building and room addition were issued.
- Game Day has closed at their old place. The new restaurant will be open in early August.
- He needs to have privacy fence prior to occupancy.
- James said a street light is in the way and he is working with Corn Belt to get that resolved.
- Goveia said McFarland's house in Indian Hills might need a permit extension.

2. Water and Sewer Report

- Twyford and Mayor met. They have discussed the direction they would like to go for plant operator and water operator superintendent. A maintenance worker position will do both streets and water.
- So far we have 4-5 people have applied for these positions.
- James has met with MSA for options for the water plant. Our options look really good. We can do it within the footprint of the existing plant. It will cost approximately \$2-4 million. But, there are really good money sources out there.
- Lexington has the water softening system that we may be interested in. Leroy has the RO system we are interested in. Mayor and Twyford are going to go look at those plants.

3. Police Report

- All the Maureen and the mayors for the towns we service, got together to discuss the police truck repairs. It was decided to fix the truck. The repairs will cost about \$4000+.
- In the month of July:
 - 1 stop in Arrowsmith
 - 10 stops in Bellflower
 - 46 stops in Downs
 - 3 arrests
 - 14 calls out to service
 - 12 year old was going around ringing doorbells in a mask
 - 3 of our weed problems have had letters mailed to them

4. Streets Report

- Bryant said Quality Spot Repairs is going to be doing some spray patching for us
- Bradd on Harvey Rd. wants a new culvert.
- There are sump pumps draining into ditch. This is causing a nuisance. Wall said if it is impacting our right a way we could ask them to stop.

5. Parks, Community Center and Food Pantry Report

Keylin sent her report -

- The tot swing is up in Dooley Park.
- Many thanks to Nick Atteberry who installed a horseshoe pit in Dooley Park as his Eagle Scout project. He did a beautiful job. We'll have several sets of horseshoes for people to use. Well done! Pavilion rugs have been cleaned. Work on the Seminary St. entrance to Kickapoo Park has begun. Because of hard ground, the plan has had to be altered. We are soliciting bids based on prevailing wage pay to take down one or two trees in Dooley Park. Lindsey will contact the Tri-Valley art department to see if they'd consider adding 4-square and hopscotch game boards to the basketball slab.
- The Food Pantry gained 2 new clients and lost 1 to stay around 40 boxes for the month. August delivery is set for next week. Welcome to new pantry volunteer, Lori Schaefer! The Pantry continues to offer fresh produce during the month. Donations come from Midwest Food Band and Downs Village Market. Many thanks!

6. Finance and Services Report

- Bakewell reported our credit cards are supposed to be here this week.
- Interest rates are falling but Busey said they will honor our rate.
- Interest earned in July was \$2,958.00.
- Unique items on the BTP
 - The first invoice to MSA is on the BTP.
 - Payment for the Motorola radios for the police
 - Repairs for the red dump truck
 - James Layten is being paid out of TIF
- Bakewell went over the other financial reports.

10. Discussion

1. Other

- James said that jurisdictional transfer of Seminary St. is doable.
- We will ask IDOT for approval to gain a section of road by the RR tracks and Shaffer Dr.
- A truck route will be established thru IDOT after County gets all of their updates done.
- Truck traffic in town will be only for local deliveries only.

11. Public Comment - none

12. A Motion to Approve Items Contained within the Consent Agenda was made by Roach and seconded by Goveia. Approved 4-0

13. A Motion to Approve Consent Agenda was made by Roach and seconded by Bryant. Approved 4-0

1. Motions

- a. Motion to Approve the July 11, 2019 Village Board of Trustees Regular Meeting Minutes

- b. Motion to Approve the July 11, 2019 Village Board of Trustees Executive Meeting Minutes
 - c. Motion to Approve \$3776.16 to Replace Current Police Radios with the new Required Motorola Starcom Police Radios
 - d. Motion to Approve not to exceed \$5000 Repairs to the Police Truck
 - e. Motion to Approve Revised Job Description for the Public Works Superintendent Position
 - f. Motion to Approve Job Description for Public Works Maintenance Laborer within the Village of Downs
 - g. Motion to Approve Job Description for Public Works Plant Operator within the Village of Downs
 - h. Motion to Approve a Total Compensation of \$25 per hour for Les Fitzwater Starting July 13, 2019 while Acting Public Works Superintendent
- 2. Resolutions
 - 3. Ordinances
14. New Business - **none**
- 1. Motions
 - 2. Resolutions
 - 3. Ordinances
15. Old Business – **No action was taken in old business.**
- 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
 - d. Motion to Reconvene the Village of Downs Regular Board of Trustees Meeting on _____ @ _____ pm at the Village Hall
 - 2. Resolutions
 - a. Resolution 2019-R__ Accepting the Offer of Irrevocable Dedication of Certain Improvements in the Cross Creek Subdivision
 - b. Resolution 2019-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
16. A Motion to Approve Payment of Bills was made by Roach and seconded by Goveia. Approved 4-0
17. Executive Session was not entered.
18. Action on Executive Session Items – **No action was taken.**
19. A Motion to Adjourn at 8:46pm was made by Roach and seconded by Bryant. Approved 4-0



Julie James

Village of Downs Clerk