



VILLAGE OF DOWNS BOARD OF TRUSTEES
REGULAR MEETING MINUTES
MARCH 5, 2020
7 PM @ VILLAGE HALL

1. Mayor Mike James called the regular Village of Downs Board of Trustees meeting to order on March 5, 2020 at 7:01pm.
2. Roll Call was taken. Trustees Mary Goveia, Peggy Keylin, Sarah Gassaway and Toby Twyford were present. Erik Bryant was absent due to working out of state. Maureen Roach was absent due to working out of town. Also present were Clerk Julie James, Attorney Dawn Wall and Treasurer Julie Bakewell. James declared a quorum to do business.
3. The Pledge of Allegiance was taken.
4. A Motion to Approve Agenda and Order was made by Keylin and seconded by Goveia. Approved 4-0
5. Engineer & Development Report
 1. Down Water Plant survey
 - MSA has reviewed preliminary WTP plans with Mike, Toby and Operator (Billy).
 - Next step is Village/MSA meeting with BNWRD.
 - MSA continues to compile Water Survey responses.
 - On schedule to submit for IEPA Permit review later this spring 2020.
 2. Streetscape design
 - Will hold a final Steering Committee concept review and Open House in April.
 - Goal is on schedule for 2020 IDOT ITEP grant application. Dates have not been set yet, but generally August/September.
 3. Other Engineering or Development Updates
6. Mayoral Report
 - James attended the IL Rural Conference and DECO Conference in Springfield.
 - He got some good ideas of where we could add or pile on other grants for streetscape project.
 - At the conference they talked about Dollar Generals.
 - His concern is they somewhat steal from other business.
 - Dollar Generals are an “In/out concept”. This concept is liked by young people and older people.
 - Typically they are built in communities that are underserved.
 - Rebuild IL-based on a point system. We may need to think about putting in a new tower or other projects to earn more points.
 - The new 2020 Zoning map is now complete. The only thing that changed was David Silver’s property.
 - Jeff Misch is asking for a variance to allow him to put in septic. Engineers are reviewing the plans to verify the request and if the Village should allow the variance due to high costs to connect.
7. Trustee Reports
 1. Building Report
 - There was one new building permit in Beecher Trails.
 - Goveia is working on a draft of the hold harmless agreement.
 - Indian Hills expired building permit – The homeowner is going to apply for another permit. Goveia is going to charge him for 2019 as well.
 2. Water and Sewer Report
 - A Water main was fixed today.
 - Water Budget - Twyford said the goal is not to raise water rates until after water plant has been constructed.
 - The budget includes a 2% raise for the water department.

- Bids for water the plant will go out in August.
 - Construction for the plant will start in September.
3. Police Report
- 16 Citations in Downs this month.
 - 50 hrs. spent on investigations.
 - 3 calls to service in Bellflower.
 - 8 calls to service in Downs.
 - The fraud case has been elevated to the Federal level. 3 criminals have been identified. 2 of them live in TX.
 - This investigation has taken the department off of street patrol.
 - The police budget is similar to last year's.
 - The Mayor proposed we purchase a new vehicle out of the general fund with its surplus.
4. Streets Report
- Ameren has been in town replacing poles.
 - The streets budget is similar to last year's.
 - MFT is severely over budget because of the seal coating on Cleveland and the purchase of salt.
 - We will need to amend MFT with a resolution. The resolution will then be sent into the state IDOT.
 - Jurisdictional transfer of Seminary – The county is negotiating with IDOT.
5. Parks, Community Center and Food Pantry Report
- We're celebrating Earth Day's 50th year with our Breakfast in Dooley Park fundraiser on Saturday, April 23 from 7-10 am at the pavilion.
 - The committee is exploring the possibility of offering breakfast burritos sold from a tent in the park on the morning of the Freedom Run since the pavilion is unavailable that day.
 - We're doing initial planning to find funding for horse drawn carriage rides during Cookies with Santa.
 - The Freedom Run Committee is considering donating money toward constructing a public bathroom in Dooley Park.
 - Parks Committee is looking over possible plans and a site.
 - Providing a public restroom in the park is one of our 3-year plans.
 - We've found several IDNR Grant Programs that could apply to the Kickapoo Creek bank erosion project.
 - The McLean County Conservation District is dealing with shore erosion at Evergreen Lake.
 - We are contacting them for hands-on information and possible help with the process.
 - A slide in the playground is broken and we're ordering its replacement.
 - The Food Pantry plans to distribute 36 boxes this month.
 - Tri-Valley FFA held a dairy-centered collection drive and is donating \$150.00 to the Pantry that is earmarked for milk.
 - The Pantry completed their audit for Mid-West Foodbank.
 - They are continuing their search for a suitable industrial cooler.
 - Budget for next year is similar to last year's.
6. Finance and Services Report
- Bakewell went over budget numbers for general and TIF funds.
 - James said he is looking to do some renovations to the attic at the village hall.
 - The BTP was light this month. There is a large MSA bill that will be taken out of general, water and TIF.

8. Discussion

1. Business Development Plan within Corporate Limits of VOD

- Wall says that this is a lengthy plan and we won't be able to get this accomplished by April 1st.
- We need to have a designated business district and business district plan.
- Wall says you can only have one business district. This will not accomplish what we want and will treat some differently than others.
- The other possibility would be to look into doing a referendum and Dawn will research if this is possible by Nov 2020.

2. Employee Handbook

- Wall posted the draft employee handbook out on Google drive.
- It still needs a lot of work.

3. FY2021 Budget

4. Other – Ron Slagel, Energy Broker Presentation for being our supplier for electricity

- Bakewell provided Slagel with our Ameren bills.

9. There was no Public Comment.

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

11. A Motion to Approve Consent Agenda was made by Goveia and seconded by Keylin. Approved 4-0

1. Motions

- a. Motion to Approve the February 6, 2020 Village Board of Trustees Regular Meeting Minutes
- b. Motion to Approve the February 6, 2020 Village Board of Trustees Executive Meeting Minutes
- c. Motion to Approve Action on Building Permit Violations -Scratched

2. Resolutions

3. Ordinances

- a. Ordinance 2020-01 Approving the Amended Zoning Map for the Village of Downs
- b. Ordinance 2020-02 Approving and Adopting Amendments to the Village of Downs Code Provisions Chapter 6 "License Permits Regulated Business"

12. New Business

1. Motions

2. Resolutions

3. Ordinances

13. Old Business – No action was taken in old business.

1. Motions

- a. Motion to Approve the Final Plat for the Corn Belt Energy Park
- b. Motion to Reconvene the Village of Downs Regular Board of Trustees Meeting on _____ @ _____ pm at the Village Hall

2. Resolutions

- a. Resolution 2020-R__ Approving a 1% Business Development Sales Tax Within the Village of Downs Corporate Limits
- b. Resolution 2020-R__ Accepting the Offer of Irrevocable Dedication of Certain Improvements in the Beecher Trails Subdivision - First Addition
- c. Resolution 2020-R__ Accepting the Offer of Irrevocable Dedication of Certain Improvements in the Cross Creek Subdivision
- d. Resolution 2020-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

- e. Resolution 2020-R__ Authorizing and Approving the Redevelopment Agreement Between the Village of Downs and Ken Hillard and Misch Excavating for the Project Located at S Lincoln St and Reeder Lane
3. Ordinances
- a. Ordinance 2020-__ Authorizing and Approving the Intergovernmental Agreement Between the Village of Heyworth and the Village of Downs for use of Equipment and Personnel
 - b. Ordinance 2020-__ Approving Provisions for Nauseous Odors
 - c. Ordinance 2020-__ Approving and Adopting Amendments to the Village of Downs Code Provisions
14. A Motion to Approve Payment of Bills was made by Gassaway and seconded by Twyford. Approved 4-0
15. Executive Session was not entered.
16. No Action was taken on Executive Session Items.
17. A Motion to Adjourn at 10:31pm was made by Keylin and seconded by Gassaway. Approved 4-0



Village of Downs Clerk