



VILLAGE OF DOWNS BOARD OF TRUSTEES
REGULAR MEETING MINUTES
December 3, 2020
7 pm via ZOOM & VILLAGE HALL

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

Executive order **2020-71** by the Governor of Illinois allowed this meeting to be held via Zoom, telephone and at the Village Hall.

Village of Downs Board of Trustees Regular Meeting December 3, 2020, 7 pm @ Village Hall & via ZOOM

1. Mayor Mike James called the December 3, 2020 regular board of trustees meeting to order at 7:00pm.
2. Roll Call was taken. Trustees present were Maureen Roach via Zoom, Peggy Keylin via Zoom, Sarah Gassaway via Zoom and Toby Twyford via Zoom. Mary Goveia was absent. Also present were Julie James, Treasurer Julie Bakewell and Village Attorney Dawn Wall via Zoom. Mayor James declared a quorum was present to do business.
3. The Pledge of Allegiance was recited.
4. A Motion to Approve the Agenda and Order was made by Roach and seconded by Keylin.
Approved 4-0
Discussion:
 - Keylin requested these items to be removed from consent agenda.
 - Motion to Approve the November 5, 2020 Village Board of Trustees Regular Meeting Minutes
 - Motion to Approve the Updated Village of Downs Fee Schedule
 - Motion to Approve Purchase of 2021 Fireworks for 2nd Year of the 3 Year Contract not to Exceed \$11,000
 - Ordinance 2020-19 Approving and Adopting Amendments to Chapter 11 - Building of the Village of Downs Municipal Code
 - Ordinance 2020-20 Approving and Adopting Amendments to Chapter 14 - Zoning of the Village of Downs Municipal Code
 - Resolution 2020-R32 Authorizing and Approving a Purchase Agreement Between Jeffrey L and Kathy J Misch and the Village of Downs
 - Resolution 2020-R33 Authorizing and Approving an Agreement for Use and Requirements to Operate a Towing Company, Anytime Towing LLC on Parcel #29-04-400-006
5. There was no Eagle Scout Project Update.
6. Engineer & Development Report
 1. DCEO Grants
 - Both DCEO Rebuild Grant and IDOT ITEP Grant Applications had been submitted and are in Agency reviews. MSA will update as we hear any award information. We do not expect responses until later winter months.
 2. Down Water Plant Improvements – From Mike Buzicky at MSA
 - Met with BNWRD Friday 11/6. Meeting went well. BNWRD had sampling and calculations requests.
 - MSA completed calculations and response letter. Awaiting final water sample

results. MSA will return to BNWRD as soon as lab samples in.

- IEPA Water Loan Application documents on going with Mike J. (authorized rep)
- Modified WTP plans to keep existing aeration/filter as requested. This unit will become backup unit.
- Submit WTP Plans to IEPA after BNWRD approval.

3. Downtown Streetscape and Parking Lots design

4. Other Engineering or Development Updates

7. Mayoral Report

- James said he made a street light request down by Misch's new building. It will cost approximately \$16,000 to put 2 lights in.
- He recommends that we keep Travis Misch as the EMA director
- We are looking to get remote access to sound the siren. We can use CURES funding to purchase this.
- The terms for Tony Ales agreement came from the 2014 meeting minutes that he was present at.
- There is not a specific time frame for Misch Excavating to remove the concrete blocks. He is making process and he knows he needs to get rid of them.
- Misch Redevelopment Agreement-We are responsible for half of the engineering costs of \$21,000 (\$10,500).

8. Trustee Reports

1. Building Report

- The building committee is bringing forward a new fee schedule for building permits.
- No livestock in residential has been added to the building code.
- Verbiage to include windfarms and solar was also added to the building code.
- The committee took out the part that a resident could put more than one mobile home on a piece of property and calling it a mobile home park.
- Peggy had many questions regarding the proposed changes so the Board agreed to send it back to the committee for her to have further discussion and clarification.

2. Water and Sewer Report

- There was a service call at the well at Corn Belt. They were having issues with water pressure.
- The pit-less adapter was leaking.
- Upon inspection it looked like the farmer hit the well head with a large piece of machinery. We will be trying to recover damages.
- Sarah Gassaway and Jim Layton from Kickapoo Creek reported the pump dropped. When the pump fell it caused some damage to the well.
- They tried to attempt to put a new 3" screen in last night to rectify the situation so Corn Belt have water. Corn Belt has since called and said that they are not getting enough water.

Need to dig a new well – 3 options

- Replace what we had at an estimated cost of \$24,750
- Drill an 8" well, steel cased, EPA compliant for future growth estimated cost of \$55,200
- Drill 2 -6" wells

- Toby asked if we can seek reimbursement for the damage. Wall says the tenant farmer should have insurance.

The board decided to put it back the way it was with no additional upgrades

3. Police Report

- Roach reported the police department started the fitness and nutrition program via Zoom on Monday.
- Dinger reported 11 calls to service.
- They are still working on a lot of cases.
- They had a DUI arrest that took all 3 officers to cover.
- 3 cases of fraud were reported.
- The police truck is in Tinley, IL getting outfitted. They hope to have it by Christmas.

4. Streets Report

- James gave kudos to our streets crew who did an additional brush pick up for residents who missed it last month.
- Our salt is here and is being stored at Prochnows Landscaping.
- Salt was a lot cheaper this year. ~\$39/ton vs over \$100/ton
- Snowplows are ready to go.
- We are looking to replace our 2 old trucks with a newer used truck.
- Looking at a 2011 F750 or 2014 freightliner truck. Both are non-CDL required. Both are located in Ohio. A New truck would be over \$100,000.
- Starks have been hauling a significant amount of dirt down Huff Rd for a future subdivision. Les and the Mayor are keeping an eye on the roads.

5. Parks, Community Center and Food Pantry Report

- Thanks to Jim Soeldner, the bike rack is installed in McManus Park. The mulch has all been spread.
- Winter grounds keeping are done.
- We ordered gel sanitizer for the outdoor hand sanitizer station.
- Thanks to Jeff Schenkel and Ameren, we may get a pole installed to replace the one blown down by the basketball courts. Because of budget constraints this year, we're getting an estimate to replace all 4 mercury vapor lights with LED lights next spring.
- Thanks to the Village for donating tables to the pavilion.
- Peggy met with Josh to discuss offering martial arts classes in the pavilion next year.
- Many thanks to Susan Surber from Living Hope and various other church groups and individuals for lighting Dooley Park for Christmas and continuing that tradition this season!
- The food pantry distributed 37 Thanksgiving boxes last month. The boxes included turkey and makings for all the special sides of that season. Three new clients were signed up. In December they have 40 boxes to give out. The Christmas distribution will happen the week before Christmas. Hams purchased from LeRoy IGA will be a part of those boxes. Many thanks to everyone who has donated food, money and time making sure this much needed service continues to help families in need in our community.

- The backpacks are loaded and ready to distribute. COVID changes at Tri-Valley have delayed getting the program going this year, but as soon as the schedule is posted, the program will be put into action.
6. Finance and Services Report
 - Bakewell went over the BTP and some unique bills were:
 - Eagle Scout being reimbursed for his costs
 - J&M Displays
 - MSA bills
 - Kickapoo Drilling
 - Salt purchase
 - She went over the other financials and balance sheet.
 - Bakewell said the village received our 9th and final property tax payment.
 - She wanted to recognize Cara Russow for all her hard work she is a blessing to Bakewell.
 9. Discussion
 1. Other
 10. There was no public present.
 11. A Motion to Approve Items Contained within the Consent Agenda made by Twyford and seconded by Gassaway. Approved 4-0
 12. A Motion to Approve Consent Agenda Twyford and seconded by Gassaway. Approved 4-0
 1. Motions
 - a. Motion to Approve the Cost Share with the McLean County EMA Purchase of Remote Control of Emergency Siren within the Village of Downs
 13. Ordinances (18)
 - a. Ordinance 2020-18 Ratifying the Consent Ordinance for Mediacom Franchise Agreement
 14. Resolutions (31)
 - a. Resolution 2020-R31 Ratifying the Consent Resolution Committing Local Funds for ITEP Application – No action taken.

Items moved out of consent agenda

- Motion to Approve the November 5, 2020 Village Board of Trustees Regular Meeting Minutes was made by Keylin and seconded by Twyford. Approve 4-0
- Discussion:**
- Keylin asked if we should be publishing all minutes from meetings and public hearings.
 - Wall says that meeting minutes of the board should be made available and they are the website.
 - Public hearings don't vote to approve anything and don't require meeting minutes.
- Motion to Approve the Updated Village of Downs Fee Schedule was made by Twyford and seconded by Keylin. Approved 4-0
 - A Motion to Approve Purchase of 2021 Fireworks for 2nd Year of the 3 Year Contract not to Exceed \$11,000 by Twyford and seconded by Keylin. Approved 4-0
 - Ordinance 2020-19 Approving and Adopting Amendments to Chapter 11 - Building of the Village of Downs Municipal Code – No action taken.

- Ordinance 2020-20 Approving and Adopting Amendments to Chapter 14 - Zoning of the Village of Downs Municipal Code – No action taken.
- A motion to approve Resolution 2020-R32 Authorizing and Approving a Purchase Agreement Between Jeffrey L and Kathy J Misch and the Village of Downs was made by Keylin and Gassaway. Approved 4-0
- A motion to approve Resolution 2020-R33 Authorizing and Approving an Agreement for Use and Requirements to Operate a Towing Company, Anytime Towing LLC on Parcel #29-04-400-006 was made by Twyford and seconded by Keylin. Approved 4-0

15. New Business

1. Motions

- a. Motion to Reconvene the Village of Downs Regular Board of Trustees Meeting on _____ @ 7 pm at the Village Hall – No action taken.

2. Ordinances

3. Resolutions

- a. Resolution 2020-R25 Authorizing and Approving the Redevelopment Agreement Between the Village of Downs and Freedom Oil Company Inc for the Project Located at 18928 US Highway 150 – No action taken.
- b. Resolution 2020-R__ Authorizing and Approving the Easement Agreement Between Woodworkers Shop LLC and the Village of Downs – No action taken.

16. Old Business

1. Motions

- a. Motion to Approve the Final Plat for the Corn Belt Energy Park – No action taken.
- b. Motion to Approve Directive Regarding Water Discharge into Village Right-of-Way, Detention Basin, and/or Utility Easements – No action taken.

2. Resolutions

- a. Resolution 2020-R__ Accepting the Offer of Irrevocable Dedication of Certain Improvements in the Beecher Trails Subdivision - First Addition – No action taken.
- b. Resolution 2020-R__ Accepting the Offer of Irrevocable Dedication of Certain Improvements in the Cross Creek Subdivision – No action taken.
- c. 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 – No action taken.

3. Ordinances

17. A Motion to Approve Payment of Bills was made by Gassaway and seconded by Keylin. Approved 4-0

18. Motion to Enter Executive Session for Personnel – Executive session was not entered.

19. Action on Executive Session Items

20. A Motion to Adjourn at 9:57pm was made by Twyford and seconded by Gassaway. Approved 4-0


Julie James

Village of Downs Clerk